

MINUTES OF THE
REGULAR MEETING
OF THE BOARD OF TRUSTEES OF
MAGNA WATER DISTRICT

A regular meeting of the Board of Trustees of the Magna Water District was held Thursday, January 8, 2026, at 10:00 am at the Magna Water District General Office, Kim Bailey Board Room, located at 8885 West 3500 South, Magna, UT.

Call to Order: Mick Sudbury called the meeting to order at 10:00 am.

Trustees Present:

Mick Sudbury, Chairman
Jeff White
Dan Stewart

Management Team Present/Excused:

Clint Dilley, General Manager, present
Lelsle Fitzgerald, District Controller, present
Trevor Andra, District Engineer, present
Dallas Henline, Wastewater Operations Manager, present
Andrew Sumsion, HR Manager, present
Steve Clark, Water Operations Manager, present
Gavin Henshaw, Service Maintenance
Dawson Stewart, Service Maintenance
Dalyn Touhuni, Service Maintenance

Also Present:

Nathan Bracken, Smith, Hartvigsen PLLC
Todd Richards, Magna
Dyle Jenkins, Magna Resident
Dan Peay, Magna Resident
Keith Larsen, Bowen Collins & Associates
Rachael Valek, Bowen Collins & Associates
Cody Allen, AE2S

Pledge of Allegiance: Chairman lead those in attendance in the Pledge of Allegiance.

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

Nomination and Approval of 2026 Board Chairman: Jeff White nominated and made a motion to elect Mick Sudbury to remain the Board Chairman for 2026. The motion was seconded by Dan Stewart. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

Public Comment: There were none.

Chairman asked if any of the staff or board members had a conflict of interest with anything on this agenda. There were no conflict of interest.

Employee Recognition:

Gavin Henshaw – Water Distribution IV
Dawson Stewart – Water Distribution IV
Dalyn Touhuni – CDL

Approval of Common Consent Items:

Minutes of the regular board meeting held December 11, 2025

Expenses for December 1 to December 28, 2025:

General Expenses: \$1,291,210.38

Zions Bank Bond Payment: \$83,530.83

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular board meeting held December 11, 2025, the general expenses from December 1 to December 28, 2025, and the Zions Bank Bond payment in the amount of \$1,291,210.38 and \$83,530.83; respectively. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea.

DEPARTMENT REPORTS

General Manager Report: Clint highlighted the following:

Staffing: Later on in the agenda a new position will be discussed, service maintenance facilities position.

Operations – Water: Trevor and Steve have been working on drafting an asset management plan that is required for the Division of Drinking Water loan. This is a positive step. Once complete, will be presented to the Board. The new public water system fee has been postponed and the fee was cut 50% of what was proposed. Clint wanted to get the Board’s feelings about leasing the District’s Utah Salt Lake Canal shares, he proposed leasing 75% of the shares the District owns. Board agreed. An agreement will be brought back to the Board at a later date.

Operations – Wastewater: Dallas has been struggling with a crane issue in the solids handling building. The cost to fix could be expensive. Continuing to investigating the solutions. Snyderville Basin visited the Reuse Facility.

Operations – Office: LeIsle has completed a Spanish version of the District’s Account Application Card, with help with Dessire. Staff was trained on the Data Privacy training for the year.

Communication & Morale: Clint attended a West Valley Counsel meeting in regards to the rezoning the property next to the Wastewater Treatment Plant. The application was denied, a positive for the District. Met with Kennecott to discuss secondary water options for the golf course. There was a customer flyer about water pressure check that will go into customer bills. Trevor is working on the Master Plan, Impact Fee Facility Plans and the Impact Fee Analysis for the near future. We did have one customer report of a sewer backup which ended up being on the customer’s side.

No action was taken, for full discussion please go to the board meeting recording beginning at position 3:24 to 16:43. Please also see the general manager’s report inserted in the board meeting packet.

Engineering Report: Trevor reported on ongoing projects. No action was taken, for full discussion, please go to the board meeting recording beginning at position 17:36 to 19:29. Please also see the engineering insert in the board meeting packet.

Water Operations Report (including water production and call out report): Steve reported The culinary water production for the month of December 2025 was 98.46 million gallons or 302.19 acre feet, a 8.03% increase from December 2024. YTD production was 1,894.03 million gallons or 5,812.98 acre feet, a 8.10% increase from YTD 2024.

We have purchased YTD 806.57-acre feet of water from Jordan Valley Water. Steve reported the total number of call outs for water and wastewater departments for December was 12, and total hours paid was 36. No action was taken, for full discussion please go to the board meeting recording beginning at position 19:30 to 28:20. Please also see the water production report inserted in the board meeting packet.

Wastewater Operations Report:

Magna Water Reclamation Facility Operations Report: Dallas reported the plant continues to perform well, despite in inconsistency in weather. The total annual average on Phosphorus ended up at .86 required to be below 1 mg/l, a new compliance in the District’s permit. The collections has been working with Twin D for repairs in sections of the collections system that has been damaged, this has been completed. No action was taken, for full discussion, please go to board meeting recording beginning at position 28:21 to 31:18. Please also see the wastewater report insert in the board meeting packet.

Controller Report/Clerk Report:

Compliance Requirements Report: LeIsle reported the District is compliance with legal requirements and internal policies. No action was taken, for full discussion, please go to board meeting recording beginning at position 31:19 to 33:15. Please also see the controller/clerk insert in the board meeting packet.

HR Manager Report:

Andrew reported to the Board the following:

- Continuing to look at the fall prevention on facilities roof’s.
- Managers are working on goals for 2026.
- OSHA 300 logs are coming due & the State randomly chose the District to participate in the Survey of Occupational Injuries and Illness Survey.

No action was taken, for full discussion please go to the board meeting recording beginning at position 33:16 to 35:43.

WATER AND SEWER AVAILABILITY

Discussion and possible motion to approve the following developments:

Salt Lake County Salt Sheds: This location currently asking only for water service. They will not be connecting to the District’s sewer. A motion was made by Jeff White, seconded by Dan Stewart, to approve water services to Salt Lake County Salt Sheds located at 3986 S 8000 W. The motion was approved as follows: Dan Stewart, yea, Mick Sudbury, yea, and Jeff White, yea. For full discussion, please go to board meeting recording beginning at position 35:44 to 39:04.

PROJECT AWARDS & AGREEMENTS

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

EDR Finish and Feed Tank – IGES Geotechnical Investigation Task Order in the amount of \$31,200: A motion was made by Jeff White, seconded by Dan Stewart, to approve IGES Geotechnical Investigation Task Order for the EDR Finish and Feed Tank Project in the amount of \$31,200. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 39:05 to 42:37.

Approve Yoppify Customer Public Portal for AMI metering information for an annual cost of \$17,514: A motion was made by Jeff White, seconded by Dan Stewart, to approve an annual cost of

\$17,514 to Yoppify for the District's customer Portal for AMI metering information. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 42:38 to 47:33.

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

Review Draft Impact Fee Facility Plan and Analysis: Keith Larson presented the Impact Fee Facility Plan and the Impact Fee Analysis. The IFFP looks at what growth is occurring and what projects are needed to serve that growth. It identifies the percentage that comes from new growth in each of the projects. The IFA takes all of that information and calculates what the appropriate fee would be per connection. The window of time allowed to calculate an impact fee is 10 years. No actions were taken, for full discussion please go to board meeting recording beginning at position 47:34 to 1:00:51. Please also see board meeting packet insert.

Approve the District's financial advisors to be Zions Public Finance, Inc., name change from Zions Bank Public Finance: A motion was made by Jeff White, seconded by Dan Stewart, to accept the name change of Zions Public Finance to Zions Public Finance, Inc.. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:00:52 to 1:02:07.

Consider whether to continue participation in Chamber West membership (formally Magna Chamber of Commerce). Lowest cost option for Magna Water District is the Business Building Membership for \$900/yr: A motion was made by Jeff White, seconded by Dan Stewart, to not join the Chamber West Membership. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:02:08 to 1:12:26.

Job description for Service Maintenance Facilities position: A motion was made by Jeff White, seconded by Dan Stewart, to move forward with the Service Maintenance Facilities position as shown in the job description. The motion was approved as follows: Jeff White, yea, Dan Stewart, yea and Mick Sudbury, yea. For full discussion please go to board meeting recording beginning at position 1:12:27 to 1:29:39.

For information and discussion only – no action items:

Election Plan Draft: LeIsle has been compiling an Election Plan for 2026. The Draft Plan was presented to the Board for their information. No action was taken, for full discussion please go to board meeting recording beginning at position 1:29:40 to 1:42:07. Please also see board meeting packet insert.

Next board meeting – February 12, 2026, at 10:00 am

TRAINING & SAFETY

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

Spring Conferences & Attendees:

Rural Water – February 23 – 27, 2026, Dixie Center, St. George, UT
Water Users – March 16 – 18, 2026, Dixie Center, St. George, UT

UGFOA – March 31 – April 2, 2026, Dixie Center, St. George, UT
AWWA – Mid Year – April 8, 2026, Sandy, UT
WEAU – April 14 – 17, 2026, Dixie Center, St. George, UT

A motion was made by Jeff White, seconded by Dan Stewart, to approve the conferences and attendees as presented plus any board members that wish to attend. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:42:29 to 1:47:52. Please also see board meeting packet insert.

Motion to take a brief recess and immediately following, meet in a closed meeting to discuss: (1) the purchase, exchange, lease, or sale of real property, including any form of a water right or water shares, (2) pending or reasonably imminent litigation; and (3) collective bargaining issues pursuant to Utah Code Ann. §§ 52-4-204 through 205: A motion was made by Jeff White, seconded by Dan Stewart, to take a brief recess and immediately following meet in a closed meeting to discuss: (1) the purchase, exchange, lease, or sale of real property, including any form of a water right or water shares, (2) pending or reasonably imminent litigation; and (3) collective bargaining issues pursuant to Utah Code Ann. §§ 52-4-204 through 205. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea at 11:48 am.

Motion to close the closed meeting and re-open the public board meeting: A motion was made by Dan Stewart, seconded by Jeff White, to close the closed meeting and re-open the public board meeting at 12:48 pm. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea.

Consider action on any noticed agenda item discussed in closed meeting: None.

Motion to immediately meet in a closed meeting to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code Ann. § 52-4-204 through 205(1)(a): This closed session was not held.

Other Business: None

Adjourn: Having no further business to discuss, a motion was made by Dan Stewart, seconded by Jeff White, to adjourn the meeting at 12:49 pm. The motion was approved as follows: Dan Stewart, yea, Mick Sudbury, yea, and Jeff White, yea.

LeAnn Fitzgerald

Attest

Mick Sudbury

Chairperson



**MAGNA WATER DISTRICT
MEETING PACKET
FOR THE
REGULAR BOARD MEETING
THURSDAY JANUARY 8, 2026
10:00 AM**

8885 W 3500 S, MAGNA, UT 84044

GENERAL OFFICE BUILDING

(801)250-2118

Fax(801)250-1452

JANUARY 8, 2026
REGULAR BOARD MEETING AGENDA
MAGNA WATER DISTRICT

MEETING DATE: January 8, 2026 at 10:00 am

LOCATION: 8885 W 3500 S, MAGNA, UT, GENERAL OFFICE BUILDING

- A. Call to Order**
- B. Public, Board and Staff join in the Pledge of Allegiance**
- C. Welcome the Public and Guests**
- D. Nomination and Approval of 2026 Board Chairman**
- E. Public Comment**

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

- F. Inquire of any conflicts of interests that need to be disclosed to the Board**
- G. Employee Recognition**
 - Gavin Henshaw – Water Distribution IV**
 - Dawson Stewart – Water Distribution IV**
 - Dalyn Touhuni – CDL**

- H. Approval of common consent items**
 - 1. Minutes of the regular board meeting held December 11, 2025
 - 2. Expenses for December 1 to December 28, 2025
 - General Expenses: \$1,291,210.38
 - Zions Bank Bond Payment: \$83,530.83

- I. Department Reports:**
 - 1. General Manager Report
 - 2. Engineering Report
 - 3. Water Operations Report
 - 4. Wastewater Operations Report
 - Magna Water Reclamation Facility Operations Report
 - 5. Controller/Clerk Report

- Compliance Requirements Report

6. HR Manager Report

J. Water & Sewer Availability

Discussion and possible motion to approve the following developments:

1. (Trevor) Salt Lake County Salt Sheds

K. Project Awards & Agreements

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

1. (Trevor) EDR Finish and Feed Tank – IGES Geotechnical Investigation Task Order in the amount of \$31,200.
2. (Clint) Approve Yoppify Customer Public Portal for AMI metering information for an annual cost of \$17,514.

L. Administrative

Discussion and possible motion to approve the following administrative items:

1. (Trevor) Review Draft Impact Fee Facility Plan and Analysis
2. (LeIsle) Approve the District's financial advisors to be Zions Public Finance, Inc., name change from Zions Bank Public Finance.
3. (Clint) Consider whether to continue participation in Chamber West membership (formally Magna Chamber of Commerce). Lowest cost option for Magna Water District is the Business Building Membership for \$900/yr.
4. (Andrew) Job description for Service Maintenance Facilities position.

For information and discussion only – no action items:

5. (LeIsle) Election Plan Draft
6. Next month's board meeting – February 12, 2026 at 10:00 am

M. Training & Safety

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

1. (Andrew) Spring Conferences & Attendees:

Rural Water – February 23 – 27, 2026, Dixie Center, St. George, UT
Water Users – March 16 – 18, 2026, Dixie Center, St. George, UT

UGFOA – March 31 – April 2, 2026, Dixie Center, St. George, UT

AWWA – Mid Year – April 8, 2026, Sandy, UT

WEAU – April 14 – 17, 2026, Dixie Center, St. George, UT

- N. Motion to take a brief recess and immediately following, meet in a closed meeting to discuss: (1) the purchase, exchange, lease, or sale of real property, including any form of a water right or water shares, (2) pending or reasonably imminent litigation; and (3) collective bargaining issues pursuant to Utah Code Ann. §§ 52-4-204 through 205.**
- O. Motion to close the closed meeting and re-open the public board meeting.**
- P. Motion to immediately meet in a closed meeting to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code Ann. § 52-4-204 through 205(1)(a).**
- Q. Motion to close the closed meeting and re-open the public board meeting.**
- R. Consider action on any noticed agenda item discussed in closed meeting.**
- S. Other Business**
- T. Adjourn**

MEETING MINUTES

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

A regular meeting of the Board of Trustees of the Magna Water District was held Thursday, December 11, 2025, at 10:00 am at the Magna Water District General Office, Kim Bailey Board Room, located at 8885 West 3500 South, Magna, UT.

Call to Order: Mick Sudbury called the meeting to order at 10:00 am.

Trustees Present:

Mick Sudbury, Chairman
Jeff White
Dan Stewart

Management Team Present/Excused:

Clint Dilley, General Manager, present
Lelsle Fitzgerald, District Controller, present
Trevor Andra, District Engineer, present
Dallas Henline, Wastewater Operations Manager, present
Andrew Sumsion, HR Manager, present
Steve Clark, Water Operations Manager, present
Ty Quinn, Staff Engineer
Mike Harms, Service Maintenance
Matt Skogerboe, Service Maintenance Leadman
Mandy Whitmore, Accountant

Also Present:

Nathan Bracken, Smith, Hartvigsen PLLC
Don Olsen, Epic Engineering
Dan Peay, Magna
Todd Richards, Magna
Joel Workman, AQS Consulting
Wayne Fuller, Coordinated Insurance
Brian Child, Olympus Insurance
Keith Larson, Bowen Collins & Associates
Rachael Valek, Bowen Collins & Associates
Joe Periera, Magna
Blaine Smith, Magna
Jeff Beckman, Bowen Collins & Associates

Pledge of Allegiance: Chairman lead those in attendance in the Pledge of Allegiance.

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

Public Comment: Joe Periera asked about secondary water charges. The charges are based on irrigatable acre. The fee schedule is structured to be fair and equitable.

Chairman asked if any of the staff or board members had a conflict of interest with anything on this agenda. There were no conflict of interest.

New Employee Introduction: Andrew introduced Ty Quinn, the District’s new Staff Engineer. Ty’s background consist of a bachelor’s of science in civil engineering from University of Utah. He also had five years of internship with a consulting firm in water design, designed chemicals of systems and actual structure of swimming pools and water features. He has his FE completed, and working towards getting his PE License. He is married and has a 4 month old baby.

Employee Recognition:

Quin Gorringer – Wastewater Collections II
Connor McReynolds – Traffic Control Technician
Gavin Henshaw – Traffic Control Technician
Dawson Stewart – Traffic Control Technician
Chris Thompson – Traffic Control Supervisor
Steve Clark – Traffic Control Supervisor

Approval of Common Consent Items:

Minutes of the regular board meeting held November 13, 2025

Minutes of the 2026 Budget Hearing held November 13, 2025

Expenses for November 2 to November 30, 2025:

General Expenses: \$1,293,437.19

Zions Bank Bond Payment: \$323,151.61

A motion was made by Dan Stewart, seconded by Jeff White, to approve the minutes of the regular board meeting held November 13, 2025, the minutes of the 2026 Budget Hearing held November 13, 2025, and the general expenses from November 2 to November 30, 2025, and the Zions Bank Bond payment in the amount of \$1,293,437.19 and \$323,151.61; respectively. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea, and Jeff White, yea.

Presentation of Longevity Awards:

Board recognized the employees that have had 5, 10, 15, & 30 years of service.

Dallas Henline with 15 years

Mandy Whitmore with 5 years

Trevor Andra with 5 years

Matt Hunter with 5 years

Mike Harms with 5 years

Clint Dilley with 10 years

Steve Clark with 30 years

PROJECT AWARDS & AGREEMENTS

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

Renewal of annual insurance policy for 2026 through Olympus Insurance in the amount of \$265,952, 16% increase from 2025: Brian Child explained to the Board the primary exposure changes

in the policy. Exposure is one of the things the insurance company rates on when they review premiums. The total insured value of the District increased by 46%. The driver behind the increase is the insurance company wanting to make sure the District is insured to value. This is happening to the industry as a whole. Brian reported the District's claims have decreased, speaking to the leadership and the proactivity of the Board and Staff being proactive mitigating risk. Worker's Compensation E-Mod experience rating is 0.74. A motion was made by Jeff White, seconded by Dan Stewart, to approve the renewal of annual insurance policy for 2026 through Olympus Insurance in the amount of \$265,952. The motion was approved as follows: Mick Sudbury, yea, Dan Stewart, yea and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 13:09 to 19:05.

Renewal of Regence Blue Cross Blue Shield for an increase of 4%: Wayne Fuller addressed the Board and explained he represents most health insurance companies that can write health insurances in the State of Utah. He compared the rates from Select Health, United Health, and Regence BCBS. The Regence BCBS came in the lowest. A motion was made by Jeff White, seconded by Dan Stewart to approve the renewal of Regence Blue Cross Blue Shield for 2026. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea. For full discussion please go to board meeting recording beginning at position 19:06 to 21:42.

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

Consider approval of Resolution 2025-09 Adopting the District's 2026 Final Budget as amended: A motion was made by Jeff White, seconded by Dan Stewart, to approve Resolution 2025-09 Approving the District's 2026 Final Budget as amended. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea. For full discussion please go to board meeting recording beginning at position 21:43 to 25:21.

Resolution 2025-10 Initiating the establishment of a data privacy program; Designating Chief Administrative and Authorized Records Officers; Requiring Records for Proof of Officer and Employee Privacy Training; Preparing Website Data Privacy Notice; Endorsing the State's Data Privacy Policy; and Completing the District's Internal Data Privacy Program Report: A motion was made by Jeff White, seconded by Dan Stewart, to approve Resolution 2025-10 Initiating the establishment of a data privacy program; Designating Chief Administrative and Authorized Records Officers; Requiring Records for Proof of Officer and Employee Privacy Training; Preparing Website Data Privacy Notice; Endorsing the State's Date Privacy Policy; and Completing the District's Internal Data Privacy Program Report. The resolution appoints Clint Dilley as the Chief Administrative Officer and LeIsle Fitzgerald as the Authorized Records Officer. The motion was approved as follows: Mick Sudbury, yea, Jeff White, yea and Dan Stewart, yea. For full discussion please go to board meeting recording beginning at position 25:22 to 30:08.

Mick Sudbury asked to be excused for the remainder of the meeting as he had other engagements. Jeff White will continue to run meeting.

DEPARTMENT REPORTS

General Manager Report: Clint highlighted the following:

Staffing: Fully staffed, looking at a new position for 2026, Service Maintenance – Facility Maintenance position.

Operations – Water: Completed a review of the vehicle utilization for construction and meter crews to ensure the vehicles are being utilized efficiently and in the best interest of time and resources. Trying to reduce the number of trucks at any one site at any time as much as possible.

Operations – Wastewater: Continuing grease trap inspections with the pretreatment program.

Operations – Office: Three bids have been received from three different AMI Customer Portal interface options. We are leaning towards Yoppify, currently providing our communications with customers program.

Communication & Morale: Working with Kennecott and Copper Golf Club to discuss irrigation options for the golf course. Working with Kennecott on the 8460 W regarding the trash being dumped at that sight. Management will continue to work through issues that impact all of us.

There was one customer complaint regarding a shut off. The customer indicated the District shut someone's water off and weren't open on Friday for the customer to get their water back on. We explained to the customer that we worked with the customer that had not water on that Friday, and was able to turn the water on in that situation. Also relayed to the complaining customer that we are responsive and we are capable of responding to issues after hours. We worked through this complaint, after which the customer seemed appreciative.

No action was taken, for full discussion please go to the board meeting recording beginning at position 30:09 to 37:46. Please also see the general manager's report inserted in the board meeting packet.

Engineering Report: Trevor reported on ongoing projects. No action was taken, for full discussion, please go to the board meeting recording beginning at position 37:47 to 40:31. Please also see the engineering insert in the board meeting packet.

Water Operations Report (including water production and call out report): Steve reported the culinary water production for the month of November was 107.01 million gallons or 328.43-acre feet, a 11.84% increase from November 2024. YTD production was 1,812.33 million gallons or 5,562.24 acre feet, a 8.11% increase from YTD 2024. We have purchased YTD 739.60-acre feet of water from Jordan Valley Water. Steve reported the total number of call outs for water and wastewater departments for November was 13, and total hours paid was 44. No action was taken, for full discussion please go to the board meeting recording beginning at position 40:32 to 42:04. Please also see the water production report inserted in the board meeting packet.

Wastewater Operations Report:

Magna Water Reclamation Facility Operations Report: Dallas reported that 2025 was the first year the plant has been operating under the new effluent total phosphorus limit of 1.0. Prior to 2025 there was a limit of 1.8, as of now, the plant is at .95, well within compliance. End of last year the plant was at 1.37. This limit is stringent the plant has never been below 1.0 before, it has taken a lot of effort to get there. No action was taken, for full discussion, please go to board meeting recording beginning at position 42:05 to 43:55. Please also see the wastewater report insert in the board meeting packet.

Controller Report/Clerk Report:

Compliance Requirements Report: LeIsle reported the District is compliance with legal requirements and internal policies. No action was taken, for full discussion, please go to board meeting recording beginning at position 43:55 to 45:46. Please also see the controller/clerk insert in the board meeting packet.

HR Manager Report:

Andrew reported to the Board the following:

- Month’s safety topic is fire safety
- Brian from Olympus Insurance and WCF toured our facilities to devise a plan how to handle the hatches and sky lights, to keep the staff safe and to ensure compliance.

No action was taken, for full discussion please go to the board meeting recording beginning at position 45:57 to 48:48.

WATER AND SEWER AVAILABILITY

Discussion and possible motion to approve the following developments:

CMD Towing located at 7160 Gates Avenue: A motion was made by Jeff White, seconded by Dan Stewart, to approve water and sewer services to CMD Towing located at 7160 Gates Avenue. The motion was approved as follows: Dan Stewart, yea, and Jeff White, yea. For full discussion, please go to board meeting recording beginning at position 48:49 to 51:00.

Flangas Townhomes PUD located at 2943 S Dora Str, Magna: A motion was made by Jeff White, seconded by Dan Stewart, to approve water and sewer services to Flangas Townhomes PUD located at 2943 S Dora Str, Magna. The motion was approved as follows: Dan Stewart, yea, and Jeff White, yea. For full discussion, please go to board meeting recording beginning at position 51:01 to 53:34.

PROJECT AWARDS & AGREEMENTS

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

Amendment to IGES Task Order for WRF Influent Project Material Testing in the amount of \$5,000: A motion was made by Jeff White, seconded by Dan Stewart, to approve the amendment to IGES Task Order for WRF Influent Project material testing in the amount of \$5,000. The motion was approved as follows: Dan Stewart, yea and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 53:35 to 55:15.

Purchase of 8 EDR stacks for 2026 replacement. (is in tentative budget) in the amount of \$530,708: A motion was made by Jeff White, seconded by Dan Stewart, to approve the purchase of 8 EDR stacks for 2026 replacement in the amount of \$530,708. The motion was approved as follows: Dan Stewart, yea and Jeff White, yea. For full discussion, please go to board meeting recording beginning at position 55:16 to 56:37.

ADMINISTRATIVE

Discussion and possible motion to approve the following administrative items:

Draft 2025 Water and Sewer Master Plan Update: Keith Larson presented the updates to the Water and Sewer Master Plan. The ran through the overview of the demand and supply, water and secondary conveyance and storage, and the sewer analysis relative to adequacy of the District’s facilities. No actions were taken, for full discussion please go to board meeting recording beginning at position 56:38 to 1:25:43. Please also see board meeting packet insert.

2026 Regular Board Meeting Schedule: A motion was made by Jeff White, seconded by Dan Stewart, to approve the 2026 Regular Board Meeting Schedule as presented. The motion was approved as follows:

Dan Stewart, yea and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:25:44 to 1:26:44. Please also see board meeting packet insert.

2025 Fraud Risk Assessment: A motion was made by Jeff White, seconded by Dan Stewart, to approve the 2025 Fraud Risk Assessment as presented. The motion was approved as follows: Dan Stewart, yea and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:26:45 to 1:28:12. Please also see board meeting packet insert.

Approval of the District’s Defined Benefit Plan restatement per IRS regulations: A motion was made by Jeff White, seconded by Dan Stewart, to approve the District’s Defined Benefit Plan restatement to comply with IRS regulations. The motion was approved as follows: Dan Stewart, yea and Jeff White, yea. For full discussion please go to board meeting recording beginning at position 1:28:13 to 1:29:40.

For information and discussion only – no action items:

Next board meeting – January 8, 2026, at 10:00 am

For information only:

2026 Conference Schedule: For Board’s information. No action was taken.

2026 Holiday Calendar: For Board’s information. No action was taken.

District’s Employee Recognition Dinner – December 12, 2025

Motion to take a brief recess and immediately following, meet in a closed meeting to discuss (1) the character, professional competence, or physical or mental health of an individual, (2) the purchase, exchange, or lease of real property, including any form of a water right or water shares, and (3) collective bargaining purposes pursuant to Utah Code Ann. §§ 52-4-204 through 205: There was no need for a closed meeting.

Other Business: None

Adjourn: Having no further business to discuss, a motion was made by Jeff White, seconded by Dan Stewart, to adjourn the meeting at 12:32 pm. The motion was approved as follows: Dan Stewart, yea, and Jeff White, yea.

Attest

Chairperson

**INVOICE
PAYMENTS**

MAGNA WATER DISTRICT
INVOICE PAYMENTS
12/01/2025 to 12/28/2025

Check Issue Date	Payee	Amount	Description
12/1/2025	MID ATLANTIC TRUST COMPANY	4,718.41	401(K)
12/1/2025	SAFETY-KLEEN SYSTEMS, INC.	454.52	WASHER SOLVENT SERVICE
12/1/2025	THE LINCOLN NATIONAL LIFE	807.58	INSURANCE
12/2/2025	AMERITAS LIFE INSURANCE CORP	2,330.07	INSURANCE
12/2/2025	PITNEY BOWES GLOBAL FINAN SERVICES LLC	119.28	INK -POSTAGE MACHINE
12/2/2025	VESTIS	81.77	EDR UNIFORMS
12/2/2025	VESTIS	27.32	EDR MATS
12/2/2025	VESTIS	121.70	ADMIN OFFICE MATS & SUPPLIES
12/2/2025	VESTIS	84.38	SHOP UNIFORMS
12/2/2025	VESTIS	247.67	WWTP UNIFORMS
12/2/2025	VESTIS	70.82	EDR UNIFORMS
12/2/2025	VESTIS	27.32	EDR MATS
12/2/2025	VESTIS	121.70	ADMIN OFFICE MATS & SUPPLIES
12/2/2025	VESTIS	84.38	SHOP UNIFORMS
12/2/2025	VESTIS	70.82	EDR UNIFORMS
12/2/2025	VESTIS	27.32	EDR MATS
12/2/2025	VESTIS	121.70	ADMIN OFFICE MATS & SUPPLIES
12/2/2025	VESTIS	84.38	SHOP UNIFORMS
12/2/2025	VESTIS	247.49	WWTP UNIFORMS
12/2/2025	VESTIS	70.82	EDR UNIFORMS
12/2/2025	VESTIS	27.32	EDR MATS
12/2/2025	VESTIS	121.70	ADMIN OFFICE MATS & SUPPLIES
12/2/2025	VESTIS	84.38	SHOP UNIFORMS
12/2/2025	VESTIS	247.49	WWTP UNIFORMS
12/3/2025	AQS ENVIRONMENTAL SCIENCE	2,000.00	SEWER CHEMIST CONSULTANT
12/3/2025	CHEMTECH-FORD, LLC	623.00	WWTP LAB & TESTING
12/3/2025	CHEMTECH-FORD, LLC	501.00	WATER LAB & TESTING
12/3/2025	CHEMTECH-FORD, LLC	600.00	WATER LAB & TESTING
12/3/2025	CRUS OIL INC./QUALCO	143.91	OIL, FUEL, & AIR FILTERS- HAYNES GENERATOR
12/3/2025	CRUS OIL INC./QUALCO	602.92	OIL, FUEL, AIR FILTERS- 7600 GENERATOR
12/3/2025	CRUS OIL INC./QUALCO	42.48	OIL FILTERS- FLEET VEHICLES
12/3/2025	DEPT OF GOVERNMENT OPER	6,123.44	FUEL FOR VEHICLES
12/3/2025	E.T. TECHNOLOGIES, INC	1,446.28	SLUDGE REMOVAL
12/3/2025	FERGUSON WATERWORKS #1616	17,056.00	STOCK PARTS- SHOP
12/3/2025	FERGUSON WATERWORKS #1616	3,245.00	STOCK PARTS- SHOP
12/3/2025	ROCKY MOUNTAIN MECHANICAL	5,660.80	HVAC CONTROL BOARD- OFFICE
12/3/2025	ROCKY MOUNTAIN POWER CO.,	9.79	POWER WWTP ADMIN BLDG
12/3/2025	SAFETY-KLEEN SYSTEMS, INC.	424.60	USED OIL REMOVAL- SHOP
12/3/2025	SPEEDS POWER EQUIPMENT	163.30	BELT TENSIONER & BEARINGS- CHOP SAWS
12/3/2025	SPEEDS POWER EQUIPMENT	(27.79)	PARTS RETURN- CHOP SAWS
12/3/2025	UNIFIED FIRE AUTHORITY	765.00	HAZMAT PERMIT
12/3/2025	VANGUARD CLEANING SYSTEMS	650.00	CLEANING - ADMIN OFFICE
12/3/2025	VANGUARD CLEANING SYSTEMS	350.00	CLEANING - WWTP ADMIN
12/3/2025	VANGUARD CLEANING SYSTEMS	542.00	CLEANING - EDR
12/4/2025	HEALTH EQUITY	26.55	ADMIN FEE- DECEMBER 2025
12/5/2025	MID ATLANTIC TRUST COMPANY	3,840.04	401(K)
12/5/2025	REGENCE BCBS OF UTAH	26,734.10	INSURANCE
12/8/2025	USA BLUEBOOK	1,008.53	EYE WASH STATION- CHLORINE BLDG- WWTP
12/8/2025	USA BLUEBOOK	4,498.92	PIPE LOCATOR
12/9/2025	ADVANCED ENGINEERING & ENVIR. SERVICES	8,231.50	WTP STORAGE TANK
12/9/2025	ADVANCED ENGINEERING & ENVIR. SERVICES	2,760.50	LEAD & COPPER RULE REVISION SUPPORT
12/9/2025	ADVANCED ENGINEERING & ENVIR. SERVICES	1,702.31	MWD ONGOING I&C SERVICES
12/9/2025	ADVANCED ENGINEERING & ENVIR. SERVICES	386.00	SCADA UPGRADES DESIGN & BIDDING
12/9/2025	AIRGAS USA, LLC - CENTRAL DIVISION	78.00	ACETYLENE & OXYGEN RENTAL CYLINDERS
12/9/2025	AIRGAS USA, LLC - CENTRAL DIVISION	6.00	ARGON RENTAL CYLINDER
12/9/2025	AMBIENTE H2O INC	2,050.06	REBUILD POLYMER PUMP- WWTP
12/9/2025	ARDURRA	1,082.50	MWD 2025 GIS SERVICES
12/9/2025	BOWEN COLLINS & ASSOCIATES	27,063.41	MWD WRF OPERATIONS BUILDING PROJECT
12/9/2025	BOWEN COLLINS & ASSOCIATES	21,777.00	MWD MASTER PLANNING, IMPACT FEE AND RATE STUDIES
12/9/2025	CATEPILLAR FINANCIAL SERVICES CORP	868.27	PROPERTY TAX CHARGE-BACKHOE LOADER
12/9/2025	CHEMTECH-FORD, LLC	529.00	WATER LAB & TESTING
12/9/2025	CHEMTECH-FORD, LLC	527.00	WWTP LAB & TESTING
12/9/2025	CHEMTECH-FORD, LLC	623.00	WWTP LAB & TESTING
12/9/2025	CHEMTECH-FORD, LLC	507.00	WWTP LAB & TESTING
12/9/2025	CHEMTECH-FORD, LLC	653.00	WWTP LAB & TESTING
12/9/2025	CHEMTECH-FORD, LLC	879.00	WWTP LAB & TESTING
12/9/2025	CHEMTECH-FORD, LLC	30.00	WATER LAB & TESTING
12/9/2025	CHEMTECH-FORD, LLC	30.00	WATER LAB & TESTING
12/9/2025	CHEMTECH-FORD, LLC	600.00	WATER LAB & TESTING
12/9/2025	CORRIO CONSTRUCTION, INC.	623,670.61	WRF INFLUENT PROJECT
12/9/2025	E.T. TECHNOLOGIES, INC	388.62	SLUDGE REMOVAL
12/9/2025	E.T. TECHNOLOGIES, INC	1,113.02	SLUDGE REMOVAL

**MAGNA WATER DISTRICT
INVOICE PAYMENTS
12/01/2025 to 12/28/2025**

Check Issue Date	Payee	Amount	Description
12/9/2025	E.T. TECHNOLOGIES, INC	716.84	SLUDGE REMOVAL
12/9/2025	E.T. TECHNOLOGIES, INC	995.73	SLUDGE REMOVAL
12/9/2025	E.T. TECHNOLOGIES, INC	1,843.71	SLUDGE REMOVAL
12/9/2025	HACH COMPANY	20,708.00	ANNUAL SERVICE AGREEMENTS- WWTP
12/9/2025	IGES, INC.	1,168.25	MAGNA WRF INFLUENT MATERIALS TESTING
12/9/2025	IGES, INC.	287.50	PROJECT WESTSIDE COLL PROJECT 2 - GEOTECHNICAL INV
12/9/2025	IGES, INC.	160.00	MAGNA WRF OPERATIONS BUILDING GEOTECHNICAL INV
12/9/2025	JATERKA, ROBERT	56.70	REFUND SUPPLEMENTAL INSURANCE OVER-WITHHOLDING
12/9/2025	JORDAN VALLEY WATER	32,727.50	WATER DELIVERIES - NOVEMBER
12/9/2025	JUB ENGINEERS, INC.	34,808.90	OCTOBER 2025 PROGRESS REPORT
12/9/2025	LES OLSON COMPANY	135.00	SERVICE PRINTER
12/9/2025	LEVERAGE IT SOLUTIONS	2,400.00	STANDARD SUPPORT - NOV 2025
12/9/2025	LGG INDUSTRIAL, INC	103.20	HOSE REPLACEMENT- GOC SYSTEM
12/9/2025	MCGEES STAMP AND TROPHY CO.	556.25	SERVICE AWARDS
12/9/2025	METERWORKS	22.04	PARTS TO REPAIR METER
12/9/2025	METERWORKS	41,247.29	4" MACH 10 PURPLE METERS
12/9/2025	METERWORKS	12,283.80	3" MACH 10 METERS
12/9/2025	NEWMAN CONSTRUCTION	78,357.22	ZONE 3 SECONDARY WATER STORAGE RESERVOIR
12/9/2025	OWEN EQUIPMENT	1,669.47	RIPSAW & NOZZLE TIPS- #70
12/9/2025	RAYMOND MONDRAGON	23.76	REFUND SUPPLEMENTAL INSURANCE OVER-WITHHOLDING
12/9/2025	SALT LAKE VALLEY CHEVROLET	27.67	PILLAR PULL HANDLE- #85
12/9/2025	SKM INC.	576.25	SCADA MAINTENANCE- SEWER
12/9/2025	SKM INC.	465.00	SCADA MAINTENANCE/SUPPORT WATER
12/9/2025	STANTEC CONSULTING SERVICES INC.	14,179.48	MWD - INFLUENT PROJ PH 3 - ENGINEERING SERV DURING CONST
12/9/2025	STANTEC CONSULTING SERVICES INC.	5,126.00	MWD PROJECT 1-B ENGINEERING SERVICES DURING CONST
12/9/2025	THATCHER COMPANY	8,024.28	CHEMICALS
12/9/2025	THATCHER COMPANY	10,470.72	CHEMICALS
12/9/2025	THATCHER COMPANY	(5,000.00)	CHEMICALS
12/10/2025	ADOBE	(152.77)	REFUND SUBSCRIPTION
12/10/2025	ANSERFONE	300.00	24 HOUR PHONE SERVICE
12/10/2025	BANKCARD	165.00	TRAFFIC CONTROL TRAINING
12/10/2025	BANKCARD	350.00	CERTIFICATION STUDY MATERIALS
12/10/2025	BANKCARD	350.00	CERTIFICATION STUDY MATERIALS
12/10/2025	BANKCARD	322.32	WINTER GEAR- CONST CREW
12/10/2025	BANKCARD	261.10	METAL FABRICATION- SHOP
12/10/2025	BANKCARD	855.72	FRIDGE REPAIR- OFFICE
12/10/2025	BANKCARD	82.50	BLUEBEAM SUBSCRIPTION
12/10/2025	BANKCARD	3,465.00	KROGER GIFT CARDS
12/10/2025	BANKCARD	352.32	BOARD MEETING LUNCH
12/10/2025	BLUELINE SERVICES	159.50	RANDON DRUG TESTING
12/10/2025	CASELLE	(1,398.00)	REFUND OF CONFERENCE
12/10/2025	CASELLE	2,667.00	MONTHLY CONTRACT SUPPORT
12/10/2025	CELLGATE	176.64	EDR GATE MAINTENANCE
12/10/2025	ISOLVED	176.22	JOB LISTINGS
12/10/2025	JUB ENGINEERS, INC.	9,500.00	MAGNA WATER SUBDIVISION
12/10/2025	REPUBLIC SERVICES	556.00	GARBAGE COLLECTION- SHOP/EDR
12/10/2025	REPUBLIC SERVICES	2,060.75	GARBAGE COLLECTION- WWTP
12/10/2025	ROCKY MOUNTAIN POWER CO.,	37,890.92	POWER 7650 W 2100 S
12/10/2025	SHRED IT	91.15	SHREDDING SERVICES ADMIN
12/10/2025	SIGN NOW	196.20	ONLINE APPLICATIONS
12/10/2025	UTAH BARRICADE	360.00	BARRICDE RENTAL
12/10/2025	UTAH BROADBAND	1,054.00	BROADBAND & INTERNET SERVICES
12/10/2025	UTAH DIVISION OF WATER QUALITY	75.00	CERTIFICATE RENEWAL
12/10/2025	UTAH DIVISION OF WATER QUALITY	75.00	CERTIFICATE RENEWAL
12/10/2025	UTAH DIVISION OF WATER QUALITY	75.00	CERTIFICATE RENEWAL
12/10/2025	UTAH DIVISION OF WATER QUALITY	75.00	CERTIFICATE RENEWAL
12/10/2025	UTAH DIVISION OF WATER QUALITY	7,590.00	ANNUAL UPDES MUNICIPAL FEE
12/10/2025	UTAH-IDAHO TEAMSTERS SECURITY FUND	41,836.50	UNION HEALTH & WELFARE
12/10/2025	VERIZON CONNECT	603.00	MONTHLY GPS
12/10/2025	WEST VALLEY CITY	130.20	STORM WATER EDR
12/10/2025	WESTERN CONF TEAMSTERS PENSION	27,451.50	UNION PENSION CONTRIBUTION
12/10/2025	ZAYO	3,134.03	TELEPHONE/DATA SERVICE
12/11/2025	ALLSTATE	478.27	INSURANCE
12/11/2025	PURCHASE POWER	200.00	POSTAGE
12/11/2025	RICOH USA , INC	8.76	LATE CHARGES
12/11/2025	RICOH USA , INC	279.82	COPIER ADMINISTRATIVE OFFICE
12/15/2025	ENBRIDGE GAS	481.66	GAS 8931 W 3500 S
12/15/2025	ENBRIDGE GAS	446.96	GAS 8885 W 3500 S
12/15/2025	GRAINGER	(377.25)	RETURN OF PARTS
12/15/2025	GRAINGER	205.57	SUBMERSIBLE SUMP PUMP- WWTP
12/15/2025	GRAINGER	76.39	COUPLER HITCH- #15
12/15/2025	GRAINGER	231.00	BELTS FOR EXHAUST FANS & THERMOSTATS- EDR

MAGNA WATER DISTRICT
INVOICE PAYMENTS
12/01/2025 to 12/28/2025

Check Issue Date	Payee	Amount	Description
12/15/2025	GRAINGER	105.15	T-HANDLE LATCH- SAMPLING STATIONS
12/15/2025	HENSHAW, GAVIN	339.00	EXAM REIMBURSEMENT & BONUS
12/15/2025	IPS	151.20	PAYROLL PROCESSING SERVICES
12/15/2025	STEWART, DAWSON	339.00	EXAM REIMBURSEMENT & BONUS
12/16/2025	ENBRIDGE GAS	113.24	GAS 3291 S 8000 W
12/16/2025	ENBRIDGE GAS	2,395.79	GAS 6850 W 2820 S
12/16/2025	ENBRIDGE GAS	2,810.40	GAS 7650 W 2100 S
12/16/2025	O'REILLY	233.57	CLEANING & DETAILING SUPPLIES- COLL CREW
12/16/2025	O'REILLY	28.78	CABIN AIR FILTERS- FLEET VEHICLES
12/16/2025	O'REILLY	79.36	WIPERS
12/16/2025	O'REILLY	(12.76)	RETURN OF WIPERS
12/16/2025	WHEELER MACHINERY CO	259.30	KEYS- CAT UNIT
12/17/2025	ENBRIDGE GAS	25.39	GAS 6026 PARKWAY BLVD
12/18/2025	AMAZON CAPITAL SERVICES	65.08	WALL CLOCK- OFFICE
12/18/2025	AMAZON CAPITAL SERVICES	31.64	BLEACH CONCENTRATE- MECHANIC SHOP
12/18/2025	AMAZON CAPITAL SERVICES	89.98	TIMMER PARTS- SHOP
12/18/2025	BLUE STAKES OF UTAH 811	432.59	BILLABLE & NON E-MAIL NOTIFICATIONS NOVEMBER 2025
12/18/2025	BLUELINE SERVICES	33.50	PREEMPLOYMENT TESTING
12/18/2025	BLUELINE SERVICES	159.50	RANDOM DRUG TESTING
12/18/2025	FERGUSON WATERWORKS #1616	2,225.00	STOCK PARTS- SHOP
12/18/2025	LOWE'S	370.24	MISC SUPPLIES- SHOP
12/18/2025	LOWE'S	517.26	MISC SUPPLIES- SHOP
12/18/2025	LOWE'S	210.73	MISC SUPPLIES- SHOP
12/18/2025	LOWE'S	94.85	MISC SUPPLIES- WATER
12/18/2025	LOWE'S	234.33	MISC SUPPLIES- SHOP
12/18/2025	LOWE'S	276.30	MISC SUPPLIES- OFFICE
12/18/2025	LOWE'S	138.55	MISC SUPPLIES- SHOP
12/18/2025	LOWE'S	32.65	MISC SUPPLIES- SHOP
12/18/2025	POLYDYNE INC	14,140.17	CHEMICALS
12/18/2025	ROCKY MOUNTAIN POWER CO.,	1,225.04	POWER BOOSTER STATION
12/18/2025	ROCKY MOUNTAIN POWER CO.,	23,332.07	POWER BARTON WELLS 1&2
12/18/2025	ROCKY MOUNTAIN POWER CO.,	2,524.82	POWER HAYNES WELL
12/22/2025	DEPT OF GOVERNMENT OPER	5,461.99	FUEL FOR VEHICLES
12/22/2025	HESCO SERVICES, INC.	1,567.23	CRANE CABLE REPAIR- SOLIDS BLDG- WWTP
12/22/2025	ROCKY MOUNTAIN POWER CO.,	45.34	POWER 3500 S TANKS
12/22/2025	ROCKY MOUNTAIN POWER CO.,	19.34	POWER BACCHUS TANKS
12/22/2025	ROCKY MOUNTAIN POWER CO.,	297.36	POWER CEMENT BLDG SHOP
12/22/2025	ROCKY MOUNTAIN POWER CO.,	1,947.24	POWER 7600 W RESERVOIR
12/22/2025	ROCKY MOUNTAIN POWER CO.,	12.01	POWER JORDAN VALLEY CONNECTIONS
12/23/2025	AQS ENVIRONMENTAL SCIENCE	2,000.00	SEWER CHEMIST CONSULTANT
12/23/2025	CHEMTECH-FORD, LLC	507.00	WWTP LAB & TESTING
12/23/2025	CHEMTECH-FORD, LLC	623.00	WWTP LAB & TESTING
12/23/2025	CHEMTECH-FORD, LLC	263.00	WWTP LAB & TESTING
12/23/2025	CHEMTECH-FORD, LLC	507.00	WWTP LAB & TESTING
12/23/2025	CHEMTECH-FORD, LLC	30.00	WATER LAB & TESTING
12/23/2025	CHEMTECH-FORD, LLC	30.00	WATER LAB & TESTING
12/23/2025	CHEMTECH-FORD, LLC	30.00	WATER LAB & TESTING
12/23/2025	COMMERCIAL LIGHTING SUPPLY	1,366.72	REPLACEMENT BULBS- PARKING LOT- EDR
12/23/2025	COMMERCIAL LIGHTING SUPPLY	(749.36)	RETURN REPLACEMENT BULBS- PARKING LOT- EDR
12/23/2025	COMMERCIAL LIGHTING SUPPLY	168.08	REPLACEMENT BULBS- PARKING LOT- EDR
12/23/2025	E.T. TECHNOLOGIES, INC	731.94	SLUDGE REMOVAL
12/23/2025	E.T. TECHNOLOGIES, INC	1,109.00	SLUDGE REMOVAL
12/23/2025	E.T. TECHNOLOGIES, INC	1,936.83	SLUDGE REMOVAL
12/23/2025	E.T. TECHNOLOGIES, INC	1,174.18	SLUDGE REMOVAL
12/23/2025	E.T. TECHNOLOGIES, INC	774.23	SLUDGE REMOVAL
12/23/2025	EVERGREEN BUSINESS SOLUTIONS	206.78	BUSINESS CARDS
12/23/2025	FILTER TECHNOLOGIES	786.79	HVAC FILTER- WWTP
12/23/2025	HARRINGTON INDUSTRIAL PLASTICS	196.65	FITTINGS TO REPAIR WATER LINE- FINE SCREEN ROOM- WWTP
12/23/2025	ICNG INTERMTN CONTROLS NICHOLS-GIVEN	2,478.75	ACTUATOR VALVES- EDR
12/23/2025	JORDAN VALLEY WATER	700.40	WATER LAB & TESTING
12/23/2025	LGG INDUSTRIAL, INC	20.91	PNEUMATIC OIL- KENWORTH TRAILER
12/23/2025	MORGAN ASPHALT	122.58	ASHPHALT FOR REPAIRS
12/23/2025	NORFIELD	3,258.00	LOCATOR LOGIX SUBSCRIPTION
12/23/2025	READY MADE CONCRETE, INC.	1,255.50	CONCRETE FOR REPAIRS
12/23/2025	SPEEDS POWER EQUIPMENT	1,223.10	SAW BLADES- CHOP SAWS
12/23/2025	STEP SAVER, INC.	670.32	ICE MELT
12/23/2025	THATCHER COMPANY	8,349.39	CHEMICALS
12/23/2025	THE SALT LAKE TRIBUNE	242.60	LEGAL NOTICES
12/23/2025	TOTAL POWER & CONTROLS, LLC	684.00	TROUBLESHOOTING SOLENOID VALVE- PRESS BLDG- WWTP
12/23/2025	TOTAL POWER & CONTROLS, LLC	830.95	TROUBLESHOOTING OUTLETS & LIGHTS- CHLORINE BLDG- WWTP
12/23/2025	TOTAL POWER & CONTROLS, LLC	756.00	CONNECTED PRESS & WASH MOTOR- PRESS BLDG- WWTP
12/23/2025	TOTAL POWER & CONTROLS, LLC	4,170.76	AERATION BLOWER & MIXER VFD FAN REPLACEMENT- WWTP

**MAGNA WATER DISTRICT
INVOICE PAYMENTS
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Check Issue Date	Payee	Amount	Description
12/23/2025	TRUGREEN COMMERCIAL	441.00	ICE MELT
12/24/2025	MECHANICAL SERVICE & SYSTEMS, INC.	128.00	QUARTERLY MAINTENANCE - SHOP
12/24/2025	MECHANICAL SERVICE & SYSTEMS, INC.	118.75	QUARTERLY MAINTENANCE - ADMIN
12/24/2025	MECHANICAL SERVICE & SYSTEMS, INC.	673.00	QUARTERLY MAINTENANCE - EDR
12/24/2025	MECHANICAL SERVICE & SYSTEMS, INC.	100.00	QUARTERLY MAINTENANCE - WWTP ADMIN
12/24/2025	MECHANICAL SERVICE & SYSTEMS, INC.	641.50	QUARTERLY MAINTENANCE - WWTP
12/24/2025	MECHANICAL SERVICE & SYSTEMS, INC.	256.25	QUARTERLY MAINTENANCE -MISC WATER SITES
		<u>\$ 1,291,210.38</u>	

VENDOR NAME	AMOUNT	YTD Totals
ADOBE	(152.77)	1,579.23
ADVANCED ENGINEERING & ENVIR. SERVICES	13,080.31	432,738.16
AIRGAS USA, LLC - CENTRAL DIVISION	84.00	9,149.17
ALLSTATE	478.27	5,739.24
AMAZON CAPITAL SERVICES	186.70	9,910.09
AMBIENTE H2O INC	2,050.06	17,610.13
AMERITAS LIFE INSURANCE CORP	2,330.07	23,616.49
ANSERFONE	300.00	3,235.00
AQS ENVIRONMENTAL SCIENCE	4,000.00	26,000.00
ARDURRA	1,082.50	61,214.50
BANKCARD	6,203.96	6,203.96
BLUE STAKES OF UTAH 811	432.59	6,046.27
BLUELINE SERVICES	352.50	3,098.08
BOWEN COLLINS & ASSOCIATES	48,840.41	345,874.82
CASELLE	1,269.00	25,345.00
CATEPILLAR FINANCIAL SERVICES CORP	868.27	12,519.24
CELLGATE	176.64	720.83
CHEMTECH-FORD, LLC	8,092.00	85,364.00
COMMERCIAL LIGHTING SUPPLY	785.44	785.44
CORRIO CONSTRUCTION, INC.	623,670.61	6,013,590.40
CRUS OIL INC./QUALCO	789.31	2,625.74
DEPT OF GOVERNMENT OPER	11,585.43	66,998.19
E.T. TECHNOLOGIES, INC	12,230.38	170,651.62
ENBRIDGE GAS	6,273.44	74,467.02
EVERGREEN BUSINESS SOLUTIONS	206.78	1,325.39
FERGUSON WATERWORKS #1616	22,526.00	60,287.09
FILTER TECHNOLOGIES	786.79	2,760.17
GRAINGER	240.86	13,095.88
HACH COMPANY	20,708.00	29,608.31
HARRINGTON INDUSTRIAL PLASTICS	196.65	2,969.82
HEALTH EQUITY	26.55	48,274.75
HENSHAW, GAVIN	339.00	1,539.40
HESCO SERVICES, INC.	1,567.23	1,567.23
ICNG INTERMTN CONTROLS NICHOLS-GIVEN	2,478.75	6,152.20
IGES, INC.	1,615.75	59,602.19
IPS	151.20	2,039.27
ISOLVED	176.22	1,936.18
JATERKA, ROBERT	56.70	56.70

VENDOR NAME	AMOUNT	YTD Totals
JORDAN VALLEY WATER	33,427.90	379,342.03
JUB ENGINEERS, INC.	44,308.90	172,626.59
LES OLSON COMPANY	135.00	135.00
LEVERAGE IT SOLUTIONS	2,400.00	59,383.63
LGG INDUSTRIAL, INC	124.11	4,570.48
LOWE'S	1,874.91	10,701.57
MCGEES STAMP AND TROPHY CO.	556.25	628.25
MECHANICAL SERVICE & SYSTEMS, INC.	1,917.50	45,249.83
METERWORKS	53,553.13	1,244,978.28
MID ATLANTIC TRUST COMPANY	8,558.45	251,442.98
MORGAN ASPHALT	122.58	10,419.30
NEWMAN CONSTRUCTION	78,357.22	93,282.40
NORFIELD	3,258.00	6,716.00
O'REILLY	328.95	2,462.63
OWEN EQUIPMENT	1,669.47	7,235.97
PITNEY BOWES GLOBAL FINAN SERVICES LLC	119.28	977.83
POLYDYNE INC	14,140.17	111,194.19
PURCHASE POWER	200.00	3,304.36
RAYMOND MONDRAGON	23.76	694.07
READY MADE CONCRETE, INC.	1,255.50	6,621.82
REGENCE BCBS OF UTAH	26,734.10	209,202.80
REPUBLIC SERVICES	2,616.75	28,775.51
RICOH USA , INC	288.58	3,985.88
ROCKY MOUNTAIN MECHANICAL	5,660.80	6,135.80
ROCKY MOUNTAIN POWER CO.,	67,303.93	1,126,826.33
SAFETY-KLEEN SYSTEMS, INC.	879.12	2,635.85
SALT LAKE VALLEY CHEVROLET	27.67	2,534.41
SHRED IT	91.15	993.89
SIGN NOW	196.20	2,041.20
SKM INC.	1,041.25	41,758.57
SPEEDS POWER EQUIPMENT	1,358.61	1,828.02
STANTEC CONSULTING SERVICES INC.	19,305.48	297,473.40
STEP SAVER, INC.	670.32	670.32
STEWART, DAWSON	339.00	678.00
THATCHER COMPANY	21,844.39	360,839.84
THE LINCOLN NATIONAL LIFE	807.58	9,254.24
THE SALT LAKE TRIBUNE	242.60	2,467.80
TOTAL POWER & CONTROLS, LLC	6,441.71	17,963.74

VENDOR NAME	AMOUNT	YTD Totals
TRUGREEN COMMERCIAL	441.00	1,603.50
UNIFIED FIRE AUTHORITY	765.00	924.90
USA BLUEBOOK	5,507.45	8,510.29
UTAH BARRICADE	360.00	8,824.90
UTAH BROADBAND	1,054.00	12,485.00
UTAH DIVISION OF WATER QUALITY	300.00	17,022.00
UTAH DIVISION OF WATER QUALITY	7,590.00	16,722.00
UTAH-IDAHO TEAMSTERS SECURITY FUND	41,836.50	502,038.00
VANGUARD CLEANING SYSTEMS	1,542.00	18,504.00
VERIZON CONNECT	603.00	7,215.47
VESTIS	1,970.48	31,787.01
WEST VALLEY CITY	130.20	6,194.20
WESTERN CONF TEAMSTERS PENSION	27,451.50	338,475.78
WHEELER MACHINERY CO	259.30	42,760.57
ZAYO	3,134.03	31,147.51
TOTALS	1,291,210.38	13,208,545.14

**MAGNA WATER DISTRICT
ZIONS BANK BOND PAYMENT
12/1/2025-12/28/2025**

Check Issue Date	Payee	Amount	Description
12/3/2025	ZIONS FIRST NATIONAL BANK	83,530.83	5436869-BOND SER 2013
		\$ 83,530.83	

MANAGER'S REPORT



MEMO

TO: MWD Board of Directors
FROM: Clint Dilley, P.E., General Manager
DATE: 12/24/25 (January 8th Board Meeting)
RE: Report and Discussion from General Manager

PURPOSE OF MEMO

The purpose of this memo is to provide the Magna Water District (MWD) Board of Directors a general report from the General Manager and associated discussion with input from rest of management team to keep the board abreast of general matters in the District. The format of the memo will primarily be a list of bullet points to assist guiding the discussion in the board meeting.

REPORT FROM GENERAL MANAGER

After discussions with the board and management team we have focused our efforts on three main areas including 1) Staffing 2) Operations and 3) Communication as outlined in the following sections.

STAFFING

- WOM & HR MGR to submit draft Service Maintenance Facilities position in January board meeting for board review & approval

OPERATIONS

- Water Operations
 - DE & WOM drafting asset management plan required for DDW loan
 - New DDW Drinking Water Fee will be cut by 50% and delayed until fiscal year 2028
 - Office of GSL Commissioner Irrigation Season Leasing program will continue for 2026 if District interested in participating again
- WWTP Operations
 - WW OM looking at alternatives for crane issue in solids handling building
 - Snyderville basin to tour MWD reuse facility
 - Collections crew was able to retrieve an engagement ring for a customer from sewer line
- Office
 - Controller completed a Spanish version of water, sewer and secondary water service applications for website and in person customer distribution
 - Office recommending Yoppify for AMI customer portal interface for board review and approval in January meeting

- Data Privacy Program policy established. Annual employee video training completed on 12/23/25
- Delinquent accounts
 - November 2025
 - Accounts that are delinquent: 893
 - Total of all delinquent accounts: \$328,628.42
 - Average delinquent account balance: \$368.00
 - Pink notices sent out = 305
 - Pink notices were 62% effective
 - Red notices were 94% effective as of 11/26/25
 - October 2025
 - Accounts that are delinquent: 817
 - Total of all delinquent accounts: \$282,369.57
 - Average delinquent account balance: \$345.62
 - Pink notices sent out = 275
 - Pink notices were 63% effective
 - Red notices were 94% effective as of 10/31/25
 - September 2025
 - Accounts that are delinquent: 610
 - Total of all delinquent accounts: \$236,252.33
 - Average delinquent account balance: \$387.30
 - Pink notices sent out = 348
 - Pink notices were 64% effective
 - Red notices were 92% effective as of 9/25/25

COMMUNICATION & MORALE

- Continue working toward improving communication w/ board members & community partners
 - GM attended WVC Council meeting on 12/9/25 with regards to a proposed rezone next to EDR plant but rezone was denied
 - Board consideration for continued participation with ChamberWest (formerly Magna Chamber of Commerce)
 - Met w/ Kennecott to discuss secondary water options for irrigation of golf course on 12/10/25
- Work to improve communication & morale with employees
 - Started working on goals for 2026
 - Arbinger training for new employees to be completed in January
- Work to improve communication with customers
 - DE completed a Water Pressure Check flyer for distribution to customers at end of December
 - DE drafted a flyer for Water Master Plan & Impact Fee process for distribution to customers in January
 - Thorough and prompt response to customer concerns and complaints
 - Customer reported sewer back up. Upon further investigation appears to be caused from customer sewer lateral plugging that was pushed out into main

ENGINEERING REPORT

Engineering Report (Updated 12/22/25)

Capital and General Engineering Projects

- 8800 West Water line Project
 - Postponed till later date
- 7200 W and 3100 S Secondary Water Project
 - Plan to construct spring 2026
- **Influent Pump Station**
 - Processing submittals and RFI's
 - **Grit Building working on mechanical and electrical.**
 - **Pump Station: concrete pour for upper wet well floor.**
 - **Continuing site piping, manholes and conduit runs.**
- WWTP Facility Plan Update
 - Approved
- **Haynes Well #8 Replacement**
 - Well drilling and casing design complete
 - Pump house design complete
 - Working on paperwork and agreement for \$1.31 million grant
 - Submitted work plan and cost estimate to EPA for review
 - Resubmitted work plan and CatEx for final approval
 - **Working on getting finale review from EPA**
- Haynes Well #7 Rehabilitation
 - Work completed. Pumping now and through winter
- West Side Collection Phase 1B Project
 - SR-201 bore on hold until fiber is relocated
 - Working on drawings and with UDOT to find an approved contractor.
 - Working on additional survey and potholing.
- **West Side Collection Phase 2 Project**
 - **95% design complete**
- **Change House**
 - **Approaching 60%**
- **Zone 3 Secondary Water Reservoir**
 - **Construction ongoing, large portion of embankment complete**
- **Lead and Copper Service Line Replacement**
 - **Finalizing loan with State, tentative to close mid to end January 2026**
- Railroad Parcel
 - Hold property

**WATER
OPERATIONS
REPORT**

Water Production Report & Callout Report

December 2025

Water Production Summary

The culinary water production for the month of December was XXX.XX million gallons or XXX.XX-acre feet, a XX.XX% increase from December 2024. YTD production was X,XXX.XX million gallons or X,XXX.XX acre feet, a X.XX% increase from YTD 2024.

We have purchased YTD XXX.XX-acre feet of water from Jordan Valley Water.

Callout Report – Water and Wastewater Combined

Total number of call outs - 12

Water – 8

Wastewater - 4

Total Hours for call outs – 36

Water – 24

Wastewater – 12

Mainline Leak – 0

Service Line Leaks – 1

Miscellaneous - 11

Please note: the water production data was not available at the time this report was assembled. We will have this data available around January 2, 2026. We will hand it out at the board meeting.

DECEMBER CALL OUTS

Dept.	Employee	Date	Hours	Description
EDR	JON DAVIS	12/5/2025	3	EDR 1 UNIT HIGH CONCENTRATE BLOWDOWN, STARTED ANOTHER UNIT
WATER	GENE STOTT	12/5/2025	3	FIXED GATE AT MAIN OFFICE
WATER	GAVIN HENSHAW	12/5/2025	3	SERVICE LEAK, 2778 S 8000 W
		12/6/2025	3	SINK HOLE, 3585 S 7445 W
SEWER	CHET DRAPER	12/6/2025	3	TRITON 2 MIXER FAULT
SEWER	DYLLAN DELOBEL	12/7/2025	3	MIXER OVERHEAT, CALLED TOTAL POWER TO INSTALL NEW FAN
WATER	CONNOR MCREYNOLDS	12/19/2025	3	OBJECTS THROWN DOWN DRAIN- 8095 W 3500 S; NO WATER INSIDE HOME, FULL PRESSURE AT METER- 3204 S BUENA VERDE
			3	COLD SIDE LEAK, TURN OFF WATER AT METER- 7278 W COPPERVIEW DR
		12/20/2025	3	COLD SIDE LEAK- 7328 W COPPER HILL DR
SEWER	CHET DRAPER	12/20/2025	3	REUSE COMMUNICATION FAULT
SEWER	BEAU LAMPER	12/23/2025	3	ISSUE WITH CL2 SYSTEM
WATER	JUSTIN LONG	12/26/2025	3	ZONE 3 COMMUNICATION FAIL

Total Callout Hours	36
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Total Callouts	12
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Total Water/EDR Hours	24
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Total # of Water Callouts	8
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Total WWTP Hours	12
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Total WWTP Callouts	4
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LEAKS

Date	Address	Hours	Mainline/Service
12/5/2025	2778 S 8000 W	3	SERVICE LEAK
	TOTAL	3	

WASTEWATER OPERATIONS REPORT

Magna WRF Operations Report: December 2025

Overview:

- The plant continues to perform well despite inconsistent and unseasonably warm temperatures for this time of year. While these conditions can increase process variability, enhanced sampling and routine microscope observations have allowed staff to maintain stable treatment performance.

Regulatory & Compliance:

- The plant achieved compliance with the new Effluent Total Phosphorus limit of less than 1.0 mg/L for operating year 2025 and maintained full compliance with all other permit requirements, with no exceedances reported.

PARAMETER	Permit Limit	Oct-2025	Nov-2025	Dec-2025
Influent BOD (mg/L)	N/A	160	204	302
Effluent BOD (mg/L)	25	5	5	5
BOD Removal Percent (%)	85	97	98	98
Influent TSS (mg/L)	N/A	182	169	301
Effluent TSS (mg/L)	25	4	4	4
TSS Removal Percent (%)	85	98	98	98
Additional Plant Parameters				
Wasting Rate (MGD)	N/A	.153	.159	.172
Daily Average Plant Flow (MGD)	N/A	3.002	2.893	2.726
Monthly Total Reuse Flow (MG)	N/A	28.54	0.0	0.0

**These measures are key indicators of how well the treatment process is working.*

***BOD** (Biochemical Oxygen Demand) is a measure of the amount of dissolved oxygen that microorganisms need to break down organic matter in wastewater under aerobic conditions.

***TSS** (Total Suspended Solids) is a measure of the number of solid particles suspended in wastewater or effluent that can be trapped by a filter.

Monthly Highlights:

- During routine maintenance activities, Treatment and Collections crews utilized the Vactor truck's high-power vacuum to remove foreign debris that had passed through influent screening at the intermediate pump station and aeration basins, helping protect downstream pumping and process equipment.

CONTROLLER/ CLERK REPORT

COMPLIANCE OF LEGAL REQUIREMENTS AND INTERNAL POLICIES CHECK LIST

LEGAL REQUIREMENTS	DATE COMPLETED	DUE DATE	NEXT SCHEDULED FOR
Posting of Annual Schedule of Regular Board Meetings	COMPLETED 1/4/2026	1st Monday in January	1/1/2027
Adoption of District's Annual Tentative Budget	10/9/2025	11/30/2025	10/1/2026
Annual Certification and Filing of FINAL Budget with State Auditor	COMPLETED 12/15/2025	12/31/2025	12/31/2026
Annual Filing of Impact Fees Report with State Auditor	3/31/2025	3/31/2025	3/31/2026
Annual Filing of Financial Statements with State Auditor	6/30/2024	6/30/2024	6/30/2025
Participation in Utah Public Finance Website (transparent.utah.gov) Salaries/Benefits	1/31/2025	1/31/2025	1/31/2026
Quarterly Budget to Actual Reports provided to Board of Trustees			
1st Quarter	5/8/2025	May	05/31/2026
2nd Quarter	8/14/2025	August	08/31/2026
3rd Quarter	11/13/2025	November	11/30/2026
4th Quarter	2/28/2026	February	02/28/2027
Quarterly Expenditures and Revenues posted to Utah Public Transparency Website			
1st Quarter	4/27/2025	04/30/2025	04/30/2026
2nd Quarter	7/31/2025	07/31/2025	7/31/2026
3rd Quarter	10/31/2025	10/31/2025	10/31/2026
4th Quarter	1/31/2026	01/31/2026	1/31/2027
WWTP Annual Biosolids Report to State	2/10/2025	3/1/2025	3/1/2026
OSHA 300 Report - Posted & Submitted	3/2/2025	3/2/2025	3/2/2026
Board member contact information (name, phone number, and email address) posted on the Utah Public Notice Website	1/8/2025	30 days after information has changed	1/8/2026
Semi-annual Report to State Money Management Council			
June 30 Report	7/15/2024	07/31/2024	7/31/2025
December 31 Report	1/25/2025	01/31/2025	1/31/2026
File statement with Division of Corporations re: receipt of notice of claim	1/1/2025	January	1/1/2026
File with Registry of Lieutenant Governor	4/23/2025	A year from the last filing	4/30/2026
Disclosure regarding responsibility of homeowner to repair retail water line	3/31/2025 10/31/2025	Semi-Annually	10/31/2024
Year End W-2's	1/28/2025	January 31	1/31/2026
Quarterly Payroll Reports			
1st Quarter	4/27/2025	4/30/2025	4/30/2026
2nd Quarter	7/31/2025	7/31/2025	7/31/2026
3rd Quarter	10/31/2025	10/31/2025	10/31/2026
4th Quarter		1/31/2026	1/31/2027
Annual Sales Tax Return	1/28/2025	January 31	1/31/2026
Annual ET Technologies Waste Renewal Certification	4/30/2025	4/30/2025	4/30/2026

LEGAL REQUIREMENTS	DATE COMPLETED	DUE DATE	NEXT SCHEDULED FOR
Water Use Report	3/31/2025	03/31/XXXX	3/31/2026
Municipal Wastewater Planning Program Report	4/10/2025	April 15	5/1/2026
Publish Consumer Confidence Report	7/1/2025	Every July 1	7/1/2026
Risk Management Plan - WWTP	11/1/2025	Every 5 years	2030
Water Conservation Plan	2021	Every 5 years	2026
Annual Employee Training Sexual Harassment & Discrimination Tuition Assistance Program Fraud Awareness Training Ethical Behavior Preventing Violence in the Workplace	6/25/2025 On-going 8/1/2025 10/29/2025 8/1/2025	December 31 During Hiring Onboarding December 31 December 31 December 31	6/30/2026 On-going 9/1/2026 10/1/2026 9/1/2026
Annual Trustee Training Open and Public Meetings Act Utah Public Officers' and Employees' Ethics Act New Trustee Special and Local District training Course	11/30/2024 11/30/2024 11/30/2024	12/01/2024 12/01/2024 Within one year of Office	11/30/2025 11/30/2025 11/30/2025
Conflict of Interest Annual certification	1/31/2025	1/31/2025	1/31/2026
Employee Performance Evaluations	11/30/2025	12/31/2025	11/30/2026
Hotline	Ongoing	Posted on Website always	Ongoing
Annual Filing of Fraud Risk assessment with State Auditor	COMPLETED 12/11/2025	June 30 of following year	12/31/2026
GRAMA Training Annual for Records Officer	5/13/2025	December 2024	5/31/2026
Data Privacy Program Report - Annual	COMPLETED 12/31/2025	12/31/2026	12/31/2026
Proper Notice of Public Meetings	Ongoing	at least 24 hours before public Meeting date and time	Ongoing
Appoint A Board Chair Person Annually	1/9/2025	January Regular Board Meeting	1/1/2026
Public Tax Increase Hearing	Ongoing	When Needed	Ongoing
Review Insurance/Bonding Requirements	Annually	December 2025	2026
Review Fund Balance Limitation	Annually	December 2025	2026
Imposing/Increasing Fee - Public Hearing	4/22/2021	When needed	Unknown
Meeting Minutes Meeting Minutes and any materials distributed at the Meeting available on the Utah Public Notice Website, District website, and district office within three business days after the minutes are approved, make an audio recording of the open meeting available to the public for listening, and post the same within three days of meeting.	Ongoing		Ongoing
Copies of "Robert's Rules of Order" (b) Subject to Subsection (3)(3), a board of trustees shall: (i) adopt rules of order and procedure to govern a public meeting of the board of trustees; (ii) conduct a public meeting in accordance with the rules of order and procedure described in Subsection (3)(b)(i); and (iii) make the rules of order and procedure described in Subsection (3)(b)(i) available to the public: (A) at each meeting of the board of trustees; and (B) on the local district's public website, if available	ongoing	ongoing	ongoing

SLCo SALT SHEDS



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

GENERAL MANAGER
Clint Dilley, P.E.

December 16, 2025

Salt Lake County Public Works
604 W 6960 S
Midvale, UT 84047
385-468-6129

Subject: Salt Lake County Salt Shed Improvements – Water & Sewer Availability

Jefferson,

We have completed our preliminary review of the proposed **Salt Lake County Salt Shed Improvements** located at 3986 South 8000 West. Our determination of water and sewer availability is as follows:

EXISTING FACILITIES

- WATER** Water service is available near the development. There is a 10-inch zone 3 water line located in 8000 West, east of the property and a 14-inch zone 2 waterline in 8000 West, east of the proposed development.
- SEWER** Sewer service is available near the development. There is an 8-inch sewer main located in 8000 West, east of the property.
- SEC WATER** Secondary water service is not available near the development.

RECOMMENDATIONS

- WATER** Connect to the existing 10-inch Zone 3 water line in 8000 West and extend a service lateral and meter vault to the development.
- SEWER** Sewer service is not requested or considered as part of this development.
- SEC WATER** Secondary water service is not requested or considered as part of this development.

Plans showing the water lines will need to be furnished to the District by the Developer's engineer. These Plans will need to show the location of all lines, line sizes, profile of sewer, fittings, and water service connection sizes, locations, and type.

It is my recommendation that the Magna Water District Board approve providing only water services to this Development. If you have any questions or concerns, please contact me at 801-250-2118.

Sincerely,

Trevor Andra P.E.
District Engineer
Magna Water District

IGES



Intermountain GeoEnvironmental Services, Inc.
2702 South 1030 West, Suite 10
Salt Lake City, Utah 84119 Ph: 801-270-9400 Fax: 801-270-9401

December 26, 2025

Magna Water District
c/o Trevor Andra, PE, District Engineer
2711 South 8600 West
Magna, Utah 84044
trevor@magnawater.com

Proposal
Geotechnical Investigation
EDR Storage Tanks
2690 S 6750 W
West Valley City, UT 84128

Mr. Andra,

INTRODUCTION

Intermountain GeoEnvironmental Services, Inc. (IGES) is pleased to present our proposal for geotechnical engineering services to support design development of proposed water storage tanks at the Magna Water District's Electrodialysis Reversal (EDR) plant in West Valley City. Additional geotechnical work has been requested to help in further understanding the subsurface soil and groundwater conditions that will support design and construction of two new storage tanks on the west side of the facility. Based on an outline provided by AE₂S, the project engineer, the proposed construction will consist of two steel, flat bottom tanks founded near the current site grade. The tanks will be located on the west side of the existing EDR treatment plant, IGES completed investigations and provided geotechnical consulting for previous additions to the EDR facility (IGES, 2018).

We anticipate that construction will include concrete slab-on-grade and that only minimal site grading will be performed (cut/fill $\leq \pm 3$ ft). The tank diameters appear to be ~64- and 37-feet, respectively, but the height, volume and loading of the proposed structures are not available at this time. Additional exploration and testing have been requested to further understand possible variation in soil and groundwater conditions in the area of the new tanks so that geotechnical parameters and recommendations for construction (including ground improvement) can be made (if necessary) to mitigate potential soil-related hazards at the site.

SCOPE OF WORK

Based on conceptual design prepared, and design information requested by AE₂S personnel, IGES proposes completion of two (2) supplemental subsurface explorations near the proposed tanks. The explorations will consist of one continuous CPT test and one conventional boring, both extending at least 50 feet below grade for evaluation of the subgrade conditions including the potential for liquefaction and consolidation settlement. We anticipate that the exploration will not require any special access permission from UDOT, Salt Lake County or Kennecott. We anticipate the use of truck-mounted equipment will be possible for this investigation; off-road drilling capability will not be required.

IGES will document conditions encountered in the field, collect disturbed and relatively undisturbed soil samples from boring explorations and package samples for laboratory testing. Moisture conditions at the time of our investigation will be observed and documented, but piezometers for longer-term monitoring of groundwater fluctuations will not be installed. Given our experience in the area, it is anticipated that groundwater will be encountered in the planned explorations. We anticipate sampling on at least 2.5 to 5-foot intervals throughout the explorations, targeted sampling of select soil strata may also be performed based on results of initial CPT testing.

IGES also proposes completion of a non-invasive measurement of average site shear wave velocity (V_{s100}) using non-invasive geophysical means.

LABORATORY TESTING

Appropriate laboratory tests will be performed on soil samples obtained from the field investigation described above. Specific laboratory tests will be dependent on actual soil conditions encountered at the site; however, tests currently envisioned are summarized as follows:

- Moisture-density
- Gradation analysis
- Plasticity (Atterberg Limits)
- Soil chemistry (pH, soluble sulfate, resistivity)
- Soil strength testing (Direct Shear or Triaxial shear)
- Consolidation

The majority of laboratory testing will be performed in order to classify soil types encountered to aid in evaluating the site soils' potential for dynamic/consolidation settlement associated with anticipated loose or soft soils. Chemical testing (soil pH, electrical resistivity, soluble sulfates) will also be performed in order to make general recommendations on the corrosivity of soils with respect to typical construction materials (concrete and ferrous metal).

REPORT AND RECOMMENDATIONS

The results of our geotechnical investigation, geotechnical laboratory testing, chemical laboratory testing, and engineering analyses will be presented in a final report. This report will, at a minimum, include the following:

- a) A general plot plan and vicinity map showing the location of site investigations.
- b) Logs of subsurface exploration.
- c) A detailed description of surface and subsurface conditions encountered including previously placed fill (if present).

- d) A summary of laboratory test data.
- e) A qualitative assessment of the potential for geologic hazards, including liquefaction, collapsible/expansive soils, to adversely affect the site, and recommendations for mitigation of identified hazards (including ground improvement, if necessary).
- f) Design response spectra based on a GMHA performed in accordance with ASCE-7-16, or mapped spectral accelerations if the GMHA option is not requested.
- g) Earthwork and site preparation recommendations including excavation requirements, fill placement criteria, compaction criteria and suitability of onsite soils for reuse as structural, trench and foundation backfill.
- h) Foundation recommendations, including foundation types, allowable bearing capacities, installation criteria, and total and differential settlement estimates.
- i) Lateral earth pressures for design of below-ground elements.
- j) Discussions of site-specific soil and/or groundwater conditions that may impact proposed construction, including temporary and permanent dewatering recommendations.
- k) Recommendations for moisture protection and surface drainage.
- m) Estimated modulus of subgrade reaction (K-values)
- n) Preliminary estimate of corrosive effects of site soils in contact with ferrous metal and concrete.
- o) Recommendations for shallow excavation and OSHA Classification of near surface soils
- p) Recommendations for rigid and flexible pavement sections (traffic assumptions and design life must be provided by others)
- q) other geotechnical recommendations and considerations as deemed necessary based on conditions observed and the results of laboratory testing.

An electronic copy (pdf) of the final report will be provided via email file transfer.

CONDITIONS, SCHEDULE AND FEES

Intermountain GeoEnvironmental Services, Inc. (IGES) proposes to undertake the proposed investigation, testing and geotechnical consulting services as outlined in this document on a TIME & EXPENSE basis in accordance with the "General Conditions" as presented on Attachment 1. Based on the scope of work outlined in the preceding, our estimated fee to perform this work is as follows:

Task 1 (Site Investigation):	\$ 17,400
Task 2 (Laboratory Testing):	\$ 5,300
Task 3 (Analysis & Reporting):	\$ 4,400
Task 4 (Project Management & Contingency):	\$ 4,200
Total (Not to Exceed)	\$ 31,200

Additional services required beyond the scope of work outlined above can also be undertaken on a time and expense basis in accordance with the schedule of charges presented on Attachment 2.

The above fee is based on the following assumptions:

1. MWD or their engineer as appropriate, will assist IGES in identifying investigation locations such that the locations are free and clear of all known or existing utilities, underground structures and will not interfere with proposed construction.
2. Free and clear access will be provided to all Investigation locations. In general, we anticipate that the investigation locations will be accessible with a truck mounted Drill Rig and that access permission with KUCC will be granted via agreement with MWD
3. MWD/AE₂S will provide base map(s) of the site topography in AutoCAD format for our use in preparation of maps and designs (elevations, dimensions depths etc.) for our final report.

The fee estimate further assumes insurance and other contract requirements as outlined in previous working agreements with MWD. Additional changes or modifications to previously utilized conditions; including indemnification language, limitations of liability, or insurance coverage required of IGES may necessitate an adjustment to our fee for the proposed services. Adjustments to fees may also accompany increased design safety factors and/or conservative assumptions and recommendations which could ultimately increase project construction costs.

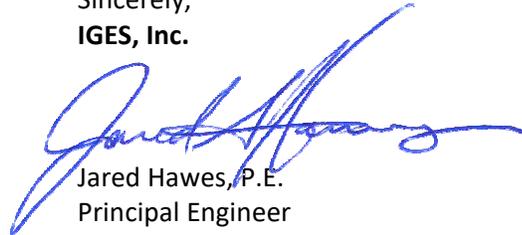
Initiation of field work is subject to drill rig availability, generally we can schedule equipment and complete utility location requirements within three to four weeks of receiving signed authorization to proceed. The proposed field program will require one day to complete. Geotechnical laboratory testing would commence immediately upon return of soil samples from the field and require a minimum of 15 business days. Our engineering evaluations and assessment of various construction and excavation options will require an additional 10 business days allowing us to deliver our completed report and recommendations within 4-5 weeks of initiation of field activities.

*Geotechnical Investigation
EDR Storage Tanks
2690 South 2750 West
December 2025
Page 5*

oOo

We look forward to the opportunity of working with you on this project. If you have any questions regarding the proposed scope of work or any other aspects of our proposal, please do not hesitate to contact us.

Sincerely,
IGES, Inc.



Jared Hawes, P.E.
Principal Engineer

Attachments:

1. General Conditions - Form B 100
2. Schedule of Charges 2026

GENERAL CONDITIONS-FORM B100

1.0 BILLING

- 1.1 Invoices will be issued every four weeks, payable upon receipt, unless otherwise agreed.
- 1.2 Interest of 1 ½ % per month (but not exceeding the maximum rate allowable by law) will be payable on any amounts not paid within 30 days, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Any attorneys’ fees or other costs incurred in collecting any delinquent amount shall be paid by the Client.
- 1.3 In the event that the Client requests termination of the work prior to completion of a report, Intermountain GeoEnvironmental Services, Inc. reserves the right to complete such analyses and records as are necessary to place its files in order and, where considered by it necessary to protect its professional reputation, to complete a report on the work performed to date. A termination charge to cover the cost thereof in an amount not to exceed 30% of all charges incurred up to the date of the stoppage of the work may, at the discretion of Intermountain GeoEnvironmental Services, Inc., be made.

2.0 WARRANTY AND LIABILITY

- 2.1 Intermountain GeoEnvironmental Services, Inc. warrants that its services are performed, within the limits prescribed by its Clients, in a manner consistent with that level of care and skill ordinarily exercised by members of the same professions currently practicing in the same locality under similar conditions. No other warranty or representation, either expressed or implied, is included in its proposals, contracts or reports.
- 2.2 Intermountain GeoEnvironmental Services, Inc. has neither created nor contributed to the existence of any hazardous, radioactive, toxic or otherwise dangerous substance or condition at the site, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposure to such substances or conditions. Accordingly, notwithstanding any other provision herein, the liability of Intermountain GeoEnvironmental Services, Inc., its employees, subcontractors and agents for any injury or loss arising from any such pre-existing or client generated dangerous substance or condition at or near the project site, shall not exceed \$1,000.
- 2.3 Intermountain GeoEnvironmental Services, Inc., its employees, subcontractors and agents shall not be liable for indirect or consequential damages, including without limitation loss of use and loss of profits.
- 2.4 In recognition of the relative risks and benefits of the project to both the Client and IGES, the risks have been allocated such that the Client agrees, to the extent permitted by law, to fully indemnify IGES for any and all claim related costs, including attorneys fees, investigative expenses and settlement or indemnity costs, up to an aggregate total of \$100,000. In addition to the limitations provided in 2.2 and 2.3, and notwithstanding any other provision herein, the liability of Intermountain GeoEnvironmental Services, Inc, its employees, subcontractors and agents shall be limited to injury or loss to the extent caused by the negligence of Intermountain GeoEnvironmental Services, Inc., its subcontractors and/or agents hereunder, and the liability of Intermountain GeoEnvironmental Services, Inc. , for injury or loss arising from (1) professional errors or omissions and/or (2) environmental impairment or pollution and/or (3) radiation, nuclear reaction, or radioactive substances or conditions shall not exceed \$25,000. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.
- 2.5 The General Liability of Intermountain GeoEnvironmental Services, Inc, its employees, subcontractors and agents for any other claim(s) of any kind shall not exceed \$100,000. Increased liability limits may be negotiated upon the Clients written request, prior to commencement of services, and agreement to pay an additional fee.
- 2.6 The Client agrees to indemnify and hold harmless Intermountain GeoEnvironmental Services, Inc., its employees, subcontractors and agents against and from any claim, liability, attorneys fees or other defense costs incurred because of (i) injury or loss caused by the actions or omissions of the Client, its employees or its other agents, contractors or subcontractors, or (ii) any third party claim arising from the performance of services hereunder by Intermountain GeoEnvironmental Services, Inc., its agents or subcontractors, to the extent the liability and costs exceed the relevant amount of Intermountain GeoEnvironmental Services, Inc’s liability specified in sections 2.2-2.6 above and does not result solely from the negligence or willful misconduct of Intermountain GeoEnvironmental Services, Inc., its agents or subcontractors.
- 2.7 In the event the Client makes a claim against Intermountain GeoEnvironmental Services, Inc., at law or otherwise, for any alleged error, omission or other act arising out of the performance of its professional services, and to the extent the Client fails to prove such claim, then the Client shall pay all costs, including attorneys fees, incurred by Intermountain GeoEnvironmental Services, Inc. in defending itself against the claim.
- 2.8 Notice *Lis pendens* – in order to secure payment, IGES, Inc. may file a notice of *Lis pendens* or in the event of delinquent payment perfect a lien on the property for which their services are performed.

AUTHORIZATION TO PROCEED AND ACCEPTANCE OF TERMS AND CONDITIONS

The undersigned, as an authorized representative of **Magna Water District** agrees to the scope of work and general conditions offered, and authorizes IGES, Inc. to proceed with the work.

By: _____
Authorized Signature

IGES, Inc.

Printed Name, Title

Signature

Date: _____

Date:

SCHEDULE OF CHARGES**Intermountain GeoEnvironmental Services, Inc.
2026**

The compensation to Intermountain GeoEnvironmental Services, Inc. for our professional services is based upon and measured by the following elements:

PERSONNEL, HOURLY RATE

Principals	\$200.00
Associates/Senior Consultants	\$180.00
Senior Engineers/Geologists/Geophysicists	\$170.00
Project Engineers/Geologists/Geophysicists	\$150.00
Staff Engineers/Geologists/Geophysicists	\$135.00
Assistant Professionals	\$120.00
Senior Field/Laboratory Technicians	\$105.00
Junior Field/Laboratory Technicians	\$85.00
Administrative and Clerical	\$80.00
Expert Consultation, Report Preparation, and Testimony	\$315.00

EQUIPMENT

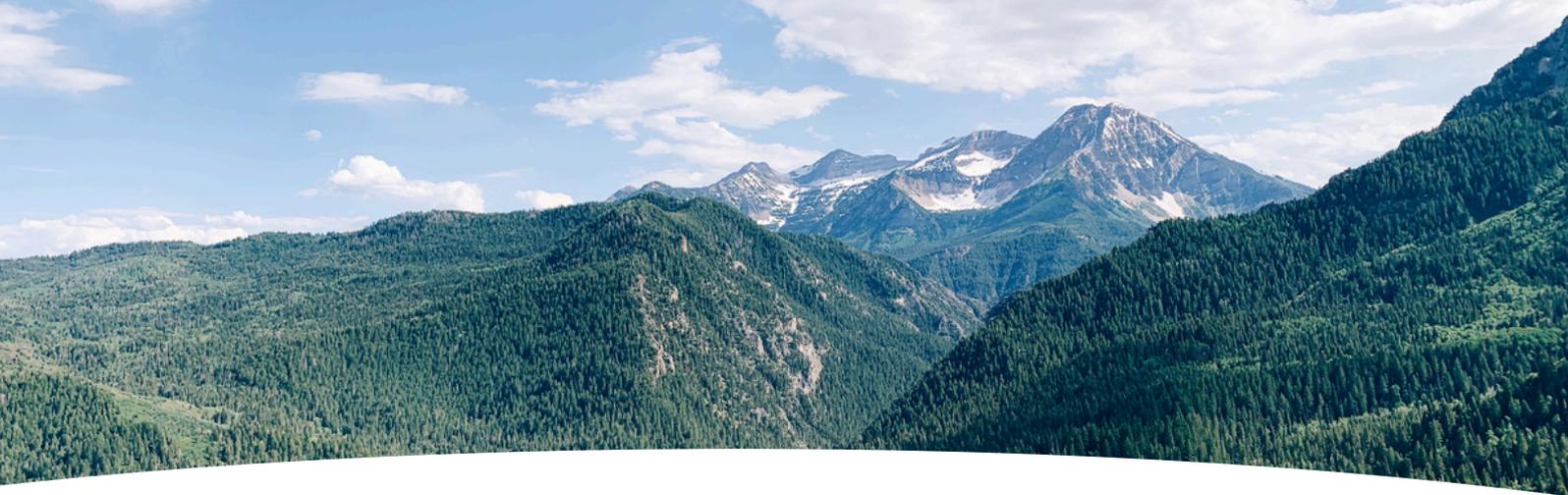
Soil Sampling Equipment	\$125.00/day
Soil Sample Containers	\$25.00/sample
Tieback/Soil Nail Testing Equipment	\$230.00/day
Inclinometer Measurements up to 150 ft	\$335.00/day
Inclinometer Measurements 150 to 300 ft	\$505.00/day
Nuclear Density Testing Gauge	\$115.00/day
Mileage	\$1.05/mile
Vibration Monitoring	\$370.00/week \$900.00/month

MISCELLANEOUS EXPENSES

Out-of-town living expenses, vehicle rentals, sub-contracted work, postage, shipping, and other costs incurred with outside services or equipment	Cost plus 15%
---	---------------

All in-house geotechnical and materials laboratory testing will be billed at IGES prevailing testing rates at the time of services being rendered.

YOPPIFY



Dear Magna Water District,

Thank you for meeting with us to discuss your upcoming needs. During our conversation, several key themes stood out that align closely with Yoppify's service offerings:

- **Proactive Leak Notifications:** You emphasized the importance of helping residents detect leaks early, while minimizing false positives that can lead to alert fatigue. We understand your desire for a balanced approach that builds confidence in the data before introducing higher levels of automation.
- **Resident Empowerment through the Community Portal:** Your goal to increase public awareness through a community portal resonated strongly with our team. We share your commitment to making water usage data clear, actionable, and accessible. The ability for the public to view usage and stay informed about their water consumption creates the kind of transparency that drives both conservation and trust.
- **Integration and Ease of Use:** To better engage the public, the District's current systems and workflows will need to be seamlessly integrated—Caselle for billing and service orders, Xpress Bill Pay for payments, and Neptune AMI for metering.

Yoppify's continuous flow workflow system and community web portal are designed to directly address these needs.

This document contains an overview of our portal offering and pricing for Magna Water District.

The Yoppify Team

Yoppify Workflow System

Overview of Continuous Flow Program

Why It Matters

Leaks are one of the top reasons customers contact a utility. By catching them early, you help residents:

- Avoid costly surprises on their next bill.
- Fix issues before they escalate into property damage.
- Build trust in the district's commitment to efficiency and transparency.

How It Works

Our system monitors AMI data and automatically detects and categorizes unusual patterns.

- Smart Classification: Leaks are classified into custom categories based on volume.
- Custom Workflows: You control the follow-up. Each leak level is tied to a custom messaging sequence designed by your agency. Messages are spaced out to give residents time to resolve issues before more reminders are sent.
- Streamlined Follow-Up: Messages can be queued in minutes. Yoppify automatically pauses alerts once a leak is fixed—so no staff time is wasted chasing problems that are already resolved.

Integrated with Your Systems

Seamlessly connects with Neptune AMI, Caselle, and Yoppify's communication tools. Notifications link residents directly to their portal page via one-click magic links, encouraging engagement and self-service.

Results You Can Expect

- Higher customer satisfaction with fewer billing disputes.
- Reduced call volumes and manual outreach.
- Verified water savings from early intervention.
- Stronger community trust in the District's responsiveness and transparency.

Yoppify Public Portal

Overview of Critical Features

Why It Matters

Utilities today are more than service providers; they are trusted community partners. A modern portal strengthens that connection by giving the community the right tools to understand, manage, and act on their water use.

Magic Link and On-Demand Access

- No Usernames or Passwords: Residents never have to remember another login.
- Direct-to-Resident Insights: The District can send secure links by text or email, allowing residents to view their information instantly.
- On-Demand Access: Residents can also generate magic links from the District website, providing a seamless entry point at any time.
- Higher Adoption: Removing barriers leads to significantly higher participation and engagement.

Utility Dashboard

- All-in-One View: Residents see usage, charges, and service history in one place.
- Easy Bill Pay: Direct integration with Express Bill Pay allows simple, secure transactions.
- Contact Info Update Tool: Residents can update contact details to keep District records accurate and improve communication reach.

Scalable for Future Needs

- Leak Detection & Alerts: Integrates directly with the Leak Notification system to catch issues early and save water.
- Conservation Tools: Compare actual usage to seasonal benchmarks and receive helpful reminders.
- Communication Hub: Share updates, resources, and announcements in a single, unified portal — with room to add additional District services over time.

Results You Can Expect

- Higher customer satisfaction with fewer billing disputes.
- Reduced call volumes and manual outreach.
- Verified water savings from early intervention.
- Stronger community trust in the District's responsiveness and transparency.

Personalized insights—no login required.

Most residents never log into customer portals. That's a big problem when you're trying to share water use data, billing info, or conservation resources. Yoppify's web portal solves this by eliminating barriers and making it easy for residents to engage.

Most people won't login to a traditional web portal. Yoppify is different.

<10%

Sensus estimates a 10 percent login rate for customer web portals (after extensive outreach to residents).



How it Works

1. No Username, No Password

Instead of asking residents to create or remember a login, Yoppify verifies access using contact information already in your billing system.

2. Magic Links for Instant Access

Send personalized dashboard links via text or email. Residents tap the link and are taken straight to their web portal—no extra steps required.

3. A Hub for All the Right Info

Show each resident their current water use, billing details, leak alerts, rebate eligibility, and even messages from your agency—all in one place.

Pricing Estimate

December 2, 2025

The following section outlines estimated costs for the new features requested by the District. The estimates are in addition to the current package. All packages are fully customizable, and pricing can be refined as your priorities evolve.

Subscription + Fees	Price
Advanced Services <ul style="list-style-type: none">• Data integrations (AMI)• Workflows and analytics (Continuous Flow)• Professional services	\$6,300
Web Portal <ul style="list-style-type: none">• Hosting, data, and security• Magic link generator and deep link access• Contact and location mapping and integration• Build package: Starter (Up to 10 build levels)	\$17,052
Incentive Discount <ul style="list-style-type: none">• New partnership opportunity with Neptune (25% reduction)	-\$5,838
Total Annual Cost	\$17,514
<p>Terms & Conditions: This estimate is based on current costs for Yoppify's service packages. This estimate is valid for 60 days from the date of issue. After 60 days, pricing and terms may change.</p> <p>Confidentiality Notice: This pricing estimate is for your agency only. Please don't share it without permission from Yoppify.</p>	

Proactive Communication made Simple.

PROJECT

Water Analytics Platform- Culinary and PI Meters

City of American Fork

Implementation Items	Quantity	One Time	Unit Cost	Total \$ (New Client)	
Implementation of Utility AquaTrax Portal for approximately 11,346 meters including Caselle, XpressBillPay and Badger Integrations	1	One Time	\$ 25,000.00	\$ 14,500.00	
Customer portal	1	One Time	\$ 10,000.00	\$ 5,000.00	
Total Implementation				\$ 19,500.00	
Total Annual Support and Maintenance	Quantity	Months	Unit Cost	Total \$ (New Client)	
Annual Support, Maintenance	11346	12	\$ 0.17	\$ 23,145.84	
Third party Microsoft Cloud Hosting Fees/year (Annual)	1		\$ 1,500.00	\$ 1,200.00	
Total Annual Recurring				\$ 24,345.84	



1199 W 850 N
 Centerville, UT 84014
www.neptunetg.com
 Meter Company:



No. of Pages: 1

Date: 09/05/25

Prices Valid Until: 12/31/25

PRICE QUOTATION

Customer

Company: Magna Water
Address: 8885 W 3500 S Magna, UT 84044
Attn: Leisle Fitzgerald
Phone: 801-910-9213
Email: leisle@magnawaterut.gov

Project

Job/City: My 360 Consumer Portal Software
Bid Number: N/A
Bid Date: N/A

Quantity	Product Description	Unit Price	Total
Neptune Reading Equipment			
No Equipment is needed you are ready to integrate My 360 and Neptune 360.			
Software & Hosting Fees (My 360)			
1	My 360 Consumer Portal Annual fee includes Software and Hosting	\$ 10,800.00	\$ 10,800.00
1	My 360 One Time Set Up Fee	\$ 3,300.50	\$ 3,300.50
1	Neptune Training on Software One Time	\$ 1,622.25	\$ 1,622.25
1	(Optional) MY360 Single Sign on Integration W/Billing One Time	\$ 5,407.50	-
1	(Optional) MY360 Single Sign on Annual Support Fee	\$ 1,622.25	-
*** (This Pricing covers you up to 20,000 metered connections) ***			
Billing, Training, Service, Maintenance Fees			
1	There are no other fees. MeterWorks will service, retrain, trouble shoot, and work with software, all at no cost.	No Charge	No Charge
TOTAL			\$ 15,722.75

*Address
 Bill pay
 to My360*

Annually

Notes

If you have any questions, please give me a call.

FOB

TERMS NET 30

DELIVERY

METERWORKS

Name Terrick Sheffield
Title Sales Representative
Address 1199 West 850 North
Centerville, UT 84014
Phone (801) 389-4779
Email terrick@meterworks.net

**WE APPRECIATE THE OPPORTUNITY
 TO PROVIDE PRICING ON THE
 PRODUCTS LISTED AND LOOK
 FORWARD TO SERVING YOU**

DRAFT IFA's & IFFP's

Magna Water District Water and Sewer IFFP/IFA

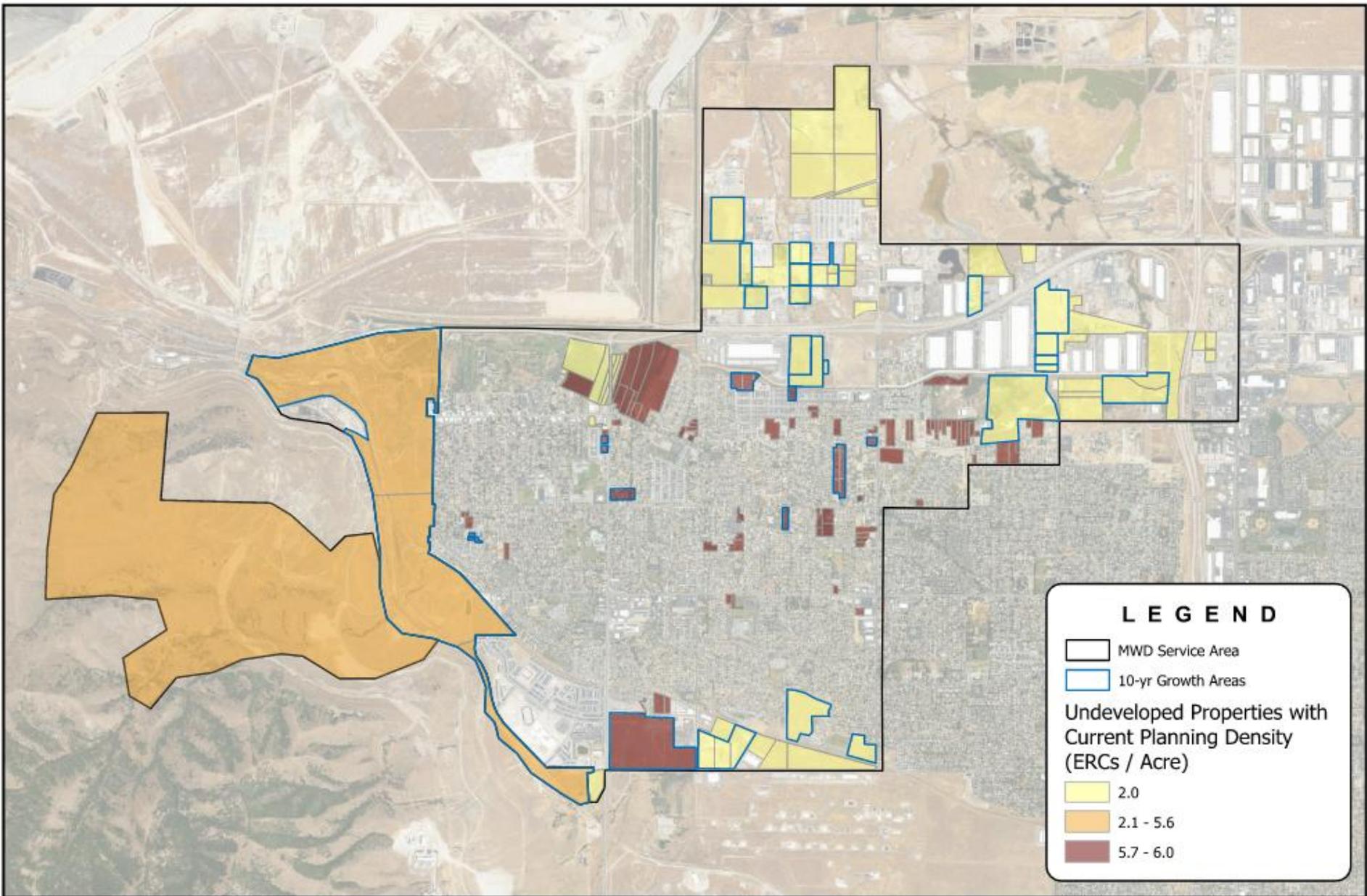


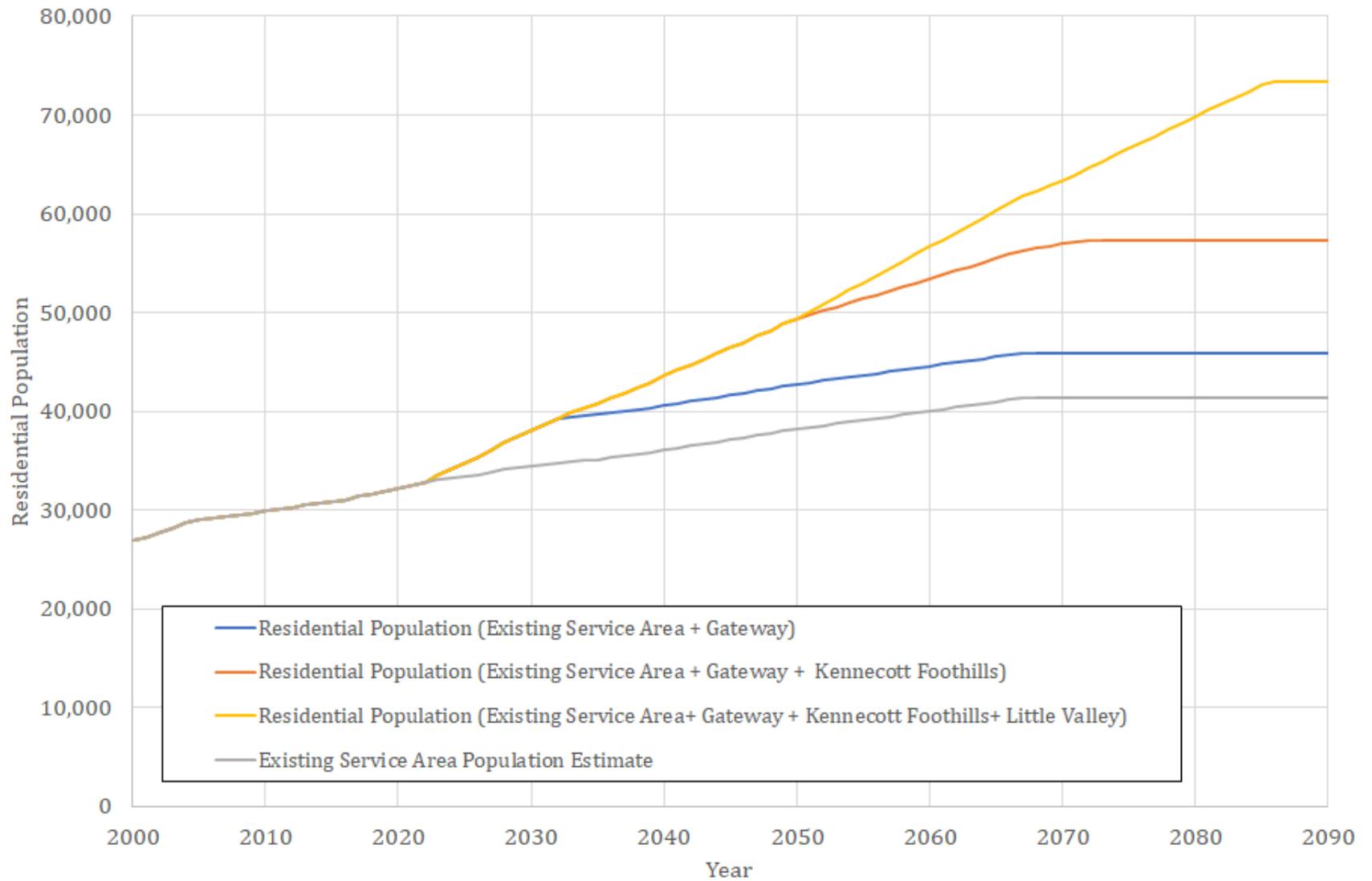
Overview

1. Why update water impact fees in MWD?
2. What is an Impact Fee Facilities Plan (IFFP)?
3. What is an Impact Fee Analysis (IFA)?
4. What are the results of the analysis?

Definitions

- **Impact Fee Facilities Plan (IFFP):** Primarily identifies projects needed to accommodate growth and allocates cost of projects between existing and future users based on who the projects benefit.
- **Impact Fee Analysis (IFA):** It calculates the appropriate impact fee based on information from the IFFP.





Changes since Previous Update

- Last Full Analysis was 2020 for Culinary and Sewer Utilities
- New Master Plans Drafted January 2026
- Several Previously Identified Projects are Now Complete (or nearing completion) with Actual Cost Known
- Master Plan Includes Updated Future Project Planning and Cost Estimating
- Updated Water Use and Sewer Production Patterns

Water Impact Fee Discussion



BOWEN COLLINS
& ASSOCIATES

Water Impact Fee Conclusions

- Historical growth a little slower than projected
- Modest decrease in water use since last analysis (~10%)
- Many important projects completed
- Only small changes to required remaining improvement projects
- Significant increase in project construction costs

Water Impact Fee

Historic

Maximum Allowable Impact Fee (Per ERU, by Year)						
	2020	2021	2022	2023	2024	2025
Base Impact Fee	\$8,822.02	\$8,822.02	\$8,822.02	\$8,822.02	\$8,822.02	\$8,822.02
User Fee Credit	\$1,727.98	\$1,589.11	\$1,453.90	\$1,328.28	\$1,211.62	\$1,078.70
Total Overall Fee	\$7,094.05	\$7,232.91	\$7,368.12	\$7,493.74	\$7,610.40	\$7,743.32

Proposed

Maximum Allowable Impact Fee (Per ERC, by Year)						
	2026	2027	2028	2029	2030	2031
Base Impact Fee	\$8,644.16	\$8,644.16	\$8,644.16	\$8,644.16	\$8,644.16	\$8,644.16
User Fee Credit	\$731.47	\$632.88	\$550.93	\$474.16	\$405.06	\$347.48
Total Overall Fee	\$7,912.69	\$8,011.28	\$8,093.23	\$8,169.99	\$8,239.10	\$8,296.68

Sewer Impact Fee Discussion



BOWEN COLLINS
& ASSOCIATES

Sewer Impact Fee Conclusions

- Historical growth a little slower than projected
- Modest decrease in wastewater production since last analysis (~10%)
- Many important projects completed
- Only small changes to required remaining improvement projects
- Significant increase in project construction costs

Sewer Impact Fee

Historic

Maximum Allowable Impact Fee (Per ERU, by year)						
	2020	2021	2022	2023	2024	2025
Base Impact Fee (includes study costs)	\$5,331.05	\$5,331.05	\$5,331.05	\$5,331.05	\$5,331.05	\$5,331.05
User Fee Credit	\$1,672.71	\$1,601.49	\$1,485.86	\$1,378.42	\$1,278.62	\$1,149.25
Total Overall Fee	\$3,658.34	\$3,729.56	\$3,845.19	\$3,952.63	\$4,052.43	\$4,181.80

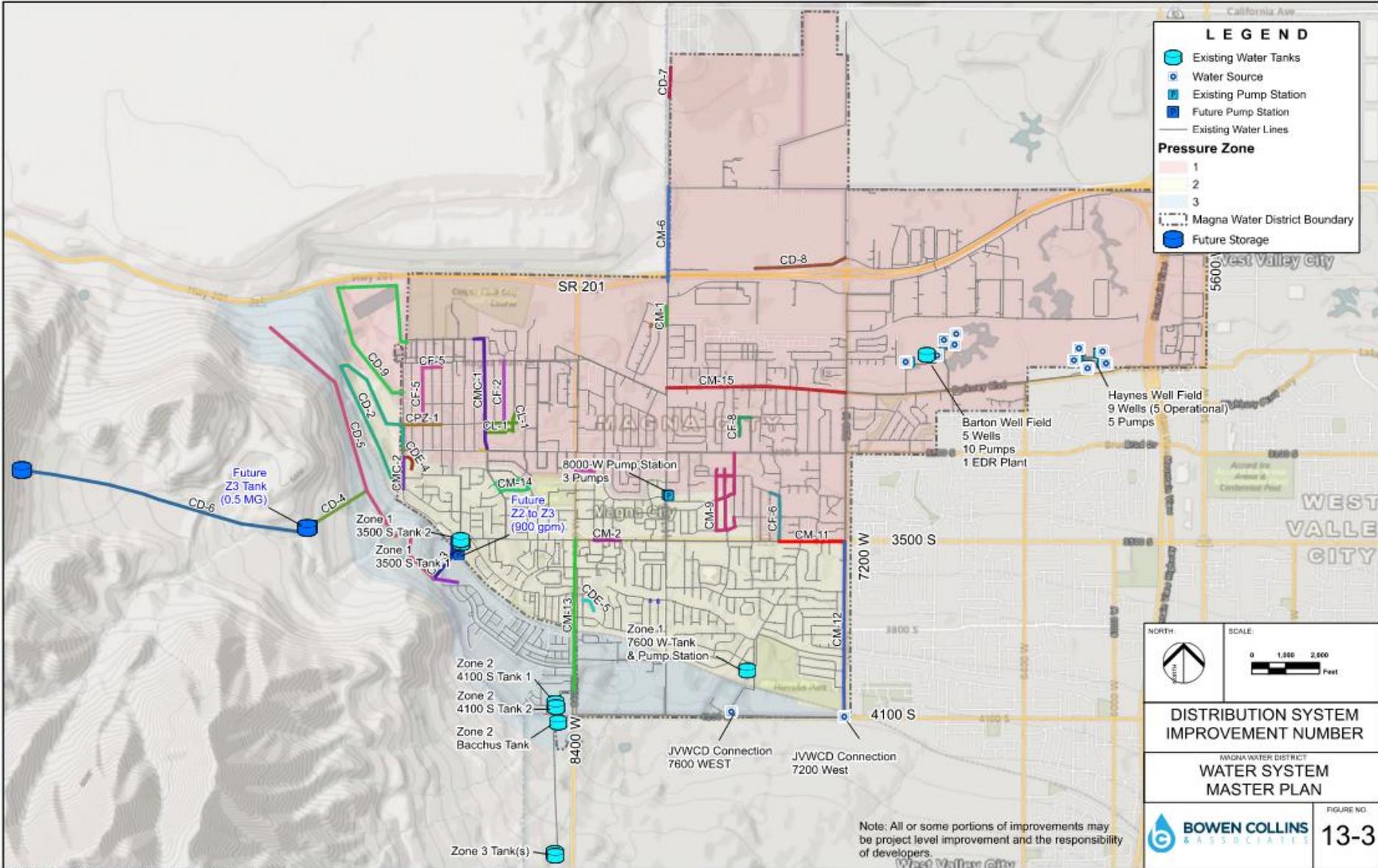
Proposed

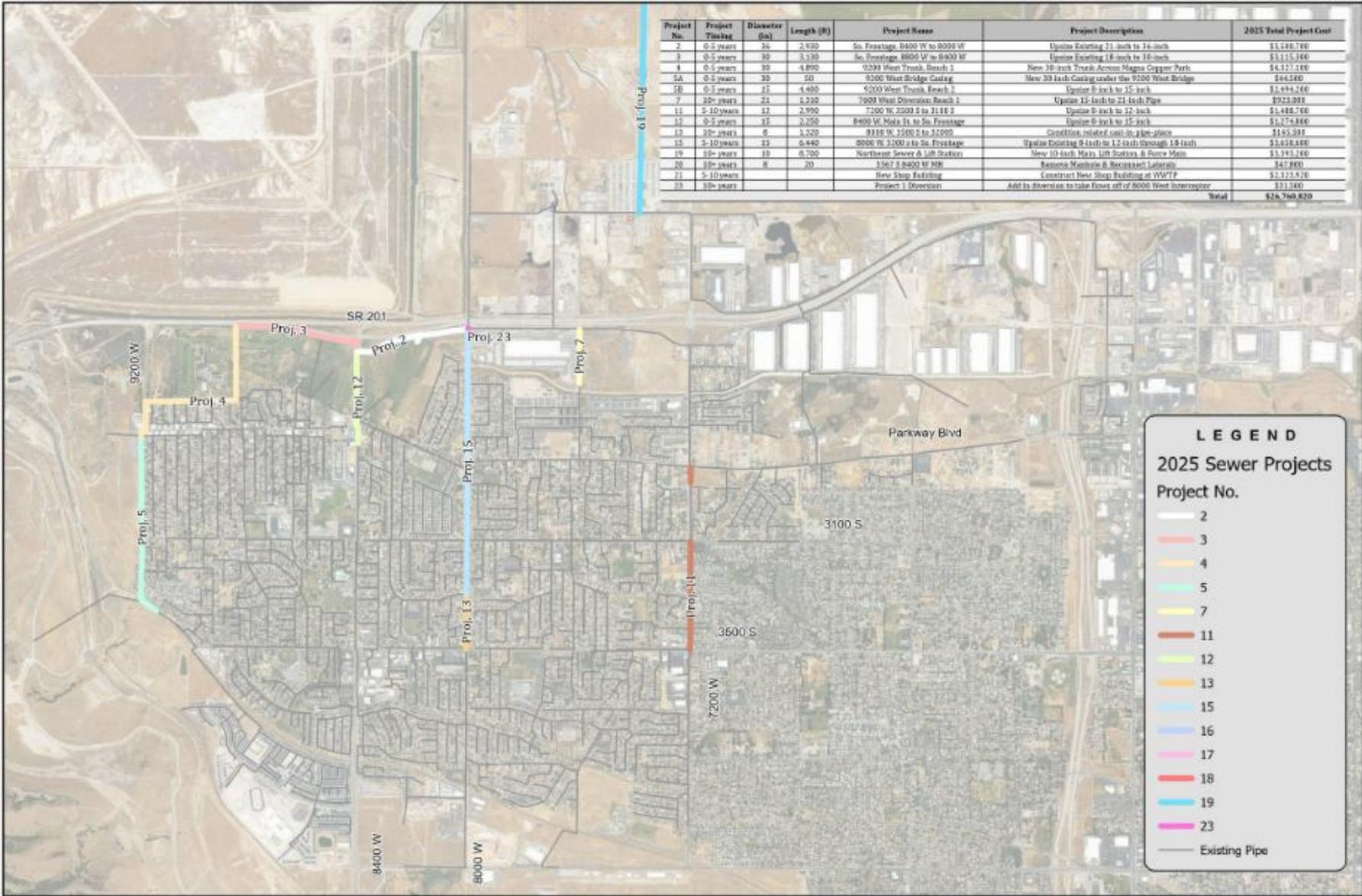
Maximum Allowable Impact Fee (Per ERU, by year)						
	2026	2026	2027	2028	2029	2031
Base Impact Fee (includes study costs)	\$4,967.34	\$4,967.34	\$4,967.34	\$4,967.34	\$4,967.34	\$4,967.34
User Fee Credit	\$466.09	\$401.32	\$340.78	\$294.86	\$251.48	\$211.11
Total Overall Fee	\$4,501.25	\$4,566.02	\$4,626.55	\$4,672.48	\$4,715.86	\$4,756.23

Comments/Questions



BOWEN COLLINS
& ASSOCIATES





Project No.	Project Timing	Diameter (in)	Length (ft)	Project Name	Project Description	2025 Total Project Cost
2	0-5 years	24	2,130	So. Franchise, 8400 W to 8000 W	Upgrade Existing 24-inch to 36-inch	\$1,488,700
3	0-5 years	30	3,130	So. Franchise, 8800 W to 8400 W	Upgrade Existing 30-inch to 48-inch	\$3,115,000
4	0-5 years	30	4,850	9200 West Trunk, Reach 1	New 30-inch Trunk Across Magnus Cooper Park	\$4,327,000
5A	0-5 years	30	50	9200 West Bridge Casing	New 30-inch Casing under the 9200 West Bridge	\$44,500
5B	0-5 years	15	1,400	9200 West Trunk, Reach 2	Upgrade 8-inch to 15-inch	\$1,494,200
7	10+ years	24	1,220	7600 West Diversion, Reach 1	Upgrade 12-inch to 24-inch Pipe	\$923,000
11	5-10 years	12	2,900	7100 W, 2200 S to 3118 S	Upgrade 8-inch to 12-inch	\$1,488,700
12	0-5 years	12	2,250	8400 W, Make It to So. Franchise	Upgrade 8-inch to 15-inch	\$1,174,800
13	10+ years	8	1,220	8100 W, 3100 S to 3200 S	Condition related cast-in-place	\$155,300
15	5-10 years	15	6,440	8000 W, 3100 S to So. Franchise	Upgrade Existing 8-inch to 15-inch through 18-inch	\$3,516,400
19	10+ years	18	8,700	Northwest Sewer & Lift Station	New 18-inch Main, Lift Station, & Force Main	\$1,995,100
20	10+ years	8	20	3367 S, 8400 W PSH	Business Mainline & Recipient Laterals	\$47,800
21	5-10 years			New Shop Building	Construct New Shop Building at WWTP	\$2,373,920
23	10+ years			Project 1, Diversion	Add by diversion to take flows off of 8000 West Interceptor	\$31,500
Total						\$26,760,820

SCALE
1:25,000

NORTH

2025 SEWER PROJECTS

LEGEND

2025 Sewer Projects

Project No.

- 2
- 3
- 4
- 5
- 7
- 11
- 12
- 13
- 15
- 16
- 17
- 18
- 19
- 23

Existing Pipe

MACOMBER DISTRICT
SEWER MASTER PLAN



FIGURE NO.
6-1

ZIONS PUBLIC FINANCE



ZIONS PUBLIC FINANCE, INC.

Wednesday, December 17, 2025

Dear Lelsle,

For a number of years we have provided municipal advisory services to you. We value the relationship we have developed and want to continue providing the same services.

Through the years the legal entities under which we have provided advisory services have consisted of both Zions Bank Public Finance (ZBPF) and Zions Public Finance, Inc. (ZPFI), a wholly-owned subsidiary of Zions Bancorporation, NA. For various reasons including cost savings and elimination of redundancy, we are now consolidating all advisory business under the ZPFI entity and intend to assign all contracts under the ZBPF name to ZPFI. All contract terms and conditions will remain the same. Our services and relationship would continue as normal.

We appreciate your assistance in this matter and kindly request that you consent to this assignment by signing below and returning before December 31, 2025.

With gratitude,

Alex Buxton
Senior Vice President | **Zions Public Finance**

Consent:

Name:

Title:

Date:

CHAMBER WEST



Empowering Local Business

Our Mission is to enhance the business community through connections, promotions, and advocacy.

ChamberWest is a **CATALYST** for business growth, a **CHAMPION** for a stronger community, and a **CONVENER** of leaders and influencers.

ChamberWest Chamber of Commerce

3540 South 4000 West, Suite 240
West Valley City, UT 84120
801-977-8755
chamberwest.com

ChamberWest (CW) BASIC MEMBERSHIP PACKAGE

Membership is not for just one person but includes as many employees within a business based on interest. This provides a broader access to available opportunities for engagement in professional and leadership development, networking, volunteerism, and more.

All Basic Membership levels include the following benefits:

- Membership certificate, window cling, and digital "Proud Member" logo
- Inclusion in online searchable business directory
- Landing page with link to company website included on the CW website
- Access to member business directory
- Member rates for CW programs and events
- Access to member to member discounts and promotions
- Access to 401K Multiple Employer Plan
- Access to special pricing for advertising
- Access to member to public promotions
- Weekly Communication e-mail
- Ribbon cutting, groundbreaking, and/or grand re-opening as appropriate
- Relationships and "dial a friend" networks to last a lifetime
- Opportunity to have a voice and make new connections through chamber programs and committees
- Opportunity to participate in Friday Connections

Entry Level Membership

For businesses with 10 or fewer employees **\$350/yr**

Get Connected Membership

For businesses with 20 or fewer employees **\$500/yr**

INCLUDES:

- Two free passes for use at CW Professional Development or Women in Business Professional Growth Series events
- Annual monthly Friday Connections Networking Pass
- Recognition of membership level on directory

Business Building Membership

For businesses with 75 or fewer employees **\$900/yr**

INCLUDES:

- Enhanced directory listing on CW website (add a logo & photos/videos on landing page)
- Four free passes for CW Professional Development or Women in Business Professional Growth Series events
- Certificates of Origin at no charge (if all eligibility requirements are met)
- Recognition of membership level on directory

Growth and Scale Membership

For businesses with 150 or fewer employees **\$1,750/yr**

INCLUDES:

- Two reserved seats to Annual Awards Gala with option of upgrading to table sponsorship and program recognition
- Enhanced directory listing on CW website (add a logo & photos/videos on landing page)
- Six free passes for CW Professional Development or Women in Business Professional Growth Series event
- Certificates of Origin at no charge (if all eligibility requirements are met)
- Recognition of membership level on directory

COMMUNITY INVESTMENT MEMBERSHIP PACKAGES

All Community Investment Membership levels include all benefits of the basic membership package plus the following:

- Seat on Board of Governors
- Seat on Legislative Affairs Committee
- Twosome at Annual Golf Tournament with option of upgrading to a foursome or sponsorship
- Four tickets to Annual Awards Gala with option of upgrading to a full sponsored table of eight
- Recognition of membership level on directory
- Company logo included as Investment Partner on CW homepage
- Enhanced directory listing on CW website *(ability to add logo & photos/videos on landing page)*

\$3,500/yr

Premier Investment Membership

INCLUDES: **\$5,500/yr**

- Community Investment Membership Packages Benefits

PLUS:

- \$2,000 sponsorship and/or activity credit
- Ability to sign up one additional location at a 50% discount of the appropriate basic membership level

Power Investment Membership

INCLUDES: **\$7,500/yr**

- Community Investment Membership Packages Benefits

PLUS:

- \$3,000 sponsorship and/or activity credit
- Ability to add two additional same name locations at a 50% discount off of the appropriate basic membership levels *(some restrictions apply)*
- Six free passes for use at CW Professional Development or Women in Business Professional Growth Series events

Visionary Investment Membership

INCLUDES: **\$10,000/yr**

- Community Investment Membership Packages Benefits

PLUS:

- \$5,000 sponsorship and/or activity credit
- Ability to add additional three same name locations at no additional cost *(some restrictions apply)*
- Eight free passes for use at CW Professional Development or Women in Business Professional Growth Series events

Legendary Investment Membership

INCLUDES: **\$20,000/yr**

- Community Investment Membership Packages Benefits

PLUS:

- \$10,000 sponsorship and/or activity credit
- Unlimited same name locations at no additional cost *(some restrictions apply)*
- Eight free passes for use at CW Professional Development or Women in Business Professional Growth Series events

**ChamberWest
Chamber of Commerce**

3540 South 4000 West, Suite 240
West Valley City, UT 84120

801-977-8755

chamberwest.com



ChamberWest Chamber of Commerce MEMBERSHIP APPLICATION



Business Name _____

Location Address _____

City _____

State _____

Zip _____

Billing Address (Check Here If Same Address) _____

City _____

State _____

Zip _____

Main phone _____

Website _____

MAIN CONTACT* (First and Last Name) _____

Title _____

Cell Phone _____

Office Phone _____

Email _____

SECONDARY CONTACT* (First and Last Name) _____

Title _____

Cell Phone _____

Office Phone _____

Email _____

Tertiary Contact* (First and Last Name) _____

Title _____

Cell Phone _____

Email _____

NUMBER OF EMPLOYEES:

Full Time _____

Part Time _____

BUSINESS CATEGORY (For Directory Listing) _____

SOCIAL MEDIA INFORMATION:

Facebook.com/_____

Twitter @_____

Facebook @_____

Instagram @_____

LinkedIn.com/_____

Other: _____

* Once your membership application is approved, you will receive a login where you can add additional employees to the membership account for them to receive the weekly communications, event membership, pricing, etc.

**ChamberWest
Chamber of Commerce**

3540 South 4000 West, Suite 240
West Valley City, UT 84120

801-977-8755

chamberwest.com



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 Business & Government Relations Childcare Tax Force
 Economic Development & Sustainability

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Women in Business Committee

Golf Tournament Committee

Annual Awards Gala Committee

Other(s): _____

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- Basic Membership (\$350)**
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 Visionary Investment Membership (\$10,000)
 Legendary Investment Membership (\$20,000)

MEMBERSHIP PACKAGE \$ _____ + APPLICATION FEE \$40.00 + ADD-ON \$ _____ = TOTAL ENCLOSED \$ _____

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Name on Card _____ Billing Address _____ City _____ State _____ Zip _____

Signature _____ Date _____

Joining ChamberWest increases your exposure and provides access to business advocacy efforts, important connections to business and civic leaders, professional development and networking opportunities for you and staff, and more.

Chamber Involvement demonstrates to your customers and employees the value you place in supporting and growing a positive business environment in making the community a better place to work, live, and play.

**ChamberWest
Chamber of Commerce**

3540 South 4000 West, Suite 240
West Valley City, UT 84120
801-977-8755
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JOB DESCRIPTION



JOB DESCRIPTION

Title: Service Maintenance Facilities **Updated:** January 2026
Reports to: Water Operations Manager
Group/Department: Water Operations
Labor Category: Union, Non-exempt
Wage: \$22.953-\$31.879 per hour

Job Summary:

Works on District Facilities and where required will maintain and repair conservation gardens, reservoir sites, tank sites, pump house sites, and other designated areas to ensure proper functionality and appearance. When needed assist crews with other District roles. Possesses knowledge of standard practices and procedures outlined by the American Water Works Association for maintaining and operating water production and distribution systems. Possess or gain knowledge of maintaining a water-wise garden. Processes incoming service orders within a 24-hour timeframe.

Essential Duties and Responsibilities:

Description		
1.	Advanced knowledge and use of instrumentation equipment and computer software such as MS Office Programs, and Caselle.	
2.	Ability to plan prioritize and maintain a daily, monthly and quarterly schedule.	
3.	Ability to operate large machinery, backhoe, dump truck, skid steer and excavator.	
4.	Safely apply pesticides and herbicides.	
5.	Perform facilities repairs.	
6.	Ability to use hand and power tools.	
7.	Perform building maintenance at Main Office and all Water Operation Facilities	
8.	Repair and maintain fencing and gates.	
9.	Ability to communicate with office staff and managers in response to service orders.	
10.	Maintain a large water-wise garden.	
11.	Clean large windows at Main Office Building and EDR.	
12.	Perform snow removal with machinery and shovel.	
13.	Ability to operate larger mower deck equipment on slopes.	
14.	Perform sprinkler and drip systems maintenance and installation	
15.	Maintain MSDS records and provide them to staff as needed.	
16.	Multi-task oriented and ability to set priorities.	
17.	Well organized, accurate, and attentive to detail.	
18.	Self-Starter with the ability to work as part of independently or on a team.	
19.	Ability to maintain professional demeanor when answering customer inquiries.	

20.	Demonstrated customer service experience.	
21.	Demonstrated oral and written communication skills.	
22.	Ability to lift, on average, 30-50 lbs. daily.	
23.	Support and promotes Magna Water District Vision Statement, Mission Statement and Guiding Principles.	

General Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. The requirements of this position provide that the employee work in a safety sensitive manner and should carry out his/her duties as such.

Prior Work Experience:

- Graduation from High School or G.E.D; and/or an equivalent combination of education and experience.
- One year of landscape experience or in a related field.
- One year of water utility service maintenance experience or in a related field.
- Heavy pipe construction equipment operation experience.

Licenses, Certifications, Etc.:

- Valid Utah Class D driver's license.
- Commercial Driver's License Class A tanker endorsement preferred, or to obtain the C.D.L within 90 days
- Water Distribution Operator Certification Grade I within one year.
- Water Distribution Operator Certification Grade II within two years.
- Water Distribution Operator Certification Grade III within four years.
- Water Distribution Operator Certification Grade IV within six years.
- Non-Commercial Pesticide Applicator License within one year.
- Qualified Water Efficient Landscaper Certification or equivalent within one year.

Background Knowledge:

1. Requires a working knowledge of the District's products and services; knowledge of short-range technical plans; basic knowledge of overall strategic long-range plans.

Performance Expectations:

1. Must have the ability to plan, coordinate and implement the policies and procedures for the water division.
2. Must be able to make decisions of a significant nature impacting the water production and distribution maintenance and be able to meet the customer service responsibilities for this position.
3. Must demonstrate safety leadership by promoting and facilitating the safety of co-workers and the general public. Must perform all job tasks in compliance with MWD safety policies and procedures.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

1. Common dexterity is continuously required.
 - a. While performing the duties of this job, the employee is regularly required to: talk and hear.
 - b. The employee is frequently required to: sit or perform repetitive wrist, hand and/or finger movement.
 - c. The employee is occasionally required to: feel attributes of objects, grasp, push, stand, walk, drive, reach with arms or hands, stoop, kneel, crouch and crawl.
 - d. The employee must lift weight or exert force as follows:
 - e. Specific vision abilities include: Clarity of vision at 20 feet or more and 20 inches or less. Ability to adjust eye to bring an object into sharp focus.
2. Good working conditions within a safe environment. Frequent exposure to outdoor weather conditions. Frequent exposure to moderate noise, airborne particles, oils, toxic or caustic chemicals, vibration, wet or humid conditions, near moving mechanical parts, near street traffic or confined spaces.

Overall Effort and Work Location:

1. Must be able to withstand daily mental strain and pressure. Must be flexible to adjust for constantly changing operations.
2. Work is generally performed during normal business hours. Must be able to work a predictable and consistent schedule with an occasional after-hours work may be required as determined by the changing circumstances. Must be on-call 24/7 to respond to District issues or emergencies. Occasional travel required both within and outside of the state to attend meetings or obtain training.

Supervision and Coordination Required:

Directly supervises: None
Indirectly supervises: None

Submission of Resumes:

Interested in house employees shall submit written notice of interest Andrew Sumsion, Human Resources Manager, no later than 5 pm, Monday, January 26th, 2026.
andrews@magnawaterut.gov

ELECTION PLAN DRAFT

MAGNA WATER DISTRICT

ELECTION PLAN (DRAFT – Subject to Change)

May 1, 2026 - On or before May 1, 2026, a notice shall be published that identifies: (i) the offices to be voted on in the election; (ii) the dates for filing a declaration of candidacy for the offices identified as a Class A Notice. Provide same notice to Lieutenant Governor's Office.

June - Shelley Jackson, Elections, Lt. Governor's Office - Suggested the District go to **Juab County to observe their elections during the primary – in June – Tanielle Calloway (Nephi)**

June – July – Training for hand counting by Rosanne SLCo Elections Office

June 1 – 8 – Candidacy Filing Period. When a person files a Declaration of Candidacy, it must be sent to Salt Lake County Elections Office to verify the individual is a valid candidate.

When a Candidate is verified as valid, the candidate information must be posted to MWD Website as a candidate.

June 9 - List of Candidates must be sent to SLCo Elections Office. SLCo Clerk will post candidates into the statewide voter registration.

Candidates must be listed on MWD Website, their declaration must be linked to the candidate.

June 9 – September 20 – Ballots need to be printed. (Will reach out to other municipalities to find a printing company) MWD needs to verify and find out about getting the ballot printed in a Spanish version. Somehow on the same ballot/multi-lingual ballot. After verifying if the ballot can be multi-lingual, could work with CommGap to do translation.

August 31 – Lt. Governor's Office will certify the name of each candidate qualified to be printed on the

September 1 – Last Day for a Write-In Candidate to file Declaration of Write-In Candidate

September 20 – On or before September 20 send out sample ballots to SLCo Election office, Post sample ballot in office, send sample ballot to each candidate and Lieutenant Governor's Office and post as a Class A Notice for at least seven calendar days.

Deliver a copy of the sample ballot to poll workers for each polling place and direct the poll workers to post the sample ballot at the polling locations.

XXXXXXXXXXXX – Last day to mail or email ballots to over sea/military voters. List of over sea/military voters will be provided by SLCo Elections Office.

MWD will need to record the day the ballot is mailed and to whom.

October 14 – Last Day to Cancel the election, if applicable. If the election is canceled, notice to the Lieutenant Governor's office, a resolution of the Board must be approved and noticed as a Class A Notice.

October 14 – Notice of scheduled hours MWD is planning to conduct one or more ballot processes must be posted on our website. The posting shall remain beginning at least 3 days before the ballots are

mailed. In the notice, it should be stated “if there’s no ballots received on a day, then no ballot process will be performed”, it should also state something to the effect the time it will take the ballot process state something to the effect – “until the process is completed”.

MWD will need to evaluate the chain of custody of ballots and purchase bins, sacks, etc supplies to track the ballot processing as they are received.

October 17 – Last Day to mail ballots to registered voters. List of registered voters will be provided by SLCo Elections Office.

MWD will need to record the day the ballot is mailed and to whom. MWD will need to record when the ballot is returned, in a poll book or spreadsheet.

October 14 – November 4 – Collection and Ballot processing.

SLCo elections put drop boxes in front of West Valley City Hall, and Magna Library. SLCo doesn’t think their camera’s at those locations will show enough to use the same cameras.

MWD will have a drop box in West Valley City, which needs camera recording at all times with no sound recording. We could also use the drop box in front of our office as the second drop box in Magna City, however by doing this, it will force residents to go to two different places to drop their ballots off.

MWD could consider placing a drop box at the Magna Library for a location in Magna and would need to decide where to put a West Valley City drop box. Both locations will need separate cameras for MWD use. Cameras can be mounted on a poll that is attached to the ballot box somehow.

BALLOT PROCESSING: See Attached on ballot processing.

MWD will use the front conference office as the ballot processing center. Camera recording during the processing must be present, with no sound.

MWD will need to coordinate with SLCo times to use the VISTA system to verify signatures on ballots.

October 19 – Last day to notify the Lt. Governor’s Office and SLCo Elections Office of the location of election day voting centers.

SLCo’s voting locations for election day are at West Valley City Hall, and Magna Library.

October 19 – Last day a voter information pamphlet can be distributed to voters, or on website.

October 27 – Last day to publish notice of election (date, time, locations, website, contact info, voting requirements)

November 4 – Election Day

MWD will need 3 poll workers per location. County is doubtful they have ballot booths, or ballot boxes for MWD to rent, therefore, MWD will need to purchase ballot booths, and a lock & key ballot box for each voting location. MWD will need at each polling location; a table, 3 chairs for poll workers, ballot booths (private area where voters can mark the ballot), poll book, and ballot box (with a lock and key), camera recording during polling hours, an ADA Compliant voting booth.

SLCo does not have a list of individuals that have indicated they would be willing to be poll workers on election day. MWD will need to solicit for poll workers. A total of six, 3 per polling location.

MWD will need to decide what type of identification the poll workers will be required to have. (Badges, lanyard with a badge, uniforms, or other markings)

Example of drop boxes that can be purchased.

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Price
\$204⁰⁰

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Table Top Voting Booth, Cardboard
(VB-60B)

\$7⁵⁰



Table Top Voting Booth, Corrugated
Plastic (VB-60)

\$20⁵⁰

Voting Booths for Polling Locations



Small Steel Non-Stuffable Ballot Box (BA-DNB5)

\$104⁰⁰

Ballot Box for Election Day Voting Locations

100



Select One Piece Triple Station Voting Booth (VB-B800)

\$460⁰⁰



SELECT EZ VOTE VOTING BOOTH (VB-EZVOTE)

\$149⁰⁰

Six Station Voting Booth

Single Voting Booth



Official Ballot Bag (BA-22)

\$20⁰⁰

Ballot Bags for Ballot Processing

COLLECTION

1. Shall be accompanied by at least one additional election official when active ballots are handled, collected, delivered to ballot processing centers, or processed.
2. Document the following each time active ballots are collected
 - a. Names of election official collecting ballots
 - b. Name of collection site, for example, post office or drop box
 - c. Date and time of the ballot collection
 - d. Seal number used to secure the ballots
 - e. Any damage to ballots, ballot box, and concerns including unusual situations or irregularities
3. Document the following information each time active ballots are received by the ballot processing center:
 - a. Time and date active ballots are returned to the ballot processing center
 - b. Seal numbers when received at the ballot processing center
 - c. Recorded number of active ballots received at the ballot processing center
 - d. Election official shall be identifiable as an election official through the use of a badge, uniform, or other markings when engaging in ballot collection.

PROCESSING

1. Active ballots shall be processed in a secure location where access is controlled by an election official.
2. Election official shall ensure that active ballots in a processing center are secured or monitored
3. An election official shall ensure that active ballots are:
 - a. Divided into batches and separated from other active ballots through each step of the process; and
 - b. Clearly identified as to which stage of the process they are in
4. On each date that a tabulation is performed, tabulated active ballots shall be reconciled by an election official at least once a day against:
 - a. The statewide voter registration database; and
 - b. The number of processed active ballots for that processing session
5. An election official shall ensure that each batch of active ballots is documented, noting the completion of each step according to Section R623-8-10
6. Election official shall ensure that the name of each watcher is documented, potentially via a sign in and out with the date and time
7. Election official shall provide clear and consistent instructions to watchers when checking in in accordance with Section 20A-3a-801
8. Election official shall ensure that counted and uncounted active ballots are clearly marked as such and are segregated from each other.
9. Election official shall ensure that each replicated active ballot is documented in accordance with Subsection 20A-4-104(3).
10. Election official shall document the following when adjudicating active ballots:
 - a. Name of each election official adjudicating the active ballot; and
 - b. A record of which active ballots the official adjudicated
11. Ballot processing centers may be monitored by cameras; if so, a retention policy shall be developed and implemented regarding the storage of camera footage

Ballot processing centers shall be viewable to the public, but accessible only to authorized personnel.

CONFERENCES

Spring Conferences 2026

Rural Water, February 23-27, St. George

Registration Costs:	\$525
Mileage Reimbursement:	\$454
Per Diem:	\$240
Hotel:	\$629
Total Cost Per Attendee:	\$1,632

Proposed Attendees:

- Clint Dilley
- Andrew Sumsion
- Ed Tucker

Water Users, March 16-18, St. George

Registration Costs:	\$220
Mileage Reimbursement:	\$454
Per Diem:	\$170
Hotel:	\$336
Total Cost Per Attendee:	\$1,180

Proposed Attendees:

- Steve Clark
- Trevor Andra

Utah GFOA, March 31-April 2, St. George

Registration Costs:	\$225
Mileage Reimbursement:	\$454
Per Diem:	\$240
Hotel:	\$482
Total Cost Per Attendee:	\$1,401

Proposed Attendees:

- Lelsle Fitzgerald

AWWA Mid-Year, April 8, Sandy

Registration Costs:	\$180 (2025 Cost)
Mileage Reimbursement:	\$32
Per Diem:	\$0
Hotel:	\$0
Total Cost Per Attendee:	\$212

Proposed Attendees:

- Jon Davis
- Chris Thompson

WEAU, April 14-17, St. George

Registration Costs:	\$350 (2025 Cost)
Mileage Reimbursement:	\$454
Per Diem:	\$240
Hotel:	\$430
Total Cost Per Attendee:	\$1,474

Proposed Attendees:

- Dallas Henline
- Clint Dilley
- Trevor Andra

