

GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER

DRAFT MINUTES

Wednesday August 19, 2026

60 N Aaron Burr Big Water, UT 84741

Work Session 5:30 PM-- Meeting 6:00 pm

WORK SESSION-

1. **Call to Order** – Jennie calls to order at 5:30pm

2. **Roll Call** –Jim Lybarger, Mark Gangola, Jennie Lassen, Jim Loyd, Graydon Meeks all here.

3. **Discussion-** Privacy policy coming soon.

HR designee and policy discussions. Peggy is already performing the HR roles as defined, this is just official designation as required by State Code for Special Districts. Peggy has received the HR management training and continues the education annually since becoming full time and taking over HR duties for both the Town and the District. Discussion on why this has not been done for the District when Peggy became full time. Stephanie explains she just came across this State Code and realized this had to be done. Discussion on State Code updates duty to inform the municipalities of code updates. These updates are extensive and while legislative updates are often addressed at conferences, not every update is addressed. There were over 400 updates related to municipalities last year alone.

Garbage changeover- Stephanie explains that we are going to try to have as smooth a transition as possible.

Accounts will be all cleaned up and we can make sure that everyone who is receiving service also has an active account.

Financials- Verification of a charge to Littles Diesel Service, that it was for some work on the backhoe. Was new equipment purchased for the new well? David says it was estimated to take at least 5 weeks for the equipment to come in, now they are quoting him 17 weeks for the equipment.

4. **Close Work Session** – Work session closed at 5:57pm.

MEETING

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

2. **Roll Call** – Jim Lybarger, Mark Gangola, Jennie Lassen, Jim Loyd, Graydon Meeks all present.

3. **Statement of Conflict** – Gangola- possible conflict as a contract IT worker with the Town and District, would be included in the financials.

4. **Citizen Comments** - Matt Fisher, running for Kane County Commissioner. Looking to see what the issues are in the area and will leave business cards. Wryht Short, has a few questions- how much will trash service cost and where will the trash be going? Will save \$7.36 per month for 96 gallon cans. Trash goes to Kanab.

Tom Reneau, we currently have residents hauling cans to the top of the street off Freedom drive, currently, Republic drives down to pick up the cans then backs up to the main road. Will that continue? Mark answers that Pro Waste has mentioned in the meeting that they will be willing to accommodate residents' needs on where the trash can may need to be picked up. Wryht Short asks if trash service will continue on the same schedule. Yes, on Wednesdays.

5. **Approval of July Minutes** – Lybarger motions, Gangola seconds, Lybarger yes, Gangola yes, Lassen yes, Loyd yes, Meeks yes. Minutes are approved.

6. **Water Master Report** – David reports that we haven't had any major issues this month. The north well has been handling the gravel pit water usage just fine. He has replaced a couple meter setters and fixed some leaks. We are waiting for the parts for the South Well and expected eta is 17 weeks. Graydon wants to revisit the building at the north well. We will add to next month's agenda. We have some estimates and would like to move forward with bids and design. There will need to be some coordination with Garkane to move the power inside the building and Pat Bendell to make sure the equipment is functional.

7. **Treasurer Report-** Peggy is out after a medical procedure. Stephanie reads her report. Nothing major to report, we are on track with revenue and expenses.

8. OLD BUSINESS-

A.) **Discussion and Possible Action on Adopting a Privacy Policy-** State still has not gotten a new draft out, but clerks will be working on drafting a policy with an old version to meet our District.

9. NEW BUSINESS

- A.) **Discussion and Possible Action on Resolution 2026-09 Adopting a Human Resources Management Policy for the District pursuant to Utah State Code 17B-1-805-** Jim Lybarger would like to make sure we don't already have a resolution in place for this. Discussion on when Peggy was made full time. Jennie motions to adopt Resolution 2026-09 Adopting a Human Resources Management Policy for the District. Graydon seconds. Lybarger No, Gangola Yes, Lassen Yes, Loyd No, Meeks Yes. Motion carries.
- B.) **Discussion and Possible Action on Resolution 2026-10 Designating Peggy Short as the Human Resources Designee Pursuant to Utah State Code 17B-1-805 –** Jennie explains this is something that has not been done for the District. Graydon and Lybarger would like to see the history of Peggy's position and how she became full-time. She has been performing duties as HR designee for a few years now. Board supports postponing for further review.
- C.) **Discussion and Possible Action on Garbage Service Changeover Updates and Expectations-** Changeover will occur Sept 30 being the final pick up for Republic, Pro Waste will then drop off new cans. New rate with Pro Waste will be 23.60 for 96 gallon can vs the 30.96 being charged currently.
- D.) **Discussion and Possible Action Approving Financials and Check Register-** Graydon motions to approve. Loyd seconds. Lybarger Yes, Gangola Yes, Lassen Yes, Loyd Yes, Meeks Yes. Financials are approved.
- E.) **Discussion and Possible Action on Closed Session to Discuss One or More of the Following Pursuant to Utah State Code § 52-4-205; The Character, Professional Competence Or Physical Or Mental Health Of An Individual; Collective Bargaining And Contract Negotiations; Pending Or Reasonably Imminent Litigation, The Purchase, Exchange, Or Lease Of Real Property; Investigative Proceedings Regarding Allegations Of Criminal Misconduct; Deployment Of Security Personnel, Devices, or Systems-** No Closed Session Called
10. **ADJOURNMENT** – Lybarger motions to adjourn,. Gangola seconds. Lybarger Yes, Gangola Yes, Lassen Yes, Loyd Yes, Meeks Yes. 6:22 pm.

RESOLUTION NO. 2026-11

**A RESOLUTION ADOPTING A PRIVACY PROGRAM POLICY FOR THE
GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER**

WHEREAS, the Glen Canyon Special Service District of Big Water (“District”) is a governmental entity subject to applicable provisions of the Utah Government Data Privacy Act, Utah Code Title 63A, Chapter 19 (“GDPA”), and the Government Records Access and Management Act, Utah Code Title 63G, Chapter 2 (“GRAMA”); and

WHEREAS, Utah law recognizes that individuals have a fundamental interest in and inherent expectation of privacy regarding personal data provided to governmental entities; and

WHEREAS, Utah Code § 63A-19-401 requires governmental entities to establish and maintain practices for the lawful collection, processing, protection, sharing, and management of personal data, including the implementation of a data privacy program; and

WHEREAS, the Utah Office of Data Privacy has established guidance, resources, and recommended practices to assist governmental entities in implementing and maintaining data privacy programs in accordance with applicable law; and

WHEREAS, the Administrative Control Board finds that adoption of a formal Privacy Program Policy is necessary and appropriate to establish the District’s privacy practices, assign responsibilities, protect personal data, and promote ongoing compliance with applicable state privacy and records laws.

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

SECTION 1. ADOPTION

The Administrative Control Board hereby adopts the Glen Canyon Special Service District of Big Water Privacy Program Policy, attached hereto as Exhibit A and incorporated herein by this reference.

SECTION 2. PURPOSE

The Privacy Program Policy establishes the District’s framework for the collection, processing, use, retention, protection, disclosure, and disposal of personal data and for compliance with applicable data privacy requirements.

SECTION 3. ADMINISTRATION

District officers, employees, agents, contractors, and other persons authorized to access or process personal data on behalf of the District shall comply with the Privacy Program Policy and applicable federal and state privacy, records management, and information security requirements.

The District shall designate and maintain the persons responsible for administration and implementation of its privacy program as required by applicable law and District policy.

SECTION 4. CONTINUING COMPLIANCE

The District’s privacy practices, procedures, notices, assessments, agreements, training, and related documentation may be reviewed and updated as necessary to reflect changes in applicable law, guidance issued by the Utah Office of Data Privacy, District operations, technology, or identified privacy risks.

SECTION 5. CONFLICT WITH APPLICABLE LAW

If any provision of the Privacy Program Policy conflicts with a more specific or restrictive federal or state law governing the treatment of particular personal data, the more specific or restrictive law shall control.

SECTION 6. EFFECTIVE DATE

This Resolution and the Privacy Program Policy adopted herein shall become effective immediately upon adoption.

PASSED AND ADOPTED by the Administrative Control Board of the Glen Canyon Special Service District of Big Water this ____ day of _____, 2026.

GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER

By: _____
Jennie Lassen , Board Chair

ATTEST:

Stephanie Burkett, District Clerk

VOTE

Board Member	Aye	Nay	Absent	Abstain
Jim Lybarger	☐	☐	☐	☐
Mark Gangola	☐	☐	☐	☐
Graydon Meeks	☐	☐	☐	☐
Jennie Lassen	☐	☐	☐	☐
Jim Loyd	☐	☐	☐	☐

EXHIBIT A

**GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER
PRIVACY PROGRAM POLICY**

[Privacy Program Policy attached.]

EXHIBIT A

GLEN CANYON SPECIAL SERVICE DISTRICT OF BIG WATER PRIVACY PROGRAM POLICY

REFERENCES / AUTHORITY

Utah Code Title 63A, Chapter 12 (Division of Archives and Records Service); Utah Code Title 63A, Chapter 19 (Government Data Privacy Act); Utah Code Title 63G, Chapter 2 (Government Records Access and Management Act); applicable records retention schedules and guidance of the Utah Division of Archives and Records Service; and guidance of the Utah Office of Data Privacy.

1. PURPOSE

This policy documents the privacy program of the Glen Canyon Special Service District of Big Water (District) and establishes practices for the lawful collection, processing, use, protection, sharing, retention, and disposition of personal data. The policy is intended to align the District's privacy practices with the Government Data Privacy Act (GDPA), the Government Records Access and Management Act (GRAMA), records-management requirements, and other applicable law.

2. GUIDING PRINCIPLES

The District shall manage personal data in a manner that respects individual privacy, promotes transparency, limits collection and use to legitimate governmental purposes, protects data from unauthorized access or disclosure, and provides accountability for District officers, employees, agents, and contractors.

- Collect and process only personal data reasonably necessary for an authorized District purpose.
- Use personal data only for lawful and disclosed purposes, except as otherwise permitted or required by law.
- Protect personal data through reasonable administrative, technical, and physical safeguards.
- Maintain records and personal data only as long as required by approved retention schedules and applicable law.
- Provide appropriate notices and processes for individuals exercising rights available under Utah law.

3. SCOPE

This policy applies to all District officers and employees who create, maintain, access, manage, or process records containing personal data. It also applies, to the extent required by law and contract, to contractors and service providers that process personal data on behalf of the District.

New processing activities shall be reviewed for compliance before implementation when required by applicable law. The District shall inventory pre-existing processing activities and develop and document strategies to bring any noncompliant activities into compliance within applicable statutory deadlines.

4. DEFINITIONS

"Personal data" means information that is linked or can reasonably be linked to an identified or identifiable individual, as provided by the GDPA.

"Processing" or "processing activity" includes an operation or set of operations performed on personal data, including collection, recording, organization, storage, access, retrieval, use, disclosure, transfer, alteration, retention, or disposal.

"Data breach" has the meaning provided by Utah Code Title 63A, Chapter 19.

"Record," "record series," "classification," and related records-management terms have the meanings provided by GRAMA and applicable Utah records-management law.

"Chief Administrative Officer" or "CAO" means the individual or position designated by the District to carry out applicable records-management and privacy-program responsibilities.

5. PRIVACY PROGRAM GOVERNANCE

5.1 Chief Administrative Officer. The District shall designate the Board Chair as the CAO and report the designation as required by the Utah Division of Archives and Records Service. The CAO shall oversee implementation and maintenance of the District's privacy program, including required annual reporting, and may delegate operational duties while retaining oversight.

5.2 Records Officer. The CAO shall appoint one or more records officers as required by law. Records officers shall assist with records classification, designation, retention, disposition, access, privacy, preservation, and related duties. Required appointments or changes shall be reported to the appropriate state office within applicable deadlines.

5.3 Annual Review. The District shall review its CAO and records-officer designations, privacy practices, and responsibilities at least annually and update them when necessary.

6. RECORDS MANAGEMENT AND PRIVACY ANNOTATION

The District shall create, maintain, classify, designate, retain, and dispose of records in accordance with GRAMA, the Division of Archives and Records Service, and approved retention schedules. Where no District-specific approved schedule applies, the applicable general retention schedule shall govern.

For record series containing personal data, the District shall complete privacy annotations as required by law and applicable state rules or guidance, including the legal authority for processing, purposes and uses of the data, and types of personal data processed.

7. TRAINING AND AWARENESS

Employees who have access to personal data as part of their work duties shall complete required data privacy training within 30 days after beginning employment and at least annually thereafter. The CAO or designee shall monitor completion.

Records officers shall complete the GRAMA, records-management, privacy, and other training or certification applicable to their assigned duties.

8. DATA INVENTORY AND PRIVACY IMPACT ASSESSMENTS

The District shall maintain an inventory appropriate to its size and operations identifying information systems, records, record series, and processing activities that contain or involve personal data. The inventory should identify, as applicable, the type of personal data processed, purpose of processing, legal authority, location or system, responsible person or function, sharing or contractor relationships, and applicable retention requirements.

Before implementing a new information system, online application, or materially new processing activity involving personal data, the District shall determine whether a Privacy Impact Assessment (PIA) is required or appropriate. When a PIA is conducted, the District may use the current Utah Office of Data Privacy PIA template and shall retain the assessment as required by applicable retention requirements.

9. TRANSPARENCY AND PRIVACY NOTICES

The District shall maintain appropriate privacy information for its website and online services. The notice shall describe, as applicable, the categories of personal data collected, purposes for collection and use, sharing practices, website tracking technologies, individual choices or rights, and general safeguards.

When the District directly requests personal data from an individual, it shall provide a privacy notice when required by law. The notice shall include the information required by applicable law, which may include the relevant record series, reason for requesting the information, intended purposes and uses, consequences of refusing to provide it, and regular or contractual recipients or sources of the information.

10. INDIVIDUAL REQUESTS

The District shall maintain procedures for receiving and responding to privacy-related requests available under Utah law, including requests to access personal data, amend or correct personal data, obtain an explanation of

the purposes and uses of personal data, and requests by qualifying at-risk governmental employees to restrict access to personal information.

Public records requests under GRAMA shall continue to be processed under the District's GRAMA procedures and applicable law.

11. COLLECTION, USE, SHARING, CONTRACTORS, AND RETENTION

11.1 Minimum Necessary. The District shall obtain and process only the minimum amount of personal data reasonably necessary to accomplish the specified governmental purpose, unless otherwise required by law.

11.2 Use and Access. Access to personal data shall be limited to persons with a legitimate governmental or contractual need for the information. Personal data shall not be used for an incompatible or unauthorized purpose.

11.3 Sharing. The District shall share, disclose, sell, or purchase personal data only when authorized by law and consistent with applicable privacy and records requirements. Data sharing with another governmental entity should be documented by an appropriate written agreement when required or advisable.

11.4 Contractors. Contracts entered into or renewed that involve a contractor processing personal data on behalf of the District shall include privacy and data-protection terms required by applicable law, including compliance with the GDPR to the extent required.

11.5 Retention and Disposition. Records containing personal data shall be retained and disposed of according to approved retention schedules and other applicable law. Personal data shall not be retained merely for convenience beyond an applicable retention period.

12. INFORMATION SECURITY AND INCIDENT RESPONSE

The District shall maintain reasonable administrative, technical, and physical safeguards appropriate to the sensitivity of the personal data it maintains. Employees shall promptly report suspected unauthorized access, disclosure, loss, alteration, destruction, or other suspected privacy or security incidents to the CAO or designated District official.

The District shall investigate and respond to suspected data breaches and shall provide notices and reports required by Utah Code §§ 63A-19-405 and 63A-19-406 and any other applicable law. The District shall document incidents as required, including incidents below statutory external-reporting thresholds when an internal report is required.

13. WEBSITE TRACKING AND SURVEILLANCE TECHNOLOGIES

The District shall not knowingly deploy website tracking, monitoring, device-fingerprinting, key-logging, or similar technologies involving personal data without a legitimate governmental purpose, appropriate authorization, and review for compliance with applicable privacy requirements. Where such technology is used, the District shall provide appropriate notice and limit collection, access, security, and retention consistent with law and the stated purpose.

Nothing in this section prohibits ordinary security, fraud-prevention, access-control, system-logging, or operational technologies used lawfully and proportionately to protect District systems and services.

14. ANNUAL PRIVACY PROGRAM REPORT AND CONTINUOUS IMPROVEMENT

The CAO shall ensure completion and submission of the District's annual privacy program report by the deadline established in Utah law. The report shall address the District's privacy practices, employee training completion, applicable data sharing, high-risk processing activities, identified noncompliant processing activities, and strategies for improvement as required by law.

The District shall periodically review its privacy program, inventories, notices, contracts, processing activities, and safeguards and shall update practices when laws, technology, services, or privacy risks change.

15. RESPONSIBILITY AND COMPLIANCE

District officers, employees, agents, and contractors subject to this policy are responsible for complying with its requirements. Questions regarding application of this policy should be directed to the District's CAO, records officer, District legal counsel, or the Utah Office of Data Privacy, as appropriate.

If a more specific or restrictive federal or state law applies to particular personal data or records, the more specific or restrictive requirement controls.

16. RELATED DOCUMENTS

- District GRAMA policies and procedures.
- Applicable Utah Division of Archives and Records Service retention schedules.
- District Privacy Notice for Collection of Personal Data.
- District Website Privacy Notice or Website Privacy Policy.
- District Privacy Impact Assessments.
- District data-sharing agreements and contractor privacy terms.
- District incident-response and breach-notification procedures.
- District annual Privacy Program Report.

17. REVIEW

This policy shall be reviewed at least annually and may be amended by the Administrative Control Board as necessary to maintain compliance with applicable law and District operations.

OLD BUSINESS B.

DRAFT

RESOLUTION NO. 2026-10

**A RESOLUTION OF THE ADMINISTRATIVE CONTROL BOARD OF THE GLEN CANYON
SPECIAL SERVICE DISTRICT OF BIG WATER,
KANE COUNTY, UTAH, DESIGNATING A HUMAN RESOURCES DESIGNEE
PURSUANT TO UTAH CODE §17B-1-805**

WHEREAS, Utah Code Section 17B-1-805 requires a special service district to designate an individual to perform the District's human resources management duties; and

WHEREAS, the Glen Canyon Special Service District receives administrative services through an Interlocal Agreement with Big Water Municipal Corporation; and

WHEREAS, Peggy Short is an employee of Big Water Municipal Corporation and has been appointed by the Administrative Control Board to serve as Treasurer for the Glen Canyon Special Service District; and

WHEREAS, the Administrative Control Board finds that designating Peggy Short to administer the District's human resources functions will promote efficient administration, continuity of operations, and compliance with applicable federal and state employment laws.

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

1. Designation

Peggy Short is hereby designated as the Human Resources Designee for the Glen Canyon Special Service District pursuant to Utah Code Section 17B-1-805.

2. Duties

While remaining an employee of Big Water Municipal Corporation and serving as Treasurer for the Glen Canyon Special Service District, Mrs. Short shall administer the District's human resources functions in accordance with the District's Human Resources Management Policy. The Human Resources Designee shall be responsible for maintaining personnel records, administering Board-approved compensation adjustments, employee benefit enrollment and communications, URS reporting, PEHP administration, required state and federal employment reporting, unemployment and workers' compensation claims, payroll verification with the District Clerk, compliance with applicable employment laws, maintaining documentation of required human resources training, and other administrative human resources duties assigned by the Administrative Control Board.

3. Employment Status

Nothing in this Resolution shall be construed to create an employment relationship between Peggy Short and the Glen Canyon Special Service District. Ms. Short shall remain an employee of Big Water Municipal Corporation while performing these duties on behalf of the District.

4. Reservation of Authority

Nothing in this Resolution delegates authority reserved by law or Administrative Control Board policy, including authority to hire, or terminate employees, establish compensation or benefits, adopt personnel policies, create or eliminate positions, execute employment agreements, handle personnel disciplinary issues, or exercise any authority reserved by statute to the Administrative Control Board.

5. Effective Date

This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED this ____ day of _____, 2026, by the Administrative Control Board of the Glen Canyon Special Service District of Big Water, Utah, by the following votes:

	AYE	NAY	ABSENT	ABSTAIN
Jennie Lassen	_____	_____	_____	_____
Jim Lybarger	_____	_____	_____	_____
Mark Gangola	_____	_____	_____	_____
Graydon Meeks	_____	_____	_____	_____
Jim Loyd	_____	_____	_____	_____

By:

Jennie Lassen, Chairperson

Attest:

Stephanie Burkett, Clerk

NEW BUSINESS A.

EXHIBIT A – FEE SCHEDULE

The following Fee Schedule establishes rates and service charges for the Glen Canyon Special Service District of Big Water ("District").

Description	Fee / Rate	Notes
Transfer Station Disposal	Dependent on volume of debris	Fee for disposal of debris at the transfer station
Green Waste	Free	Yard waste such as weeds, branches, and brush may be dumped at the transfer station for free
New Utility Account Deposit	\$150.00	Refundable after one year of account in good standing or upon account closure and final balance settlement.
Late Payment Fee	\$10.00 per month	Applied to all past-due account balances not paid by the monthly due date.
Returned Check / Payment Fee	\$25.00	Charged for any returned or rejected payment transaction.
Meter Connect / Disconnect Fee	\$25.00	Charged for water service connections or disconnections requested by customer or required by delinquency.
Installation Fees	Cost of parts, supplies, and labor + 20%	Includes materials and overhead recovery. Dependent on location of meter and main water line.
Annual Assessment	\$135.00	Per lot in Big Water, billed annually on Kane County tax roll.
Solid Waste (Single Residential Trash Can)	Contracted company cost + \$2.00 per account	Reflects pass-through rate plus administrative fee.
Backhoe Services	\$100.00 per hour	One-hour minimum; includes operator labor.

- Big Water Town Hall
- Big Water Fire Department
- Big Water Post Office
- Big Water Town Park

Contractor shall provide up to ten (10) floating ninety-six (96) gallon collection containers for municipal use at locations designated by the District.

The District may relocate, reassign, or temporarily utilize the floating municipal containers for municipal facilities, parks, community events, cleanup projects, public works operations, or other governmental purposes.

Contractor shall furnish, maintain, repair, and replace all municipal containers provided under this section at no cost to the District.

Collection service for all municipal containers provided under this section shall be included in this Agreement and shall not be separately billed.

SECTION 5. TRANSFER STATION SERVICES

Contractor shall provide five (5) six-cubic-yard bins at the District transfer station.

Contractor shall furnish, maintain, repair, and replace all five bins at Contractor's sole expense throughout the term of this Agreement.

Contractor shall provide on-call hauling and disposal services.

The District shall provide at least twenty-four (24) hours notice whenever reasonably practicable and the Contractor shall complete services within 48 hours of request.

The District shall pay Contractor **\$64.99 per dump for each six-cubic-yard bin serviced.**

Ownership of all transfer station bins shall remain with Contractor unless otherwise agreed in writing.

SECTION 6. COMMUNITY CLEANUP EVENTS

Contractor shall provide two (2) annual community cleanup events.

For each event Contractor shall provide:

- Two (2) thirty-yard roll-off dumpsters

Each dumpster shall be hauled and dumped two (2) times per event within 48 hours of District request.

The dates, locations, and scheduling of cleanup events shall be determined by the District.

These community cleanup events shall be provided at no charge to the District as part of Contractor's successful bid proposal.

NEW BUSINESS B.

63G-6a-507 of the Act or Part 15 of the Procurement Code for the selection of design professional services.

6. Rotation System: Whenever practicable, the District will use a rotation system or another system designed to allow for competition when using the small purchases process.

B. Small Purchases Threshold for Design Professional Services:

1. Threshold Amount: The small purchase threshold for “design professional” (architecture, engineering, master planning and programing, or commercial interior design) services is a maximum amount of \$100,000 per project.
2. Procedure: Design Professional services of \$100,000 or less may be procured by direct negotiation after reviewing the qualifications of a minimum of three design professional individuals or firms. If Design Professional services may be utilized with some frequency, an approved vendor list, preferably including at least three pre-qualified vendors, may be utilized following the process described in Section 63G-6a-507 of the Act. The District will rank the Design Professional firms in order and begin fee negotiations, up to \$100,000, with the highest ranked firm. If an agreement cannot be reached with the highest ranked individual or firm, the District will move to the next highest ranked individual or firm and so on, until a fee agreement is reached. If a fee agreement cannot be reached with the first group of selected individuals or firms, the District may select additional Design Professional individuals or firms using the same process, or may cancel the procurement.
3. Procurement With No Approved Vendor List: If the District does not have an approved vendor list, the Procurement Official may nevertheless obtain the services of a design professional using the small purchases approach by identifying at least three firms or individuals that are reasonably determined to be capable of providing the desired design professional services, conducting due diligence to obtain information that is deemed to be reliable regarding each firm or individual, and then ranking the firms and individuals on the list. Once the rankings have been established, procedures stated in B.2 above will be used to obtain the services of a design professional.
4. Specifications: The District will include minimum specifications when using the small purchase threshold for Design Professional services.

C. Small Purchases Threshold for Construction Projects:

1. Threshold: Except as otherwise specified, the small construction project threshold is a maximum of \$250,000 for direct construction costs, including design and allowable furniture or equipment costs;
2. Procedure: The District will follow the process described in Section 63G-6a-506 of the Act to prequalify potential vendors and in Section 63G-6a-507 to develop an Approved Vendor List, or other applicable selection method described in the Procurement Code for construction services.
3. Specifications: Minimum specifications will apply when using the small purchases threshold for construction projects.

4. **Up to \$100,000:** The District may procure small construction projects up to a maximum of \$100,000 by direct award without seeking competitive bids or quotes after documenting that all building code approvals, licensing requirements, permitting and other construction related requirements will be met. The awarded contractor must certify that the contractor is capable of meeting the minimum specifications of the project.
5. **From \$100,000 to \$250,000:** The District may procure small construction projects costing more than \$100,000 up to a maximum of \$250,000 by obtaining a minimum of two competitive quotes that include minimum specifications, and will award the work to the contractor with the lowest quote that meets the specifications after documenting that all applicable building code approvals, licensing requirements, permitting and other construction related requirements will be met. If the District requests competitive quotes from vendors/contractors on an approved vendor list, vendors may be selected using a random or other rotation system, based on each vendor's expertise or field, or another method approved by the Procurement Official may be used to select vendors from whom price quotes will be obtained. In any event, the District may obtain an additional price quote from the vendor that provided the lowest price quote on the most recently completed construction procurement conducted by the District using an approved vendor list.
6. **Up to \$2,500,000 Using an Approved Vendor List:** The small construction project threshold per individual project, using an approved vendor list, is a maximum of \$2,500,000 for direct construction costs, including design and allowable furniture or equipment costs.
 - a. For individual construction projects costing more than \$250,000 up to a maximum of \$2,500,000, all vendors/contractors on the District's approved vendor list will be invited to submit bids in accordance with the provisions set forth in Part 6 of the Procurement Code, except that public notice requirements in Part 6 are waived. The quotes or bids are to include minimum specifications, and the District may award the work to the contractor with the lowest price quote or bid that meets the specifications, after documenting that all applicable building code approvals, licensing requirements, permitting and other construction related requirements will be met.
 - b. If an approved vendor list is not established under Section 63G-6a-507 of the Act, the District will procure construction projects costing more than \$250,000 using an invitation to bid or other approved source selection method outlined in the Procurement Code, and may do the same for construction projects that cost less than \$250,000, in the Procurement Official's discretion.

D. Quotes for Small Purchases between \$5,001 and \$50,000:

1. **From \$5,000 to \$10,000:** For procurement item(s) other than design professional services, other professional or consulting services, or construction, where the cost is greater than \$5,000 up to a maximum of \$10,000, the District will obtain at least two price quotations based on minimum specifications and may purchase the procurement item from the responsible vendor offering the lowest quote or best value that meets the specifications.
2. **Above \$10,000 to \$50,000:** For procurement item(s) costing more than \$10,000, up to a maximum of \$50,000, the District will obtain at least two competitive quotes that include minimum specifications and may purchase the procurement item from the responsible vendor offering the lowest quote that meets the specifications.

Historical Code

<< [Previous Section \(63G-6a- Download Options PDF | RTF | XML](#) | [Next Section \(63G-6a-501\)](#) >>

Index Utah Code**Title 63G General Government****Chapter 6a Utah Procurement Code****Part 4 Supplemental Procurement Procedures****Section Request for statement of qualifications -- Process. (Effective 410 5/12/2020)*****Effective 5/12/2020*****63G-6a-410. Request for statement of qualifications -- Process.**

- (1) (a) A procurement unit may use the process described in this section:
 - (i) as one of the stages of a multiple-stage standard procurement process; and
 - (ii) to identify qualified vendors to participate in other stages of the multiple-stage procurement process.
- (b) A procurement unit shall use the process described in this section as part of the approved vendor list process, if the procurement unit intends to establish an approved vendor list.
- (2) A procurement unit may not:
 - (a) award a contract based solely on the process described in this section; or
 - (b) solicit costs, pricing, or rates or negotiate fees through the process described in this section.
- (3) The process of identifying qualified vendors in a multiple-stage standard procurement process or of establishing an approved vendor list under Section [63G-6a-507](#) is initiated by a procurement unit issuing a request for statement of qualifications.
- (4) A request for statement of qualifications in a multiple-stage standard procurement process shall include:
 - (a) a statement indicating that participation in other stages of the multiple-stage standard procurement process will be limited to qualified vendors;
 - (b) the minimum mandatory requirements, evaluation criteria, and applicable score thresholds that will be used to identify qualified vendors, including, as applicable:

- (i) experience and work history;
 - (ii) management and staff requirements or standards;
 - (iii) licenses, certifications, and other qualifications;
 - (iv) performance ratings or references;
 - (v) financial stability; and
 - (vi) other information pertaining to vendor qualifications that the procurement official considers relevant or important; and
- (c) the deadline by which a vendor is required to submit a statement of qualifications.
- (5) A request for statement of qualifications in an approved vendor list process under Section [63G-6a-507](#) shall include:
- (a) a general description of, as applicable:
 - (i) the procurement item that the procurement unit seeks to acquire;
 - (ii) the type of project or scope or category of work that will be the subject of a procurement by the procurement unit;
 - (iii) the procurement process the procurement unit will use to acquire the procurement item; and
 - (iv) the type of vendor the procurement unit seeks to provide the procurement item;
 - (b) the minimum mandatory requirements, evaluation criteria, and applicable score thresholds that vendors are required to meet to be included on the approved vendor list;
 - (c) a statement indicating that the approved vendor list will include only responsible vendors that:
 - (i) submit a responsive statement of qualifications; and
 - (ii) meet the minimum mandatory requirements, evaluation criteria, and applicable score thresholds described in the request for statement of qualifications;
 - (d) a statement indicating that only vendors on the approved vendor list will be able to participate in the procurements identified in the request for statement of qualifications;
 - (e) a statement indicating whether the procurement unit will use a performance rating system for evaluating the performance of vendors on the approved vendor list, including whether a vendor on the approved vendor list may be disqualified and removed from the list;
 - (f) (i) a statement indicating whether the procurement unit uses a closed-ended approved vendor list, as defined in Section [63G-6a-507](#), or an open-ended approved vendor list, as defined in Section [63G-6a-507](#); and
 - (ii) (A) if the procurement unit uses a closed-ended approved vendor list, the deadline by which a vendor is required to submit a statement of qualifications and a specified period of time after which the approved vendor list will expire; or
 - (B) if the procurement unit uses an open-ended approved vendor list, the deadline by which a vendor is required to submit a statement of

qualifications to be considered for the initial approved vendor list, a schedule indicating when a vendor not on the initial approved vendor list may submit a statement of qualifications to be considered to be added to the approved vendor list, and the specified period of time after which a vendor is required to submit a new statement of qualifications for evaluation before the vendor's status as an approved vendor on the approved vendor list may be renewed; and

- (g) a description of any other criteria or requirements specific to the procurement item or scope of work that is the subject of the procurement.
- (6) A procurement unit issuing a request for statement of qualifications shall publish the request as provided in Section 63G-6a-112.
- (7) After the deadline for submitting a statement of qualifications, the procurement official may allow a vendor to correct an immaterial error in a statement of qualifications, as provided in Section 63G-6a-114.
- (8) (a) A conducting procurement unit may reject a statement of qualifications if the conducting procurement unit determines that:
 - (i) the vendor who submitted the statement of qualifications:
 - (A) is not responsible;
 - (B) is in violation of a provision of this chapter;
 - (C) has engaged in unethical conduct; or
 - (D) receives a performance rating below the satisfactory performance threshold specified in the request for statement of qualifications;
 - (ii) there has been a change in the vendor's circumstances after the vendor submits a statement of qualifications that, if the change had been known at the time the statement of qualifications was evaluated, would have caused the statement of qualifications not to have received a qualifying score; or
 - (iii) the statement of qualifications:
 - (A) is not responsive; or
 - (B) does not meet the mandatory minimum requirements, evaluation criteria, or applicable score thresholds stated in the request for statement of qualifications.
- (b) A procurement unit that rejects a statement of qualifications under Subsection (8)(a) shall:
 - (i) make a written finding, stating the reasons for the rejection; and
 - (ii) provide a copy of the written finding to the vendor that submitted the rejected statement of qualifications.
- (9) (a) (i) After the issuance of a request for statement of qualifications, the conducting procurement unit shall appoint an evaluation committee consisting, subject to Subsection (9)(b), of at least three individuals with at least a general familiarity with or basic understanding of:
 - (A) the technical requirements relating to the type of procurement item that is the subject of the request for statement of qualifications; or
 - (B) the need that the procurement item is intended to address.

- (ii) The conducting procurement unit shall ensure that each member of an evaluation committee and each individual participating in the evaluation committee process:
 - (A) does not have a conflict of interest with any vendor that submits a statement of qualifications;
 - (B) can fairly evaluate each statement of qualifications;
 - (C) does not contact or communicate with a vendor concerning the evaluation process or procurement outside the official evaluation committee process; and
 - (D) conducts or participates in the evaluation in a manner that ensures a fair and competitive process and avoids the appearance of impropriety.
- (b) A procurement unit may reduce the number of individuals appointed to an evaluation committee if the procurement official determines in writing that the evaluation criteria:
 - (i) consist of only objective criteria; and
 - (ii) do not include any subjective criterion that requires analysis, assessment, or deliberation.
- (c) A conducting procurement unit may authorize an evaluation committee to receive assistance:
 - (i) from an expert or consultant who:
 - (A) is not a member of the evaluation committee; and
 - (B) does not participate in the evaluation scoring; and
 - (ii) to better understand a technical issue involved in the procurement.
- (d) An evaluation committee appointed under this Subsection (9):
 - (i) shall evaluate and score statements of qualifications submitted in response to a request for statement of qualifications using the minimum mandatory requirements, evaluation criteria, and applicable score thresholds set forth in the request for statement of qualifications;
 - (ii) may not evaluate or score a statement of qualifications using criteria not included in the request for statement of qualifications; and
 - (iii) may, with the approval of the procurement official, enter into discussions or conduct interviews with or attend presentations by vendors, for the purpose of clarifying information contained in statements of qualifications.
- (e) In a discussion, interview, or presentation under Subsection (9)(c)(ii), a vendor:
 - (i) may only explain, illustrate, or interpret the contents of the vendor's original statement of qualifications; and
 - (ii) may not:
 - (A) address criteria or specifications not contained in the vendor's original statement of qualifications;
 - (B) correct a deficiency, inaccuracy, or mistake in a statement of qualifications that is not an immaterial error;

- (C) correct an incomplete submission of documents that the request for statement of qualifications required to be submitted with the statement of qualifications;
 - (D) correct a failure to submit a timely statement of qualifications;
 - (E) substitute or alter a required form or other document specified in the statement of qualifications;
 - (F) remedy a cause for a vendor being considered to be not responsible or a statement of qualifications not responsive; or
 - (G) correct a defect or inadequacy resulting in a determination that a vendor does not meet the mandatory minimum requirements, evaluation criteria, or applicable score thresholds established in the statement of qualifications.
- (f) After the evaluation committee completes its evaluation and scoring of the statements of qualifications, the evaluation committee shall submit the statements of qualifications and evaluation scores to the procurement official for review and final determination of:
- (i) qualified vendors, if the request for statement of qualifications process is used as one of the stages of a multiple-stage process; or
 - (ii) vendors to be included on an approved vendor list, if the request for statement of qualifications process is used as part of the approved vendor list process.
- (g) The issuing procurement unit shall review the evaluation committee's scores and correct any errors, scoring inconsistencies, and reported noncompliance with this chapter.
- (h) (i) The deliberations of an evaluation committee under this Subsection (9) may be held in private.
- (ii) If the evaluation committee is a public body, as defined in Section 52-4-103, the evaluation committee shall comply with Section 52-4-205 in closing a meeting for its deliberations.
- (10) A procurement unit may at any time request a vendor to clarify information contained in a statement of qualifications, as provided in Section 63G-6a-115.
- (11) A vendor may voluntarily withdraw a statement of qualifications at any time before a contract is awarded with respect to which the statement of qualifications was submitted.
- (12) If only one vendor meets the minimum qualifications, evaluation criteria, and applicable score thresholds set forth in the request for statement of qualifications that the procurement unit is using as part of an approved vendor list process, the conducting procurement unit may:
- (a) cancel the request for statement of qualifications; or
 - (b) establish an approved vendor list that includes the one vendor if the procurement unit continues to try to identify more vendors to be included on the approved vendor list by:
 - (i) keeping the request for statement of qualifications open; or

- (ii) immediately reissuing the request for statement of qualifications and repeating the process under this section.
- (13) If a conducting procurement unit cancels a request for statement of qualifications, the conducting procurement unit shall make available for public inspection a written justification for the cancellation.
- (14) After receiving and reviewing the statements of qualifications and evaluation scores submitted by the evaluation committee, the procurement official of the procurement unit using the request for statement of qualifications process under this section as one of the stages of a multiple-stage procurement process shall identify those vendors meeting the minimum mandatory requirements, evaluation criteria, and applicable score thresholds as qualified vendors who are allowed to participate in the remaining stages of the multiple-stage procurement process.
- (15) The rulemaking authority may make rules pertaining to the request for statement of qualifications and the process described in this section.

Amended by Chapter [257](#), 2020 General Session

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Index Utah Code

Title 63G General Government

Chapter 6a Utah Procurement Code

Part 5 Other Standard Procurement Processes

Section 507 Approved vendor list procurement process. (Effective 5/12/2020)

Effective 5/12/2020

63G-6a-507. Approved vendor list procurement process.

(1) As used in this section:

(a) "Closed-ended approved vendor list" means an approved vendor list that is subject to:

- (i) a short period of time, specified by the procurement unit, during which vendors may be added to the list; and
- (ii) a specified period of time after which the list will expire.

(b) "Open-ended approved vendor list" means an approved vendor list that is subject to:

- (i) an indeterminate period of time during which vendors may be added to the list;
- (ii) the addition of vendors to the list throughout the term of the list; and
- (iii) a specified period of time after which the procurement unit is required to verify that vendors on the list continue to meet the minimum mandatory requirements, evaluation criteria, and applicable score thresholds.

(2) A procurement unit may not establish an approved vendor list unless the procurement unit has first completed the statement of qualifications process described in Section 63G-6a-410.

(3) (a) A procurement unit may establish an approved vendor list for:

- (i) a specific, fully defined procurement item; or
- (ii) a future procurement item that is not specifically and fully defined, if the request for statement of qualifications contains a general description of:
 - (A) the procurement item; and

- (B) the type of vendor that the procurement unit seeks to provide the procurement item.
- (b) A procurement unit may not award a contract to a vendor on an approved vendor list for a procurement item that is outside the scope of the general description of the procurement item contained in the request for statement of qualifications.
- (4) After receiving the statements of qualifications and evaluation scores submitted by the evaluation committee under Subsection 63G-6a-410(9)(f), the procurement official of the procurement unit using the request for statement of qualifications process under Section 63G-6a-410 as part of an approved vendor list process shall:
 - (a) include on an approved vendor list those vendors meeting the minimum mandatory requirements, evaluation criteria, and applicable score thresholds; and
 - (b) reject any vendor not meeting the minimum mandatory requirements, evaluation criteria, and applicable score thresholds as ineligible for inclusion on the approved vendor list.
- (5) (a) A procurement unit shall include approved vendors on a closed-ended approved vendor list or an open-ended approved vendor list.
 - (b) (i) A closed-ended approved vendor list shall expire no later than 18 months after the publication of the closed-ended approved vendor list.
 - (ii) A procurement unit shall verify, no less frequently than every 18 months, by a method approved by the procurement official, that each vendor on an open-ended approved vendor list continues to meet the minimum mandatory requirements, evaluation criteria, and applicable score thresholds.
- (6) A procurement unit may:
 - (a) (i) using a bidding process, request for proposals process, small purchase process, or design professional procurement process, award a contract to a vendor on an approved vendor list for any procurement item or type of procurement item specified by the procurement unit in the request for statement of qualifications, including procurement items that the procurement unit intends to acquire in a series of future procurements described in the request for statement of qualifications; and
 - (ii) limit participation in a bidding process, request for proposals process, small purchase process, or design professional procurement process to vendors on an approved vendor list; or
 - (b) award a contract to a vendor on an approved vendor list at a price established as provided in Section 63G-6a-113.
- (7) (a) After establishing an approved vendor list as provided in this section, a conducting procurement unit shall, before using the approved vendor list, submit the approved vendor list to the issuing procurement unit.
- (b) An issuing procurement unit that receives an approved vendor list under Subsection (7)(a) shall make the approved vendor list available to the public.

- (8) A conducting procurement unit administering an open-ended approved vendor list shall:
- (a) require a vendor seeking inclusion on the approved vendor list to submit a statement of qualifications that complies with all requirements applicable at the time of the initial request for statement of qualifications; and
 - (b) if modifying the requirements for inclusion on the approved vendor list, apply any new or additional requirement to all vendors equally, whether a vendor is seeking inclusion on the approved vendor list for the first time or is already included on the approved vendor list.
- (9) A rulemaking authority shall make rules pertaining to an approved vendor list process, including:
- (a) procedures to ensure that all vendors on an approved vendor list have a fair and equitable opportunity to compete for a contract for a procurement item; and
 - (b) requirements for using an approved vendor list with the small purchase process.

Amended by Chapter [257](#), 2020 General Session

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HOUSE OF REPRESENTATIVES

NEW BUSINESS C.

Glen Canyon SSD of Big Water Operational Budget Report 51 Water Fund - 07/01/2026 to 08/30/2026 16.67% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Income or Expense					
Income From Operations:					
Operating income					
3100 Water service sales	62,786.30	34,940.02	69,265.87	305,000.00	22.71%
3101 Garbage income	15,691.38	8,020.59	15,994.85	80,000.00	19.99%
3121 Late fees	920.00	460.00	810.00	4,500.00	18.00%
3131 Water connection fees	15.00	25.00	50.00	1,000.00	5.00%
3147 Transfer Station Revenue	485.00	335.00	765.00	2,400.00	31.88%
3148 Backhoe Revenue	0.00	0.00	300.00	1,200.00	25.00%
3149 Other operating income	0.00	30.00	30.00	1,000.00	3.00%
3160 Water Interest earnings	3,901.82	0.00	0.00	15,000.00	0.00%
3220 Water assessments	0.00	0.00	0.00	76,000.00	0.00%
3221 Delinquent Water Assessments	1,188.65	270.00	1,144.19	11,000.00	10.40%
3900 Fund Balance Appropriated	0.00	0.00	0.00	10,000.00	0.00%
Total Operating income	84,988.15	44,080.61	88,359.91	507,100.00	17.42%
Operating expense					
4010 Water salaries and wages	20,445.27	13,078.19	22,255.10	118,000.00	18.86%
4013 Water employee benefits	1,564.09	996.45	1,687.81	9,000.00	18.75%
4015 Water employee health insurance	0.00	0.00	6,807.69	41,000.00	16.60%
4016 Water employee retirement benefits	2,875.65	1,673.44	2,844.92	20,000.00	14.22%
4020 Water dues and subscriptions	457.00	0.00	0.00	1,600.00	0.00%
4021 Water public postings	0.00	0.00	0.00	500.00	0.00%
4022 Water travel, meals, lodging	366.62	0.00	0.00	5,500.00	0.00%
4023 Water education and training	200.00	0.00	0.00	4,000.00	0.00%
4030 Water office supplies & expenses	309.37	25.00	427.27	2,800.00	15.26%
4030.5 Attorney	0.00	0.00	0.00	3,000.00	0.00%
4031 Water postage and delivery	361.46	0.00	506.21	3,000.00	16.87%
4035 Water bank service charges	664.19	391.44	833.25	5,350.00	15.57%
4039 Water information technology (IT) services	0.00	0.00	0.00	4,000.00	0.00%
4040 Water professional services	361.80	620.37	691.62	8,100.00	8.54%
4041 Water accounting and auditing	0.00	0.00	0.00	3,250.00	0.00%
4042 Water engineering	483.00	0.00	0.00	4,000.00	0.00%
4045 Water testing	150.00	128.00	160.00	1,000.00	16.00%
4049 Water Tools	0.00	0.00	0.00	1,000.00	0.00%
4050 Water system maintenance and repairs	90.63	0.00	0.00	20,000.00	0.00%
4050.5 Impact Fee Expenditures	0.00	0.00	0.00	10,000.00	0.00%
4051 Water system equipment	49.71	0.00	0.00	20,000.00	0.00%
4052 Water contract labor	2,850.00	763.00	763.00	6,000.00	12.72%
4055 Water lease and ROW	0.00	0.00	0.00	2,600.00	0.00%
4060 Water building maintenance	0.00	0.00	0.00	300.00	0.00%
4064 Backhoe Maintenance	0.00	604.69	604.69	2,000.00	30.23%
4065 Water vehicle repairs	0.00	0.00	0.00	1,000.00	0.00%
4066 Water fuel expense	470.68	463.58	463.58	3,000.00	15.45%
4067 Water utilities	2,777.79	2,294.31	2,571.18	23,000.00	11.18%
4068 Garbage Collections	14,228.72	7,124.16	14,248.32	78,000.00	18.27%
4069 Transfer Station expense	0.00	0.00	613.05	3,000.00	20.44%
4069.5 Transfer Station Lease	0.00	0.00	0.00	1,600.00	0.00%
4070 Water property, liab. insurance	6,861.96	0.00	0.00	8,000.00	0.00%
4095 Water depreciation expense	11,875.80	0.00	0.00	71,200.00	0.00%
4098 Water interest expense	0.00	0.00	0.00	22,000.00	0.00%
4301 Miscellaneous Expenses	0.00	0.00	0.00	300.00	0.00%
Total Operating expense	67,443.74	28,162.63	55,477.69	507,100.00	10.94%
Total Income From Operations:	17,544.41	15,917.98	32,882.22	0.00	0.00%
Total Income or Expense	17,544.41	15,917.98	32,882.22	0.00	0.00%

Glen Canyon SSD of Big Water
Check Register
All Bank Accounts - 08/01/2026 to 08/30/2026

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Badger Meter	2170	80244101	08/03/2026	08/03/2026	370.37	July Meter Read Services	514040 - Water professional services	
					\$370.37			
Chemtech-Ford, LLC	DEBIT CRD	4546	08/27/2026	08/27/2026	32.00	INV26H2000-GC SSD	514045 - Water testing	
Chemtech-Ford, LLC	DEBIT CRD	4546	08/27/2026	08/27/2026	96.00	INV26H1999 Fann Env	514045 - Water testing	
					\$128.00			
EFTPS	9999	PR070526-3160	07/06/2026	08/03/2026	154.02	Medicare Tax	512221 - FICA, Med, FWT payable	
EFTPS	9999	PR070526-3160	07/06/2026	08/03/2026	315.89	Federal Income Tax	512221 - FICA, Med, FWT payable	
EFTPS	9999	PR070526-3160	07/06/2026	08/03/2026	658.58	Social Security Tax	512221 - FICA, Med, FWT payable	
EFTPS	9999	PR080226-3160	08/03/2026	08/03/2026	129.64	Medicare Tax	512221 - FICA, Med, FWT payable	
EFTPS	9999	PR080226-3160	08/03/2026	08/03/2026	284.75	Federal Income Tax	512221 - FICA, Med, FWT payable	
EFTPS	9999	PR080226-3160	08/03/2026	08/03/2026	554.32	Social Security Tax	512221 - FICA, Med, FWT payable	
EFTPS	9999	PR081626-3160	08/18/2026	08/19/2026	133.12	Medicare Tax	512221 - FICA, Med, FWT payable	
EFTPS	9999	PR081626-3160	08/18/2026	08/19/2026	287.12	Federal Income Tax	512221 - FICA, Med, FWT payable	
EFTPS	9999	PR081626-3160	08/18/2026	08/19/2026	569.18	Social Security Tax	512221 - FICA, Med, FWT payable	
					\$3,086.52			
GARKANE	EFT	North Well- July 2	08/17/2026	08/17/2026	2,023.21	North Well - July 2026	514067 - Water utilities	
GARKANE	EFT	South Well July 2	08/17/2026	08/17/2026	271.10	South Well - July 2026	514067 - Water utilities	
					\$2,294.31			
KANE COUNTY TREASURER	2172	GCSSD- 2026 Ro	08/12/2026	08/12/2026	250.00	668 Parcels Assessed on Tax Roll	514040 - Water professional services	
					\$250.00			
Little's Diesel Service	2171	360192	08/03/2026	08/03/2026	604.69	4.5 Hr labor for transmission issues	514064 - Backhoe Maintenance	
					\$604.69			
REPUBLIC SERVICES #516	2173	0516-000245756	08/12/2026	08/12/2026	7,124.16	August Residential garbage service	514068 - Garbage Collections	
					\$7,124.16			
Ross, Mark	2174	08.13.2026	08/13/2026	08/13/2026	190.00	Water leak and installation labor	514052 - Water contract labor	
					\$190.00			
Utah Retirement Systems	9999	PR080226-3150	08/03/2026	08/03/2026	20.59	Roth IRA	512223 - Retirement and 401k payabl	
Utah Retirement Systems	9999	PR080226-3150	08/03/2026	08/03/2026	139.91	Retirement	512223 - Retirement and 401k payabl	
Utah Retirement Systems	9999	PR080226-3150	08/03/2026	08/03/2026	438.58	401K	512223 - Retirement and 401k payabl	
Utah Retirement Systems	10000	PR081626-3150	08/18/2026	08/19/2026	20.78	Roth IRA	512223 - Retirement and 401k payabl	
Utah Retirement Systems	10000	PR081626-3150	08/18/2026	08/19/2026	140.54	Retirement	512223 - Retirement and 401k payabl	
Utah Retirement Systems	10000	PR081626-3150	08/18/2026	08/19/2026	440.55	401K	512223 - Retirement and 401k payabl	
					\$1,200.95			
Utah State Tax Commission	9999	PR070526-3161	07/06/2026	08/03/2026	208.28	State Income Tax	512221 - FICA, Med, FWT payable	
Utah State Tax Commission	9999	PR071926-3161	07/20/2026	08/03/2026	178.76	State Income Tax	512221 - FICA, Med, FWT payable	
					\$387.04			
WEX FLEET	EFT	114238859	08/03/2026	08/03/2026	463.58	July Water Operator and Backhoe fuel	514066 - Water fuel expense	
					\$463.58			
XPRESS BILL PAY	EFT	INV-XP038428	08/06/2026	08/06/2026	317.84	July Credit Card services	514035 - Water bank service charges	
					\$317.84			
ZIONS BANK	EFT	08.11.2026	08/18/2026	08/18/2026	73.60	Banking Fees	514035 - Water bank service charges	
					\$73.60			
					\$16,491.16			

**Glen Canyon SSD of Big Water
General Ledger - 8/1/2026 to 8/30/2026
Wages/ Benefits/ Retirement**

Account			Description	Debit	Credit	Balance
Date	Code					
51 4010 - Water salaries and wages						\$9,176.91
8/2/2026	PR	Gross Pay		4,470.34		13,647.25
8/12/2026	NBPT	Receipt 43044: BIG WATER MUNICIPAL CORPORATION - Celrk Training			408.75	13,238.50
		Stipend Reimbursement				
8/16/2026	PR	Gross Pay		4,590.07		17,828.57
8/30/2026	PR	Gross Pay		4,426.53		22,255.10
				\$13,486.94	(\$408.75)	\$22,255.10
				Budgeted Amount:		\$118,000.00
				Budget Balance:		\$95,744.90
51 4013 - Water employee benefits						\$691.36
8/2/2026	PR	Social Security Tax		277.16		968.52
8/2/2026	PR	Medicare Tax		64.82		1,033.34
8/12/2026	NBPT	Receipt 43044: BIG WATER MUNICIPAL CORPORATION - Celrk Training			35.31	998.03
		Stipend Reimbursement				
8/16/2026	PR	Social Security Tax		284.59		1,282.62
8/16/2026	PR	Medicare Tax		66.56		1,349.18
8/30/2026	PR	Social Security Tax		274.45		1,623.63
8/30/2026	PR	Medicare Tax		64.18		1,687.81
				\$1,031.76	(\$35.31)	\$1,687.81
				Budgeted Amount:		\$9,000.00
				Budget Balance:		\$7,312.19
51 4015 - Water employee health insurance						\$6,807.69
				Budgeted Amount:		\$41,000.00
				Budget Balance:		\$34,192.31
51 4016 - Water employee retirement benefits						\$1,171.48
8/2/2026	PR	Retirement		139.91		1,311.39
8/2/2026	PR	401K		438.58		1,749.97
8/12/2026	NBPT	Receipt 43044: BIG WATER MUNICIPAL CORPORATION - Celrk Training			60.87	1,689.10
		Stipend Reimbursement				
8/16/2026	PR	Retirement		140.54		1,829.64
8/16/2026	PR	401K		440.55		2,270.19
8/30/2026	PR	Retirement		139.00		2,409.19
8/30/2026	PR	401K		435.73		2,844.92
				\$1,734.31	(\$60.87)	\$2,844.92
				Budgeted Amount:		\$20,000.00
				Budget Balance:		\$17,155.08
Report Total:				\$16,253.01	(\$504.93)	\$33,595.52

**Glen Canyon SSD of Big Water
Cash Summary
All Bank Accounts as of 09/10/2026**

Description	Amount
Checking - Zions GCSSD	\$31,557.24
PTIF 0670 Loan	\$67,243.32
PTIF 1417 Impact Fees	\$17,924.00
PTIF 1733 Bond Fund	\$68,981.54
PTIF 8981 Capitol Improvements	\$272,857.30
PTIF 9046 General	\$192,066.19
Xpress Bill Pay Clearing	\$9,247.80
UNDEPOSITED PAYMENTS	\$7,491.57
General Ledger Cash Total:	\$667,368.96