



Grand Water & Sewer Service Agency

3025 E. Spanish Trail Rd. ♦ PO Box 1046 ♦ Moab, UT 84532
435-259-8121 ♦ 435-259-8122 fax ♦ www.grandwater.org

AGENCY MANAGER
Ben Musselman

OPERATING COMMITTEE
Dan Pyatt (President)
Gary Wilson (V. President)
Mike Holyoak
Jerry McNeely
Rex Tanner
Rick Thompson
Dale Weiss

FORMING BOARDS:

SVWSID
Gary Wilson (Ch)
Mike Holyoak (V. Ch)
Dale Weiss (Treas.)
Rick Thompson (Clerk)
Ken Helfenbein

GCWCD
Dan Pyatt (Ch)
Jerry McNeely (V. Ch)
Brian Backus
Preston Paxman
Rex Tanner

GCSSWD
Gary Wilson (Ch)
Mike Holyoak (V. Ch)
Rani Derasary
Trisha Hedin
Rick Thompson

GWSSA OPERATING COMMITTEE MEETING
3025 E. SPANISH TRAIL ROAD, MOAB, UTAH
THURSDAY, APRIL 6, 2023 – 7:00 P.M.
AGENDA

Grand Water & Sewer Service Agency

Call to order

1. Minutes - board meeting of 3-2-2022
 2. Citizens to be heard
 3. Check approval
 4. Financial statement
 5. Project updates
 - Approval- Moab City Interconnect Engineering
 6. Lake/snow report
 7. Committee report
 - Approve- New Hire and Staffing Recommendations.
 8. Items from staff
 9. Items from board members
 10. Closed session – as needed
- Adjournment

Those with special needs request wishing to attend this meeting are encouraged to contact the Agency three (3) days in advance of these events. Specific accommodations necessary to allow the participation of disabled persons will be provided to the maximum extent possible. Requests or any questions or comments can be communicated to (435) 259-8121.

GWSSA FULL BOARD AND DISTRICT MEETINGS
3025 E. SPANISH TRAIL ROAD, MOAB, UTAH
MARCH 2, 2023 – 7:00 P.M.

The meeting was called to order by President Gary Wilson at 7:11 p.m. at the Agency Office, 3025 E. Spanish Trail Rd., Moab, Utah. Other trustees present: Dan Pyatt, Dale Weiss, Rick Thompson, Trish Hedin, Jerry McNeely, Brian Backus, Rex Tanner, Rani Derasary, and Mike Holyoak. Absent were Ken Helfenbein, and Preston Paxman.

Others present were Dana Van Horn, Ben Musselman, and Shauna Vink.

Minutes of meeting 3-2-2023 Motion to approve the minutes of 3-2-2023 as presented by Jerry McNeely. Second by Dale Weiss. MOTION CARRIED 10-0.

Citizens to be heard None

Check approval Motion to approve the payment of bills in the amount of \$118,448.79 by Rick Thompson. Second by Mike Holyoak. MOTION CARRIED 10-0.

Financial statement Dana presented the financial statement.

Public Hearing – 2023 Budget Amendment Chairman Gary Wilson opened the public hearing at 7:16 p.m. hearing no comments from the public, Chairman Wilson closed the public hearing at 7:19 p.m.

Approval of the 2023 amended budget Motion to approve the 2023 amended budget made by Gary Wilson. Second by Dale Weiss. MOTION CARRIED 10-0.

Approval of updated PTIF resolution Motion to approve the updated PTIF resolution by Dale Weiss. Second by Rani Derasary. MOTION CARRIED 10-0.

Project updates Ben reported that the completion of the irrigation repair could potentially be as soon as next week. Crews are working on fixing broken irrigation meters. Golf course irrigation repair complete. Gold course pond filling discussed.

Lake/snow report the lake has 1792 AF in storage the Snow-Water-Equivalent is 17. The YTD precipitation is 21.3 inches and 151% of average.

Committee report The Hiring Committee met, the manager's position has been posted.

Items from staff Dana said her farewell. Mention that she has been training Ben and Shauna some of her duties.

Items from board members A card and gift card (\$150) were presented to Dana as a thank you for her time in service.

Closed session if necessary None

Vice President Wilson declared the meeting adjourned. Hearing no objections; the meeting adjourned at 7:38p.m.

ATTEST:

Dan Pyatt, Chairman

Ben Musselman, Secretary/Treasurer

Grand Water & Sewer Service Agency								
Monthly Financial Statement - YTD								
Outstanding Accounts Receivable								
February 2023 - 17% Of Year Elapsed								
	Approved 12/15/2022	YEAR TO DATE			YEAR TO DATE			
Operating Revenue Billed Vs. Operating Revenue Received	2023 Budget	February Operating Revenue "BILLED"	PERCENT	Current YTD Operating Revenue "BILLED" TOTAL	February Operating Revenue "RECEIVED"	PERCENT	Current YTD Operating Revenue "RECEIVED" TOTAL	YTD OUTSTANDING ACCTS RECEIVABLE
REVENUE - Operating								
1 Water Fees - Irrigation	\$140,000.00	\$0.00	0%	\$0.00	\$2,020.24	6%	\$7,841.81	\$7,841.81
2 Water Fees - RSI	\$9,700.00	\$951.51	19%	\$1,884.33	\$876.08	19%	\$1,841.77	-\$42.56
3 Irrigation Pumping Reimburse Fees	\$0.00	\$0.00	0%	\$0.00	\$19.28	100%	\$23.01	\$23.01
4 Water Fees-Culinary	\$1,400,000.00	\$75,428.22	11%	\$148,793.25	\$74,448.94	11%	\$150,162.33	\$1,369.08
5 Sewer Fees	\$1,200,000.00	\$103,140.52	17%	\$206,234.32	\$97,587.71	16%	\$197,087.59	-\$9,146.73
6 SJSVSSD Sewer Treatment ERU's	\$19,200.00	\$0.00	0%	\$0.00	\$1,690.96	18%	\$3,381.92	\$3,381.92
7 W&S Fees & Penalties	\$19,000.00	\$2,399.97	26%	\$4,986.41	\$1,397.51	15%	\$2,805.00	-\$2,181.41
8 Other Fees	\$1,000.00	\$50.00	37%	\$365.00	\$133.59	24%	\$242.88	-\$122.12
9 Will Serve Fees	\$5,000.00	\$2,840.00	59%	\$2,930.00	\$40.00	18%	\$903.00	-\$2,027.00
10 Irrigation Fees & Penalties	\$300.00	\$137.31	86%	\$258.73	\$65.74	23%	\$69.42	-\$189.31
11 Irrigation Meter Fees	\$4,000.00	\$0.00	0%	\$0.00	\$140.97	19%	\$763.40	\$763.40
12 Water Connections	\$30,000.00	\$2,412.16	13%	\$4,041.67	\$2,412.00	13%	\$4,041.51	-\$0.16
13 Sewer Connections	\$1,000.00	\$216.00	43%	\$432.00	\$216.00	43%	\$432.00	\$0.00
14 Irrigation Connections	\$14,000.00	\$0.00	2%	\$327.60	\$0.00	0%	\$0.00	-\$327.60
TOTAL OPERATING REVENUE	\$2,843,200.00	\$187,575.69	13%	\$370,253.31	\$181,049.02	13%	\$369,595.64	-\$657.67

GWSSA
Balance Sheet
As of April 6, 2023

	Apr 6, 23
ASSETS	
Current Assets	
Checking/Savings	
1110 · Banking	
1111 · Checking - Zions Bank	142,177.30
1112 · Checking - Wells Fargo	106,372.45
Total 1110 · Banking	248,549.75
1114 · Cash on Hand - Drawer	218.80
1115 · Petty Cash	100.00
1150 · PTIF Accounts	
1151 · Cash at PTIF	1,274,057.66
1152 · GCSSWD Reserve	
1153 · O&M Reservoir Reserve-Restrict	207,094.08
Total 1152 · GCSSWD Reserve	207,094.08
1154 · GCWCD Reserve	
1155 · GCWCD - Capital Improvements	42,587.43
1156 · GCWCD - Contingency	15,262.43
1157 · Irrigation Meter Replace-Rest.	13,600.00
Total 1154 · GCWCD Reserve	71,449.86
1158 · SVWSID Reserve	
1159 · Capital Improvements - Water	206,383.00
1160 · Capital Improvements - Sewer	38,663.57
1161 · Contingency - Water	220,000.00
1162 · Contingency - Sewer	290,000.00
Total 1158 · SVWSID Reserve	755,046.57
1163 · Capital Improvements	
1164 · Capital Improvemts Reserve	170,175.00
1165 · Building Repair & Replace Fund	40,000.00
1166 · Vehicle Fleet Fund	199,538.00
1163 · Capital Improvements - Other	67,082.00
Total 1163 · Capital Improvements	476,795.00
1167 · Impact Fees-Available for Bonds	
1168 · I.F. - WATER	213,544.59
1169 · I.F. - SEWER	571,376.41
1170 · I.F. - RSI	55,374.16
Total 1167 · Impact Fees-Available for Bonds	840,295.16
1150 · PTIF Accounts - Other	215,029.03
Total 1150 · PTIF Accounts	3,839,767.36
1171 · Impact Fees	
1173 · Water	92,405.86
1176 · Sewer	50,629.70
1177 · SJSVSSD SEWER	48,334.49
1178 · RSI	12,920.24
Total 1171 · Impact Fees	204,290.29
1190 · Impact Fees - Holding	
1191 · I.F. - Water	458,924.31
1194 · I.F. - RSI	61,434.39
1195 · I.F. - Sewer	254,289.72
1196 · I.F. - SJSVSSD SEWER	33,627.42
Total 1190 · Impact Fees - Holding	808,275.84
Total Checking/Savings	5,101,202.04

GWSSA
Balance Sheet
As of April 6, 2023

	Apr 6, 23
Accounts Receivable	
1200 · Customer Receivables	305,763.07
Total Accounts Receivable	305,763.07
Other Current Assets	
1203 · SJSVSSD Receivable	1,690.96
1270 · Inventory - Water Materials	105,357.61
1275 · Inventory - Sewer Materials	17,102.69
1280 · Water Rights	323,440.00
1301 · Allowance for Doubtful Accts	-146,819.06
1360 · Prepaid Rents & Fees	2,545.69
Total Other Current Assets	303,317.89
Total Current Assets	5,710,283.00
Fixed Assets	
1600 · Fixed & Other Assets	3,388,234.01
1610 · Fixed Assets - Office Equipment	98,183.50
1620 · Buildings & Building Improvemts	382,151.70
1630 · Land & Easements	148,126.97
1640 · Vehicle & Equipment	609,857.27
1800 · Accumulated Depreciation	-1,361,654.38
Total Fixed Assets	3,264,899.07
Other Assets	
1910 · Deferred Outflows of Resources	139,856.00
1911 · Net Pension Assets	190,612.00
Total Other Assets	330,468.00
TOTAL ASSETS	9,305,650.07
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	27,720.14
Total Accounts Payable	27,720.14
Other Current Liabilities	
2150 · Compensated Absences	21,593.56
2223 · Utah State Withholding	7,742.00
2240 · Cafeteria Plan Ins	1,183.78
2245 · Moab Fitness Center Employee Ac	12.30
2246 · Allstate - Vol Insur Benefits	5.38
Total Other Current Liabilities	30,537.02
Total Current Liabilities	58,257.16
Long Term Liabilities	
2620 · Deferred Inflows of Resources	264,432.00
Total Long Term Liabilities	264,432.00
Total Liabilities	322,689.16

11:15 AM

05/31/23

Accrual Basis

GWSSA
Balance Sheet
As of April 6, 2023

	<u>Apr 6, 23</u>
Equity	
2720 · Contrib fro Other Local Govt	544,564.33
2831 · Ret Earnings - Swr Conn Rev	225,724.91
2841 · Ret Earnings - Wtr Conn Rev	179,211.13
2851 · Ret Earnings - Irri Conn Rev	18,000.00
2891 · Retained Earnings	8,251,730.74
Net Income	-236,270.20
Total Equity	<u>8,982,960.91</u>
TOTAL LIABILITIES & EQUITY	<u><u>9,305,650.07</u></u>

5/31/23					
Grand Water & Sewer Service Agency					
Monthly Financial Statement					
February 2023 - 17% Of Year Elapsed					
		Approved 12/15/2022	YEAR TO DATE		
		2023 Budget	February Operating Revenue "BILLED"	PERCENT	Current YTD Operating Revenue "BILLED"
REVENUE - Operating					
1	Water Fees - Irrigation	\$140,000.00	\$0.00	0%	\$0.00
2	Water Fees - RSI	\$9,700.00	\$951.51	19%	\$1,884.33
3	Irrigation Pumping Reimburse Fees	\$0.00	\$0.00	0%	\$0.00
4	Water Fees-Culinary	\$1,400,000.00	\$75,428.22	11%	\$148,793.25
5	Sewer Fees	\$1,200,000.00	\$103,140.52	17%	\$206,234.32
6	SJSVSSD Sewer Monthly O&M	\$19,200.00	\$0.00	0%	\$0.00
7	W&S Fees & Penalties	\$19,000.00	\$2,399.97	26%	\$4,986.41
8	Other Fees	\$1,000.00	\$50.00	37%	\$365.00
9	Will Serve Fees	\$5,000.00	\$2,840.00	59%	\$2,930.00
10	Irrigation Fees & Penalties	\$300.00	\$137.31	86%	\$258.73
11	Irrigation Meter Fees	\$4,000.00	\$0.00	0%	\$0.00
12	Water Connections	\$30,000.00	\$2,412.16	13%	\$4,041.67
13	Sewer Connections	\$1,000.00	\$216.00	43%	\$432.00
14	Irrigation Connections	\$14,000.00	\$0.00	2%	\$327.60
TOTAL OPERATING REVENUE		\$2,843,200.00	\$187,575.69	13%	\$370,253.31
			YEAR TO DATE		
			FEBRUARY NON- OPERATING REVENUE	PERCENT	CURRENT YTD NON- OPERATING REVENUE
REVENUE - Non-Operating					
15	Impact Fees - RSI	\$36,000.00	\$0.00	5%	\$1,818.00
16	Impact Fees - Water	\$325,500.00	\$43,757.39	16%	\$52,909.26
17	Impact Fees - Sewer	\$242,000.00	\$24,957.36	12%	\$30,177.20
18	Impact Fees - Sewer SJSVSSD	\$35,000.00	\$1,755.00	126%	\$44,261.10
19	Impact Fees - Moab City	\$158,000.00	\$16,658.00	13%	\$20,741.00
20	Lease Income	\$4,800.00	\$400.00	17%	\$800.00
21	Other/Misc Income	\$0.00	\$3,060.00	0%	\$3,060.00
22	Interest Income	\$30,000.00	\$16,440.97	109%	\$32,848.26
23	Tarp Incentive Program	\$1,000.00	\$0.00	0%	\$0.00
24	Impact Fee Reserve Transfer - SVWSID	\$647,941.00	\$0.00	0%	\$0.00
25	Revenue Transfer From GCWCD	\$0.00	\$0.00	0%	\$0.00
26	Revenue Transfer From SVWSID	\$0.00	\$0.00	0%	\$0.00
27	Retained earnings - Irrigation Meter (1157)	\$0.00	\$0.00	0%	\$0.00
28	Retained earnings - O&M Irrigation Reserve (1153)	\$0.00	\$0.00	0%	\$0.00
29	Grants Received	\$11,900.00	\$0.00	0%	\$0.00
30	Retained earnings - Capital Improvements, other (1164)	\$125,000.00	\$0.00	0%	\$0.00
31	Retained earnings - Contingency R&R Fund (1165)	\$0.00	\$0.00	0%	\$0.00
32	Retained earnings - Fleet (1166)	\$0.00	\$0.00	0%	\$0.00
33	Transfer from GCSSWD	\$0.00	\$0.00	0%	\$0.00
TOTAL NON-OPERATING REVENUE		\$1,617,141.00	\$107,028.72	12%	\$186,614.82
TOTAL REVENUE RECEIVED - (Operating & Non-Operating)		\$4,460,341.00	\$294,604.41	12%	\$556,868.13
			YEAR TO DATE		
			FEBRUARY EXPENSES	PERCENT	CURRENT YTD EXPENSES
EXPENSES - Operating					

34	Salaries	\$625,000.00	\$31,601.13	13%	\$82,644.85
35	Employees Benefits	\$310,000.00	\$30,306.23	14%	\$42,815.64
36	Software, Subscriptions & Memberships	\$55,000.00	\$5,836.08	43%	\$23,915.80
37	Education/Donations	\$14,000.00	\$0.00	0%	\$0.00
38	Public Notices	\$800.00	\$0.00	0%	\$0.00
39	Travel & Training	\$10,000.00	\$184.24	14%	\$1,442.54
40	Billing Expense	\$35,000.00	\$2,787.02	18%	\$6,422.58
41	Rents/Leases	\$25,000.00	\$1,460.00	16%	\$4,005.00
42	Will Serve Expense	\$5,000.00	\$0.00	0%	\$0.00
43	Professional Services	\$127,680.00	\$21,166.73	17%	\$21,524.73
44	Insurance & Bonds	\$52,000.00	\$0.00	2%	\$815.50
	EXPENSES - Operating (con't.)				
45	Election Costs - SVWSID	\$0.00	\$0.00	0%	\$0.00
46	Shop & Safety Expense	\$19,000.00	\$1,219.12	11%	\$2,062.84
47	Pump Cost Culinary	\$100,000.00	\$3,742.25	8%	\$8,479.95
48	Pump Cost Irrigation	\$15,000.00	\$0.00	0%	\$10.26
49	O&M Office	\$22,000.00	\$1,089.86	18%	\$4,011.92
50	O&M Water	\$125,000.00	\$2,824.69	30%	\$37,243.24
51	O&M Sewer	\$20,000.00	-\$99.94	24%	\$4,711.01
52	O&M Reservoir and Grounds	\$1,000.00	\$0.00	0%	\$0.00
53	O&M Irrigation	\$7,000.00	\$3,718.82	217%	\$15,198.19
54	O&M Wells -Culinary	\$3,000.00	\$0.00	0%	\$0.00
55	O&M Wells - Irrigation	\$3,000.00	\$0.00	0%	\$0.00
56	O&M Vehicle	\$39,000.00	\$418.95	5%	\$1,779.00
57	O&M Buildings & Grounds	\$4,500.00	\$236.00	9%	\$386.00
58	Sewage Treatment	\$560,000.00	\$46,025.61	16%	\$92,051.22
59	Irrigation Water Assessments	\$35,000.00	\$3,390.94	10%	\$3,390.94
60	Water Rights Expense	\$300.00	\$0.00	0%	\$300.00
	EXPENSES Non-Operating				
61	Reserve - Contingency Water (1161)	\$0.00	\$0.00	0%	\$0.00
62	Reserve - Contingency Sewer (1162)	\$0.00	\$0.00	0%	\$0.00
63	Reserve - Contingency Irrigation (1156)	\$0.00	\$0.00	0%	\$0.00
64	Capital Improvements - Building Fund (1165)	\$0.00	\$0.00	0%	\$0.00
65	Fleet Replacement Fund (1166)	\$60,000.00	\$0.00	0%	\$0.00
66	Irrigation Meter Replacement Fund (1157)	\$4,000.00	\$0.00	0%	\$0.00
67	Water Line Connections	\$30,000.00	\$2,412.16	13%	\$4,041.67
68	Sewer Line Connections	\$1,000.00	\$216.00	43%	\$432.00
69	Irrigation Connections	\$14,000.00	\$0.00	2%	\$327.60
70	Irrigation Project	\$0.00	\$0.00	0%	\$0.00
71	Impact Fee Reserve - Water (SVW&SID)	\$325,500.00	\$0.00	0%	\$0.00
72	Impact Fee Reserve - Sewer (SVW&SID)	\$242,000.00	\$0.00	0%	\$0.00
73	Impact Fee Reserve - SJ (SVW&SID)	\$35,000.00	\$0.00	0%	\$0.00
74	Impact Fee Reserve - RSI (GCWCD)	\$36,000.00	\$0.00	0%	\$0.00
75	Impact Fee Transfer - Moab City	\$158,000.00	\$16,658.00	13%	\$20,741.00
76	Capital Improvements (1164)	\$247,000.00	\$0.00	0%	\$0.00
77	Transfer to SVWSID 2020 Sewer Project	\$0.00	\$0.00	0%	\$0.00
78	Transfer to SVWSID 2018 Water Project	\$0.00	\$0.00	0%	\$0.00
79	Transfer to SVWSID Water Project Phase II	\$0.00	\$0.00	0%	\$0.00
80	Impact Fee Refunds	\$0.00	\$0.00	0%	\$1,761.47
81	Revenue Transfer to SVWSID	\$150,000.00	\$0.00	0%	\$0.00
82	" - Impact Fees For Loan Participation	\$580,261.00	\$0.00	90%	\$521,336.53
83	"- City Sewer Bond Payment	\$102,207.00	\$0.00	0%	\$0.00
84	Revenue Transfer to GCWCD	\$19,420.00	\$0.00	0%	\$0.00
85	Revenue Transfer to SVWSID - asset reserve	\$106,050.00	\$0.00	0%	\$0.00
86	Miscellaneous Expenses	\$1,500.00	\$0.00	2%	\$26.19
	TOTAL EXPENSES	\$4,325,218.00	\$175,193.89	21%	\$901,877.67
	Subtotal (Revenues-Expenses)	135,123.00	119,410.52		
	Depreciation	157,429.07	13,119.09	17%	\$26,238.18
	Operating Margin	-0.52%			

WORK RELEASE NO. 2023-2

GRAND WATER & SEWER SERVICE AGENCY
MOAB-GWSSA CULINARY INTERCONNECT

GRAND WATER & SEWER SERVICE AGENCY
PO BOX 1046
MOAB, UT 84532

EXECUTION AND EFFECTIVE DATE

This Work Release No. 2023-2 will be effective as of the date of its full execution by CLIENT and ENGINEER, or CLIENT's acceptance of the performance by ENGINEER of the Services without written objection to the terms of this Work Release, whichever first occurs. The below-named duly authorized representatives of CLIENT and ENGINEER have executed this Work Release on the dates set forth herein below.

ENGINEER

CLIENT

SUNRISE ENGINEERING, INC.

GRAND WATER & SEWER SERVICE AGENCY:

By: 

By: _____

Name: Jesse Ralphs, P.E.

Name: Ben Musselman

Title: Vice President

Title: Manager

Date: 3/10/2023

Date: _____

WORK RELEASE NO. 2023-2

This Work Release is entered into by and between GRAND WATER & SEWER SERVICE AGENCY (CLIENT) and SUNRISE ENGINEERING, INC. (ENGINEER).

ARTICLE 1. INCORPORATION OF AGREEMENT FOR ENGINEERING AND TECHNICAL SERVICES

CLIENT and ENGINEER acknowledge and agree that CLIENT and ENGINEER executed an Agreement for Engineering and Technical Services dated 6 January 2020, hereinafter referred to as the "Agreement". The Agreement and the terms, conditions, promises and obligations of the Agreement are hereby incorporated by reference into this Work Release and will, to the extent not in direct conflict with the terms, conditions, promises and/or obligations of this Work Release, be applicable to the engineering and technical services described in this Work Release and any change in services entered with respect to this Work Release (the "Services") ENGINEER has agreed to perform for the project described in Article 2 of this Work Release (the "Project").

ARTICLE 2. THE PROJECT

CLIENT's Project for which CLIENT has engaged ENGINEER to perform the Services is generally described as follows:

ENGINEER will prepare and submit for CLIENT's use design documents for an interconnect between the GWSSA and Moab City culinary water systems. The new facility will include:

- A valve vault
- An actuated isolation valve
- A meter
- Up to 500 feet of 12" C900 water main
- Provisions for connection to SCADA

ARTICLE 3. SCOPE OF ENGINEER'S SERVICES

1. Alternatives Analysis – ENGINEER will provide a brief memo outlining results of an analysis of up to 3 different sites for the interconnect. The analysis of each site will consider:
 - a. Pressure zones
 - b. Maximum flow rates
 - c. Power and communications availability

- d. Piping length
2. Engineering Design – upon receiving direction from CLIENT on the preferred site, ENGINEER will move forward with preparing design documents to facilitate construction of the interconnect. Design documents will be limited to:
 - a. Drawings indicating site location, pipe and valve placement, and vault location
 - b. Details showing vault configuration
 - c. Applicable standard details for GWSSA
 - d. Contract documents to facilitate bidding and construction
 - e. Specifications for required products and performance of the contract work
3. Additional Services – The following engineering services are not included under previous phases but may be added as part of the services rendered under this contract. These services may be provided upon written authorization of CLIENT and concurrence by ENGINEER.
 - a. Topographical or boundary survey work
 - b. Design of primary electrical components (design in Task 2 assumes 120V circuits starting from a meter by others)
 - c. Coordination with electrical service provider
 - d. SCADA design
 - e. Geotechnical analyses
 - f. Bid phase services
 - g. Construction phase services

ARTICLE 4. CLIENT'S RESPONSIBILITIES

CLIENT's responsibilities will be as follows:

a) Notices:

CLIENT will give prompt written notice to ENGINEER, whenever CLIENT becomes aware of developments that affect the scope of timing of the Engineering Services.

b) Access to Records:

CLIENT will make available to ENGINEER those records designated by ENGINEER as being necessary for the development of the PROJECT.

ARTICLE 5. PERIOD OF PERFORMANCE OF WORK

Work is to begin when released by CLIENT and may continue for the duration of Contract. Work on the alternatives analysis will begin when CLIENT instructs ENGINEER to begin. ENGINEER will submit the draft analysis memo to CLIENT within (30) days of CLIENT's written instruction to begin. Upon acceptance of the final memo, ENGINEER will commence preparation of construction

documents. ENGINEER will submit construction documents for CLIENT review within (45) days memo acceptance. ENGINEER will submit of bid set of construction documents within 15 days of receipt of CLIENT comments.

ARTICLE 6. COMPENSATION

For Items 1 and 2 CLIENT agrees to compensate ENGINEER on a Lump Sum basis for the work performed in the following amounts:

1. Alternatives Analysis	\$6,400
2. Engineering Design	\$22,700
TOTAL	\$29,100

Any additional services requested by CLIENT, as listed in Item 3 or not listed above, shall be performed at the rates and fees shown in the attached Exhibit A.

ARTICLE 7. INVOICING

Instructions and invoices submitted pursuant to this Work Release shall be sent to:

BEN MUSSELMAN, AGENCY MANAGER
GRAND WATER & SEWER SERVICE AGENCY
PO BOX 1046
MOAB, UT 84532

Invoices may be submitted monthly based on the prior month's effort, and are due and payable within (30) thirty days.

ARTICLE 8. DESIGNATED REPRESENTATIVES

Pursuant to Section 13.1 of the Agreement, designated representatives for the relevant project shall be, unless otherwise notified; notices shall be given as follows:

CLIENT	ENGINEER
Ben Musselman	Devan Shields, PE
Grand Water & Sewer Service Agency	Sunrise Engineering, Inc.
PO Box 1046	25 E. 500 N.
Moab, UT 84532	Fillmore, UT 84631
435-259-8121	435-743-6151

SUNRISE ENGINEERING

FEE SCHEDULE

EXHIBIT A

Work Code	Work Classification	Hourly Rate	Work Code	Work Classification	Hourly Rate
101	Engineer Intern (E.I.T.) I	\$109	456	Training Manager	\$193
102	Engineer Intern (E.I.T.) II	\$118	460	Training Director	\$219
103	Engineer Intern (E.I.T.) III	\$125	500	Funding Specialist	\$160
104	Engineer III	\$149	510	Plan Reviewer	\$142
105	Engineer IV	\$175	511	Building Inspector I	\$83
106	Engineer V	\$196	512	Building Inspector II	\$110
110	Principal Engineer	\$220	513	Building Inspector III	\$132
121	Electrical Engineer Intern (E.I.T.) I	\$137	525	Building Official	\$155
122	Electrical Engineer Intern (E.I.T.) II	\$148	601	GIS Tech	\$85
123	Electrical Engineer III	\$168	602	GIS Tech II	\$99
124	Electrical Engineer IV	\$208	611	GIS Specialist I	\$125
125	Electrical Engineer V	\$225	613	GIS Analyst	\$149
126	Principal Electrical Engineer	\$253	614	GIS Programmer	\$158
301	Engineering Tech I	\$88	615	GIS Team Leader	\$165
302	Engineering Tech II	\$105	51	Administrative I	\$55
303	Engineering Tech III	\$125	52	Administrative II	\$75
304	Engineering Tech IV	\$145	53	Administrative III	\$94
311	Electrical Tech I	\$110	96	Public Information Manager	\$138
312	Electrical Tech II	\$117	701	Planner I	\$97
313	Electrical Tech III	\$138	702	Planner II	\$112
314	Electrical Tech IV	\$158	703	Planner III	\$128
315	Electrical Tech V	\$175	704	Planner IV	\$143
351	Construction Observer I	\$80	705	Planner V	\$165
352	Construction Observer II	\$99	710	Project Manager	\$175
353	Construction Observer III	\$110	712	Project Manager II	\$205
354	Construction Observer IV	\$125	723	Water Rights Specialist III	\$140
401	CAD Drafter I	\$80	921	Survey Tech I	\$65
402	CAD Drafter II	\$100	922	Survey Tech II	\$86
403	CAD Drafter/Designer III	\$112	935	One Man Survey Crew	\$145
404	CAD Drafter/Designer IV	\$126	945	Registered Surveyor	\$135
451	Training Specialist I	\$160	950	Principal Surveyor	\$145

REIMBURSABLE EXPENSE SCHEDULE

Expense	Rate	Mark-Up
Mileage	\$0.59 per mile	N/A
Field Vehicle (on site)	\$65 per day	N/A
Per Diem Meals	\$15 per meal	N/A
Troxler Nuclear Density Gauge	\$50 per day	N/A
High Density Scanner	\$175 per hour	N/A
Material Testing Lab Work	Actual Cost	15%
Outside Consultants, Aerial Photography, etc.	Actual Cost	15%
Lodging	Actual Cost	10%
Other Expenses incurred	Actual Cost	10%

Fees automatically change after the beginning of the year and are subject to change on other occasions.

Base 01-2023 Fill/Rich

Hi Ben,

Thanks for reaching out. After confirming with our state office, it was determined that Grand County needs to submit an application to the BLM for a right-of-way for this water pipeline. Even if the water pipeline was originally installed by the railroad in support of railroad functions, the water pipeline is no longer used for that purpose. The 1972 document does not authorize anything to the County in relation to the BLM, it only documents the agreement between the railroad and the County. This is similar to a situation where a right-of-way holder sells private property with an access road or pipeline or other facility over BLM and includes the right-of-way in the sale. The sale does not legally transfer the right-of-way in the eyes of the BLM, only an application with the BLM can do that. Hopefully that makes sense.

For the application, we would need detailed information about where the pipeline is located. A shapefile would be best, but a paper map showing the pipeline location can also be submitted. We would need to know the length and width of the requested right-of-way. I would strongly suggest that the County only apply for the width that is needed to maintain the pipeline, not the typical 200 feet that the railroads were granted. Since the County charges for water, the County would not be exempt from paying cost recovery fees and rent to the BLM. The wider the width, the more the rent will be. We will have to do NEPA analysis for the request and if the area needs surveys that will have to be either hired out to a third party contractor (paid for by the County) or the BLM can conduct the surveys depending on workload and timing.

More general information about BLM rights-of-way can be found here: <https://www.blm.gov/programs/lands-and-realty/rights-of-way>
Attached is form SF-299, the application for a right-of-way.

Please let me know if you have any questions and congratulations on the new position.
Lisa

Lisa Wilkolak
Realty Specialist
Bureau of Land Management
Moab Field Office
82 E. Dogwood Avenue
Moab, Utah 84532
435-259-2122

From: Ben Musselman <Ben@grandwater.org>
Sent: Thursday, March 30, 2023 4:37 PM
To: Wilkolak, Lisa A <lwilkolak@blm.gov>
Subject: [EXTERNAL] Cisco Pipeline Right Of Way

This email has been received from outside of DOI - Use caution before clicking on links, opening attachments, or responding.

Lisa,

I have recently filled the Agency Manager position at Grand Water & Sewer after Dana has moved on to County Employment. With that I am trying to get caught up on some things that have been in the works. I have seen the emails between yourself, and Dana regarding the Recorded Right of Way held by The Grand Water Conservancy District from the Colorado River to Cisco Entry No. 340455.

GWSSA is looking to move in the direction of locating and then to monument the ROW on the ground as the centerline description is written. To the best information and evidence that we have been able to locate all "Federal Railroad Right of Ways" crossing Federal lands were standardized at 200 foot wide measured 100 feet each side of a centerline description. This was also applied to all the railroad appurtenances such as the ROW for water lines to supply the train fill stations which would include the ROW in question. Have you been able to locate any additional documentation that would be helpful in this process or may indicate anything different than what we have found? We would like to get this moving soon and hope to clear up any areas that are currently unclear regarding the ROW by doing so.

Regards,

Ben Musselman

Agency Manager
Grand Water & Sewer Service Agency
3025 E. Spanish Trail Rd.
Moab, UT 84532
P: (435) 259-8121



Grand Water & Sewer Service Agency

3025 E. Spanish Trail Rd. ♦ PO Box 1046 ♦ Moab, UT 84532
435-259-8121 ♦ 435-259-8122 fax ♦ www.grandwater.org

AGENCY MANAGER
Ben Musselman

OPERATING COMMITTEE
Dan Pyatt (President)
Gary Wilson (V. President)
Brian Backus
Mike Holyoak
Rex Tanner
Rick Thompson
Dale Weiss

FORMING BOARDS:

SVWSID
Gary Wilson (Ch)
Mike Holyoak (V. Ch)
Dale Weiss (Treas.)
Rick Thompson (Clerk)
Ken Helfenbein

GCWCD
Dan Pyatt (Ch)
Jerry McNeely (V. Ch)
Brian Backus
Preston Paxman
Rex Tanner

GCSSWD
Gary Wilson (Ch)
Mike Holyoak (V. Ch)
Mike Duncan
Trish Hedin
Rick Thompson

3/15/2023

Purpose of Letter

The purpose of this letter is to formally appoint an Entity Administrator for the named Entity and to attest to the accuracy of the information contained in the entity registration.

Designation of Entity Administrator

I, **Gary Wilson, Operating Committee President**, the below signed individual, hereby confirm that the appointed Entity Administrator holds a position within the entity (e.g. employees, officers, board members). This letter authorizes the appointed Entity Administrator to manage the Entity's registration record, its associated users, and their roles to the Entity, in the System for Award Management (SAM).

Entity Covered by this Letter

Unique Entity ID: L2W6BZNMGMC6

Legal Business Name: Spanish Valley Water & Sewer Improvement District

Physical Address: 3025 East Spanish Trail Road

Entity Administrator Contact Information

Full Name (First and Last): Ben R. Musselman

Phone Number: (435) 259-8121

Email Address: ben@grandwater.org

*The Entity Administrator must have an individual user account in SAM associated with the email address listed and hold a position with the entity being registered (e.g. employees, officers, board members), not a third party acting on behalf of the entity.

Attestation

I, the below-signed, attest to the following:

- All information contained in this letter is complete and accurate.
- The Entity Administrator must have an individual user account in SAM associated with the email address listed and hold a position with the entity being registered (e.g. employees, officers, board members), not a third party acting on behalf of the entity.
- The banking information provided for Electronic Funds Transfer on the Financial Information Page in the SAM.gov registration for the Entity above is correct and accurate.

Respectfully,

X _____ (SIGNATURE)

[Insert Full Name of Signatory]