



HEBER VALLEY SPECIAL SERVICE DISTRICT

1000 East Main Street
Midway, UT 84049-0427
Phone: (435) 654-2248

BOARD MEETING at 4:00 PM and PUBLIC HEARING at 6:00 PM December 11, 2025 AGENDA ITEMS

Conducting: Chair, Heidi Franco

AGENDA ITEMS:

- 1. Public Comment:** This is the public's opportunity to comment on items not on the agenda.
- 2. Entity Updates:** From HVSSD Member Entities
- 3. Committee Updates:** From HVSSD Committees
- 4. Consent Agenda:**
 - a. Balance Sheet November 2025 [November 2025 Balance Sheet.pdf](#)
 - b. Bank Reconciliation November 2025 [November 2025 Bank Reconciliation Summary & Detail Report.pdf](#)
 - c. P&L November 2025 [November 2025 P&L Detail Report.pdf](#)
 - d. PTIF General Fund November 2025 [PTIF GenFund Nov2025.pdf](#)
 - e. PTIF Impact Fee November 2025 [PTIF Impact Nov2025.pdf](#)
 - f. November 2025 Warrant list approval [November 2025 Warrant List.pdf](#)
 - g. November 2025 YTD Budget
 - h. November 2025 Board Meeting Minutes [PENDING_11-13-2025_HVSSD Board Meeting Minutes.pdf](#)
 - i. November 2025 Special Board Meeting Minutes [PENDING_11-21-2025_HVSSD Special Board Meeting Minutes.pdf](#)
 - j. Headworks Project – Pay Request #7 [HVSSD Headworks Upgrades Pay App #07 November 2025.pdf](#)
- 5. Resolution 25-2 – Updates to the Financial Responsibilities of the General Manager** (Heidi Franco- 10 mins) [Resolution 25-2 Board Policies- General Manager Financial Responsibilities.pdf](#)
- 6. Dredging Project- Pay Application #1** – Consideration for approval (Jim Goodley – 15 min) [APG US Invoice #20351 2025-12-08 Heber Valley Pay App #1.pdf](#)
- 7. Annual Goals Review and Projections 2025-2026-** (Jim Goodley-30 mins) [HVSSD Goals Review and Projections.pdf](#)
- 8. Manager's Report** (Jim Goodley- 30 mins) [ManagersReport_12_11_2025.pdf](#)
- 9. Closed Session** (Optional)– a strategy session to discuss pending or reasonably imminent litigation pursuant to U.C.A. 52-4-205 and/or discuss personnel items.
- 10. Adjourn Regular Meeting**

PUBLIC HEARING:

Notice is hereby given that the Administrative Control Board of the Heber Valley Special Service District will hold public hearings to discuss and consider a rate increase and the 2026 preliminary budget. Interested citizens living in the District's service area (Heber City, Midway City and unincorporated areas of Wasatch County) are invited to attend the hearing and offer public comments.

1. **Budget Hearing-** Take public comments with respect to the calendar year 2026 preliminary budget and consider adoption per Resolution 25-3.

[BUDGET 2026 FinalDraft.pdf](#)

[Resolution 25-3 Approving 2026 Budget.pdf](#)

2. **Rate Hearing-** Take public comments concerning proposed rate increases for fiscal year 2026 and to discuss and consider for approval proposed rate increases.

[Heber Valley Rates 111225.xlsx](#)

ELECTRONIC PARTICIPATION: If you are interested in participating via electronic media, please go to our HVSSD website for the link at www.hebervalleyssd.gov . Published on the State Public Notice Website at www.hebervalleyssd.gov and at the Heber Valley Special Service District Administration Building

Heber Valley Special Service District

Balance Sheet

As of November 30, 2025

	Nov 30, 25
ASSETS	
Current Assets	
Checking/Savings	
1123000 CASHZIONS BANK	516,677.26
1125000 PTIFGENERAL ACCOUNT	1,790,287.61
1125010 PTIFIMPACT FEES	14,957,772.14
Total Checking/Savings	17,264,737.01
Accounts Receivable	
1303000 MIDWAY CONTRACT REC	-3,648.75
A/R OTHER	1,698.75
Total Accounts Receivable	-1,950.00
Other Current Assets	
1301000 HEBER CITY(1)	688,071.86
1302000 MIDWAY SAN DISTRICT(1)	142,256.91
1303100 HAY SALES RECEIVABLE	49,145.90
PREPAID INSURANCE	14,230.98
Total Other Current Assets	893,705.65
Total Current Assets	18,156,492.66
Fixed Assets	
1711910 PLANT/FARM EQUIPMENT	3,640,918.07
1720100 PLANT EXPANSION	12,503,362.20
CONSTRUCTION IN PROGRESS	434,255.69
FENCESMIDWAY LIFT STATION	3,877.74
GROUND WATER DRAINS	38,686.27
LAND	6,433,258.10
LANDDISPOSAL SITE	1,761,158.31
LANDMIDWAY LIFT STATION	1,038.88
LESS ACCUM DEPRECIATION	-19,088,694.49
SEWAGE TREATMENT PLANT	12,298,028.82
TREATMENT PLANT EQUIPMENT	611,996.79
Total Fixed Assets	18,637,886.38
TOTAL ASSETS	<u>36,794,379.04</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
ACCOUNTS PAYABLE	140,384.43
Total Accounts Payable	140,384.43
Other Current Liabilities	
2221000 FICA W/H PAYABLE	-29,735.76
2222000 FEDERAL TAX W/H	-23,404.00
2223000 STATE TAX WITHHELD	-9,558.00
2233000 HEALTH INSUR PAYABLE	150.00
ACCRUED VAC/SICK LEAVE PAYABLE	52,180.04
Other Currenty Liability	9,450.56
Payroll Liabilities	53,355.67
RETIREMENT PAYABLE	6,378.13
Total Other Current Liabilities	58,816.64
Total Current Liabilities	199,201.07
Long Term Liabilities	
DEF INFLOW RESOURCESPENSIONS	486.00
DEF OUTFLOW RESOURCESPENSIONS	-127,901.00
NET PENSION LIABILITY	52,746.00
Total Long Term Liabilities	-74,669.00
Total Liabilities	124,532.07

Heber Valley Special Service District
Balance Sheet
As of November 30, 2025

	Nov 30, 25
Equity	
CONTR. IMPACT PLANT ADDS	10,279,787.72
CONTRIBUTION FROM EPA	5,480,451.50
HEBER CITY	147,248.50
IMPACT FEES	11,127,749.93
MIDWAY SANITATION DISTRICT	60,134.36
Retained Earnings	7,114,258.72
RETAINED EARNINGS(2)	-1,000.00
WASATCH COUNTY	14,894.00
Net Income	2,446,322.24
Total Equity	36,669,846.97
TOTAL LIABILITIES & EQUITY	36,794,379.04

Heber Valley Special Service District
Reconciliation Summary
1123000 CASHZIONS BANK, Period Ending 11/28/2025

	<u>Nov 28, 25</u>
Beginning Balance	514,835.07
Cleared Transactions	
Checks and Payments - 53 items	-604,477.94
Deposits and Credits - 17 items	602,215.13
	<u> </u>
Total Cleared Transactions	-2,262.81
	<u> </u>
Cleared Balance	512,572.26
	<u> </u>
Uncleared Transactions	
Checks and Payments - 3 items	-3,918.50
Deposits and Credits - 4 items	9,123.50
	<u> </u>
Total Uncleared Transactions	5,205.00
	<u> </u>
Register Balance as of 11/28/2025	517,777.26
	<u> </u>
New Transactions	
Deposits and Credits - 1 item	145,679.46
	<u> </u>
Total New Transactions	145,679.46
	<u> </u>
Ending Balance	663,456.72
	<u> </u>

Heber Valley Special Service District

Reconciliation Detail

1123000 CASHZIONS BANK, Period Ending 11/28/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						514,835.07
Cleared Transactions						
Checks and Payments - 53 items						
General Journal	06/12/2025	Dep 11	LCL CUSTOM HAY ...	X	-1,630.79	-1,630.79
Bill Pmt -Check	10/08/2025	2367	UTAH LOCAL GOV...	X	-385.72	-2,016.51
Bill Pmt -Check	11/10/2025	2386	GOBLE SAMPSON ...	X	-43,355.00	-45,371.51
Bill Pmt -Check	11/10/2025	2403	Total Power & Controls	X	-27,779.73	-73,151.24
Bill Pmt -Check	11/10/2025	2388	HEBER LIGHT & PO...	X	-27,552.81	-100,704.05
Bill Pmt -Check	11/10/2025	2410	WESTECH	X	-23,602.01	-124,306.06
Bill Pmt -Check	11/10/2025	2374	AQUA ENGINEERING	X	-12,940.78	-137,246.84
Bill Pmt -Check	11/10/2025	2408	WASATCH COUNTY	X	-7,613.52	-144,860.36
Bill Pmt -Check	11/10/2025	2392	MOUNTAINLAND S...	X	-7,603.82	-152,464.18
Bill Pmt -Check	11/10/2025	2401	THATCHER COMP...	X	-6,982.05	-159,446.23
Bill Pmt -Check	11/10/2025	2395	RAY QUINNEY & N...	X	-5,521.00	-164,967.23
Bill Pmt -Check	11/10/2025	2391	LOUGHLIN	X	-4,007.55	-168,974.78
Bill Pmt -Check	11/10/2025	2393	Parkland USA Corpo...	X	-3,524.13	-172,498.91
Bill Pmt -Check	11/10/2025	2378	CHEMTECH-FORD	X	-2,732.00	-175,230.91
Bill Pmt -Check	11/10/2025	2405	USA BLUEBOOK	X	-1,792.98	-177,023.89
Bill Pmt -Check	11/10/2025	2385	ETS	X	-1,712.94	-178,736.83
Bill Pmt -Check	11/10/2025	2402	Timpanogos Irrigatio...	X	-1,590.00	-180,326.83
Bill Pmt -Check	11/10/2025	2387	HEBER CITY CORP...	X	-1,050.00	-181,376.83
Bill Pmt -Check	11/10/2025	2404	United States Treasury	X	-668.01	-182,044.84
Bill Pmt -Check	11/10/2025	2389	James Goodley	X	-617.52	-182,662.36
Bill Pmt -Check	11/10/2025	2380	DEPT OF GOVERN...	X	-584.64	-183,247.00
Bill Pmt -Check	11/10/2025	2373	ACE TIMBERLINE - ...	X	-573.39	-183,820.39
Bill Pmt -Check	11/10/2025	2398	Ryan Hennesey Was...	X	-365.00	-184,185.39
Bill Pmt -Check	11/10/2025	2407	WASATCH AUTO P...	X	-364.25	-184,549.64
Bill Pmt -Check	11/10/2025	2409	WASATCH COUNT...	X	-350.00	-184,899.64
Bill Pmt -Check	11/10/2025	2376	BRENDA CHRISTE...	X	-350.00	-185,249.64
Bill Pmt -Check	11/10/2025	2377	CELESTE JOHNSO...	X	-350.00	-185,599.64
Bill Pmt -Check	11/10/2025	2382	DON HUGGARD - S...	X	-350.00	-185,949.64
Bill Pmt -Check	11/10/2025	2411	Zions Public Finance	X	-312.50	-186,262.14
Bill Pmt -Check	11/10/2025	2394	PEHP LONG-TERM ...	X	-271.13	-186,533.27
Bill Pmt -Check	11/10/2025	2390	Landia	X	-175.72	-186,708.99
Bill Pmt -Check	11/10/2025	2383	ENBRIDGE GAS	X	-168.97	-186,877.96
Bill Pmt -Check	11/10/2025	2379	DAMESTIQUES CL...	X	-160.00	-187,037.96
Bill Pmt -Check	11/10/2025	2381	DESERET NEWS	X	-106.60	-187,144.56
Bill Pmt -Check	11/10/2025	2384	ERIC DAVIS SPRIN...	X	-63.00	-187,207.56
Bill Pmt -Check	11/10/2025	2396	Revco Leasing	X	-53.28	-187,260.84
Bill Pmt -Check	11/10/2025	2406	Utah Retirement Syst...	X	-15.59	-187,276.43
Bill Pmt -Check	11/12/2025	2412	VANCON INC	X	-230,888.00	-418,164.43
General Journal	12/08/2025	BR 11:5		X	-142,781.00	-560,945.43
General Journal	12/08/2025	BR 11:...		X	-12,021.65	-572,967.08
General Journal	12/08/2025	BR 11:...		X	-11,948.92	-584,916.00
General Journal	12/08/2025	BR 11:...		X	-5,617.14	-590,533.14
General Journal	12/08/2025	BR 11:...		X	-5,588.58	-596,121.72
General Journal	12/08/2025	BR 11:...		X	-2,449.35	-598,571.07
General Journal	12/08/2025	BR 11:...		X	-2,266.05	-600,837.12
General Journal	12/08/2025	BR 11:...		X	-1,250.66	-602,087.78
General Journal	12/08/2025	BR 11:...		X	-1,123.70	-603,211.48
General Journal	12/08/2025	BR 11:...		X	-461.54	-603,673.02
General Journal	12/08/2025	BR 11:...		X	-461.54	-604,134.56
General Journal	12/08/2025	BR 11:7		X	-241.21	-604,375.77
General Journal	12/08/2025	BR 11:8		X	-54.62	-604,430.39
General Journal	12/08/2025	BR 11:6		X	-25.23	-604,455.62
General Journal	12/08/2025	BR 11:9		X	-22.32	-604,477.94
Total Checks and Payments					-604,477.94	-604,477.94

Heber Valley Special Service District Reconciliation Detail

1123000 CASHZIONS BANK, Period Ending 11/28/2025

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 17 items						
Check	01/06/2024	1623	Sanpitch	X	0.00	0.00
Bill Pmt -Check	02/03/2024	1633	AQUA ENVIRONME...	X	0.00	0.00
Bill Pmt -Check	03/10/2024	1693	RURAL WATER AS...	X	0.00	0.00
Bill Pmt -Check	09/09/2024	1873	ACE TIMBERLINE - ...	X	0.00	0.00
Bill Pmt -Check	10/10/2024	1935	Sunbelt Rentals Inc	X	0.00	0.00
Bill Pmt -Check	10/10/2024	1929	MABEY, WRIGHT &...	X	0.00	0.00
Check	06/12/2025	2233	LCL CUSTOM HAY ...	X	0.00	0.00
Deposit	11/06/2025			X	4,473.70	4,473.70
Bill Pmt -Check	11/10/2025	2397	RIGHTWORKS	X	0.00	4,473.70
Bill Pmt -Check	11/10/2025	2375	BANKCARD CENTER	X	0.00	4,473.70
General Journal	11/12/2025	Dep 11R	LCL CUSTOM HAY ...	X	1,630.79	6,104.49
Deposit	11/13/2025			X	4,170.00	10,274.49
Deposit	11/20/2025			X	216,883.01	227,157.50
General Journal	12/08/2025	BR 11:2		X	19.21	227,176.71
General Journal	12/08/2025	BR 11:1		X	19.21	227,195.92
General Journal	12/08/2025	BR 11:3		X	19.21	227,215.13
General Journal	12/08/2025	BR 11:4		X	375,000.00	602,215.13
Total Deposits and Credits					602,215.13	602,215.13
Total Cleared Transactions					-2,262.81	-2,262.81
Cleared Balance					-2,262.81	512,572.26
Uncleared Transactions						
Checks and Payments - 3 items						
Bill Pmt -Check	09/07/2025	2322	GILES GOAT GRAZ...		-120.00	-120.00
Bill Pmt -Check	11/10/2025	2399	SAGE BRUSH IRR...		-2,178.00	-2,298.00
Bill Pmt -Check	11/10/2025	2400	SPRING CREEK IR...		-1,620.50	-3,918.50
Total Checks and Payments					-3,918.50	-3,918.50
Deposits and Credits - 4 items						
General Journal	05/16/2023				800.00	800.00
Bill	08/07/2025	AUGU...	HACH COMPANY		941.00	1,741.00
Payment	08/21/2025	151	A-1 SEPTIC		232.50	1,973.50
General Journal	11/10/2025	PR Rent			7,150.00	9,123.50
Total Deposits and Credits					9,123.50	9,123.50
Total Uncleared Transactions					5,205.00	5,205.00
Register Balance as of 11/28/2025					2,942.19	517,777.26
New Transactions						
Deposits and Credits - 1 item						
Deposit	12/04/2025				145,679.46	145,679.46
Total Deposits and Credits					145,679.46	145,679.46
Total New Transactions					145,679.46	145,679.46
Ending Balance					148,621.65	663,456.72

10:42 AM

12/09/25

Heber Valley Special Service District

Profit & Loss Detail

Accrual Basis

November 2025

Type	Date	Num	Memo	Split	Amount	Balance
Income						
3731000 SEWER CHARGES O&M						
Deposit	11/06/2025	26025	O&M FLOW - FOR SEPTEMBER 2025 - ADDITIONAL CHARGES ON UPDATED BILL	1123000 CASH-ZIONS BANK	303.70	303.70
Deposit	11/20/2025	26158	O&M OCTOBER 2025 - FLOW	1123000 CASH-ZIONS BANK	29,841.50	30,145.20
Deposit	11/20/2025	26158	O&M OCTOBER 2025 - CAPITAL CONTINGENCY FUND	1123000 CASH-ZIONS BANK	146,566.62	176,711.82
Total 3731000 SEWER CHARGES O&M					176,711.82	176,711.82
3731010 DUMP STATION INCOME						
Deposit	11/20/2025	5135	SEPTAGE - OCTOBER 2025	1123000 CASH-ZIONS BANK	3,181.25	3,181.25
Total 3731010 DUMP STATION INCOME					3,181.25	3,181.25
3740000 FARM INCOME						
Deposit	11/20/2025	1715	HAY SALE 2025 - 1ST CROP BALANCE	1123000 CASH-ZIONS BANK	6,133.16	6,133.16
Deposit	11/20/2025	1194	HAY SALE 2025 - 1ST CROP BALANCE	1123000 CASH-ZIONS BANK	8,460.48	14,593.64
Deposit	11/20/2025	20551	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	2,000.00	16,593.64
Deposit	11/20/2025	20816	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	450.00	17,043.64
Deposit	11/20/2025	1716	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	550.00	17,593.64
Deposit	11/20/2025	3108	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	675.00	18,268.64
Deposit	11/20/2025	322	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	900.00	19,168.64
Deposit	11/20/2025	2138	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	650.00	19,818.64
Deposit	11/20/2025	1176	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	4,150.00	23,968.64
Deposit	11/20/2025	9702	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	1,350.00	25,318.64
Deposit	11/20/2025	1018	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	1,800.00	27,118.64
Deposit	11/20/2025	6397	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	2,400.00	29,518.64
Deposit	11/20/2025	1195	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	5,775.00	35,293.64
Deposit	11/20/2025	2605	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	1,800.00	37,093.64
Deposit	11/20/2025	1788	HAY SALE 2025 - NOV SALE DEPOSIT	1123000 CASH-ZIONS BANK	200.00	37,293.64
Total 3740000 FARM INCOME					37,293.64	37,293.64
3740010 IMPACT FEE INCOME						
Deposit	11/06/2025	4046	IMPACT FEE - MSD FOR 25-0254 193 W SUNDANCE CT - SADDLE CREEK	1123000 CASH-ZIONS BANK	4,170.00	4,170.00
Deposit	11/13/2025	1175	IMPACT FEE - MSD PERMIT #25-262 FOR 1681 N DUTCH MTN CIR	1123000 CASH-ZIONS BANK	4,170.00	8,340.00
Total 3740010 IMPACT FEE INCOME					8,340.00	8,340.00
3740015 IMPACT FEE INTEREST						
General Journal	11/30/2025	PTIF 11a	PTIF IF Interest Earned November 2025	1125010 PTIFIMPACT FEES	51,489.19	51,489.19
Total 3740015 IMPACT FEE INTEREST					51,489.19	51,489.19
3740020 RENTS						
General Journal	11/30/2025	PR Rent a	Rent withheld from paycheck 11/13/2025 (BP)	1123000 CASH-ZIONS BANK	-550.00	-550.00
General Journal	11/30/2025	PR Rent b	Rent withheld from paycheck 11/28/2025 (BP)	1123000 CASH-ZIONS BANK	-550.00	-1,100.00
Total 3740020 RENTS					-1,100.00	-1,100.00
5741000 INTEREST INCOME						
General Journal	11/30/2025	PTIF 11	PTIF GF Interest Earned November 2025	1125000 PTIFGENERAL ACCOUNT	5,654.76	5,654.76
Total 5741000 INTEREST INCOME					5,654.76	5,654.76
Total Income					281,570.66	281,570.66
Gross Profit					281,570.66	281,570.66
Expense						
5213130 BENEFITS						
Bill	11/05/2025	NOVEMBER	JAMES GOODLEY	ACCOUNTS PAYABLE	2,014.67	2,014.67
Bill	11/05/2025	NOVEMBER	RUSTY HARRIS	ACCOUNTS PAYABLE	1,991.27	4,005.94
Bill	11/05/2025	NOVEMBER	TRENT DAVIS	ACCOUNTS PAYABLE	2,005.67	6,011.61
Bill	11/05/2025	NOVEMBER	PAYMENT FOR SHORTAGE OF 8/31 FILE	ACCOUNTS PAYABLE	15.59	6,027.20
Total 5213130 BENEFITS					6,027.20	6,027.20
5213235 TRAINING, DUES, CONF						
Bill	11/30/2025	ONLINE - ACH PAYMENT	WEAU - CONFERENCE REGISTRATION	ACCOUNTS PAYABLE	300.00	300.00
Total 5213235 TRAINING, DUES, CONF					300.00	300.00
5213240 OFFICE & LAB SUPPLIES						
Bill	11/05/2025	NOVEMBER	INVOICE: 25J1832	ACCOUNTS PAYABLE	1,022.00	1,022.00
Bill	11/10/2025	NOVEMBER	INVOICE: 1530 - STANDARD MICROSCOPIC EVALUATION	ACCOUNTS PAYABLE	365.00	1,387.00
Total 5213240 OFFICE & LAB SUPPLIES					1,387.00	1,387.00
5213245 REPAIRS & MAINT						
Bill	11/05/2025	NOVEMBER	INVOICE: 3277 - SPRINKLER BLOW-OUTS	ACCOUNTS PAYABLE	63.00	63.00
Bill	11/30/2025	ONLINE - ACH PAYMENT	TWIN D	ACCOUNTS PAYABLE	2,385.00	2,448.00
Bill	11/30/2025	ONLINE - ACH PAYMENT	THE TORO COMPANY	ACCOUNTS PAYABLE	205.09	2,653.09
Bill	11/30/2025	ONLINE - ACH PAYMENT	PLASTIC PLACE - 90 GALLON GARBAGE BAGS	ACCOUNTS PAYABLE	100.72	2,753.81
Bill	11/30/2025	ONLINE - ACH PAYMENT	TRACTOR SUPPLY CO	ACCOUNTS PAYABLE	159.29	2,913.10
Bill	11/30/2025	ONLINE - ACH PAYMENT	AMERICAN EQUIPMENT	ACCOUNTS PAYABLE	1,263.80	4,176.90
Bill	11/30/2025	ONLINE - ACH PAYMENT	HOSE & RUBBER	ACCOUNTS PAYABLE	374.57	4,551.27
Bill	11/30/2025	ONLINE - ACH PAYMENT	VSP FILTER TECHNOLOGIES	ACCOUNTS PAYABLE	129.24	4,680.51
Bill	11/30/2025	ONLINE - ACH PAYMENT	THE UPS STORE	ACCOUNTS PAYABLE	95.34	4,775.85
Total 5213245 REPAIRS & MAINT					4,775.85	4,775.85
5213271 OTHER UTILITIES						
Bill	11/05/2025	NOVEMBER	ACCOUNT: 15115002	ACCOUNTS PAYABLE	16,830.37	16,830.37
Bill	11/05/2025	NOVEMBER	ACCOUNT: 15115007	ACCOUNTS PAYABLE	106.87	16,937.24
Bill	11/05/2025	NOVEMBER	ACCOUNT: 15115009	ACCOUNTS PAYABLE	6,707.90	23,645.14
Bill	11/05/2025	NOVEMBER	ACCOUNT: 15115010	ACCOUNTS PAYABLE	526.47	24,171.61
Bill	11/30/2025	ONLINE - ACH PAYMENT	INTERMEDIA.NET INC	ACCOUNTS PAYABLE	38.83	24,210.44
Bill	11/30/2025	ONLINE - ACH PAYMENT	INTERMEDIA.NET INC	ACCOUNTS PAYABLE	38.83	24,249.27
Bill	11/30/2025	ONLINE - ACH PAYMENT	TRANSFER STATION - GARBAGE COLLECTION SERVICE 10/01/2025-10/31/2025	ACCOUNTS PAYABLE	149.00	24,398.27
Total 5213271 OTHER UTILITIES					24,398.27	24,398.27
5213710 OFC SUPPLIES/EXPENSES						
Bill	11/05/2025	NOVEMBER	INVOICE: 2025CI-23389	ACCOUNTS PAYABLE	106.60	106.60
Bill	11/10/2025	NOVEMBER	INVOICE: 313842	ACCOUNTS PAYABLE	53.28	159.88
Bill	11/30/2025	ONLINE - ACH PAYMENT	WEB NETWORK SOLUTIONS	ACCOUNTS PAYABLE	252.26	412.14
Bill	11/30/2025	ONLINE - ACH PAYMENT	AMAZON.COM - OFFICE SUPPLIES	ACCOUNTS PAYABLE	27.15	439.29
Bill	11/30/2025	ONLINE - ACH PAYMENT	AMAZON.COM - OFFICE SUPPLIES	ACCOUNTS PAYABLE	51.78	491.07
Bill	11/30/2025	ONLINE - ACH PAYMENT	AMAZON.COM - OFFICE SUPPLIES	ACCOUNTS PAYABLE	143.80	634.87
Bill	11/30/2025	ONLINE - ACH PAYMENT	REVCO LEASING COMPANY	ACCOUNTS PAYABLE	53.28	688.15
Bill	11/30/2025	ONLINE - ACH PAYMENT	COLONIAL FLAG - NEW UTAH FLAG	ACCOUNTS PAYABLE	40.84	728.99
Bill	11/30/2025	ONLINE - ACH PAYMENT	AMAZON.COM - OFFICE SUPPLIES	ACCOUNTS PAYABLE	7.59	736.58
Bill	11/30/2025	ONLINE - ACH PAYMENT	WEB NETWORK SOLUTIONS	ACCOUNTS PAYABLE	82.93	819.51
General Journal	11/30/2025	BR 11:1	REFUND OF SALES TAX PAID ON RIGHTWORKS MONTHLY BILL	1123000 CASH-ZIONS BANK	-19.21	800.30
General Journal	11/30/2025	BR 11:2	REFUND OF SALES TAX PAID ON RIGHTWORKS MONTHLY BILL	1123000 CASH-ZIONS BANK	-19.21	781.09
General Journal	11/30/2025	BR 11:3	REFUND OF SALES TAX PAID ON RIGHTWORKS MONTHLY BILL	1123000 CASH-ZIONS BANK	-19.21	761.88
General Journal	11/30/2025	BR 11:7	RIGHT NETWORKS FEE	1123000 CASH-ZIONS BANK	241.21	1,003.09
General Journal	11/30/2025	BR 11:8	ANALYSIS SERVICE FEE	1123000 CASH-ZIONS BANK	54.62	1,057.71
Total 5213710 OFC SUPPLIES/EXPENSES					1,057.71	1,057.71
5214110 WAGESFARM						
General Journal	11/30/2025	BR 11:10	11/13/25 ADP Wages - Farm	1123000 CASH-ZIONS BANK	2,266.05	2,266.05
General Journal	11/30/2025	BR 11:12	11/13/25 ADP Tax Payroll - Farm	1123000 CASH-ZIONS BANK	1,123.70	3,389.75
General Journal	11/30/2025	BR 11:15	11/28/25 ADP Tax Payroll - Farm	1123000 CASH-ZIONS BANK	1,250.66	4,640.41
General Journal	11/30/2025	BR 11:18	11/28/25 ADP Wages Payroll - Farm	1123000 CASH-ZIONS BANK	2,449.35	7,089.76
Total 5214110 WAGESFARM					7,089.76	7,089.76
5214130 BENEFITS(1)						
Bill	11/05/2025	NOVEMBER	BRYAN PROVOST	ACCOUNTS PAYABLE	1,601.91	1,601.91
Total 5214130 BENEFITS(1)					1,601.91	1,601.91
5214240 BLDG SUPPLIES & MAINT						
General Journal	11/12/2025	Dep 11R	Reverse of GJE Dep 11 -- For CHK 2233 voided on 11/12/2025	1123000 CASH-ZIONS BANK	-1,630.79	-1,630.79
Total 5214240 BLDG SUPPLIES & MAINT					-1,630.79	-1,630.79

Accrual Basis

November 2025

Type	Date	Num	Memo	Split	Amount	Balance
5214270 UTILITIES						
Bill	11/05/2025	NOVEMBER	ACCOUNT: 15115001	ACCOUNTS PAYABLE	51.46	51.46
Bill	11/05/2025	NOVEMBER	ACCOUNT: 15112003	ACCOUNTS PAYABLE	3,161.24	3,212.70
Bill	11/05/2025	NOVEMBER	ACCOUNT: 15115005	ACCOUNTS PAYABLE	77.89	3,290.59
Bill	11/05/2025	NOVEMBER	ACCOUNT: 15115006	ACCOUNTS PAYABLE	7.77	3,298.36
Bill	11/05/2025	NOVEMBER	ACCOUNT: 15115008	ACCOUNTS PAYABLE	82.84	3,381.20
Total 5214270 UTILITIES					3,381.20	3,381.20
5214720 WATER ASSESSMENTS						
Bill	11/10/2025	NOVEMBER	WATER SHARE ASSESSMENT	ACCOUNTS PAYABLE	1,590.00	1,590.00
Total 5214720 WATER ASSESSMENTS					1,590.00	1,590.00
5215310 PROFESSIONAL & TECH(1)						
Bill	11/05/2025	NOVEMBER	PENALTY FOR TAX PERIOD MARCH 31, 2025	ACCOUNTS PAYABLE	668.01	668.01
Bill	11/05/2025	NOVEMBER	INVOICE: 0281374	ACCOUNTS PAYABLE	4,007.55	4,675.56
Bill	11/06/2025	NOVEMBER	INVOICE: EM-73905	ACCOUNTS PAYABLE	1,474.69	6,150.25
General Journal	11/30/2025	BR 11:6	ADP PAYROLL FEES	1123000 CASHZIONS BANK	25.23	6,175.48
General Journal	11/30/2025	BR 11:9	ADP PAYROLL FEES	1123000 CASHZIONS BANK	22.32	6,197.80
Total 5215310 PROFESSIONAL & TECH(1)					6,197.80	6,197.80
5215311 PLANT UPDATE COSTS						
Bill	11/05/2025	NOVEMBER	DREDGE PROJECT - INVOICE: S107417376.001	ACCOUNTS PAYABLE	46.42	46.42
Bill	11/05/2025	NOVEMBER	DREDGE PROJECT - INVOICE: S107411324.001	ACCOUNTS PAYABLE	1,280.41	1,326.83
Bill	11/30/2025	ONLINE - ACH PAYMENT	ELEVATED EQUIPMENT RENTAL - DREDGING PROJECT	ACCOUNTS PAYABLE	1,120.24	2,447.07
Total 5215311 PLANT UPDATE COSTS					2,447.07	2,447.07
5741900 DEPRECIATION EXPENSE						
General Journal	11/30/2025	Dep 11	Depreciation November 2025	LESS ACCUM DEPRECIATION	72,966.00	72,966.00
Total 5741900 DEPRECIATION EXPENSE					72,966.00	72,966.00
WAGESPLANT						
General Journal	11/30/2025	BR 11:11	11/13/25 ADP Wages - Plant	1123000 CASHZIONS BANK	12,021.65	12,021.65
General Journal	11/30/2025	BR 11:13	11/13/25 ADP Tax Payroll - Plant	1123000 CASHZIONS BANK	5,617.14	17,638.79
General Journal	11/30/2025	BR 11:14	11/13/25 ADP Garn Payroll - Plant (Child Support)	1123000 CASHZIONS BANK	461.54	18,100.33
General Journal	11/30/2025	BR 11:16	11/28/25 ADP Tax Payroll - Plant	1123000 CASHZIONS BANK	5,588.58	23,688.91
General Journal	11/30/2025	BR 11:17	11/28/25 ADP Garn Payroll - Plant (Child Support)	1123000 CASHZIONS BANK	461.54	24,150.45
General Journal	11/30/2025	BR 11:19	11/28/25 ADP Wages Payroll - Plant	1123000 CASHZIONS BANK	11,948.92	36,099.37
Total WAGESPLANT					36,099.37	36,099.37
Total Expense					167,688.35	167,688.35
Net Income					113,882.31	113,882.31

STATEMENT OF ACCOUNT

PTIF

UTAH PUBLIC TREASURERS' INVESTMENT FUND

Marlo M. Oaks, Utah State Treasurer, Fund Manager

PO Box 142315

350 N State Street, Suite 180

Salt Lake City, Utah 84114-2315

Local Call (801) 538-1042 Toll Free (800) 395-7665

www.treasurer.utah.gov

HEBER VALLEY SP SERV DIST

DENNIS GUNN

PO BOX 427

MIDWAY UT 84049-0427

Account

Account Period

1014

November 01, 2025 through November 30, 2025

Summary

Beginning Balance	\$ 1,889,632.85	Average Daily Balance	\$ 1,664,632.85
Deposits	\$ 5,654.76	Interest Earned	\$ 5,654.76
Withdrawals	\$ 375,000.00	360 Day Rate	4.0764
Ending Balance	\$ 1,520,287.61	365 Day Rate	4.1330

Date	Activity	Deposits	Withdrawals	Balance
11/01/2025	FORWARD BALANCE	\$ 0.00	\$ 0.00	\$ 1,889,632.85
11/13/2025	XfertoC	\$ 0.00	\$ 375,000.00	\$ 1,514,632.85
11/30/2025	REINVESTMENT	\$ 5,654.76	\$ 0.00	\$ 1,520,287.61
11/30/2025	ENDING BALANCE	\$ 0.00	\$ 0.00	\$ 1,520,287.61

STATEMENT OF ACCOUNT

PTIF

UTAH PUBLIC TREASURERS' INVESTMENT FUND

Marlo M. Oaks, Utah State Treasurer, Fund Manager

PO Box 142315

350 N State Street, Suite 180

Salt Lake City, Utah 84114-2315

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HEBER VALLEY SP SERV-IMPACT

DENNIS GUNN

PO BOX 427

MIDWAY UT 84049-0427

Account**Account Period****1524**

November 01, 2025 through November 30, 2025

Summary

Beginning Balance	\$ 15,033,501.95	Average Daily Balance	\$ 15,157,245.48
Deposits	\$ 194,270.19	Interest Earned	\$ 51,489.19
Withdrawals	\$ 0.00	360 Day Rate	4.0764
Ending Balance	\$ 15,227,772.14	365 Day Rate	4.1330

Date	Activity	Deposits	Withdrawals	Balance
11/01/2025	FORWARD BALANCE	\$ 0.00	\$ 0.00	\$ 15,033,501.95
11/05/2025	Sept and	\$ 142,781.00	\$ 0.00	\$ 15,176,282.95
11/30/2025	REINVESTMENT	\$ 51,489.19	\$ 0.00	\$ 15,227,772.14
11/30/2025	ENDING BALANCE	\$ 0.00	\$ 0.00	\$ 15,227,772.14

Heber Valley Special Service District
Custom Transaction Detail Report

November 10 through December 9, 2025

Type	Date	Num	Name	Memo	Account	Class	Clr	Split	Debit	Credit	Balance
ACE TIMBERLINE - HURST COMPANY											
Bill Pmnt -Check	11/10/2025	2373	ACE TIMBERLINE - HURST COMPANY	ACCT: 6307 / CLOSING DATE: 10/31/2025	ACCOUNTS PAYABLE			1123000 CASH...	573.39		573.39
Bill	12/09/2025	DECEMBER	ACE TIMBERLINE - HURST COMPANY	INVOICE: 190637	ACCOUNTS PAYABLE	PLANT		5213245 REPA...		163.87	409.52
Total ACE TIMBERLINE - HURST COMPANY									573.39	163.87	409.52
AQUA ENGINEERING											
Bill Pmnt -Check	11/10/2025	2374	AQUA ENGINEERING	INVOICES: 31443 & 31448	ACCOUNTS PAYABLE			1123000 CASH...	12,940.78		12,940.78
Bill	12/05/2025	DECEMBER	AQUA ENGINEERING	INVOICE: 31722 / HEADWORKS SCREEN PROJECT - CIB	ACCOUNTS PAYABLE	PLANT		5215311 PLAN...		8,440.35	4,500.43
Total AQUA ENGINEERING									12,940.78	8,440.35	4,500.43
BANKCARD CENTER											
Bill Pmnt -Check	11/10/2025	2375	BANKCARD CENTER	VOID: STATEMENT CLOSING DATE: 10/08/2025	ACCOUNTS PAYABLE		X	1123000 CASH...	0.00		0.00
Bill	11/30/2025	ONLINE - ACH PA...	BANKCARD CENTER		ACCOUNTS PAYABLE	PLANT		-SPLIT-		7,019.38	-7,019.38
Total BANKCARD CENTER									0.00	7,019.38	-7,019.38
BRENDA CHRISTENSEN - STIPEND											
Bill Pmnt -Check	11/10/2025	2376	BRENDA CHRISTENSEN - STIPEND	DIRECTOR'S STIPEND - NOVEMBER 2025	ACCOUNTS PAYABLE			1123000 CASH...	350.00		350.00
Bill	12/09/2025	DECEMBER	BRENDA CHRISTENSEN - STIPEND	DIRECTOR'S STIPEND - DECEMBER 2025	ACCOUNTS PAYABLE	PLANT		5215312 DIRE...		350.00	0.00
Total BRENDA CHRISTENSEN - STIPEND									350.00	350.00	0.00
CELESTE JOHNSON - STIPEND											
Bill Pmnt -Check	11/10/2025	2377	CELESTE JOHNSON - STIPEND	DIRECTOR'S STIPEND - NOVEMBER 2025	ACCOUNTS PAYABLE			1123000 CASH...	350.00		350.00
Bill	12/09/2025	DECEMBER	CELESTE JOHNSON - STIPEND	DIRECTOR'S STIPEND - DECEMBER 2025	ACCOUNTS PAYABLE	PLANT		5215312 DIRE...		350.00	0.00
Total CELESTE JOHNSON - STIPEND									350.00	350.00	0.00
CHEMTECH-FORD											
Bill Pmnt -Check	11/10/2025	2378	CHEMTECH-FORD		ACCOUNTS PAYABLE			1123000 CASH...	2,732.00		2,732.00
Bill	12/05/2025	DECEMBER	CHEMTECH-FORD	INVOICES: 25J2593, 25K0150, 25K0369, 25K0725, 25K1791	ACCOUNTS PAYABLE			-SPLIT-		7,024.00	-4,292.00
Total CHEMTECH-FORD									2,732.00	7,024.00	-4,292.00
DAMESTIQUES CLEANING											
Bill Pmnt -Check	11/10/2025	2379	DAMESTIQUES CLEANING	INVOICE: 32135	ACCOUNTS PAYABLE			1123000 CASH...	160.00		160.00
Bill	12/05/2025	DECEMBER	DAMESTIQUES CLEANING	INVOICE: 32171	ACCOUNTS PAYABLE	PLANT		5213710 OFC ...		160.00	0.00
Total DAMESTIQUES CLEANING									160.00	160.00	0.00
DEPT OF GOVERNMENT OPERATIONS											
Bill Pmnt -Check	11/10/2025	2380	DEPT OF GOVERNMENT OPERATIONS		ACCOUNTS PAYABLE			1123000 CASH...	584.64		584.64
Bill	12/08/2025	DECEMBER	DEPT OF GOVERNMENT OPERATIONS	INVOICE: F2605E00811	ACCOUNTS PAYABLE	PLANT		5213274 TRUC...		75.73	508.91
Total DEPT OF GOVERNMENT OPERATIONS									584.64	75.73	508.91
DESERET NEWS											
Bill Pmnt -Check	11/10/2025	2381	DESERET NEWS	INVOICE: 2025CI-23389	ACCOUNTS PAYABLE			1123000 CASH...	106.60		106.60
Total DESERET NEWS									106.60	0.00	106.60
DON HUGGARD - STIPEND											
Bill Pmnt -Check	11/10/2025	2382	DON HUGGARD - STIPEND	DIRECTOR'S STIPEND - NOVEMBER 2025	ACCOUNTS PAYABLE			1123000 CASH...	350.00		350.00
Bill	12/09/2025	DECEMBER	DON HUGGARD - STIPEND	DIRECTOR'S STIPEND - DECEMBER 2025	ACCOUNTS PAYABLE	PLANT		5215312 DIRE...		350.00	0.00
Total DON HUGGARD - STIPEND									350.00	350.00	0.00
ENBRIDGE GAS											
Bill Pmnt -Check	11/10/2025	2383	ENBRIDGE GAS	ACCOUNT: 5465020000 / ACCOUNT SUMMARY AS OF 10/15/2025	ACCOUNTS PAYABLE			1123000 CASH...	168.97		168.97
Bill	12/05/2025	AUTOPAY - CHE...	ENBRIDGE GAS	ACCOUNT: 5465020000 / ACCOUNT SUMMARY AS OF 11/17/2025	ACCOUNTS PAYABLE			5213271 OTHE...		681.90	-512.93
Total ENBRIDGE GAS									168.97	681.90	-512.93
ERIC DAVIS SPRINKLERS											
Bill Pmnt -Check	11/10/2025	2384	ERIC DAVIS SPRINKLERS	INVOICE: 3277	ACCOUNTS PAYABLE			1123000 CASH...	63.00		63.00
Total ERIC DAVIS SPRINKLERS									63.00	0.00	63.00
ETS											
Bill Pmnt -Check	11/10/2025	2385	ETS	5215310	ACCOUNTS PAYABLE			1123000 CASH...	1,712.94		1,712.94
Bill	12/05/2025	DECEMBER	ETS	INVOICE: EM-74084	ACCOUNTS PAYABLE	PLANT		5215310 PRO...		1,947.89	-234.95
Total ETS									1,712.94	1,947.89	-234.95
GILMORE & BELL P.C.											
Bill	12/08/2025	DECEMBER	GILMORE & BELL P.C.	INVOICE: 8058811 - BOND COUNSEL SERVICES (DREDGING)	ACCOUNTS PAYABLE	PLANT		5215311 PLAN...		18,000.00	-18,000.00
Total GILMORE & BELL P.C.									0.00	18,000.00	-18,000.00
GOBLE SAMPSON ASSOCIATES INC											
Bill Pmnt -Check	11/10/2025	2386	GOBLE SAMPSON ASSOCIATES INC	INVOICE: BINV0012894	ACCOUNTS PAYABLE			1123000 CASH...	43,355.00		43,355.00
Total GOBLE SAMPSON ASSOCIATES INC									43,355.00	0.00	43,355.00

Heber Valley Special Service District
Custom Transaction Detail Report

November 10 through December 9, 2025

Type	Date	Num	Name	Memo	Account	Class	Clr	Split	Debit	Credit	Balance
HEBER CITY CORPORATION											
Bill Pmt -Check	11/10/2025	2387	HEBER CITY CORPORATION	DIRECTOR'S STIPEND - NOVEMBER 2025	ACCOUNTS PAYABLE			1123000 CASH...	1,050.00		1,050.00
Bill	12/09/2025	DECEMBER	HEBER CITY CORPORATION	DIRECTOR'S STIPEND - DECEMBER 2025	ACCOUNTS PAYABLE	PLANT		-SPLIT-		1,050.00	0.00
Total HEBER CITY CORPORATION									1,050.00	1,050.00	0.00
HEBER LIGHT & POWER											
Bill Pmt -Check	11/10/2025	2388	HEBER LIGHT & POWER	ACCOUNTS 1511: 5001, 5002, 5003, 5005, 5006, 5007, 5008, 5009, 5010	ACCOUNTS PAYABLE			1123000 CASH...	27,552.81		27,552.81
Bill	12/05/2025	DECEMBER	HEBER LIGHT & POWER	ACCOUNTS 1511: 5001, 5002, 5003, 5005, 5006, 5007, 5008, 5009, 5010	ACCOUNTS PAYABLE			-SPLIT-		29,887.45	-2,334.64
Total HEBER LIGHT & POWER									27,552.81	29,887.45	-2,334.64
James Goodley											
Bill Pmt -Check	11/10/2025	2389	James Goodley	REIMBURSEMENT FOR EXPENSES	ACCOUNTS PAYABLE			1123000 CASH...	617.52		617.52
Total James Goodley									617.52	0.00	617.52
JB GORDON CONSTRUCTION INC											
Bill	12/05/2025	DECEMBER	JB GORDON CONSTRUCTION INC	INVOICES: 3748 & 3750 CATTAIL REMOVAL / INVOICE: 3749 DREDGING	ACCOUNTS PAYABLE	PLANT		-SPLIT-		31,897.50	-31,897.50
Total JB GORDON CONSTRUCTION INC									0.00	31,897.50	-31,897.50
Landia											
Bill Pmt -Check	11/10/2025	2390	Landia	ORDER NO: 11605 / JOB NO: 71113	ACCOUNTS PAYABLE			1123000 CASH...	175.72		175.72
Total Landia									175.72	0.00	175.72
LEE'S MARKETPLACE											
Bill	12/05/2025	DECEMBER	LEE'S MARKETPLACE	INVOICES: 03-619695, 04-346084, 02-270692	ACCOUNTS PAYABLE			-SPLIT-		223.96	-223.96
Total LEE'S MARKETPLACE									0.00	223.96	-223.96
Les Olson Co											
Bill	12/05/2025	DECEMBER	Les Olson Co	INVOICE: EA1622764	ACCOUNTS PAYABLE	PLANT		5213710 OFC ...		82.96	-82.96
Total Les Olson Co									0.00	82.96	-82.96
LOUGHLIN											
Bill Pmt -Check	11/10/2025	2391	LOUGHLIN	INVOICE: 0281374	ACCOUNTS PAYABLE			1123000 CASH...	4,007.55		4,007.55
Bill	12/05/2025	DECEMBER	LOUGHLIN	GROUNDWATER DISCHARGE PERMIT	ACCOUNTS PAYABLE	PLANT		5215311 PLAN...		21,991.04	-17,983.49
Total LOUGHLIN									4,007.55	21,991.04	-17,983.49
MOUNTAINLAND SUPPLY CO											
Bill Pmt -Check	11/10/2025	2392	MOUNTAINLAND SUPPLY CO		ACCOUNTS PAYABLE			1123000 CASH...	7,603.82		7,603.82
Bill	12/09/2025	DECEMBER	MOUNTAINLAND SUPPLY CO	INVOICE: S107484625.001	ACCOUNTS PAYABLE	FARM		5214000 FAR...		117.51	7,486.31
Total MOUNTAINLAND SUPPLY CO									7,603.82	117.51	7,486.31
OVERHEAD DOOR OF UTAH VALLEY											
Bill	12/05/2025	DECEMBER	OVERHEAD DOOR OF UTAH VALLEY	CIB - HEADWORKS PROJECT - DEPOSIT ON WO#-42508	ACCOUNTS PAYABLE	PLANT		5215311 PLAN...		11,451.50	-11,451.50
Total OVERHEAD DOOR OF UTAH VALLEY									0.00	11,451.50	-11,451.50
Parkland USA Corporation (RHINEHART OIL)											
Bill Pmt -Check	11/10/2025	2393	Parkland USA Corporation (RHINEHART ...		ACCOUNTS PAYABLE			1123000 CASH...	3,524.13		3,524.13
Total Parkland USA Corporation (RHINEHART OIL)									3,524.13	0.00	3,524.13
PEHP LONG-TERM DISABILITY											
Bill Pmt -Check	11/10/2025	2394	PEHP LONG-TERM DISABILITY	LTD PREMIUM FOR PAY PERIODS 08/30/2025 - 10/10/2025	ACCOUNTS PAYABLE			1123000 CASH...	271.13		271.13
Total PEHP LONG-TERM DISABILITY									271.13	0.00	271.13
RAY QUINNEY & NEBEKER P.C.											
Bill Pmt -Check	11/10/2025	2395	RAY QUINNEY & NEBEKER P.C.	INVOICE: 822559	ACCOUNTS PAYABLE			1123000 CASH...	5,521.00		5,521.00
Bill	12/05/2025	DECEMBER	RAY QUINNEY & NEBEKER P.C.	INVOICE: 825380	ACCOUNTS PAYABLE	PLANT		5215310 PRO...		5,419.00	102.00
Total RAY QUINNEY & NEBEKER P.C.									5,521.00	5,419.00	102.00
Revco Leasing											
Bill	11/10/2025	NOVEMBER	Revco Leasing	LEASE #07HEBSP-1 / INV. NO. #313842	ACCOUNTS PAYABLE	PLANT		5213710 OFC ...		53.28	-53.28
Bill Pmt -Check	11/10/2025	2396	Revco Leasing	LEASE #07HEBSP-1 / INV. NO. #313842	ACCOUNTS PAYABLE			1123000 CASH...	53.28		0.00
Bill	12/08/2025	DECEMBER	Revco Leasing	INVOICE: 316579 / LEASE #: 07HEBSP-1	ACCOUNTS PAYABLE	PLANT		5213710 OFC ...		53.28	-53.28
Total Revco Leasing									53.28	106.56	-53.28
RIGHTWORKS											
Bill Pmt -Check	11/10/2025	2397	RIGHTWORKS	VOID: INVOICE: INV04137629 SERVICE PERIOD: 10/05/2025-11/04/2025	ACCOUNTS PAYABLE		X	1123000 CASH...	0.00		0.00
Total RIGHTWORKS									0.00	0.00	0.00

Heber Valley Special Service District
Custom Transaction Detail Report

Accrual Basis

November 10 through December 9, 2025

Type	Date	Num	Name	Memo	Account	Class	Clr	Split	Debit	Credit	Balance
Ryan Hennesey Wastewater Microbiology LLC											
Bill	11/10/2025	NOVEMBER	Ryan Hennesey Wastewater Microbiolog...	INVOICE: 1530	ACCOUNTS PAYABLE	PLANT		5213240 OFFI...		365.00	-365.00
Bill Pmt -Check	11/10/2025	2398	Ryan Hennesey Wastewater Microbiolog...	INVOICE: 1530	ACCOUNTS PAYABLE			1123000 CASH...	365.00		0.00
Total Ryan Hennesey Wastewater Microbiology LLC									365.00	365.00	0.00
SAGE BRUSH IRRIGATION COMPANY											
Bill Pmt -Check	11/10/2025	2399	SAGE BRUSH IRRIGATION COMPANY	SB-1 IRRIGATION SHARES	ACCOUNTS PAYABLE			1123000 CASH...	2,178.00		2,178.00
Total SAGE BRUSH IRRIGATION COMPANY									2,178.00	0.00	2,178.00
SKM ENGINEERING											
Bill	12/05/2025	DECEMBER	SKM ENGINEERING	INVOICE: 31763	ACCOUNTS PAYABLE	PLANT		5213245 REPA...		2,385.00	-2,385.00
Total SKM ENGINEERING									0.00	2,385.00	-2,385.00
SPRING CREEK IRRIGATION COMPANY											
Bill Pmt -Check	11/10/2025	2400	SPRING CREEK IRRIGATION COMPANY	SC-1 IRRIGATION SHARES	ACCOUNTS PAYABLE			1123000 CASH...	1,620.50		1,620.50
Total SPRING CREEK IRRIGATION COMPANY									1,620.50	0.00	1,620.50
THATCHER COMPANY, INC.											
Bill Pmt -Check	11/10/2025	2401	THATCHER COMPANY, INC.	INVOICE: 2025100116242	ACCOUNTS PAYABLE			1123000 CASH...	6,982.05		6,982.05
Total THATCHER COMPANY, INC.									6,982.05	0.00	6,982.05
Timpanogos Irrigation Company											
Bill	11/10/2025	NOVEMBER	Timpanogos Irrigation Company	WATER SHARE ASSESSMENT	ACCOUNTS PAYABLE	FARM		5214720 WAT...		1,590.00	-1,590.00
Bill Pmt -Check	11/10/2025	2402	Timpanogos Irrigation Company	WATER SHARE ASSESSMENT	ACCOUNTS PAYABLE			1123000 CASH...	1,590.00		0.00
Total Timpanogos Irrigation Company									1,590.00	1,590.00	0.00
Total Power & Controls											
Bill Pmt -Check	11/10/2025	2403	Total Power & Controls	INVOICES: 3205 & 3206	ACCOUNTS PAYABLE			1123000 CASH...	27,779.73		27,779.73
Total Total Power & Controls									27,779.73	0.00	27,779.73
United States Treasury											
Bill Pmt -Check	11/10/2025	2404	United States Treasury	87-0378771 - 03/31/2025 - 941	ACCOUNTS PAYABLE			1123000 CASH...	668.01		668.01
Total United States Treasury									668.01	0.00	668.01
USA BLUEBOOK											
Bill Pmt -Check	11/10/2025	2405	USA BLUEBOOK	INVOICE: INV00868630	ACCOUNTS PAYABLE			1123000 CASH...	1,792.98		1,792.98
Total USA BLUEBOOK									1,792.98	0.00	1,792.98
USU Analytical Labs											
Bill	12/05/2025	DECEMBER	USU Analytical Labs	INVOICE: 2503-0591	ACCOUNTS PAYABLE	FARM		5214310 PRO...		176.00	-176.00
Total USU Analytical Labs									0.00	176.00	-176.00
Utah Retirement Systems											
Bill Pmt -Check	11/10/2025	2406	Utah Retirement Systems	PAYMENT FOR SHORTAGE OF 8/31 FILE	ACCOUNTS PAYABLE			1123000 CASH...	15.59		15.59
Total Utah Retirement Systems									15.59	0.00	15.59
VAN WAGONER MEAT SHOP											
Bill	12/05/2025	DECEMBER	VAN WAGONER MEAT SHOP	INVOICE: 917903 - PORK BUTT FOR HAY SALE BBQ	ACCOUNTS PAYABLE	FARM		5214000 FAR...		91.96	-91.96
Total VAN WAGONER MEAT SHOP									0.00	91.96	-91.96
VANCON INC											
Bill	11/12/2025	NOVEMBER-B	VANCON INC	HEADWORKS UPGRADE PROJECT PAYMENT #6	ACCOUNTS PAYABLE	PLANT		1711910 PLAN...		230,888.00	-230,888.00
Bill Pmt -Check	11/12/2025	2412	VANCON INC	HEADWORKS UPGRADE PROJECT PAYMENT #6	ACCOUNTS PAYABLE			1123000 CASH...	230,888.00		0.00
Bill	12/08/2025	DECEMBER	VANCON INC	HEADWORKS UPGRADE PROJECT PAYMENT #7	ACCOUNTS PAYABLE			1711910 PLAN...		166,171.15	-166,171.15
Total VANCON INC									230,888.00	397,059.15	-166,171.15
VWR INTERNATIONAL LLC											
Bill	12/05/2025	DECEMBER	VWR INTERNATIONAL LLC	INVOICES: 8820492677, 8820494231 - DREDGING PROJECT	ACCOUNTS PAYABLE	PLANT		-SPLIT-		4,206.08	-4,206.08
Bill	12/05/2025	DECEMBER	VWR INTERNATIONAL LLC	INVOICE: 8820543071	ACCOUNTS PAYABLE	PLANT		5213240 OFFI...		176.05	-4,382.13
Total VWR INTERNATIONAL LLC									0.00	4,382.13	-4,382.13
WASATCH AUTO PARTS											
Bill Pmt -Check	11/10/2025	2407	WASATCH AUTO PARTS	INVOICES: 327694, 327648, 328545, 328895	ACCOUNTS PAYABLE			1123000 CASH...	364.25		364.25
Bill	12/05/2025	DECEMBER	WASATCH AUTO PARTS	INVOICES: 330730, 331003	ACCOUNTS PAYABLE	PLANT		-SPLIT-		251.95	112.30
Total WASATCH AUTO PARTS									364.25	251.95	112.30
WASATCH COUNTY											
Bill Pmt -Check	11/10/2025	2408	WASATCH COUNTY	INVOICE: 547 - MONTHLY INSURANCE PREMIUMS	ACCOUNTS PAYABLE			1123000 CASH...	7,613.52		7,613.52
Bill	12/05/2025	DECEMBER	WASATCH COUNTY	INVOICE: 548 - MONTHLY INSURANCE PREMIUMS	ACCOUNTS PAYABLE			-SPLIT-		7,613.52	0.00
Total WASATCH COUNTY									7,613.52	7,613.52	0.00

Heber Valley Special Service District
Custom Transaction Detail Report

Accrual Basis

November 10 through December 9, 2025

Type	Date	Num	Name	Memo	Account	Class	Clr	Split	Debit	Credit	Balance
WASATCH COUNTY - STIPEND											
Bill Pmt -Check	11/10/2025	2409	WASATCH COUNTY - STIPEND	DIRECTOR'S STIPEND - NOVEMBER 2025	ACCOUNTS PAYABLE			1123000 CASH...	350.00		350.00
Bill	12/09/2025	DECEMBER	WASATCH COUNTY - STIPEND	DIRECTOR'S STIPEND - DECEMBER 2025	ACCOUNTS PAYABLE	PLANT		5215312 DIRE...		350.00	0.00
Total WASATCH COUNTY - STIPEND									350.00	350.00	0.00
WESTECH											
Bill Pmt -Check	11/10/2025	2410	WESTECH	INVOICE: PS-INV107811	ACCOUNTS PAYABLE			1123000 CASH...	23,602.01		23,602.01
Total WESTECH									23,602.01	0.00	23,602.01
Zions Public Finance											
Bill Pmt -Check	11/10/2025	2411	Zions Public Finance	INVOICE: 8004	ACCOUNTS PAYABLE			1123000 CASH...	312.50		312.50
Bill	12/05/2025	DECEMBER	Zions Public Finance	INVOICES: 8043, 8077	ACCOUNTS PAYABLE	PLANT		-SPLIT-		687.50	-375.00
Bill	12/08/2025	DECEMBER	Zions Public Finance	INVOICE: 8067 - BONDS CAPITAL / DREDGING PROJECT	ACCOUNTS PAYABLE	PLANT		5215311 PLAN...		15,300.00	-15,675.00
Total Zions Public Finance									312.50	15,987.50	-15,675.00
TOTAL									419,946.42	577,042.81	-157,096.39

HVSSD 2025 Budget
First Quarter YTD Balances
5/31/2025

		2025 Budget	2025 YTD	%YTD
OPERATING REVENUE				
3731000	O&M Flow	\$563,750.00	\$445,302.00	79%
3731010	Dump Station	\$40,000.00	\$47,343.34	118%
3731110	O&M Capital Fund	\$2,156,600.00	\$2,048,785.10	95%
3740000	Farm Income	\$200,000.00	\$128,620.30	64%
	Contribution from Fund Balance			
	TOTAL OPERATING REVENUE	\$2,960,350.00	\$2,670,050.74	90%
OPERATING EXPENDITURES				
PLANT				
5213000	Plant Expenses	\$20,000.00	\$18,942.28	95%
5213110	Wages Plant	\$475,000.00	\$443,122.36	93%
5213130	Employee Benefits	\$123,000.00	\$115,740.19	94%
5213235	Training, Dues & Conferences	\$15,000.00	\$15,566.65	104%
5213240	Laboratory Expense	\$32,000.00	\$79,630.82	249%
5213245	Repairs & Maint Plant	\$175,000.00	\$66,776.89	38%
5213250	Insurance	\$20,000.00	\$33,242.98	166%
5213271	Utilities	\$255,000.00	\$299,058.63	117%
5213272	Chemicals	\$60,000.00	\$48,458.65	81%
5213274	Vehicle Expense	\$7,000.00	\$6,148.35	88%
5213710	Office Supply/Expenses	\$15,000.00	\$13,435.50	90%
5215312	Board Member Stipend	\$31,000.00	\$25,200.00	81%
5215310	Professional Services	\$130,000.00	\$122,172.25	94%
	TOTAL PLANT EXPENDITURES	\$1,358,000.00	\$1,287,495.55	95%
FARM				
5214000	Farm Expenses	\$15,000.00	\$6,646.40	44%
5214110	Wages Farm	\$115,000.00	\$67,638.05	59%
5214130	Employee Benefits	\$39,000.00	\$37,566.15	96%
5214220	Fuel, Gas, Oil Farm	\$15,000.00	\$7,656.49	51%
5214240	Repairs & Maintenance	\$80,000.00	\$48,922.39	61%
5214250	Equip. & Supplies Farm	\$75,000.00	\$ 75,077.08	100%
5214251	New Pivot Costs			
5214270	Utilities Farm	\$52,000.00	\$ 49,860.60	96%
5214310	Professional Services	\$20,000.00	\$ 7,441.02	37%
5214510	Insurance	\$12,000.00	\$ 4,589.40	38%
5214720	Water Assessments	\$18,000.00	\$ 19,893.82	111%
5214730	Equipment RentalLease	\$25,000.00	\$19,000.00	76%
	TOTAL FARM EXPENDITURES	\$466,000.00	\$344,291.40	74%
ADMIN				
5215000	Admin Expenses			
5215210	Books, Subs & Member			

5215230	Travel			
5215240	Office Supplies			
5215250	Equipment			
5215260	Bldg & Grounds supplies			
5215270	Utilities			
5215290	Insurance			
5215300	Legal			
5215306	Cell 5 Repairs			
5215310	Professional & Tech			
5215311	Plant Update Costs			
5215312	Board Stipend			
5215313	Taxes & Licenses			
5215315	Misc Expense			
5215220	Public Notices			
	TOTAL ADMIN EXPENDITURES	\$0.00	\$0.00	
	TOTAL OPERATING EXPENDITURES	\$1,824,000.00	\$1,631,786.95	89%
	OPERATING INCOME	\$1,136,350.00	\$1,038,263.79	91%
OTHER INCOME (NON-OPERATING)				
5741000	Interest Income	\$50,000.00	\$94,433.54	189%
3740010	Impact Fees	\$1,500,000.00	\$1,485,026.20	99%
3740015	Impact Fee Interest	\$550,000.00	\$563,797.68	103%
5741120	Wastewater Sampling	\$5,000.00	\$3,986.80	80%
3740020	Property Lease/Rental	\$18,000.00	\$15,077.00	84%
	NON-OPERATING INCOME	\$2,123,000.00	\$2,162,321.22	102%
	GROSS INCOME	\$3,259,350.00	\$3,200,585.01	98%
OTHER EXPENDITURES				
	Bond Payment-Principal	(\$349,000.00)		
	Bond Payment-Interest	(\$447,912.00)		
	Facility Planning	(\$250,000.00)		
	Bond Proceeds	\$10,000,000.00		
	Capital Projects	(\$10,400,000.00)	\$820,762.76	moved from 5215311
	TOTAL OTHER EXPENDITURES	(\$1,446,912.00)		
	NET INCOME	\$1,812,438.00		
		\$2,212,438.00		
	Depreciation	\$876,000.00	\$802,626.00	
	Net Income after Depreciaition	\$936,438.00		

UNAPPROVED

MINUTES OF THE HEBER VALLEY SPECIAL SERVICE DISTRICT NOVEMBER 13, 2025 – 4:00PM

PRESENT: Celeste Johnson Vice Chair (arrived at 4:11 p.m.)
Brenda Christensen Board Member
Colleen Bonner Board Member
Don Huggard Board Member
Mike Johnston Board Member
Yvonne Barney Board Member (arrived at 4:05 p.m.)

ALSO PRESENT: James Goodley General Manager
Bryan Provost HVSSD (online participation)
Eliza McGaha Secretary
Rusty Harris HVSSD
Mark Anderson Zions Bank
Susie Becker Zions Bank (online participation)

EXCUSED: Heidi Franco Chair

Conducting: Vice Chair, Celeste Johnson

Agenda Items:

- 1. Public Comment:** This is the public's opportunity to comment on items not on the agenda.
- 2. Entity Updates: From HVSSD Member Entities**
- 3. Committee Updates: From HVSSD Committees**
- 4. Consent Agenda:**
 - a. Balance Sheet October 2025
 - b. Bank Reconciliation September 2025
 - c. Bank Reconciliation October 2025
 - d. P&L October 2025
 - e. PTIF General Fund September 2025
 - f. PTIF General Fund October 2025
 - g. PTIF Impact Fee September 2025
 - h. PTIF Impact Fee October 2025
 - i. October 2025 Warrant list approval
 - j. October 2025 YTD Budget
 - k. October 2025 Board Meeting Minutes
 - l. Headworks Project – Pay Request #6
- 5. Bonding Bids Discussion (Mark Anderson -Zions Bank- 30 mins)**
- 6. Rate Study Update (Suzie Becker- Zions Bank- 30 mins)**
- 7. 2026 Budget- Draft Review (Jim Goodley- 30 mins)**
- 8. Groundwater Discharge Permit Application Contract Award -Motion to Approve (Jim Goodley -10 min)**
- 9. Manager's Report (Jim Goodley- 30 mins)**
- 10. Closed Session (Optional)– a strategy session to discuss pending or reasonably imminent litigation Pursuant to U.C.A. 52-4-205 and/or discuss personnel items.**
- 11. Adjourn**

MOTION: A motion to start the meeting and turn it over to Jim Goodley was made by Colleen Bonner, seconded by Mike Johnston. The motion carried with the following vote:

YES: Don Huggard, Colleen Bonner, Brenda Christensen, Mike Johnston

NO: None

ABSTAIN: None

ABSENT: Celeste Johnson, Heidi Franco, Yvonne Barney

The meeting started at 4:04 p.m. Mr. Goodley stated who was present at the meeting and that Mayor Johnson is enroute and will preside over the meeting when she arrives.

Yvonne Barney joined the meeting at 4:05 p.m.

1. Public Comment: This is the public's opportunity to comment on items not on the agenda.
There was no public comment.

2. Entity Updates: From HVSSD Member Entities

Yvonne Barney said she attended a UASD conference where there was discussion on registering entities on the Utah entity website. All entities must register on this website; the annual fee is \$20 dollars. Board members must also be registered on the website, and it should be updated as appropriate. Board members must also complete training. Mike Johnston looked it up and the information showing for the district was old and in need of updating. Ms. McGaha said she would check it out and get the information updated.

Celeste Johnson joined the meeting at 4:11 p.m.

Charleston Mayor, Brenda Christensen, said that Charleston terminated their sewer agreement with Heber City, however they are still entitled to capacity in the plant.

3. Committee Updates: From HVSSD Committees

Mr. Goodley stated that there had been no progress on the personnel policy and has been put on the back burner due to other pressing issues.

4. Consent Agenda:

- a. Balance Sheet October 2025
- b. Bank Reconciliation September 2025
- c. Bank Reconciliation October 2025
- d. P&L October 2025
- e. PTIF General Fund September 2025
- f. PTIF General Fund October 2025
- g. PTIF Impact Fee September 2025
- h. PTIF Impact Fee October 2025
- i. October 2025 Warrant list approval
- j. October 2025 YTD Budget
- k. October 2025 Board Meeting Minutes
- l. Headworks Project – Pay Request #6

MOTION: A motion to accept the consent agenda was made by Brenda Christensen, seconded by Yvonne Barney. The motion carried with the following vote:

YES: Colleen Bonner, Don Huggard, Yvonne Barney, Mike Johnston, Brenda Christensen, Celeste Johnson

NO: None

ABSTAIN: None

ABSENT: Heidi Franco

5. Bonding Bids Discussion (Mark Anderson -Zions Bank- 30 mins)

Mark Anderson, Zions Bank, reviewed the bid results via a handout showing the bidders, the interest rates, costs of issuance, other fees, and call provisions. The board consensus was to go with Flagstar Public Funding.

MOTION: A motion to accept the 10-year amortization bid from Flagstar Public Funding was made by Mike Johnston, seconded by Colleen Bonner. The motion carried with the following vote:

YES: Yvonne Barney, Mike Johnston, Brenda Christensen, Colleen Bonner, Don Huggard, Celeste Johnson

NO: None

ABSTAIN: None

ABSENT: Heidi Franco

6. Rate Study Update (Suzie Becker- Zions Bank- 30 mins)

Suzie Becker, Zions Bank, reviewed the rate study model. The rate study model shows the need for a rate increase. Ms. Becker plugged different numbers into the model to show how the rates would change based on comments and questions from the board members. The board felt that a 10% rate increase for three years, starting in January 2026, and then a 5% rate increase after that would be the best route to enable the district to operate as needed. The rates would need to be reevaluated in about 2028.

MOTION: A motion to accept the rate study analysis was made by Brenda Christensen, seconded by Yvonne Barney.

DISCUSSION: This is a preliminary decision based on the rate study. A public hearing will need to be held to increase rates.

UNAPPROVED

The motion carried with the following vote:

YES: Mike Johnston, Yvonne Barney, Brenda Christensen, Don Huggard, Colleen Bonner, Celeste Johnson

NO: None

ABSTAIN: None

ABSENT: Heidi Franco

7. 2026 Budget- Draft Review (Jim Goodley- 30 mins)

Mr. Goodley presented a review of the draft budget for 2026. He said he projected a significant increase in operating expenses. The net income after depreciation without a rate increase is negative. The draft budget affirms the need for a rate increase.

MOTION: A motion to set a public hearing at 6:00 p.m. on December 11, 2025, to approve the budget and rate increase was made by Brenda Christensen, seconded by Colleen Bonner. The motion carried with the following vote:

YES: Colleen Bonner, Brenda Christensen, Don Huggard, Mike Johnston, Yvonne Barney, Celeste Johnson

NO: None

ABSTAIN: None

ABSENT: Heidi Franco

8. Groundwater Discharge Permit Application Contract Award -Motion to Approve (Jim Goodley -10 min)

Mr. Goodley explained that this item is to formalize acceptance of a proposal from Loughlin Water Associates to do a study for the district's groundwater discharge permit.

MOTION: A motion to award the ground water discharge permit to Loughlin for the amount presented, which are estimated costs for phase one, and we will evaluate after phase one for phase two; the estimated costs for both are in the report was made by Colleen Bonner, seconded by Don Huggard. The motion carried with the following vote:

YES: Don Huggard, Brenda Christensen, Colleen Bonner, Yvonne Barney, Mike Johnston, Celeste Johnson

NO: None

ABSTAIN: None

ABSENT: Heidi Franco

9. Manager's Report (Jim Goodley- 30 mins)

Mr. Goodley presented highlights of his manager's report.

10. Closed Session (Optional)– a strategy session to discuss pending or reasonably imminent litigation Pursuant to U.C.A. 52-4-205 and/or discuss personnel items.

There was no closed session.

11. Adjourn:

MOTION: A motion to adjourn was made by Don Huggard, seconded by Mike Johnston. The motion carried with the following vote:

YES: Don Huggard, Brenda Christensen, Colleen Bonner, Yvonne Barney, Mike Johnston, Celeste Johnson

NO: None

ABSTAIN: None

ABSENT: Heidi Franco

The meeting was adjourned at 5:36 p.m.

APPROVED on this _____ day of _____, 2025.

Heidi Franco, Chair

Eliza McGaha, Secretary

UNAPPROVED

MINUTES OF THE HEBER VALLEY SPECIAL SERVICE DISTRICT NOVEMBER 21, 2025 – 1:00PM

PRESENT: Heidi Franco Chair (online participation)
Celeste Johnson Vice Chair
Brenda Christensen Board Member
Don Huggard Board Member
Mike Johnston Board Member (online participation – 1:02 p.m.)
Yvonne Barney Board Member (arrived at 1:04 p.m.)

ALSO PRESENT: James Goodley General Manager
Garrett Gross Gilmore & Bell

EXCUSED: Colleen Bonner Board Member

Conducting: Chair, Heidi Franco

Agenda Items:

- 1. Resolution 25-1: Consideration of a resolution authorizing and approving the execution of a master resolution in connection with the issuance of sewer revenue bonds, series 2025 and other documents required in connection therewith; authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by this resolution; and related matters.**
- 2. Resolution 25-2: Consideration of a resolution to revise the Board Policy concerning the Financial Authority of the District's General Manager.**
- 3. Adjourn**

Heidi Franco called the meeting to order at 1:01 p.m.

1. Resolution 25-1: Consideration of a resolution authorizing and approving the execution of a master resolution in connection with the issuance of sewer revenue bonds, series 2025 and other documents required in connection therewith; authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by this resolution; and related matters.

Mr. Goodley presented the resolution to the board and asked Garrett Gross from Gilmore & Bell to provide an explanation. Mr. Gross stated that when the HVSSD board adopted a resolution last year approving parameters as well as the bonds they also adopted what is called a general indenture and a supplemental indenture, which typically require a bond trustee. Because the current bidder on the bond does not require a trustee, a master resolution and supplemental master resolution will replace the indenture structure of a trustee.

Ms. Franco commented that she and Mr. Goodley met with Mark Anderson with Zions Bank and it was determined that having Mr. Goodley be temporarily designated as the district's chief financial officer would work well to be able to pay and track the funds and keep them segregated until such a time that he and the board can choose another designee.

A motion to approve the resolution was made by Celeste Johnson. The motion was seconded by Brenda Christensen. The motion carried by the following vote:

AYE: Brenda Christensen, Don Huggard, Celeste Johnson, Yvonne Barney, Mike Johnston, Heidi Franco

NAY: None

ABSTAIN: None

ABSENT/EXCUSED: Colleen Bonner

2. Resolution 25-2: Consideration of a resolution to revise the Board Policy concerning the Financial Authority of the District's General Manager.

Mr. Goodley stated that this item was not ready to be addressed at this meeting.

UNAPPROVED

A motion to continue this agenda item to the next board meeting was made by Celeste Johnson. The motion was seconded by Yvonne Barney. The motion carried by the following vote:

AYE: Brenda Christensen, Don Huggard, Celeste Johnson, Yvonne Barney, Mike Johnston, Heidi Franco
NAY: None
ABSTAIN: None
ABSENT/EXCUSED: Colleen Bonner

3. Adjourn

A motion to adjourn was made by Don Huggard. The motion was seconded by Brenda Christensen. The motion carried by the following vote:

AYE: Brenda Christensen, Don Huggard, Celeste Johnson, Yvonne Barney, Mike Johnston, Heidi Franco
NAY: None
ABSTAIN: None
ABSENT/EXCUSED: Colleen Bonner

The meeting adjourned at 1:10 p.m.

APPROVED on this _____ day of _____, 2025.

Heidi Franco, Chair

Eliza McGaha, Secretary



Contractor's Application for Payment No. 07

Application Period: 11/01/2025 - 11/30/2025		Application Date: 1-Dec-25
To (Owner): Heber Valley Special Service District	From (Contractor): Vancon Inc	Via (Engineer): Aqua Engineering.
Project: HVSSD Headworks Upgrade Project		
Owner's Contract No.: 002584.C	Invoice No.: 2503.07	Engineer's Project No.: 002574.C

Application For Payment
Change Order Summary

Approved Change Orders			1. ORIGINAL CONTRACT PRICE.....	\$	\$1,620,919.00
Number	Additions	Deductions	2. Net change by Change Orders.....	\$	\$6,347.45
CO-1	\$6,347.45		3. Current Contract Price (Line 1 ± 2).....	\$	\$1,627,266.45
			4. TOTAL COMPLETED AND STORED TO DATE		
			(Column F on Progress Estimate).....	\$	\$1,356,266.31
			5. RETAINAGE:		
			a. 5% X \$67,813.32 Work Completed.....	\$	\$67,813.32
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$	\$1,288,452.99
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior App.).....	\$	\$1,124,767.99
			8. AMOUNT DUE THIS APPLICATION.....	\$	\$163,685.00
			9. BALANCE TO FINISH, PLUS RETAINAGE		
			(Column G on Progress Estimate + Line 5 above).....	\$	\$338,813.46
TOTALS	\$6,347.45	\$0.00			
NET CHANGE BY CHANGE ORDERS	\$6,347.45				

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: Justin Allan	Date: 12/5/25
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Payment of:	\$	163,685.00	
			(Line 8 or other - attach explanation of the other amount)
is recommended by:			
		(Engineer)	(Date)
Payment of:	\$	163,685.00	
			(Line 8 or other - attach explanation of the other amount)
is approved by:			
		(Owner)	(Date)

Progress Estimate

Contractor's Application for Payment No. 05

Contractor's Application

For (contract):

HVSSD Headworks Upgrade Project								Application Number: 7				
Application Period: 11/01/2025 - 11/30/2025								Application Date: 1-Dec-25				
A				B	Previous Work		Work This Period		E	F		G
Item		Bid Quantity	Unit Price	2503.04	Estimated Quantity Installed	Value	Estimated Quantity Installed	Value	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% Complete	Balance to Finish (B - F)
Bid Item No.	Description											
Headworks Building Upgrades												
A-01	Mobilization	1	\$ 20,000.00	\$ 20,000.00	100%	\$ 20,000.00	0%	\$ -	\$ -	\$ 20,000.00	100%	\$ -
A-02	Submittals	1	\$ 5,000.00	\$ 5,000.00	90%	\$ 5,000.00	0%	\$ -	\$ -	\$ 5,000.00	100%	\$ -
A-03	Demo Existing Screens	1	\$ 75,000.00	\$ 75,000.00	100%	\$ 75,000.00	0%	\$ -	\$ -	\$ 75,000.00	100%	\$ -
A-04	Metals	1	\$ 14,000.00	\$ 14,000.00	0%	\$ -	10%	\$ 1,400.00	\$ -	\$ 1,400.00	10%	\$ 12,600.00
A-05	Installation Of New Screens	1	\$ 155,000.00	\$ 155,000.00	100%	\$ 155,000.00	0%	\$ -	\$ -	\$ 155,000.00	100%	\$ -
A-06	Piping	1	\$ 6,000.00	\$ 6,000.00	100%	\$ 6,000.00	0%	\$ -	\$ -	\$ 6,000.00	100%	\$ -
A-07	Slide Gate Replacement	1	\$ 15,000.00	\$ 15,000.00	0%	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ 15,000.00
A-08	Coiling Door Replacement	1	\$ 15,000.00	\$ 15,000.00	0%	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ 15,000.00
A-09	Electrical	1	\$ 70,000.40	\$ 70,000.40	65%	\$ 45,500.26	0%	\$ -	\$ -	\$ 45,500.26	65%	\$ 24,500.14
Odor Control Site Work												
A-10	Submittals	1	\$ 5,000.00	\$ 5,000.00	90%	\$ 4,500.00	0%	\$ -	\$ -	\$ 4,500.00	90%	\$ 500.00
A-11	Demolition/Stockpile	1	\$ 10,000.00	\$ 10,000.00	100%	\$ 10,000.00	0%	\$ -	\$ -	\$ 10,000.00	100%	\$ -
A-12	Site Work Excavation/Backfill	1	\$ 20,000.00	\$ 20,000.00	100%	\$ 20,000.00	0%	\$ -	\$ -	\$ 20,000.00	100%	\$ -
A-13	Concrete Slab	1	\$ 15,000.00	\$ 15,000.00	100%	\$ 15,000.00	0%	\$ -	\$ -	\$ 15,000.00	100%	\$ -
A-14	Concrete Retaining Wall	1	\$ 53,500.00	\$ 53,500.00	100%	\$ 53,500.00	0%	\$ -	\$ -	\$ 53,500.00	100%	\$ -
A-15	Concrete Curb and Gutter	1	\$ 5,000.00	\$ 5,000.00	100%	\$ 5,000.00	0%	\$ -	\$ -	\$ 5,000.00	100%	\$ -
A-16	Misc Metals Handrail	1	\$ 12,000.00	\$ 12,000.00	0%	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ 12,000.00
A-17	Relocate Yard Hydrant	1	\$ 6,000.00	\$ 6,000.00	100%	\$ 6,000.00	0%	\$ -	\$ -	\$ 6,000.00	100%	\$ -
A-18	Asphalt	1	\$ 8,500.00	\$ 8,500.00	100%	\$ 8,500.00	0%	\$ -	\$ -	\$ 8,500.00	100%	\$ -
Odor Control System												
A-19	Submittals	1	\$ 15,000.00	\$ 15,000.00	90%	\$ 13,500.00	0%	\$ -	\$ -	\$ 13,500.00	90%	\$ 1,500.00
A-20	Odor Control Equipment & Ductwork	1	\$ 239,000.00	\$ 239,000.00	10%	\$ 23,900.00	70%	\$ 167,300.00	\$ -	\$ 191,200.00	80%	\$ 47,800.00
A-21	Metals Materials	1	\$ 36,000.00	\$ 36,000.00	10%	\$ 3,600.00	10%	\$ 3,600.00	\$ -	\$ 7,200.00	20%	\$ 28,800.00
A-22	Installation of New Odor Control Equipment	1	\$ 80,000.00	\$ 80,000.00	0%	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ 80,000.00
A-23	Odor Control Electrical	1	\$ 37,000.00	\$ 37,000.00	10%	\$ 3,700.00	0%	\$ -	\$ -	\$ 3,700.00	10%	\$ 33,300.00
Primary Clarifier Cover System Installed												
A-24	Submittals	1	\$ 15,000.00	\$ 15,000.00	100%	\$ 15,000.00	0%	\$ -	\$ -	\$ 15,000.00	100%	\$ -
A-25	Clarifier Cover Equipment	1	\$ 269,000.00	\$ 269,000.00	100%	\$ 269,000.00	0%	\$ -	\$ -	\$ 269,000.00	100%	\$ -
A-26	Clarifier Cover Installation	1	\$ 65,000.00	\$ 65,000.00	100%	\$ 65,000.00	0%	\$ -	\$ -	\$ 65,000.00	100%	\$ -
Huber Screening Equipment Costs (Material Only)												
A-27	Procurement/coordination	1	\$ 5,000.00	\$ 5,000.00	100%	\$ 5,000.00	0%	\$ -	\$ -	\$ 5,000.00	100%	\$ -
A-28	Huber Controls	1	\$ 162,485.00	\$ 162,485.00	100%	\$ 162,485.00	0%	\$ -	\$ -	\$ 162,485.00	100%	\$ -
A-29	Heber Screen Equipment	1	\$ 187,433.60	\$ 187,433.60	100%	\$ 187,433.60	0%	\$ -	\$ -	\$ 187,433.60	100%	\$ -
	Change Orders											
CO1-01	3" Waterline Extension @ Retaining Wall Location	1	\$ 4,138.57	\$4,138.57	100%	\$ 4,138.57	0%	\$ -	\$ -	\$ 4,138.57	100%	\$ -
CO1-02	Retaining Wall Modification @ Electrical Duct Bank	1	\$ 2,208.88	\$2,208.88	100%	\$ 2,208.88	0%	\$ -	\$ -	\$ 2,208.88	100%	\$ -
		1										
		1										
	Totals			\$1,627,266.45		\$1,183,966.31		\$172,300.00	\$0.00	\$1,356,266.31	83.3%	\$271,000.14

Midway, Utah

December 11, 2025

The Board of Trustees of Heber Valley Special Service District met in regular session at 4:00 PM on December 11, 2025 , with the following members present:

Heidi Franco – Chair
Celeste Johnson – Vice Chair
Brenda Christiansen
Mike Johnston
Don Huggard
Colleen Bonner
Yvonne Barney

During such meeting, the attached resolution was introduced, with board members voting to approve such as follows:

In Favor:

[insert those in favor]

Opposed:

[insert those opposed]

HEBER VALLEY SPECIAL SERVICE DISTRICT
RESOLUTION NO. 25-2

A RESOLUTION OF THE BOARD OF TRUSTEES OF HEBER VALLEY SPECIAL
SERVICE DISTRICT TO CLARIFY THE FINANCIAL RESPONSIBILITIES OF THE
HVSSD GENERAL MANAGER

RECITALS

WHEREAS, Heber Valley Service District ("District") is a political subdivision organized under the laws of the State of Utah; and

WHEREAS, the Board of Trustees for the District (the "Board") has reviewed and updated Section 6: Cash Reserve Policy; Financial Authority of HVSSD Manger; Hay Sales; Collection Policy of the HVSSD Board Policies; and

WHEREAS, the Board of Trustees has determined that the clarified and revised policy is in the best interests of the District; and

NOW, THEREFORE, BE IT RESOLVED:

RESOLUTION

Change the current policy language to read as follows:

"FINANCIAL AUTHORITY OF GENERAL MANAGER: The HVSSD General Manager has financial authority to be the administrator of all HVSSD financial software and related HVSSD financial accounts as well as the administrator for all HVSSD bank and PTIF accounts, and all county, state, and federal agency reports, and for the HVSSD audit; as well as manage and direct all HVSSD financial staff, the HVSSD auditor, and other financial consultants; as well as ensure that financial statements, the budget, invoices, receipts, and payments are accurate, timely paid and received, and available for the HVSSD Board, auditor, and public inspection. The HVSSD General Manager will ensure that the HVSSD Board is apprised monthly of Financial Statements, the Fiscal Year budget totals, overages, other HVSSD financial needs.

The HVSSD General Manager has authority to approve all financial contract up to \$15,000 that are budgeted and make changes to the Charge of Accounts per HVSSD Board approval."

ADOPTED AND APPROVED effective immediately by the Board of Trustees of Heber Valley Special Service District on this December 11, 2025.

[Insert Name], Board Chair



American Process Group LLC

1201 Pacific Avenue 6th Floor Tacoma, WA 98402

Remit Payments to:

American Process Group LLC
28712 114 Avenue, 3rd Floor
Acheson, AB, Canada
T7X 6E6

INVOICE

Date

Number

December 8, 2025

20351

Bill To:

Heber Valley Special Services District
Attention: Accounts Payable
1000 East Main Street
PO Box 427
Midway, UT 84049

Ship To:

Heber Valley Special Services District
1000 East Main Street
Midway, UT 84049

Item	Description	Qty	Rate	Unit	Total
Project # 25-2 Lagoon Dredging Project Application for Payment #1 November 10 - 30, 2025					
001	Mobilization	1.00	\$ 200,974.50	LS	\$ 200,974.50
002	Demobilization	-	\$ 40,194.90	LS	\$ -
003	Operations & Admin Costs	0.15	\$ 204,859.55	LS	\$ 30,728.93
004	Lagoon #1 Cleaning	309.13	\$ 1,339.83	DT	\$ 414,181.65

Please Remit ACH Payments to:

American Process Group LLC
JPMorgan Chase Bank, N.A.
Routing Number: 124001545
Account Number: 581988766

Subtotal	\$	645,885.08
Retainage	5.00%	\$ (32,294.25)
Sales Tax	0.00%	\$ -
Invoice Total	\$	613,590.83

All Amounts are in US Dollars. Due Net 20 days after Engineer Approval.

If you have any questions pertaining to this invoice please contact our Accounts Receivable Department:
Toll Free (866) 960-1480 * Fax (780) 968-1482

Residuals Management

Digester Cleaning * Watercourse Remediation * Dewatering * Dredging * Disposal * Lagoon Cleaning * Pumping

Contractor's Application for Payment

Owner: <u>Heber Valley Special Service District</u>	Owner's Project No.: <u>25-2</u>
Engineer: _____	Engineer's Project No.: _____
Contractor: <u>American Process Group LLC</u>	Contractor's Project No.: _____
Project: <u>Lagoon Dredging Project</u>	
Contract: <u>Dredging, Dewatering and Disposal of Wastewater Lagoon Residuals</u>	
Application No.: <u>1</u>	Application Date: <u>2025-12-08</u>
Application Period: From <u>2025-11-10</u>	to <u>2025-11-30</u>

1. Original Contract Price	\$	4,465,518.95
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	4,465,518.95
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	645,885.08
5. Retainage		
a. <u>5%</u> X <u>\$ 645,885.08</u> Work Completed =	\$	32,294.25
b. _____ X <u>\$ -</u> Stored Materials =	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	32,294.25
6. Amount eligible to date (Line 4 - Line 5.c)	\$	613,590.83
7. Less previous payments (Line 6 from prior application)		
8. Amount due this application	\$	613,590.83
9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)	\$	3,851,928.12

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: <u>American Process Group LLC</u>	
Signature: _____	Date: <u>2025-12-08</u>

Recommended by Engineer	Approved by Owner
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

Contractor's Application for Payment

Owner:	Heber Valley Special Service District					Owner's Project No.:	25-2	
Engineer:						Engineer's Project No.:		
Contractor:	American Process Group LLC					Contractor's Project No.:		
Project:	Lagoon Dredging Project							
Contract:	Dredging, Dewatering and Disposal of Wastewater Lagoon Residuals							

Application No.:	1	Application Period:	From	11-10-25	to	11-30-25	Application Date:	12-08-25
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A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
Original Contract								
1	Mobilization	200,974.50		200,974.50		200,974.50	100%	-
2	Demobilization	40,194.90				-	0%	40,194.90
3	Monthly Pay App - Operations & Admin Costs	204,859.55		30,728.93		30,728.93	15%	174,130.62
						-		-
						-		-
						-		-
						-		-
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						-		-
						-		-
Original Contract Totals		\$ 446,028.95	\$ -	\$ 231,703.43	\$ -	\$ 231,703.43	52%	\$ 214,325.52

Contractor's Application for Payment

Lump Sum (c) 2018 National Society of Professional Engineers for EJCDC. All rights reserved. 3 of 5

Contractor's Application for Payment

Owner:	Heber Valley Special Service District
Engineer:	
Contractor:	American Process Group LLC
Project:	Lagoon Dredging Project
Contract:	Dredging, Dewatering and Disposal of Wastewater Lagoon Residuals

Owner's Project No.: 25-2

Engineer's Project No.: _____

Contractor's Project No.: _____

[illegible]

Contractor's Application for Payment

Owner's Project No.: 25-2
 Engineer's Project No.:
 Contractor's Project No.:

A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G)	Work Completed and Materials Stored to Date (H + I)	% of Value of Item (J / F)	Balance to Finish (F - J)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E)	Estimated Quantity Incorporated in the Work (\$)	Value of Work Completed to Date (E X G)				

[illegible]

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Project Totals	\$ 4,019,490.00		\$ 414,181.65	\$ -	\$ 414,181.65	10%	\$ 3,605,308.35
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American Process Group

PAYMENT REQUEST
SCHEDULE OF VALUES

PROJECT: Lagoon Dredging Project
CONTRACT No. 25-2
OWNER: Heber Valley Special Service District
CONTRACTOR: American Process Group LLC
ENGINEER:

PERIOD FROM: 10-Nov-25 TO: 30-Nov-25
PAY REQUEST: 1

Bid Item #	Activity ID	Task Name	UNIT	Original Quantity	Unit Price	Original Contract Amount	Qty or % of Work Completed This Estimate	Value of Work Completed This Estimate	% of Work Completed This Estimate	Total Value of Previous Work	% of Work Completed Previous Estimates	Total Value of Work Completed	% of Work Completed
1	1	Mobilization	LS	1	\$ 200,974.50	\$ 200,974.50	1.00	\$ 200,974.50	100%	\$ -	0%	\$ 200,974.50	100%
1	2	Demobilization	LS	1	\$ 40,194.90	\$ 40,194.90	-	\$ -	0%	\$ -	0%	\$ -	0%
1	3	Monthly Pay App - Operations & Admin Costs	LS	1	\$ 204,859.55	\$ 204,859.55	0.15	\$ 30,728.93	15%	\$ -	0%	\$ 30,728.93	15%
2	4	Dredging, Dewatering, and Disposal from Lagoon Cell 1	DT	3,000	\$ 1,339.83	\$ 4,019,490.00	309.13	\$ 414,181.65	10%	\$ -	0%	\$ 414,181.65	10%
		Contract Total				\$ 4,465,518.95		\$ 645,885.08	14.5%	\$ -	0.00%	\$ 645,885.08	14.5%
	Change Order												
							-	\$ -		\$ -		\$ -	
		Total All Items				\$ 4,465,518.95		\$ 645,885.08	14.5%	\$ -	0.0%	\$ 645,885.08	14.5%

American Process Group LLC

November 2025 - Billing Report

COMPANY: Heber Valley WWTP Lagoon Cleaning

Date	Truck Loads hauled	Average Cake % Solids (of ea. load)	Total Dry Tons/day	Total Polymer Consumed lbs	Polymer Deduct	Billable Dry Tons	Client Down Time hours	Comments
9-Nov-25								Crew Travel
10-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Mobilization
11-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Mobilization
12-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Mobilization
13-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Mobilization
14-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Mobilization
15-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Mobilization
16-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Off
17-Nov-25	1	18.28%	5.04	400.00	0.20	4.84	0.00	Processing
18-Nov-25	4	16.88%	22.78	500.00	0.25	22.53	0.00	Processing - Action Scaffolding Onsite for shelter contruction
19-Nov-25	6	20.84%	44.32	900.00	0.45	43.87	0.00	Processing - Action Scaffolding Onsite for shelter contruction
20-Nov-25	6	21.23%	43.04	700.00	0.35	42.69	0.00	Processing 1.25 hrs Downtime due to waiting on hauling trucks - Action Scaffolding Onsite for shelter contruction
21-Nov-25	7	21.99%	50.05	1100.00	0.55	49.50	0.00	Processing - 1.75 hrs Downtime due to waiting on hauling trucks - Action Scaffolding Onsite for shelter contruction
22-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Site maintenance / Freeze prevention
23-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Site maintenance / Freeze prevention
24-Nov-25	6	22.91%	44.04	1100.00	0.55	43.49	0.00	Processing
25-Nov-25	8	23.51%	64.51	1500.00	0.75	63.76	0.00	Processing
26-Nov-25	6	20.62%	39.00	1100.00	0.55	38.45	0.00	Processing
27-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Freeze Prevention
28-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Freeze Prevention
29-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Freeze Prevention
30-Nov-25	0	0.00%	0.00	0.00	0.00	0.00	0.00	Freeze Prevention
Total	44	166.3%	312.77	7300.00	3.65	309.13	0.00	
# samples	8	8	8	8	8	8	0	
Average	5.50	0.21	39.10	912.50	0.46	38.64	0.00	

American Process Group LLC

Truck Log Summary

Contract: Heber Valley WWTP Lagoon Cleaning
Project # 25-052

	Date	# Truck Loads	APG (each load sample)			APG (composite sample)		Variance		Notes
			Net Weight Tons	Cake Solids Average %	Production Dry Tons	Cake Solids %	Production Dry Tons	Dry Tons	Cake %	
1	November 17, 2025	1	27.58	18.28	5.04					no composite sample taken
2	November 18, 2025	4	134.52	16.88	22.78					no composite sample taken
3	November 19, 2025	6	211.86	20.84	44.32					no composite sample taken
4	November 20, 2025	6	203.26	21.23	43.04					no composite sample taken
5	November 21, 2025	7	227.81	21.99	50.05					no composite sample taken
6	November 24, 2025	6	190.78	22.91	44.04	23.63	45.08	(1.05)	(0.72)	
7	November 25, 2025	8	275.06	23.51	64.51	24.32	66.89	(2.39)	(0.81)	
8	November 26, 2025	6	188.88	20.62	39.00	22.42	42.35	(3.35)	(1.80)	
Total			44.00	1,459.75	166.26	312.77	70.37	154.32	(6.78)	
# Samples			8.00	8.00	8.00	8.00	3.00	3.00		
Average			5.50	182.47	20.78	39.10	23.46	51.44		
TONNAGE TO DATE:			APG Dry Ton:		312.77	154.32		Client Dry Ton:		312.77

American Process Group LLC

Daily Truck Log

Contract: Heber Valley WWTP

Project #: 25-052

DATE: 26-Nov

	Scale Ticket #	Time	Tare Weight lbs	Gross Weight lbs	Net Weight Tons	Cake Dryness %	Production Dry Tons
1)	3936723	9:41	51345	112140	30.40	21.56	6.55
2)	3936854	10:53	51828	111380	29.78	20.32	6.05
3)	3936953	11:48	46340	99720	26.69	20.45	5.46
4)	3937064	13:00	48200	109200	30.50	19.42	5.92
5)	3937222	14:17	51345	121060	34.86	20.65	7.20
6)	3937368	15:57	51828	125140	36.66	21.32	7.82
					0.00		0.00
SUB TOTAL:					188.88	123.72	39.00
# TRUCKS:					6.00	6.00	6.00
AVERAGE:					31.48	20.62	6.50

American Process Group LLC

Daily Truck Log

Contract: Heber Valley WWTP

Project #: 25-052

DATE: 25-Nov

	Scale Ticket #	Time	Tare Weight lbs	Gross Weight lbs	Net Weight Tons	Cake Dryness %	Production Dry Tons
1)	3935835	10:18	51345	134020	41.34	24.15	9.98
2)	3935980	11:45	51828	125900	37.04	19.54	7.24
3)	3936108	12:59	46340	112440	33.05	20.15	6.66
4)	3936206	13:57	48200	109960	30.88	23.84	7.36
5)	3936329	15:05	51345	117080	32.87	24.62	8.09
6)	3936443	16:17	51828	129000	38.59	24.17	9.33
7)	3936515	7:04	46340	110480	32.07	26.51	8.50
8)	3936585	8:06	48200	106660	29.23	25.13	7.35
					0.00		0.00

SUB TOTAL:

275.06 188.11 64.51

TRUCKS:

8.00 8.00 8.00

AVERAGE:

34.38 23.51 8.06

American Process Group LLC

Daily Truck Log

Contract: Heber Valley WWTP

Project #: 25-052

DATE: 24-Nov

	Scale Ticket #	Time	Tare Weight lbs	Gross Weight lbs	Net Weight Tons	Cake Dryness %	Production Dry Tons
1)	3934960	12:03	48200	101280	26.54	21.47	5.70
2)	3935196	13:59	46340	98840	26.25	20.67	5.43
3)	3935351	15:20	51345	126440	37.55	23.69	8.90
4)	3935502	7:03	51828	120000	34.09	26.04	8.88
5)	3935543	7:30	48200	115320	33.56	24.72	8.30
6)	3935584	7:58	46340	111940	32.80	20.87	6.85
					0.00		0.00
SUB TOTAL:					190.78	137.46	44.04
# TRUCKS:					6.00	6.00	6.00
AVERAGE:					31.80	22.91	7.34

American Process Group LLC

Daily Truck Log

Contract: Heber Valley WWTP

Project #: 25-052

DATE: 21-Nov

	Scale Ticket #	Time	Tare Weight lbs	Gross Weight lbs	Net Weight Tons	Cake Dryness %	Production Dry Tons
1)	3932566	10:16	51345	115840	32.25	25.57	8.25
2)	3932695	11:26	48200	111740	31.77	21.24	6.75
3)	3932941	13:58	51828	121420	34.80	22.07	7.68
4)	3932985	14:20	51345	118860	33.76	21.47	7.25
5)	3933127	15:34	48200	110920	31.36	20.05	6.29
6)	3934470	7:43	51828	123220	35.70	21.02	7.50
7)	3934448	7:22	51345	107720	28.19	22.50	6.34
					0.00		0.00
SUB TOTAL:					227.81	153.92	50.05
# TRUCKS:					7.00	7.00	7.00
AVERAGE:					32.54	21.99	7.15

American Process Group LLC

Daily Truck Log

Contract: Heber Valley WWTP

Project #: 25-052

DATE: 20-Nov

	Scale Ticket #	Time	Tare Weight lbs	Gross Weight lbs	Net Weight Tons	Cake Dryness %	Production Dry Tons
1)	3931657	10:04	51828	114060	31.12	23.24	7.23
2)	3931732	10:52	51345	113980	31.32	21.34	6.68
3)	3931799	11:32	48200	111380	31.59	19.78	6.25
4)	3932015	14:06	51828	124040	36.11	20.42	7.37
5)	3932106	14:53	51345	130800	39.73	20.14	8.00
6)	3932208	16:00	48200	115000	33.40	22.45	7.50
					0.00		0.00
SUB TOTAL:					203.26	127.37	43.04
# TRUCKS:					6.00	6.00	6.00
AVERAGE:					33.88	21.23	7.17

American Process Group LLC

Daily Truck Log

Contract: Heber Valley WWTP

Project #: 25-052

DATE: 19-Nov

	Scale Ticket #	Time	Tare Weight lbs	Gross Weight lbs	Net Weight Tons	Cake Dryness %	Production Dry Tons
1)	3930728		51820	114800	31.49	16.45	5.18
2)	3930874	11:37	51345	114240	31.45	23.29	7.32
3)	3931055	13:23	48200	117520	34.66	19.42	6.73
4)	3931187	14:41	51828	125820	37.00	21.92	8.11
5)	3931283	15:42	51345	128280	38.47	22.46	8.64
6)	3931435	7:34	48200	125800	38.80	21.49	8.34
					0.00		0.00
SUB TOTAL:					211.86	125.03	44.32
# TRUCKS:					6.00	6.00	6.00
AVERAGE:					35.31	20.84	7.39

American Process Group LLC

Daily Truck Log

Contract: Heber Valley WWTP

Project #: 25-052

DATE: 18-Nov

	Scale Ticket #	Time	Tare Weight lbs	Gross Weight lbs	Net Weight Tons	Cake Dryness %	Production Dry Tons
1)	3929787		51345	125240	36.95	18.70	6.91
2)	3929968		48200	113840	32.82	14.86	4.88
3)	3930353		51345	116860	32.76	17.10	5.60
4)	3930502		48200	112180	31.99	16.85	5.39
					0.00		0.00
SUB TOTAL:					134.52	67.51	22.78
# TRUCKS:					4.00	4.00	4.00
AVERAGE:					33.63	16.88	5.69

American Process Group LLC

Daily Truck Log

Contract: Heber Valley WWTP

Project #: 25-052

DATE: 17-Nov

	Scale Ticket #	Time	Tare Weight lbs	Gross Weight lbs	Net Weight Tons	Cake Dryness %	Production Dry Tons
1)	3929286		48200	103360	27.58	18.28	5.04
					0.00		0.00
SUB TOTAL:					27.58	18.28	5.04
# TRUCKS:					1.00	1.00	1.00
AVERAGE:					27.58	18.28	5.04

HVSSD
Annual Goals Review and Projections
2025-2026

2025 ADMINISTRATIVE GOALS		
QTR	GOAL	STATUS
1	Rate Study w/ Zions Bank	Completed Rate Study- Multiple Iterations
1	RFP for Engineering Consultants	Deferred due to permit uncertainty
2	County Council- Service Area Boundaries Finalized	Held initial meeting w/ County- work in progress
2	Quarterly Budget Report	Complete- monthly reports created
2	Work with County on Ag Protection code changes	Held initial meeting w/ County- work in progress
2	Bonding for Dredging	Complete
2	Rate Setting	Complete
2	State DHHS Air Quality Testing	Complete
2	Award RFP for Engineering Consultant	Deferred
3	UDOT Parkway EIS Response	Have engaged with UDOT
3	Assign ERU's/Flow per Contributing Entity	Service area issue needs to be settled first
3	Asset Management Plan- Final Draft	First draft of plan completed
3	County Ag Protection Area for Farm	No progress
3	Personnel Policies approved	Draft policies prepared and under review
3	Public Relations Work – Odor Control	No decision on using outside PR consultant, self-performing
4	2026 Budget Approval	In progress
4	Capital Facility Plan -Phase 1 Updates	
2025 CAPITAL FACILITY GOALS		
QTR	GOAL	STATUS
1	UV System Recommissioning	Complete
1	Irrigation Pump Station Updates	Completed 2025 tasks
1	Headworks Upgrade Design and Bidding- Complete	Complete
2	Headworks Upgrade Design and Bidding- Commence Construction	Complete

2	Pivot 3 – Replacement	Complete
2	Cattail Removal -Phase 2	Complete
2-3	Cell 1 Dredging	In Progress
2	Cell 1 Aeration Upgrades	Deferred until after dredging
2	STM Aerotor System Service/Maintenance	Complete
3	New Hay Rake	Complete
4	Cell 1 Aeration Upgrades – Construction	Deferred until after dredging

2026 ADMINISTRATIVE GOALS		
QTR	GOAL	STATUS
	Benchmarking of Operations	
	Continue ‘Sewer Summit’ – address county issues, establish current/future service areas	
	Hire new accountant/CPA and Treasurer	
	DWQ - Permitting Progress- Groundwater Study/Monitoring	
	Complete Asset Management Plan	
	Website Overhaul/Refresh	
	Public Outreach/Communication	
	Develop Safety Plan and Policies/Program	
	Safety Training	
	Develop Emergency Response Plan	
	Utility Management Training	
	UDOT – EIS/Replacement Land	
	Advertise and Award RFP for Engineering Consultant	
	2027 Budget	
2026 CAPITAL FACILITY GOALS		
QTR	GOAL	STATUS
	Safety Equipment	
	IPS VT Pumps- Replace 2	
	IPS -OHD	
	IPS - HVAC/Painting	
	Utility Water Pump- Replace	
	Composite Sampler - PC	
	Sampler Shed	
	STM Parts- Media Rods	
	STM Parts -Gearbox	

	STM Parts- Chains	
	Service Truck	
	Monitoring Wells Piezometers	
	Portable Trash Pump	
	Pole Barn Storage	
	Grit Washer	
	UV Bulb Rack- Upgrade Bank 1	
	Cell 1 Aeration Repairs/Upgrade	
	Portable Pressure Washer	
	Solar Mixer Refurbishment	
	Network Servers Upgrade	

Heber Valley Special Service District

Board Meeting

December 11, 2025

MANAGER'S REPORT

1. **THE FARM**

- a. Winter operations mode
- b. Loading hay
- c. Leveling floor in barn
- d. Servicing pivots

2. **LAGOONS**

a. **Dredging And Aeration Project**

- i. Dredging contractor began dredging Monday, November 17
- ii. Approx. 310 dry tons of solids removed in November
- iii. Daily production rate approx. 50-60 DT/day
- iv. Operations have been relatively smooth
- v. Pay Application #1 submitted- see separate agenda item
- vi. Considering Saturday dredging- positive feedback from the Board

b. **Odor Control Update**

- i. Minimal odors from lagoons recently- some minor odors noticeable at plant due to dredging operations, do not believe odors are strong enough to travel offsite.
- ii. Awaiting report from DHHS on monitoring results

3. **MECHANICAL PLANT**

a. **South & North Trains**

- i. Both trains in continuous operation past month
- ii. Average Daily Flow: 1.1 MGD
- iii. Reduced flow due to lowering temperatures
- iv. Transitioning from summer to winter operations

b. **Maintenance Work**

- i. UV System
 - 1. Replaced ballasts on failed bulbs
- ii. Utility Water Piping
 - 1. Upgraded piping to ease maintenance/allow isolation

4. **PROJECTS/MISCELLANEOUS**

a. **CIB Projects**

- i. Funding Status: CIB has recommended that the District withdraw our funding request due to project uncertainty.
- ii. Headworks Upgrade
 - 1. Completed final walkthrough of screening system

- a. Resolved final controls issues/troubleshooting
 - b. Took ownership of screening system
 - 2. Received delivery of odor control system
 - 3. Working through conflicts with odor control ductwork
 - 4. Submittal reviews/coordination on Misc Metals
 - 5. Schedule- expected to delay finish into 2026
 - 6. Pay Request #7 submitted- see consent agenda
- iii. Mechanical Plant Expansion
 - 1. Continue to pause until direction/permitting from DWQ is clear
 - 2. Consider design of dewatering project separately.
- iv. Emergency Generator
 - 1. This project has been identified as one of the less risky CIB projects that could be pursued independent of the permitting concerns.
- b. **Odor Monitoring and Control**
 - i. Lift Station Monitoring
 - 1. Continued addition of Calcium Nitrate- feed rate has been held steady
 - 2. Results have been consistently low
 - 3. Continually monitoring at manhole
 - ii. Lagoons
 - 1. Refer to Item 2b
 - 2. DHHS monitoring has ended. Awaiting report of the results.
- c. **Capital Projects**
 - i. Lagoon Cell 1 Dredging- see item 2a.
 - ii. Service Vehicle -took delivery in November

5. REGULATORY/PERMITTING

- a. DWQ Updates
 - i. No recent happenings with DWQ
 - ii. Coordinating with D. Beck (head of Groundwater section) on groundwater permitting efforts w/ Loughlin
- b. Loughlin Water – Groundwater Permit
 - i. Received draft Phase I report from Loughlin- under review

6. ADMINISTRATIVE

- a. CPA RFSOQ
 - i. Received only two responses to RFSOQ
 - ii. Respondents were at opposite ends of spectrum
 - 1. Small local/one man band type of firm
 - 2. Large national accounting firm
 - iii. Board Chair is considering other local options
- b. Personnel Policy Update
 - i. Policy has been cleaned up and final draft sent to attorney and Dave Rowley.
- c. High School Impact Fees
 - i. Plan to request payment for proportion of impact fees based on school year-per school's suggestion.

- d. UDOT – Bypass
 - i. DWQ has verbally indicated they believe neither they nor EPA has an interest in the farm land.
 - ii. Attorney is drafting opinion on disposition of farm land acquired through EPA grant/loan.
- e. HVRR Trail – Water Rights
 - i. Trail project needs water rights (~ 6 AF) for wetland mitigation site
 - ii. Considering offering HVSSD water rights
 - iii. Working to determine feasibility