Sun Valley Water Sewer District
FY: Dec 2023 to Nov 2024

SVWSD		Budget 2023-2024
Operating Revenues		
Water - Domestic		
3-38-00	Water - Sun Valley	385,000
3-39-00	Water - Elkhorn	365,000
Subtotal Water - Domestic		**750,000**
Water - Irrigation		
3-42-00	Sprinkling - Sun Valley	650,000
3-43-00	Sprinkling - Elkhorn	730,000
Subtotal Water - Domestic		**1,380,000**
Sewer		
3-40-00	Sewer- Sun Valley	550,000
3-41-00	Sewer- Elkhorn	630,000
Subtotal Water - Domestic		**1,180,000**
Connections - New		
3-45-00	Connect Water	750
3-46-00	Connect Sewer	750
Subtotal Water - Domestic		**1,500**
Subtotal - Operating Revenue		**3,311,500**
Non Operating Revenues		
3-01-00	Property Taxes	1,150,741
3-19-00	Sales Tax	5,000
3-34-00	Sales Tax -Local	70,000
3-24-00	Sales Tax: P+I	-
Interest Revenue		
3-71-00	General Fund	100,000
3-72-00	Capital Reserve	2,500
3-73-00	Sewer Replace	-
3-75-00	Construction Fund	60
3-77-00	Construction Fund #2	-
Subtotal Interest Revenue		**102,560**
3-74-00	Bond & LID	-
3-76-00	Bond & LID #2	3,250
3-78-00	Bond & LID #3	3,250
3-02-00	Bond Tax - 2004	251,358
	Bond Tax - 2007	-
3-47-00	Sewer Capital H/U	28,930
3-49-00	Water Capital H/U	28,290
3-90-00	LID RPC	9,855
3-70-00	Sale of Assets	-
3-90-00	Reimb Project costs	
3-69-00	Other Revenue	11,500
Subtotal - NonOperating Revenue		**1,664,734**
Fund Balance Carryover		**8,226,853**
Total Revenues		**13,203,087**
Expenses		
Salaries		
4-01-00	Salaries - Board	12,000
4-01-12	Salaries - Administration	325,500
4-01-13	Salaries - Operations	395,000
4-01-21	Insurance - FICA	58,600
4-01-22	Insurance - Health	110,000
4-01-25	Insurance - State Unemployment	-
4-01-24	Insurance - Workers Comp	25,000
4-01-23	Retirement (PERSI)	81,000
4-01-xx	HSA	6,000
Subtotal - Salaries		**1,013,100**

Sun Valley Water Sewer District
FY: Dec 2023 to Nov 2024

Supplies		
4-02-30	Security Equip	50,000
4-01-00	Office	25,000
4-01-12	Operating	15,000
4-01-13	Minor Equipment	5,000
4-01-21	Fuel and Oil	30,000
4-01-22	Janitorial	2,000
4-01-25	Other	-
Subtotal - Supplies		**127,000**
Other Expenses		
	KSTP Operations	900,000
	Consulting	
	Consulting	75,000
	Audit	25,000
	Attorney	150,000
	Subtotal Consulting	250,000
	Advertising & Legal Notice	10,000
	Bond Fees	350
	Insurance	65,000
	Meetings, Education, Travel	5,000
	Dues, Subscriptions	60,000
	Staff - Education, Training	6,000
	Studies - Operations	150,000
	Utilities	
	Telephone	12,000
	Electric	350,000
	Gas	-
	Internet	
	Other	-
	Offices - Electric	9,000
	Utilities - Subtotal	371,000
	Repair & Maintenance	
	Office Equipment Rental	4,200
	Office Equipment Repair	1,000
	Grounds	35,000
	Snow Removal	-
	Building	50,000
	Auto	10,000
	R&M Equipment	
	SCADA	55,000
	WA Equipment	2,500
	Water System	600,000
	Sewer System	400,000
	ReUse System	15,000
	Water Meters	5,000
	Subtotal R&M Equipment	1,077,500
	Water Test Fees	10,000
	Other - elections	-
	Other - loss on asset	
	Other	20,000
Subtotal - Operating Expenses		**3,025,050**
NonCash Expense		
	Depreciation	825,000
	Amortization - Bonds	-
	Amotization	850,000
Subtotal NonCash Expense		**1,675,000**
Debt Service		
	Debt Service	
	Interest Expense - Bonds	7,795
	Interest Expense - LID	3,044
	Pension Adjustment	

Sun Valley Water Sewer District
FY: Dec 2023 to Nov 2024

Bond Principal - 2004	-
Bond Principal - 2007	-
Bond Principal - 2018	308,115
LID McHanville	6,405
Subtotal Debt Service Expense	**325,359**
Capital Expenditures	
Capital -various	-
Meter replacement	75,000
Well 14	700,000
Interie Expansion (White Clouds)	1,937,467
Skyline Booster Station	-
98 Skyline	-
Well 11 - Backup Generator, housing	750,000
Wellfield Surge Tank	50,000
Juniper Springs Booster, Reservoir	25,000
River Ranch Water Treatment Plant	-
Update radios at 40 locations	-
KSTP - Fac Plan	-
KSTP - Parking	-
KSTP - funds 2020, 2021, 2022 repairs	-
KSTP - basin blower	-
KSTP - tractor	-
KSTP - vac truck	-
KSTP - Aeration Basins (anoxic)	518,175
KSTP - Digester	362,250
KSTP - Aeration Basins	1,114,050
KSTP - Filter	53,550
KSTP - UV upgrade	53,550
KSTP - Building (Rotary Drum)	-
Operations - Service Trucks	36,750
Operations - Fencing	-
Altitude valves	-
Access road	-
KSTP - energy efficiency project	25,000
SVWSD Collection - St Lukes Lift Station	-
Admin - facilities review	-
Reservoirs	-
Operations - Fiber, Telecomm, Carpet, Pa	-
Subtotal Capital Expeniture Expense	**5,700,792**
Total Income	13,203,087
Total Expense	11,866,301
	1,336,786

SUN VALLEY WATER AND SEWER DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
IN THE COUNCIL CHAMBERS OF THE SUN VALLEY CITY HALL and via conference call
Monday, August 21, 2023 - 8:30 a.m.

PRESENT

Jim Loyd, Chair
Doug Brown, Secretary
Jim Lake, Director
Rick Webking, Director
Peter Hendricks, Director

ALSO PRESENT

Patrick McMahon, General Manager
Jeanene Parker, Treasurer
Evan Robertson, Counsel
Mick Mummert, KSTP
Marybeth Collins, Office Manager

CALL TO ORDER

Chairman Loyd called the Regular Meeting to order at 8:36 a.m., with quorum being established.

PUBLIC COMMENT – BUDGET HEARING: OPEN

Chairman Loyd opened the public comment period for annual budget at 8:37 a.m.

APPROVAL OF MINUTES

Director Brown motioned to approve the minutes as presented. Director Hendricks seconded, and the motion carried unanimously.

FINANCIAL REPORT AND APPROVAL

Treasurer Parker noted budget preparation including the County's annual L2 process, engagement with updated banking requirements, and ongoing new software participation have been in focus through the usual items of monthly billing, and the like.

Director Webking inquired about the layout of BS&A-generated financial reports, and some discussion occurred regarding adaptability of the new software to familiar layouts, with the goal of replicating reports.

Director Hendricks noted statistical items contained within the L2 supporting information, a brief discussion of timing regarding a recent County communication specific to a minor reimbursement, and implications for next year regarding this same item.

He also inquired about irrigation charges which were confirmed to be reported via an accrual basis, unique charges such as Back Pay Reservoir expenses in operating, and confirmed that the majority of the District assets are contained within LGIP. Jeanene noted that the bond was moved to a current liability, given there is less than one year to reimburse this in full.

Discussion regarding the SVWSD landscaping philosophy, difficulty with local preferred landscape contract methods and a new landscaping vendor.

Director Webking motioned to approve the items one (1) through six (6), as reflected on the agenda:
(1) Approval Report Unpaid over $5,000 excluding recurring for the period 07/17/23 – 08/20/23 for $63,263.45;
(2) the Paid Invoice Report for the period 07/17/23 – 08/20/23 for $661,507.25;
(3) the Payroll Report for the period 06/19/23 – 07/02/23 for $16,396.47;
(4) the Payroll Report for the period 07/03/23 – 07/16/23 for $15,183.19;
(5) the Wells Fargo Credit Card Statement in the amount of $944.74;
(6) New Vendor: L&J Sprouting

Director Brown seconded the motion. The motion passed unanimously.

KSTP

Mick reported that there is not much to report, everything is working as it is intended to work. Regular daily production is around 1.2M gallons.

He confirmed that the blower is expected in November, and other capex items are on schedule. Included in the Board packet is an HDR Task Order which is intended to address the short term solids handling process used by KSTP. The task order is designed around the land application plan at Ohio Gulch site. The alternative involves transportation to Milner Butte.

Director Hendricks motioned to approve the Task Order as presented and authorize the Chairman to execute the document. Director Webking seconded, and the motion carried unanimously.

ENGINEERING

HDR meets at least monthly with KSTP & District Staff to continue to work through the variations of project items. In the case of District - Jacobs and Pat speak regularly. Alyce is currently focused on the inter-tie project, with bid opening set for tomorrow afternoon. Additionally, other projects were referenced including Well 14 as demand on the Sun Valley side of the District is significantly increased this year.

PUBLIC COMMENT – BUDGET HEARING: CLOSED

Chairman Loyd closed the public comment period for annual budget at 9:08 a.m. No comments were received prior to, or during the meeting.

FY23-24 BUDGET

Brief revisit of the drafted budget for Fiscal Year 2023-2024 occurred. A variety of items were referenced, repair work in the current fiscal year, engineering, including staffing levels, auditor definitions for capital assignment, property taxes, reserving funds strategies, etc.

Director Webking motioned to approve the Fiscal Year 2023-2024 budget as presented and as published. Director Hendricks seconded, and the motion carried unanimously.

RESOLUTION 2023-01

This resolution addresses inital actions in a phased, two-year rate short term adjustment plan. Effective on December 1, 2023 in the new fiscal year, base sewer rates will increase 50% and there will be a tiering method established for metered (irrigated) water use. Director Webking noted that the signature line for Doug Brown was incorrectly assigned 'chairman' also, and that the final signed document should contain 'secretary' for accuracy.

Director Webking motioned to approve Resolution 2023-01 with the noted correction. Director Hendricks seconded, and the motion carried unanimously.

RESOLUTION 2023-02

This resolution addresses new connection fees, for water and for sewer rates. Effective immediately, a new connection for water service will be $2,829 and a new connection for sewer service will be $2,893. Inspection fees are separate to this process.

Unchanged is the necessity for Board review, and approval, of a new water service exceeding 1".

Director Webking motioned to approve Resolution 2023-02. Director Hendricks seconded. and the motion carried unanimously.

OPERATIONS

Pat referenced several items which continue to be the focus of staff and engineering, and several consulting partners. This includes getting power to the Back Pay Reservoir (to prevent icing), via updated easement, a water leak near Back Pay, altitude valve replacement efforts, establishing well 14 given the level of demand on the Sun Valley side, the intertie bid opening set for Tuesday, ongoing meter replacement, etc.

Director Webking expressed interest in SVWSD seeking a new bond, and Director Hendricks inquired if Zions might join the Board for a discussion on this item.

ESRI

Blaine County notified SVWSD that its GIS contract would not be renewed in October. A proposal from ESRI, for a direct partnership, was included for the Boards review. Director Webking utilizes this software and advocates its continues use by the District. Director Henricks noted that staff might review a few items related to this communication. Mick noted that KSTP contracts via shareware and another software for similar information and tracking. Staff will follow up.

ADJOURNMENT

Having no further business to conduct, Chairman Loyd declared the meeting adjourned at 10:04 a.m.

Chairman, James Loyd

ATTEST:

Secretary, Douglas Brown