

RESOLUTION NO. 2023-12

**A RESOLUTION AMENDING THE 2023 BUDGET FOR
SUMMIT COUNTY SERVICE AREA #3**

WHEREAS, Summit County Service Area #3 ("SCSA#3") is a Utah local district charged with providing water, road, and trail services to residents within the Silver Creek Estates Subdivision in Summit County, Utah; and

WHEREAS, on December 6, 2022, the Board of Trustees for SCSA#3 adopted a final budget for SCSA#3's 2023 fiscal year pursuant to Utah Code Ann. § 17B-1-609; and

WHEREAS, on November 7, 2023, the Board of Trustees adopted tentative amendments for SCSA#3's 2023 budget;

WHEREAS, the Board gave notice pursuant to Utah Code Ann. § 17B-1-607 of the date, time, and place of a public hearing to consider the proposed amendments; and

WHEREAS, SCSA#3 made the proposed amendments available for public inspection for a period of at least seven days before the public hearing per Utah Code Ann. § 17B-1-608; and

WHEREAS, on December 5, 2023, at 5:30 p.m., SCSA#3 held said public hearing on the proposed amendments in accordance with Utah Code Ann. § 17B-1-610 at SCAS#3's offices located at 629 E. Parkway Drive, Suite 1, Park City, Utah.

NOW, THEREFORE, BE IT RESOLVED as follows effective immediately:

1. That the Board of Trustees hereby adopts the attached amendments to the 2023 budget.
2. SCSA#3's budget officer shall certify a copy of the budget amendments and shall file them with the Utah State Auditor within thirty days of the date of the adoption of this resolution.

ADOPTED AND APPROVED by majority vote at a duly called meeting of the Board of Trustees on December 5, 2023.

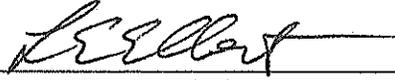
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SUMMIT COUNTY SERVICE AREA NO. 3



Paul Kraus, Chair

ATTEST:



Larry Elbert, Clerk

VOTING

Suzanne Carpenter voting	YEA
Lori Daniells voting	ABSENT
Larry Elbert voting	YEA
Paul Kraus voting	YEA
Scott Sharp voting	YEA
VACANT	<u>N/A</u>
VACANT	<u>N/A</u>

Summit County Service Area #3

Budget Presentation - November 7, 2023

General Budget Amendments 2023

Water Budget Proposed 2024

Amendments to the 2023 Budget

- ▶ Record Snow fall 22/23
 - ▶ Snow Removal - Transfer From Capital Reserve
 - ▶ Road Improvements and Maintenance - Transfer From Capital Reserve
- ▶ Speed Calming Project
 - ▶ 7 Stamped Crosswalk
 - ▶ Speed Feedback and Speed Calming Signage
- ▶ Winter 2023?
 - ▶ Capital Reserve - Recommend Maintaining Minimum of 110% of Operating Budget
 - ▶ Recommend Capital Improvements Every 2-3 Years

2023 General Fund Budget

Projected Amendment - Revenue

Account No.	YTD	Budget	Percentage	2023 Projection
Revenue:				
3110 Property taxes - current	\$33,471	\$515,000	6.50%	\$452,771
3120 Property taxes - prior years	\$8,784	\$7,500	117.12%	\$9,000
3170 Fee in lieu of property tax	\$3,103	\$5,000	62.06%	\$5,000
3171 Interest and penalties taxes	\$37	\$500	7.45%	\$100
Total Taxes	\$45,395	\$528,000	8.60%	\$466,871
3356 Class B road allotment	\$93,847	\$120,000	78.21%	\$120,000
Total Intergovernmental revenue	\$93,847	\$120,000	78.21%	\$120,000
3430 Construction service fees	\$91,966	\$50,000	183.93%	\$100,000
3431 Roads maintenance fees	\$8,111	\$5,000	162.21%	\$10,000
3432 Roads transfer fees	\$575	\$0	0%	\$575
Total Charges for services	\$100,652	\$55,000	183%	\$110,575
3610 Interest income	\$59,365	\$5,000	162.21%	\$75,000
Total Interest	\$59,365	\$5,000	162.21%	\$75,000
3699 Appropriated fund balance	\$0	\$0	0%	\$522,263
3690 Sundry revenue	\$22	\$0	0%	\$50
Total Miscellaneous revenue	\$22	\$0	0%	\$522,313
Total Revenue:	\$299,281	\$708,000	42.27%	\$1,294,759

2023 General Fund Budget

Projected Amendment - Expenditures

Expenditures	Current YTD	Budget	Percentage	2023 Projection
Payroll	\$81,031	\$90,000	90.03%	\$96,500
Benefits	\$16,872	\$8,500	198.50%	\$20,000
Total Payroll	\$97,903	\$98,500	99.39%	\$116,500
Professional Fees				
Accounting Fees	\$4,438	\$0	0.0%	\$6,000
Legal Fees	\$14,355	\$22,250	64.51%	\$18,000
Total Professional Fees	\$18,003	\$34,250	52.56%	\$25,500
Utilities	\$419	\$2,500	16.77%	\$600
Total Utilities	\$419	\$393	16.77%	\$2,500
Office Supplies	\$7,683	\$10,000	76.60%	\$10,000
Total Office Supplies	\$7,683	\$10,000	76.60%	\$10,000
Repairs and Maintenance				
Snow Removal	\$246,966	\$110,000	224.51%	\$275,000
Road Maint	\$278,469*	\$120,000	232.06%	\$346,500*
Trail Maint	\$0	\$30,000	0.0%	\$30,000
Road Manager Fee	\$29,054	\$25,000	116.22%	\$40,000
Total Repairs and Maintenance	\$554,448	\$285,000	194.56%	\$841,500
Other General Administration	\$(2,893)	\$200	-1446.33%	\$2500
Total Operating Expense	\$675,604	\$430,450	156.95%	\$1,292,859
Total Revenue	\$299,281	\$708,000	42.27%	\$1,294,759
Total Income or Expense	(\$376,323)	\$277,550	135.59%	\$1,900

2023 Adjustments to the Budget - Expenses

- ▶ Budgets To Adjust in December
 - ▶ Snow Removal Budget - Transfer From Capital Reserve
 - ▶ Road Capital Improvement - From Capital Reserves (pre approved)
 - ▶ Road Maintenance - From Capital Reserves
 - ▶ Speed Calming Project - From Capital Reserves (pre approved)
 - ▶ Payroll - Full Time Office Manager - From Capital Reserves (pre approved)

Summit County Service Area #3

Ongoing Enterprise (Water) Budget Issues

- ▶ Maintenance and Capital Improvement to Aging Infrastructure
 - ▶ Storage Tank Age ~40+ Years Old
 - ▶ Primary District Well - Need for Replacement / Rest
 - ▶ Updating Infrastructure and Monitoring
- ▶ Increase in ADU Construction
 - ▶ Permitting Compliance
 - ▶ Additional Strain on Aging Infrastructure
- ▶ Grant Opportunities
 - ▶ High Medium Household Income (MHI) Excludes Most Available Grant Options
 - ▶ Current Survey
 - ▶ 35.79% response rate - needed 67%
 - ▶ Medium Household Income ~\$150,000+ (County estimates \$119,819, Census \$197,750*)
 - ▶ Out of grant eligibility, but still eligible for loans with USDA Rural Development

2023 Water Fund Revenue Budget

Projected Amendment - 2024 Proposed Budget

Account No.	YTD	Budget	% YTD	2023 Projection	2024 Proposed
Revenue:					
5110 Water standby fees	\$ 96	\$ 11,900	0.81%	\$ 11,900	
5111 Well standby fees	0	1,600	0.00%	11,600	
5140 Water service fees	274,456	300,000	91.49%	300,000	
5240 Water rights assessments	(348) 1	2,000	-2.90%	12,000	
5310 Connection fees	-	15,000	0.00%	2,500	
5410 Late penalties and fees	5,343	150	3562.08%	6,500	
5490 Other operating income	18,959	2,000	947.96%	22,000	
5491 Parts & Equipment Sales	11,982	1,000	1198.25%	15,000	
5610 Interest income	27,488	4,500	610.85%	35,000	
5810 Transfers in	-	50,350	0.00%	50,350	
5510 Water Transfer Fee	-	1,500	0.00%	1,500	
Total Revenue	\$337,977	\$410,000	82.43%	\$468,350	
Non-Operating Income:					
5610 Interest Income	\$27,488	\$4,500	610.85%	\$26,000	
5810 Transfers In (Fund Balance)	\$0	\$50,350	\$0	\$50,000	
Total Non-Operating Income	\$93,847	\$120,000	78.21%	\$120,000	

2023 Water Fund Budget Expenditures

Projected Amendment - 2024 Proposed Budget

Expenditures	YTD	Budget	% YTD	Projection	2024 Budget
Professional Fees					
6334 Water Engineering Fees Capital	\$9,031	\$25,000	36.12%	\$12,000	\$25,000
6335 Water Engineering Maintenance	\$6,542	-	0.00%	\$7,500	\$8,000
6336 Water Engineering Projects	\$1,714	-	0.00%	\$2,500	\$2,500
Total Engineering Fees	\$17,287	\$25,000	69.15%	\$22,000	\$35,500
Accounting Fees					
Accounting Fees	\$4,438	\$0	0.0%	\$6,000	\$6,000
Legal Fees	\$12,544	\$50,000	58.65%	\$50,000	\$50,000
Water Operator	\$39,961			\$60,000	\$60,000
Total Professional Fees	\$56,943	\$50,000	125.00%	\$60,000	\$60,000
Utilities (Includes Monitoring)					
Utilities (Includes Monitoring)	\$24,488	\$16,000	153.05%	\$37,500	\$37,500
Total Utilities	\$24,488	\$16,000	153.05%	\$37,500	\$37,500
Office Supplies					
Office Supplies	\$6,743	\$4,000	168.59%	\$10,000	\$12,000
Total Office Supplies	\$6,743	\$4,000	168.59%	\$10,000	\$12,000
Payroll					
6400 General Manager	\$52,784	\$90,000	58.65%	\$75,000	\$44,000
6401 Operations Payroll	\$19,328	-	0.00%	\$25,000	\$39,600
6402 Staff Payroll	\$8,499	-	0.00%	\$10,000	\$25,000
6403 Payroll Fees	\$420	-	0.00%	\$1,000	\$1,000
6410 Benefits	\$15,860	\$8,500	186.59%	\$20,000	\$25,000
Total Payroll	\$96,891	\$98,500	98.37%	\$131,000	\$134,600
Repairs and Maintenance					
6250 Repairs and maintenance	\$38,346			\$45,000	\$50,000
6253 Water Tests	\$8,661			\$10,000	\$10,000
Total Repairs and Maint.	\$47,007			\$55,000	\$60,000

2023 Water Fund Budget Expenditures Continued

Projected Amendment - 2024 Proposed Budget

Expenditures	YTD	Budget	% YTD	Projection 2024 Budget
Need YTD \$ From Pelorus and Confirm with Dave Additional Operating expense				
6211 Public notices				
6212 Association and subscriptions				
6215 Bank fees				
6240 Office supplies and expenses				
6241 Newsletter				
6242 Board meetings				
6254 Water rights assessments				
6334.1 HAL - Arsenic Study				
6334.2 HAL Fire flow				
6380 Meter relocation and replacement				
6381 Meter Relocation Fees - Refund				
6510 Insurance & bonds				
6520 Depreciation expense				
6600 Rent				
6800 Training				
6850 Water Rights - Capital Outlay				
Capital Outlay	\$25,000	\$25,000	0%	\$25,000
Other Administration	\$3,662	\$0	0%	\$5,000
Total Water Expense	\$000,000	\$000,000	73.97%	\$000,000
Total Revenue	\$337,977	\$410,000	82.43%	\$468,350
Total Income or Expense	\$000,000	\$000,000	00%	\$000,000

Proposed 2024 Enterprise Fund Budget Revenue and Expenses

- ▶ Increase Base Rate and Usage For System Users
- ▶ Increase Penalty and Usage Tier for Well Users on SA3 Water Rights
- ▶ Increase Cost with Engineering for Capital Upgrade Plan
- ▶ Explore Funding Opportunities

Summit County Service Area #3

Operational Budget Report

10 General Fund - 01/01/2023 to 12/05/2023

	Prior YTD	Current YTD	Annual Budget	Budget Remaining	% Earned/Used	Notes
6403 Payroll Fees	\$0	\$504	\$0	-\$504	0.00%	
6410 Benefits	-\$1,164	\$19,711	\$8,500	-\$11,211	231.90%	
Total Payroll	\$64,305	\$108,780	\$98,500	-\$10,280	110.44%	
Professional Fees						
6332 Water operator services	\$40,343	\$35,051	\$37,500	\$2,449	93.47%	
6333 Professional fees	\$31,225	\$8,082	\$20,000	\$11,918	40.41%	
6333.1 Accounting Fees	\$0	\$23,923	\$0	-\$23,923	0.00%	
6334 Water Engineering Fees Capital	\$25,731	\$9,031	\$25,000	\$15,969	36.12%	
6335 Water Engineering Maintenance	\$0	\$8,213	\$0	-\$8,213	0.00%	
6336 Water Engineering Projects	\$0	\$3,082	\$0	-\$3,082	0.00%	
Total Professional Fees	\$97,299	\$87,382	\$82,500	-\$4,882	105.92%	
Legal Fees						
6327 Water General Legal Fees	\$0	\$5,463	\$0	-\$5,463	0.00%	
6330 Well System Legal Fees	\$0	\$252	\$0	-\$252	0.00%	
6331 Water System Legal Fees	\$38,005	\$9,269	\$50,000	\$40,731	18.54%	
Total Legal Fees	\$38,005	\$14,984	\$50,000	\$35,017	29.97%	
Utilities						
6270 Utilities	\$25,883	\$0	\$16,000	\$19,777	-23.60%	
6271 Electric Office	\$0	\$330	\$0	-\$330	0.00%	
6272 Electric Water System	\$0	\$9,441	\$0	-\$9,441	0.00%	
6276 Water System Monitoring	\$0	\$19,923	\$0	-\$19,923	0.00%	
Total Utilities	\$25,883	\$29,694	\$16,000	-\$9,917	161.98%	
Office Expenses						
6211 Public notices	\$0	\$0	\$300	\$300	0.00%	
6212 Association and subscriptions	\$3,550	\$2,402	\$3,200	\$798	75.06%	
6215 Bank fees	\$4,476	\$3,770	\$750	-\$3,008	501.06%	
6238 Computer/Technology Equipment	\$0	\$2,021	\$0	-\$2,021	0.00%	
6239 Software	\$0	\$5,705	\$0	-\$5,705	0.00%	
6240 Office supplies and expenses	\$556	\$16	\$3,000	\$2,984	0.54%	
6241 Newsletter	\$0	\$0	\$700	\$700	0.00%	
6242 Board meetings	\$0	\$0	\$400	\$400	0.00%	
6243 Postage	\$0	\$0	\$1,000	\$1,000	0.00%	
Total Office Expenses	\$8,581	\$13,914	\$9,350	-\$4,552	148.68%	
Repairs & Maintenance						
6250 Repairs and maintenance	\$41,645	\$28,668	\$40,000	\$11,332	71.67%	
6253 Water tests	\$6,605	\$10,494	\$4,000	-\$6,314	257.84%	
6254 Water rights assessments	\$7,245	\$6,881	\$5,500	-\$1,381	125.11%	
6381 Meter Relocation Fees - Refund	\$0	-\$1,096	\$5,000	\$6,096	-21.91%	
Total Repairs & Maintenance	\$55,495	\$44,948	\$54,500	\$9,732	82.14%	
Other General Administration						
6510 Insurance & bonds	\$520	\$7,921	\$8,500	\$579	93.19%	
6520 Depreciation Expense	\$66,230	\$66,230	\$10,000			
6600 Rent	\$7,070	\$7,500	\$7,150	-\$350	104.90%	
6730 Capital outlay	\$0	\$25,000	\$25,000	\$25,000	0.00%	
6850 Water Rights - Capital Outlay	\$0	\$2,000	\$2,000	\$2,000	0.00%	
6901 Interest expense	\$2,856	\$0	\$0	\$0	0.00%	
6999 Other Water Administration	\$0	\$7,087	\$0	-\$7,087	0.00%	
Total Other General Administration	\$76,676	\$115,738	\$52,650	\$20,142	52.77%	
Total Operating expense	\$366,244	\$415,440	\$363,500	\$35,259	90.03%	
Total Income From Operations:	\$6,399	-\$28,604	-\$8,350	-\$81,945	5066.35%	
Non-Operating Items:						
Non-operating income						
5492 Non Compliant well fee	\$0	\$42,500	\$0	-\$42,500	0.00%	One time fees from non-compliant wells
5501 Property taxes	\$6,529	\$1,312	\$0	-\$1,312	0.00%	
5810 Interest income	\$8,037	\$27,489	\$4,500	-\$22,989	610.87%	
5810 Transfers in	\$0	\$0	\$50,350	\$50,350	0.00%	
Total Non-operating income	\$14,566	\$71,301	\$54,850	-\$16,451	52.51%	
Total Income From Operations and Non Operating Income	\$20,964	\$42,697	\$46,500	-\$98,396	198.93%	
Transfer to Water Capital Reserve	\$20,694	\$42,697	\$46,500			
Total Income or Expense	\$0	\$0	\$0			