

Posted this 22 day of May 2023
Michael Chandler, Superintendent

Present: Richard Hirschi, Kelly Wilson, Justin Sip, David Hirschi, Nanette Billings

Staff: Mike Chandler, Fay Reber, Darrel Humphries, Matt Goodrich, Kim Spendlove, Kavyn Cox

Audience: Yvonne Spendlove

Prayer and Pledge: David Hirschi

Public comments: none

The minutes from the February 23, 2023, meeting was discussed.

Motion by Justin Sip to approve the February 23, 2023, minutes. Second by Richard Hirschi. Motion carried by unanimous vote.

Mike discussed Washington County Water Conservancy District's (WCWCD) request for some of the district's property for a water booster pump station. They want to install the booster on the northeast corner of the district's property.

WCWCD has an 18" line that runs along the highway and they want to be able to pull from that line to boost it back up into Hurricane. Mike has expressed some concerns with installing the booster station there, one being UDOT's future plans to widen SR-9 which cuts into some of the districts property. Mike has suggested a couple of other spots that might be better alternatives.

Motion by Justin Sip to give Mike the opportunity to negotiate with WCWCD about booster pump station location. Second by Nanette Billings. Carried by unanimous vote.

Justin asked if the district was experiencing the need for more storage with the wet winter we've had. Mike mentioned how the farm team has done a great job managing all the water but that there may be a need for another lagoon in the future.

Mike mentioned the WEAU Conference awards banquet is the same evening as the April board meeting. The district has three individuals and three organizational nominations. He brought up the idea of cancelling April's meeting so that employees can attend the awards banquet.

Mike reported on the water reuse conference he and Matt attended.

Mike shared the architectural concept drawings of the Confluence Park project. Haskell expects 60% drawings to be done end of April – early May. The target with that is to start ordering electrical gear, transformers, things of that nature because lead times are up to 80 weeks right now.

Mike mentioned that the district just wrapped up advertising for engineering selections. The district had about 14 submissions to about 15 different categories. Some of those are specific to

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materials testing, electrical, mechanical, etc. As a project comes up enter into master services agreement for a 3 year period (2023-2026).

Motion to adjourn at 6:50pm.

Ash Creek Special Service District

Operational Budget Report

1 District - 01/01/2023 to 03/31/2023

25.00% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Change In Net Position					
Income From Operations:					
Operating Income					
Charges for services					
5201 Sewer service income	309,972.11	452,979.10	1,293,264.87	5,280,000.00	24.49%
5211 County Service Income	3,600.00	800.00	2,800.00	20,000.00	14.00%
5242 Farm income	64,438.00	1,688.00	36,641.20	350,000.00	10.47%
5243 Rental Income	3,816.31	1,200.00	3,600.00	15,000.00	24.00%
5247 Development Fees	0.00	625.00	3,756.75	30,000.00	12.52%
5249.9 Other operating income	19,316.54	2,354.50	4,462.50	25,000.00	17.85%
Total Charges for services	401,142.96	459,646.60	1,344,525.32	5,720,000.00	23.51%
Total Operating Income	401,142.96	459,646.60	1,344,525.32	5,720,000.00	23.51%
Operating expenses:					
Personal services					
6110 Salaries & Wages	360,058.45	128,476.42	413,792.28	1,826,000.00	22.66%
6131 Emp Ben FICA	28,419.07	10,900.29	33,462.04	144,000.00	23.24%
6133 Emp Ben Retirement	92,029.68	28,548.59	91,681.90	395,000.00	23.21%
6135 Emp Ben Health Insurance	97,911.26	37,969.39	113,984.08	472,000.00	24.15%
6140 Emp Ben disability/workers comp	13,270.29	10,703.00	12,086.58	12,000.00	100.72%
Total Personal services	591,688.75	216,597.69	665,006.88	2,849,000.00	23.34%
Utilities expense					
6430 Power expense	11,264.78	4,923.09	15,452.70	45,000.00	34.34%
6435 Lagoon Power	35,515.09	11,572.67	40,377.77	176,000.00	22.94%
Total Utilities expense	46,779.87	16,495.76	55,830.47	221,000.00	25.26%
Repair and maintenance					
6255 Fuel	12,400.72	1,293.98	12,929.60	65,000.00	19.89%
6450 Maintenance - sewer collection system	51,213.06	101,258.76	120,731.80	240,000.00	50.30%
6455 Maintenance - lagoons	35,802.66	684.71	41,978.94	124,000.00	33.85%
6456 Building Expense	9,933.16	2,669.63	9,008.41	45,000.00	20.02%
6457 County Expense	424.47	0.00	285.00	0.00	0.00%
6458 Emergency repairs	0.00	0.00	0.00	20,000.00	0.00%
6465 Maintenance - equipment	3,367.68	1,618.49	6,045.64	45,000.00	13.43%
6475 Farm expenses	32,043.77	7,014.82	19,244.97	90,000.00	21.38%
6477 Rental Expense	395.98	73.42	210.11	7,000.00	3.00%
Total Repair and maintenance	145,581.50	114,613.81	210,434.47	636,000.00	33.09%
Other supplies and expense					
6230 Clothing allowance	3,600.00	0.00	3,800.00	4,000.00	95.00%
6231 Employee incentives	151.27	0.00	229.29	4,000.00	5.73%
6235 Training travel and conferences	3,247.13	897.16	9,968.30	35,000.00	28.48%
6236 Training - pretreatment	1,200.00	900.00	900.00	8,000.00	11.25%
6240 Office expense	19,896.25	3,021.88	9,203.44	43,000.00	21.40%
6311 Professional - legal fees	1,975.00	1,850.00	1,850.00	11,000.00	16.82%
6312 Professional accounting fees	1,250.00	700.00	700.00	14,000.00	5.00%
6313 Professional engineering fees	0.00	1,691.00	1,989.00	6,000.00	33.15%
6630 Other operating expense	0.00	0.00	0.00	4,000.00	0.00%
Total Other supplies and expense	31,319.65	9,060.04	28,640.03	129,000.00	22.20%
Insurance expense					
6510 Insurance expense	5,685.66	197.34	222.04	55,000.00	0.40%
Total Insurance expense	5,685.66	197.34	222.04	55,000.00	0.40%
Depreciation expense					
6710 Depreciation expense	271,423.88	86,555.96	259,578.02	1,108,000.00	23.43%
Total Depreciation expense	271,423.88	86,555.96	259,578.02	1,108,000.00	23.43%
Total Operating expenses:	1,092,479.31	443,520.60	1,219,711.91	4,998,000.00	24.40%
Total Income From Operations:	(691,336.35)	16,126.00	124,813.41	722,000.00	17.29%
Non-operating Items					
Non-operating income					
5252 Impact fee income	692,430.30	69,288.00	215,175.63	2,000,000.00	10.76%
5260 Interest income	(162,380.13)	150,564.84	384,190.09	200,000.00	192.10%
5280 Gain/loss on retirement of assets	0.00	0.00	0.00	60,000.00	0.00%
Total Non-operating income	530,050.17	219,852.84	599,365.72	2,260,000.00	26.52%
Non-operating expense					

Ash Creek Special Service District

Operational Budget Report

1 District - 01/01/2023 to 03/31/2023

25.00% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
6820 Interest expense	25,796.72	0.00	338,230.42	0.00	0.00%
Total Non-operating expense	25,796.72	0.00	338,230.42	0.00	0.00%
Total Non-operating Items	504,253.45	219,852.84	261,135.30	2,260,000.00	11.55%
Total Change In Net Position	(187,082.90)	235,978.84	385,948.71	2,982,000.00	12.94%

**Ash Creek Special Service District
Disbursement Listing
Checking - 03/20/2023 to 05/22/2023**

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
Service and Transaction Fees		03/21/2023	\$235.52			Reconciliation
Square fees charged		03/31/2023	\$117.10			Reconciliation
Square fees charged off by this amount		03/31/2023	\$4.89			Reconciliation
Service and Transaction Fees.		04/21/2023	\$240.04			Reconciliation
Square Fees.		04/30/2023	\$123.73			Reconciliation
	0320231200	03/20/2023	\$22,618.24			Paycheck
	0327231200	03/27/2023	\$23,409.48			Paycheck
	0403231200	04/03/2023	\$23,619.56			Paycheck
	0410231200	04/10/2023	\$23,109.09			Paycheck
	0417231200	04/17/2023	\$23,952.87			Paycheck
	0424231200	04/24/2023	\$26,136.93			Paycheck
	0501231200	05/01/2023	\$24,218.03			Paycheck
	0508231200	05/08/2023	\$22,847.38			Paycheck
	0515231200	05/15/2023	\$26,728.54			Paycheck
	0522231200	05/22/2023	\$23,269.69			Paycheck
Airgas USA LLC	34720	03/21/2023	\$390.00			Purchasing
Alpha Engineering	34721	03/21/2023	\$1,691.00			Purchasing
Bankcard Center	34722	03/21/2023	\$1,607.02			Purchasing
CenturyLink Communications, LLC	34723	03/21/2023	\$168.14			Purchasing
Color Country Automotive	34724	03/21/2023	\$112.12			Purchasing
De Lage Landen	34725	03/21/2023	\$200.26			Purchasing
Dixie Power	34726	03/21/2023	\$12,325.79			Purchasing
Jocelyn Communications & Computers	34727	03/21/2023	\$890.00			Purchasing
Mount Olympus Waters	34728	03/21/2023	\$155.39			Purchasing
Northwest Pipe Company	34729	03/21/2023	\$1,846.85			Purchasing
Public Employees Health Plan	34730	03/21/2023	\$37,876.35			Purchasing
Southern Tire Mart	34731	03/21/2023	\$303.60			Purchasing
Spectrum	34732	03/21/2023	\$23.02			Purchasing
United States Plastic Corp	34733	03/21/2023	\$2,304.47			Purchasing
MAAG Electric	34734	03/23/2023	\$300.00			Purchasing
Kleinman, Greg L	34735	03/27/2023	\$1,136.56			Paycheck
Kleinman, Greg L	34736	03/27/2023	\$1,136.56			Paycheck
Hirschi, David M	34737	03/27/2023	\$184.70			Paycheck
Hirschi, Richard	34738	03/27/2023	\$184.70			Paycheck
Airgas USA LLC	34739	03/28/2023	\$353.28			Purchasing
Association of Public Treasurers	34740	03/28/2023	\$458.00			Purchasing
B&W Distributors, Inc.	34741	03/28/2023	\$982.83			Purchasing
DC Frost Associates, Inc	34742	03/28/2023	\$2,731.79			Purchasing
Dominion Energy	34743	03/28/2023	\$970.59			Purchasing
Hurricane Auto	34744	03/28/2023	\$25.00			Purchasing
Purcell Tire Co.	34745	03/28/2023	\$42.80			Purchasing
Rocky Mountain Power	34746	03/28/2023	\$1,132.78			Purchasing
Scholzen Products	34747	03/28/2023	\$782.68			Purchasing
Utah Local Governments Trust	34748	03/28/2023	\$10,752.17			Payroll
Verizon Wireless	34749	03/28/2023	\$130.61			Purchasing
Bowen Collins & Associates, Inc	34750	04/04/2023	\$74,251.00			Purchasing
Bucks Ace Hardware	34751	04/04/2023	\$344.83			Purchasing
Campbell, Colton	34752	04/04/2023	\$40.00			Purchasing
Campos, Jorge M	34753	04/04/2023	\$40.00			Purchasing
Cox, Kavyn L	34754	04/04/2023	\$40.00			Purchasing
Estech Systems Inc	34755	04/04/2023	\$171.29			Purchasing
Gubler, Grayson	34756	04/04/2023	\$40.00			Purchasing
Gutierrez, Hipilito	34757	04/04/2023	\$40.00			Purchasing
High Desert Supply	34758	04/04/2023	\$7.08			Purchasing
Hirschi, Brigham D	34759	04/04/2023	\$40.00			Purchasing
Hirschi, Steven T	34760	04/04/2023	\$40.00			Purchasing
Hurricane Auto	34761	04/04/2023	\$25.00			Purchasing
Hurricane City	34762	04/04/2023	\$2,553.34			Purchasing
Infowest	34763	04/04/2023	\$36.00			Purchasing
Interstate Rock Products	34764	04/04/2023	\$844.90			Purchasing
Jocelyn Communications & Computers	34765	04/04/2023	\$340.00			Purchasing
Johnson, Bradley	34766	04/04/2023	\$40.00			Purchasing
Johnson, Ty	34767	04/04/2023	\$40.00			Purchasing
Kleinman, Greg	34768	04/04/2023	\$40.00			Purchasing
Murphy, Logan	34769	04/04/2023	\$40.00			Purchasing
Republic Services	34770	04/04/2023	\$44.02			Purchasing
Rocky Mountain Power	34771	04/04/2023	\$2,810.86			Purchasing
Ruesch, Heath	34772	04/04/2023	\$40.00			Purchasing
Southern Utah Distributing	34773	04/04/2023	\$107.25			Purchasing
Stevens, Jason	34774	04/04/2023	\$40.00			Purchasing
Tink's Superior Auto Parts	34775	04/04/2023	\$731.70			Purchasing
Utah Division of Water Quality	34776	04/04/2023	\$500.00			Purchasing
Utah Retirement Systems - LTD	34777	04/04/2023	\$629.49			Payroll

Ash Creek Special Service District
Disbursement Listing
Checking - 03/20/2023 to 05/22/2023

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
Utah Tax Commission	34778	04/04/2023	\$5,635.00			Payroll
Wilcox, Gary	34779	04/04/2023	\$40.00			Purchasing
Winsupply	34780	04/04/2023	\$1,605.60			Purchasing
Wright, Seth H	34781	04/04/2023	\$40.00			Purchasing
ALSCO	34782	04/11/2023	\$477.55			Purchasing
B&L Propane	34783	04/11/2023	\$63.80			Purchasing
Blue Stakes of Utah 811	34784	04/11/2023	\$494.32			Purchasing
Color Country Automotive	34785	04/11/2023	\$36.98			Purchasing
Department of Government Operations	34786	04/11/2023	\$1,356.64			Purchasing
Frehner Bearing	34787	04/11/2023	\$22.00			Purchasing
IFA	34788	04/11/2023	\$6,995.97			Purchasing
Republic Services	34789	04/11/2023	\$137.59			Purchasing
Sherwin Williams	34790	04/11/2023	\$621.93			Purchasing
Star Nursery	34791	04/11/2023	\$4,106.49			Purchasing
Tractor Supply Credit Plan	34792	04/11/2023	\$390.86			Purchasing
Verizon Wireless	34793	04/11/2023	\$1,740.29			Purchasing
Waterford Services, LLC	34794	04/11/2023	\$9,066.35			Purchasing
Yellowstone Leather Products	34795	04/11/2023	\$1,138.44			Purchasing
Association of Public Treasurers	34796	04/18/2023	\$399.00			Purchasing
B&W Distributors, Inc.	34797	04/18/2023	\$6,974.28			Purchasing
Cruts Blasting, LLC	34798	04/18/2023	\$3,000.00			Purchasing
De Lage Landen	34799	04/18/2023	\$125.26			Purchasing
Dixie Power	34800	04/18/2023	\$13,191.99			Purchasing
ERIKS North America Inc	34801	04/18/2023	\$570.08			Purchasing
Mount Olympus Waters	34802	04/18/2023	\$129.41			Purchasing
Rhinehart Oil Co., LLC	34803	04/18/2023	\$11,139.36			Purchasing
Ten Point Sales & Marketing, LLC	34804	04/18/2023	\$1,056.34			Purchasing
Utah Local Governments Trust	34805	04/18/2023	\$484.94			Payroll
Ballard's Nursery	34806	04/25/2023	\$467.40			Purchasing
Bankcard Center	34807	04/25/2023	\$11,554.45			Purchasing
Bowen Collins & Associates, Inc	34808	04/25/2023	\$134,068.56			Purchasing
City of St. George	34809	04/25/2023	\$17.00			Purchasing
Color Country Automotive	34810	04/25/2023	\$18.55			Purchasing
Dominion Energy	34811	04/25/2023	\$795.61			Purchasing
Goodrich, Matt S	34812	04/25/2023	\$484.57			Purchasing
Nickerson Company Inc	34813	04/25/2023	\$17,577.00			Purchasing
Public Employees Health Plan	34814	04/25/2023	\$37,876.35			Purchasing
Verizon Wireless	34815	04/25/2023	\$136.44			Purchasing
Hirschi, David M	34816	05/01/2023	\$184.70			Paycheck
Hirschi, Richard	34817	05/01/2023	\$184.70			Paycheck
Alpha Engineering	34825	05/02/2023	\$2,214.50			Purchasing
Campbell, Colton	34826	05/02/2023	\$40.00			Purchasing
Bucks Ace Hardware	34827	05/02/2023	\$349.49			Purchasing
Campos, Jorge M	34828	05/02/2023	\$73.35			Purchasing
Cox, Kavyn L	34829	05/02/2023	\$40.00			Purchasing
Dominion Energy	34830	05/02/2023	\$44.33			Purchasing
Estech Systems Inc	34831	05/02/2023	\$168.03			Purchasing
Fastenal	34832	05/02/2023	\$10.27			Purchasing
Gubler, Grayson	34833	05/02/2023	\$40.00			Purchasing
Gutierrez, Hipolito	34834	05/02/2023	\$40.00			Purchasing
Hirschi, Brigham D	34835	05/02/2023	\$40.00			Purchasing
Hirschi, Steven T	34836	05/02/2023	\$40.00			Purchasing
Hurricane City	34837	05/02/2023	\$2,822.92			Purchasing
Infowest	34838	05/02/2023	\$36.00			Purchasing
Interstate Rock Products	34839	05/02/2023	\$160.63			Purchasing
Jocelyn Communications & Computers	34840	05/02/2023	\$680.00			Purchasing
Johnson, Bradley	34841	05/02/2023	\$40.00			Purchasing
Johnson, Ty	34842	05/02/2023	\$40.00			Purchasing
Kleinman, Greg	34843	05/02/2023	\$40.00			Purchasing
Murphy, Logan	34844	05/02/2023	\$40.00			Purchasing
Republic Services	34845	05/02/2023	\$45.45			Purchasing
Ruesch, Heath	34846	05/02/2023	\$40.00			Purchasing
Scholzen Products	34847	05/02/2023	\$1,391.56			Purchasing
Southern Utah Distributing	34848	05/02/2023	\$671.28			Purchasing
Stevens, Jason	34849	05/02/2023	\$40.00			Purchasing
Wilcox, Gary	34850	05/02/2023	\$40.00			Purchasing
Winsupply	34851	05/02/2023	\$303.15			Purchasing
Wright, Seth H	34852	05/02/2023	\$40.00			Purchasing
Airgas USA LLC	34853	05/09/2023	\$216.92			Purchasing
ALSCO	34854	05/09/2023	\$466.02			Purchasing
Blue Stakes of Utah 811	34855	05/09/2023	\$413.36			Purchasing
City of St. George	34856	05/09/2023	\$17.00			Purchasing
Fay E. Reber & Associates	34857	05/09/2023	\$875.00			Purchasing

**Ash Creek Special Service District
Disbursement Listing
Checking - 03/20/2023 to 05/22/2023**

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
IFA	34858	05/09/2023	\$2,879.36			Purchasing
JENDCO	34859	05/09/2023	\$799.00			Purchasing
Owen Equipment	34860	05/09/2023	\$879.83			Purchasing
Rocky Mountain Power	34861	05/09/2023	\$1,708.10			Purchasing
Sherwin Williams	34862	05/09/2023	\$336.23			Purchasing
Stephen Wade Auto Center	34863	05/09/2023	\$186.24			Purchasing
Verizon Wireless	34864	05/09/2023	\$839.13			Purchasing
Gubler, Grayson	34865	05/10/2023	\$2,441.56			Purchasing
Utah Retirement Systems - LTD	34866	05/10/2023	\$798.42			Payroll
Utah Tax Commission	34867	05/10/2023	\$7,261.00			Payroll
Arbinger Institute, LLC	34868	05/17/2023	\$1,462.50			Purchasing
Bankcard Center	34869	05/17/2023	\$2,990.62			Purchasing
CenturyLink Communications, LLC	34870	05/17/2023	\$168.14			Purchasing
DC Frost Associates, Inc	34871	05/17/2023	\$1,351.63			Purchasing
De Lage Landen	34872	05/17/2023	\$125.26			Purchasing
Department of Government Operations	34873	05/17/2023	\$1,318.92			Purchasing
Dixie Power	34874	05/17/2023	\$13,016.84			Purchasing
Jocelyn Communications & Computers	34875	05/17/2023	\$90.00			Purchasing
Mount Olympus Waters	34876	05/17/2023	\$168.38			Purchasing
Owen Equipment	34877	05/17/2023	\$848.40			Purchasing
Republic Services	34878	05/17/2023	\$140.60			Purchasing
Southern Utah Distributing	34879	05/17/2023	\$445.26			Purchasing
Star Nursery	34880	05/17/2023	\$819.00			Purchasing
Tank Equipment LLC	34881	05/17/2023	\$43,310.00			Purchasing
Internal Revenue Service	9999	03/21/2023	\$6,751.45			Payroll
Internal Revenue Service	9999	03/28/2023	\$7,427.57			Payroll
Internal Revenue Service	9999	04/04/2023	\$7,046.02			Payroll
Utah Retirement Systems	9999	04/10/2023	\$36,355.68			Payroll
Utah Unemployment Contribution Fund	9999	04/10/2023	\$1,249.76			Payroll
Internal Revenue Service	9999	04/11/2023	\$6,881.27			Payroll
Internal Revenue Service	9999	04/18/2023	\$7,300.57			Payroll
Internal Revenue Service	9999	04/25/2023	\$7,937.62			Payroll
Utah Retirement Systems	9999	05/02/2023	\$46,449.36			Payroll
Internal Revenue Service	9999	05/10/2023	\$13,839.14			Payroll
Internal Revenue Service	9999	05/17/2023	\$7,485.24			Payroll
			\$924,780.07		\$0.00	

Ash Creek Special Service District
Checking
Bank Deposit Register - 03/20/2023 to 05/22/2023

Deposit Number	Deposit Date	Payment Amount	Transfer Amount	Fund
2720	03/20/2023	475.00	0.00	1 District
2721	03/22/2023	51.97	0.00	1 District
2722	03/22/2023	76.00	0.00	1 District
2723	03/24/2023	20,058.00	0.00	1 District
2724	03/28/2023	61,516.66	0.00	1 District
2725	03/29/2023	103.78	0.00	1 District
2726	03/31/2023	51.97	0.00	1 District
2727	03/31/2023	3,210.00	0.00	1 District
2728	04/03/2023	71,113.85	0.00	1 District
2729	04/07/2023	37,213.62	0.00	1 District
2730	04/06/2023	77.88	0.00	1 District
2733	04/12/2023	0.00	-236,000.00	1 District
2735	04/11/2023	2,227.00	0.00	1 District
2736	04/13/2023	51.97	0.00	1 District
2737	04/13/2023	22,425.00	0.00	1 District
2738	04/14/2023	1,132.00	0.00	1 District
2739	04/18/2023	378,300.73	0.00	1 District
2740	04/19/2023	6,510.50	0.00	1 District
2741	04/21/2023	104,379.29	0.00	1 District
2742	04/25/2023	155.75	0.00	1 District
2743	04/25/2023	7,540.00	0.00	1 District
2744	04/28/2023	3,238.65	0.00	1 District
2745	04/28/2023	1,943.00	0.00	1 District
2746	05/02/2023	15,790.00	0.00	1 District
2747	05/03/2023	34,100.00	0.00	1 District
2749	05/09/2023	0.00	208,319.56	1 District
2750	05/05/2023	1,835.00	0.00	1 District
2751	05/10/2023	103.78	0.00	1 District
2752	05/10/2023	46,726.00	0.00	1 District
2753	05/12/2023	207.56	0.00	1 District
2754	05/12/2023	26,548.43	0.00	1 District
2755	05/15/2023	385,256.49	0.00	1 District
2756	05/17/2023	414.66	0.00	1 District
2757	05/17/2023	30,900.00	0.00	1 District
2758	05/22/2023	0.00	-63,000.00	1 District
2760	05/22/2023	0.00	-500,000.00	1 District
2762	05/19/2023	13,464.99	0.00	1 District
		\$1,277,199.53	-590,680.44	

Fraud Risk Assessment

Continued

*Total Points Earned: 335 /395 *Risk Level: Very Low Low Moderate High Very High
 > 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	X	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	X	5
b. Procurement?	X	5
c. Ethical behavior?	X	5
d. Reporting fraud and abuse?	X	5
e. Travel?	X	5
f. Credit/Purchasing cards (where applicable)?	X	5
g. Personal use of entity assets?	X	5
h. IT and computer security?	X	5
i. Cash receipting and deposits?	X	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?		20
a. Do any members of the management team have at least a bachelor's degree in accounting?	X	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?	X	20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	X	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	X	20
7. Does the entity have or promote a fraud hotline?	X	20
8. Does the entity have a formal internal audit function?		20
9. Does the entity have a formal audit committee?		20

*Entity Name: Ash Creek S.S.D.

*Completed for Fiscal Year Ending: Dec 31, 2022 *Completion Date: 2/10/2023

*CAO Name: Michael A. Chandler *CFO Name: Darrel Humphries

*CAO Signature: Michael A. Chandler *CFO Signature: Darrel Humphries

*Required



Ash Creek Special Service District

1350 S. Sand Hollow Road
Hurricane, UT 84737

Office: (435) 635-2348 Fax: (435) 635-8550

ashcreek@infowest.com

Ethical Behavior Pledge Form

Annual Ethics Pledge

The following pledge is required to be made annually by all officers and employees of [entity name]:

I, _____ am the duly elected/appointed

Board Member of Ash Creek Special Service District.

I pledge to adhere to the code of ethics as approved by the Administrative Control Board. These topics include but are not limited to: improper use of official position, accepting gifts or loans, disclosing privileged information, retaining a financial or beneficial interest in a transaction, nepotism, misuse of public resources or property, outside employment, political activity, fair and equal treatment, and conduct after leaving office or employment. I understand that state statute and Ash Creek Special Service District provide for penalties for violation of specific unethical behavior. Signing this document verifies that I have been provided time to read applicable statutes and ordinances, as well as the Ash Creek Special Service District code of ethics.

DATED THIS _____ DAY OF _____ 20_____

By: _____

Title/Office: _____