

Dear fellow directors:

The October 4, 2021 board meeting will be conducted via Microsoft Teams.

A recent surge in COVID-19 infections across the region, including staff at Southwest Water Authority (SWA) has prompted a change in schedule for the upcoming October 4-5, 2021, board of directors meeting and retreat. More than 10% of SWA staff has COVID-19 or related restrictions. The SWA board has a long-standing commitment to fulfilling our vision and mission of quality water to help the people of southwest North Dakota succeed. A healthy staff is one of the key components of completing that mission. It is with that in mind that the following changes need to be implemented for the upcoming October schedule:

1. The conference room at the SWA office does not allow sufficient space for social distancing. We would need to move to an off-site location, which has been done many times in the past. We could do this, but it seems safer to just hold the meeting remotely. This eliminates potential to spread the COVID-19 infection to staff and board members.

Action: the October 4, 2021, board meeting will be held virtually. SWA staff will provide connection information, board packet, etc.

2. As a result of the potential infectious situations and for staff and board safety, it is my opinion, arrived at after consultation with various board members and staff, the board retreat scheduled for the afternoon of October 4 and morning of October 5 be postponed. **Action: rescheduling this important event for SWA's future will be on the agenda as part of the monthly October 4 meeting.**

3. This is not an ideal situation, nor is it a path that we wanted to travel on, however, I think this is best for all. **Action: PLEASE MAKE EVERY EFFORT TO PARTICIPATE BY VOTING ON ACTION ISSUES AND SHARING YOUR OPINIONS ON VARIOUS AGENDA ITEMS.**

Finally, as your chairperson, I would prefer to meet face-to-face; however, as a government entity that is one of many voices for the people in southwest North Dakota, SWA needs to exercise leadership on this issue. While no infections could occur, it is my opinion that, if SWA were to err, it is better to err on the side of safety for all.

Thank you for your understanding on this issue.

James A. Odermann
Chairperson
Southwest Water Authority

MEMORANDUM

To: Southwest Water Authority Board of Directors

From: Mary Massad, Manager/CEO, SWA

Subject: October 4, 2021, SWA Board of Directors Meeting

Date: September 27, 2021

The next Southwest Water Authority (SWA) Board of Directors meeting will be held virtually on Monday, October 4, 2021, at 9:00 a.m. MDT. This is due to increased cases of COVID-19. The Board Retreat will need to be rescheduled

There is one policy for the Board to review and monitor this month, Policy III. A. Board Governance Process-Governing. This policy is included in the Board packet for your review.

Decision making includes two policies and their related reports to the Board. They are Policy II. C. Executive Limitations – Financial Condition and Policy II. E. Executive Limitations – Asset Protection. The policies and their reports are included in the Board packet for your review. If you have any questions, please let me know.

Reimbursement from the Reserve Fund for Replacement and Extraordinary Maintenance is on the agenda under decision making. This item is covered under a separate memo.

At their September 7, 2021, City Commission meeting, the city of Killdeer did approve and sign both the Memorandum of Agreement II reducing their reserved capacity from 750 gpm to 650 gpm and the Water Service Contract Amendment Number Two which allows a second point of connection under the current contracted amount of 450 gpm. SWA Board of Directors will need to approve these contracts prior to sending on to the State Water Commission for final approval.

Southwest Water Authority's Board Retreat which was scheduled for Monday and Tuesday, October 4 & 5, 2021, at the O&M Center Office has been postponed due to an up-tick in Covid-19 prevalence in our region and related restrictions. Discussion will include rescheduling of this important event.

The SWC Subcommittees meeting was held on September 9, 2021. Sindhu provided the SWC with information regarding the MTL Upgrades in all three zones and is included in the Board packet. The draft final report for the [Strategic Governance and Finance Study](#) and the [recommendations presentation](#) by AE2S/Nexus are available for review on SWA's website. A meeting to discuss the study with AE2S/Nexus and representatives of the DWR occurred on September 8, 2021. DWR Director, Andrea Travnicek, was unable to attend. Interim State Engineer, John Packzowski, and DWR staff along with AE2S/Nexus were also in attendance. The next SWC meeting will be held on Thursday, October 14, 2021.

Sindhu S.Pillai-Grinolds and Jim Lennington will give a Project update and discuss current construction. Sindhu's memo is included for your review. The bid opening for the Main Transmission Lines was held on September 22, 2021. Lennington will provide an update on the PipeDiver data review and progress in identifying critical areas of repair on the Contract 2-3A raw water line near Taylor.

Misti Conzemius will give an update on subsequent customers, complaints, and waiting lists. The Signup and Easement Department continues to work on getting the MTL easements for project expansion and for system hydraulic improvements. The department is busy collecting signups throughout the Burt and Hebron Service Areas and as of August 26, 2021, SWA has received a total of 444 signups in the canvassing area. System wide there are 612 locations on the waiting list.

Project funding will be discussed. A funding spreadsheet depicting the difference in the DWR funding needs and the SWA funding needs has been developed and is included with the Board packet. The 2021 Water Development Plan is available on the SWC website [here](#) and shows the future need of \$206 million for the SWPP.

Ledeanna O'Shields will be presenting the preliminary 2022 O&M Budget. This budget was presented according to the Budget Subcommittee recommendations. Please review and contact her with any questions.

A tentative Board meeting schedule for 2022 is included for your discussion. This item will be brought back in November for decision making.

The Upper Missouri Water Association will be holding its annual conference on October 25 and 26 in Deadwood, South Dakota. The agenda is included with the Board packet. Chairperson Odermann, Director Bares, and I will be attendance on behalf of SWA.

The North Dakota Water Users Association is hosting a North Dakota Water Reception on Tuesday, October 12, 2021, at 5:00 p.m. at the Bismarck Municipal Country Club. Director Andrea Travnicek will be presenting on the vision and priorities of the new Department of Water Resources. If you are interested in attending please let us know the day of the Board meeting.

In October 1991, the city of Dickinson turned on their taps to quality water from the Southwest Pipeline Project for the very first time. It was an event that has helped with the growth and economy of the region. On October 18, SWA will be present at the City Commission meeting to celebrate 30 years of water service as well a the 30th anniversary of Southwest Water Authority. Cheers!

The Little Missouri Scenic River Commission met on Tuesday, September 7, 2021. The agenda is included with the Board packet.

The 58th Annual Joint North Dakota Water Convention and Irrigation Workshop will be held at the Ramkota Hotel and Conference Center in Bismarck on December 8 and 9, 2021. The nomination forms for the Commodore, Water Wheel and Irrigation Awards are included with the Board packet.

October is cybersecurity awareness month. SWA remains diligent at keeping cybersecurity at the forefront. The Board requested an update on cybersecurity, especially after participating in the nationwide National Guard exercise. More information is included under a separate memo.

SWA has been following federal guidance allowing up to 80 hours of paid Covid-19 pay per employee for employees who contract the illness or are on close-contact restrictions. This federal leave credit is to expire September 30, 2021. It is our intention to continue this practice through December 31, 2021.

The Succession Planning Subcommittee will be making a recommendation to the Board of Directors during an Executive Session for the next Manager/CEO of SWA.

Other information is enclosed with my memo.

This meeting will originate at the SWA O&M Center Office in Dickinson on Monday, October 4, 2021, at 9:00 a.m. MDT.

CITY OF HETTINGER

Council Proceedings

Published prior to Governing Body's Review and Revision
OFFICIAL PROCEEDINGS
OF THE

HETTINGER CITY COUNCIL
HETTINGER, NORTH DAKOTA
SEPTEMBER 8, 2021

The Hettinger City Council met in regular session at the Hettinger Armory Conference Room with the following present, Curt Drolc, Suzie Reuther, James Lindquist, and David Parrill. Mayor Hanna will be present late.

President, Suzie Reuther called the meeting to order at 7:00 AM. AUGUST 11, 2021 MINUTES Council Member Parrill moved to approve the minutes of the regular scheduled meeting. Second by Council Member Lindquist and by unanimous vote. Motion carried.

AGENDA: Council Member Drolc moved to approve the agenda as presented. Second by Council Member Parrill and by unanimous vote. Motion carried.

HIGHWAY SUPERINTENDENT: Nathan Nash was present to discuss any issues. Mr. Nash informed the Council that Winn Construction has started the alleyway project behind the Alco building. Mr. Nash discussed his approval of the chip seal project that has been completed in the SW section of Hettinger, although heavy traffic has caused some damage. A request for a storm drain or storm valley to prevent water issues on North 11th Street was discussed. Mr. Nash will get a quote from Mike Marion for this, as he had done one in the past for drainage issues.

Gravel work has also been requested in that area, but a property owner has large river rock landscaped into the Street causing issues for blading and adding the gravel. The Council discussed visiting with property owner on the removal of the river rock, so the road can be worked on. Removal of the rock by the property owner would be a better solution, so the property owner could keep the rock.

PUBLIC WORKS MANAGER: Nathan Nagel met with the Council to discuss a couple problem areas. Bill Ecker has some water issues off of the hill on East 13th Street (East of the Armory) Discussion on cre-

ated and met by the Mayor. The first half of funds was deposited in the amount of \$90,672.35. Possible projects were discussed that are needed, street projects are limited for use of the funding.

COUNCIL REPORTING: Request for the City to extend water/sewer past City limits to the East side of town for development was discussed. Annexing the properties to become City was discussed. The City worked with SW Water to extend utilities outside City limits in 2016. Southwest water was not in favor of this. At that time the only way they would allow the extension of City services would be for the City to pay for 10 years of revenue loss beforehand. Council Member Lindquist informed the remaining Council Members that ACDC has a signed contract with Matt Schneider to be the new Bowling Alley operator. Everyone seems very excited for this, and Mr. Schneider hopes to have the facility open in October. ACDC is also conducting a survey on population retention, findings were not available at this time.

SALES TAX REPORT: Was reviewed

SWIM POOL: The bidding process has been completed, the Hettinger School Board bill now have to work through the bids to start the construction work, the Swim pool construction was noted to be complete at the beginning of May 2022.

MAYOR HANNA NOW PRESENT AT THE MEETING

SIDEWALK PROJECT: Project about complete, the additional alley work has started today. Mayor Hanna discussed with the Council that several people were wondering about having the City give incentives to them for sidewalk replacement projects. Sidewalks are the responsibility of the property owners. No such programs or incentives exist in Hettinger, no decisions were made.

BILLY DOERR: City Engineer met with the Council to discuss the last of the engineering bills for the lagoon project wrap up. Mr. Doerr is also working on the Safe Drinking Water Application with Nathan Nagel, the project list mimics last year's projects. Mr. Doerr will work with Winn Construction with the beginning of the Alco alleyway drainage. He will only be available shortly, and leave Highway Supervisor, Nash to continue supervising the project.

ARMORY CUSTODIAN: Trish Schalesky met briefly with the Council. The past month, the fitness center brought in \$1,220 in memberships. No other updates

Seamands also discussed the need to re-place 'visitor parking' signs on the South side of the school. Signs were originally there and taken down a few years ago. Council Member Reuther moved to put the signs up in the designated areas for "Visitor Parking" and to work with Public Works manager, Nathan Nagel to do so. Second by Council Member Parrill, and by unanimous vote; motion carried. **NUISANCE NOTICES:** were reviewed. Council Member Reuther requested Mayor Hanna to announce on KNDC the ordinance stating property owners are responsible for whole property including alleyways for mowing and upkeep.

PASTIME BEER GARDEN PERMITS: Three permit requests were reviewed for events located in the Granary on September 10th, September 11th, and October 15th-17th. Council Member Drolc moved to approve the two beer permit requests, second by Council Member Parrill, and by unanimous vote; motion carried.

MIDCONTINENT FRANCHISE AGREEMENT SECOND

READING: Council Member Reuther moved to approve the franchise agreement between Hettinger City and Midcontinent Cable Company. Second by Council Member Parrill, and by unanimous vote; motion carried. **MIDCONTINENT FRANCHISE AGREEMENT FINAL PAS-SAGE:** Council Member Reuther moved to approve the franchise agreement between Hettinger City and Midcontinent Cable Company. Second by Council Member Lindquist, and by unanimous vote; motion carried. The continuance of the entire 13-page resolution can be reviewed in the City Auditor's Office.

WRHS REQUEST FOR FUNDS: Was reviewed by the Council, the Council has the understanding that donating public funds is not in the best practice. It was also discussed that funding is donated from all the pull tab machines to West River Health Services.

2022 BUDGET HEARING: Mayor Hanna opened the public hearing at 9:00 am, the floor was opened to any comments from the public. There were no taxpayers present for the hearing. Mayor Hanna declared the meeting closed at 9:15 am. Council Member Lindquist moved to approve the 2022 budget as presented. Second by Council Member Parrill and by unanimous vote; Motion carried.

2022 BUDGET RESOLUTION WHEREAS, the budget for 2022

#15457 Brosz Engineering, Inc \$1,122.50; #15458 Tim Milliren \$404.53; #15459 Adams County Treasurer \$7,792.12; #15460 Adams County Treasurer \$11,083.67; #15461 Montana Dakota Utilities \$3,870.74
ADJOURN: Council Member Lindquist moved to adjourn the meeting. The motion was seconded by Council Member Parrill. Mayor Hanna declared the meeting adjourned 9:20 am.

Shawn Hanna, Mayor

Attest:

Krista Faller, City Auditor



North Dakota Legislative Council

Prepared by the Legislative Council staff
 LC# 23.9002.02000
 September 2021

OIL AND GAS TAX REVENUES MONTHLY UPDATE

This memorandum provides an update on oil production and prices, oil and gas tax revenue collections, and oil and gas tax revenue allocations for September 2021 and for the biennium to date. **The forecasted amounts reflect the 2021 legislative revenue forecast**, prepared at the close of the 2021 legislative session.

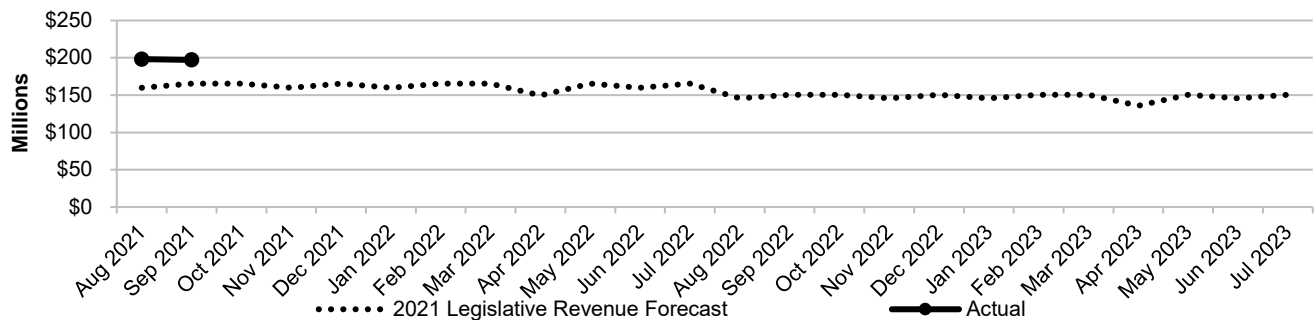
OIL PRODUCTION AND PRICES

The schedule below provides information on oil production and prices for July 2021 and for the biennium to date. Oil and gas tax revenue allocations reflect production and price from 2 months prior. The actual oil prices reflect the average of Flint Hills Resources posted prices and West Texas Intermediate posted prices.

	July 2021				Biennium to Date			
	Actual	Forecast	Variance		Actual	Forecast	Variance	
			Amount	Percent			Amount	Percent
Average daily oil production	1,077,789	1,100,000	(22,211)	(2%)	1,105,644	1,100,000	5,644	1%
Average oil price per barrel	\$68.62	\$50.00	\$18.62	37%	\$68.06	\$50.00	\$18.06	36%

OIL AND GAS TAX REVENUE COLLECTIONS

The chart below provides information on total oil and gas tax revenue collections based on the 2021 legislative forecast and actual allocations through September 2021.



OIL AND GAS TAX REVENUE ALLOCATIONS

The schedule below provides information on oil and gas tax revenue allocations to the Three Affiliated Tribes of the Fort Berthold Reservation, state funds, and political subdivisions for September 2021 and for the biennium to date.

	Amounts Shown in Millions							
	September 2021				Biennium to Date			
	Actual	Forecast	Variance		Actual	Forecast	Variance	
Amount			Percent	Amount			Percent	
Three Affiliated Tribes	\$25.10	\$21.65	\$3.45	16%	\$52.85	\$42.31	\$10.54	25%
Legacy fund	51.72	43.21	8.51	20%	102.86	85.03	17.83	21%
North Dakota outdoor heritage fund	1.30	1.04	0.26	25%	1.30	1.04	0.26	25%
Abandoned well reclamation fund	0.65	0.52	0.13	25%	1.29	1.03	0.26	25%
Political subdivisions	42.04	36.16	5.88	16%	67.95	55.93	12.02	21%
Common schools trust fund	7.95	7.06	0.89	13%	15.66	13.89	1.77	13%
Foundation aid stabilization fund	7.95	7.06	0.89	13%	15.66	13.89	1.77	13%
Resources trust fund	16.30	14.47	1.83	13%	32.11	28.48	3.63	13%
Oil and gas research fund	0.89	0.69	0.20	29%	2.12	1.68	0.44	26%
State energy research center fund	0.44	0.35	0.09	26%	1.06	0.84	0.22	26%
General fund	42.84	33.17	9.67	29%	102.55	81.31	21.24	26%
Tax relief fund	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A
Budget stabilization fund	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A
Lignite research fund	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A
State disaster relief fund	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A
Municipal infrastructure fund	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A
Strategic investment and improvements fund	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A
County and township infrastructure fund	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A
Airport infrastructure fund	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A
Total oil and gas tax revenue allocations	\$197.18	\$165.38	\$31.80	19%	\$395.41	\$325.43	\$69.98	22%

**SOUTHWEST WATER AUTHORITY
Board of Directors Meeting Agenda
Monday, October 4, 2021, 9:00 a.m. MDT**

Microsoft Teams meeting initiated at SWA O&M Center Office, Dickinson, ND

	Flip Chart Recorder	Director Eaton
	Process Observer	Director Roth
	Minutes	Wendy Serhienko
9:00 a.m.	1. Call to Order – Pledge of Allegiance	Chairperson Odermann
9:05 a.m.	2. Agenda	
	A. Review Agenda	Chairperson Odermann
	B. Consent Agenda*	Board of Directors
	<i>Official Minutes of September 7, 2021, Board of Directors Meeting, Official Minutes of September 7, 2021, Budget Subcommittee Meeting and Accounts Payable & Financial Reports and Return on Investment</i>	
9:10 a.m.	3. Board Policy Review and Monitoring	
	A. Policy III. A. Board Governance Process-Governing Style	Board of Directors
9:15 a.m.	4. Decision Making	
	A. Policy II. C. Executive Limitations – Financial Condition and Manager/CEO Internal Report*	Board of Directors/Mary Massad
	B. Policy II. E. Executive Limitations- Asset Protection and Manager/CEO Internal Report*	Board of Directors/Mary Massad
	C. Replacement and Extraordinary Maintenance Fund Reimbursement*	Board of Directors/Ledeanna O’Shields
	D. City of Killdeer Memorandum of Agreement II*	Board of Directors/Mary Massad
	E. City of Killdeer Water Service Contract Amendment Number Two*	Board of Directors/Mary Massad
	F. Discussion on SWA’s position on Ownership of the SWPP*	Board of Directors
	G. Resolution of Appreciation for Dave Lupo*	Board of Directors
9:35 a.m.	5. Board Member Reports	
	A. Strategic Plan – Board Retreat	Board of Directors/Mary Massad
	B. SWC Meeting – Strategic Finance and Governance Study	Chairperson Odermann/S.Pillai- Grinolds
	C. Budget Subcommittee	Director Eaton
10:00 a.m.	Break	
10:15 a.m.	6. Incidental Information	
	A. SWPP Update / SWA Update / DWR Update	S.Pillai-Grinolds/Jim Lennington/ Mary Massad
	1. PipeDiver Assessment	Jim Lennington/Mary Massad
	2. Easement/Signup Update	S.Pillai-Grinolds Misti Conzemius
10:45 a.m.	B. Update from Manager/CEO/SWA Staff	
	1. SWPP Funding and Project Review	S.Pillai-Grinolds/Mary Massad
	2. Preliminary 2022 O&M Budget	Ledeanna O’Shields
	3. Preliminary 2022 Board of Directors’ Meetings Schedule	Mary Massad
	4. Upper Missouri Water Association	Mary Massad/Jack Dwyer
	5. North Dakota Water Reception	Mary Massad
	6. City of Dickinson – 30 Years of Water	Mary Massad
	7. Little Missouri Scenic River Commission	Mary Massad
	8. 58 th Annual Joint North Dakota Water Convention	Mary Massad
	9. Cybersecurity Update	Grace Rixen
	10. Covid-19 Policy Update	Mary Massad
11:30 a.m.	C. Perkins County Rural Water System Update	Ledeanna O’Shields
11:35 a.m.	7. Executive Session NDCC § 44-04-19.2 and 44-04-18.27 – Succession Planning Subcommittee Recommendation and Consideration of Applicant for Manager/CEO*	Board of Directors/Jack Dwyer
11:55 a.m.	8. Review issues pending/Parking lot/Plan next agenda Adjourn	Board of Directors

***Items require Board action. Please Download Board Packet to your iPad prior to the Meeting**

Additional incidental information presented at this meeting includes reports from the CFO/Office Administrator, Marketing Manager, and Customer Service.

If auxiliary aids or services such as readers, signers, or Braille material are required, please contact Southwest Water Authority, 4665 2nd St. SW, Dickinson, North Dakota 58601 or call (701) 225-0241 prior to the meeting.

**Minutes of Meeting
Southwest Water Authority
Board of Directors Meeting
September 7, 2021
SWA O&M Center Office, Dickinson, ND**

1. Call to Order – Pledge of Allegiance

The Southwest Water Authority Board of Directors met on Tuesday, September 7, 2021, at the SWA O&M Center Office in Dickinson, ND. Chairperson Odermann called the meeting to order at 9:00 a.m. MDT, followed by the Pledge of Allegiance.

Roll Call

Present at the meeting were: Directors James Odermann, Larry Bares, Mark Begger, Jonathon Eaton, Glenn Eckelberg, Bruce Engelhardt, Marie Johnson, Dave Juntunen, Bob Leingang, and Don Schaible; Sindhu S.Pillai-Grinolds, SWC; and Jim Lennington, Bartlett & West. Also present were: Mary Massad, SWA Manager/CEO; Andy Erickson, SWA Water Distribution Manager; Jen Murray, Executive Assistant; Misti Conzemius, SWA Marketing Manager, Ledeanne O’Shields, CFO/Office Administrator, and Wendy Serhienko, Accountant. Present via Microsoft Teams were; Director Jason Bentz; Director Brian Roth; Director Rick Seifert; Jack Dwyer, Dwyer Law; and Melanie Goetz, Hughes & Stuart.

Director Tietz was excused. Director Schneider was absent.

2. Agenda

2.A. Review Agenda

2.B. Consent Agenda*

Minutes of August 2, 2021, Board of Directors Meeting and Accounts Payable, Financial Reports, and Return on Investment.

Motion by Director Leingang, seconded by Director Johnson, to approve item 2.B. Minutes of August 2, 2021, Board of Directors Meeting and Accounts Payable, Financial Reports, and Return on Investment. Motion carried by voice vote without dissent.

3. Board Policy Review and Monitoring

3.A. Policy III. General Governance Commitment*

Chairperson Odermann reviewed the policy and asked if there were any comments, questions or changes to Policy III. General Governance Commitment. There were none. A copy of the policy is on file with the official minutes.

Motion by Director Leingang, seconded by Director Juntunen, to approve Policy III. General Governance Commitment. Motion carried unanimously by a roll call vote.

3.B. Policy III.F. Annual Board Planning Cycle*

Chairperson Odermann reviewed the policy and the meeting schedules and asked if there were any comments, questions or changes to Policy III.F. Annual Board Planning Cycle. A copy of the policy is on file with the official minutes.

Motion by Director Johnson, seconded by Director Eckelberg, to approve Policy III.F Annual Board Planning Cycle. Motion carried unanimously by a roll call vote.

4. Decision Making

4.A. Policy II.G. Executive Limitations-Communication and Counsel to the Board and Manager/CEO Internal Report*

Chairperson Odermann reviewed the policy and asked if there were any comments, questions or changes to Policy II.G. Executive Limitations-Communication and Counsel to the Board and the Manager/CEO Internal Report. There were none. A copy of the policy and the report is on file with the official minutes.

Motion by Director Leingang, seconded by Director Eckelberg, to approve Policy II.G. Executive Limitations-Communication and Counsel to the Board and the Manager/CEO Internal Report. Motion carried unanimously by a roll call vote.

4.B. Acceptance of Audit Proposal*

A request for proposal was sent to twelve accounting firms to conduct an annual financial audit for the next three years. One proposal was received. That was from Brady, Martz and Associates, P.C. O'Shields requested that SWA's Board of Directors approve Brady, Martz and Associates, P.C. as auditors for SWA for the next three years (2021, 2022 and 2023). Director Bares questioned whether SWA needed to have a full audit each year. Massad stated it is in our transfer agreement with the State Water Commission. It was noted the pricing was high and the firm would be changing those involved with the audit.

Motion by Director Bares, seconded by Director Begger, to approve Brady, Martz and Associates, P.C. as auditors for SWA for the next three years (2021, 2022 and 2023). Motion carried unanimously by a roll call vote.

5. Board Member Reports

5.A. Strategic Plan – Board Retreat

The 2021 Board of Directors' Retreat will be held on October 3, 2021, following the Board of Directors meeting and will continue on Tuesday, October 4, 2021, at the SWA O&M Center Office. Topics to be covered at the retreat include: Capital Repayment/Return on Investment, the Replacement and Extraordinary Maintenance Fund, ownership of the Southwest Pipeline Project, customer usage and allocation of water, and the makeup of the SWA Board of Directors as it relates to representation from the city of Mandan.

The Strategic Governance and Finance Study will have an impact on retreat discussion. Director Odermann stated if there are any questions/comments on the Strategic Governance and Finance Study to let him know.

5.B. Succession Planning Subcommittee Meeting

The Succession Planning Subcommittee met on August 11, 2021, to review the nine completed and qualified applications received for the open Manager/CEO position. After discussion and deliberation, the Subcommittee elected to interview five of the applicants. Interviews were held on Thursday, August 26, 2021, and Tuesday, August 31, 2021, at the SWA O&M Center Office Conference Room. The Succession Planning Subcommittee will meet again on September 13, 2021, to discuss candidates and a path forward.

5.C. SWC Meeting-Strategic Finance and Governance Study

Massad had sent all Board members the draft study and power point presentation. Sindhu noted AE2S/NEXUS provided a presentation of the report at the August 12, 2021, SWC meeting. The recommendation in the draft report with regards to financing was to migrate all four regional water systems to 65% cost share assistance from the state with historic cost share

restructuring. The local share for all projects is proposed to be met with 40 year 2% loans from expanded revolving loan programs. Flexible debt shaping for loans was also proposed. With regards to Governance, the recommendation was to migrate state ownership to local ownership for SWPP. The local ownership proposed is a newly developed local pipeline authority. For NAWS, the recommendation is to migrate state ownership to third party ownership for inter-basin, raw water supply elements and migrate state ownership of potable supply, treatment and transmission infrastructure to local ownership. The report mentions the NAWS advisory committee could form the local ownership. For RRVWSP, the recommendation was to maintain third party ownership and combined local governance for inter-basin supply, while developing future in-basin transmission assets with local ownership. For WAWS, the recommendation was to maintain existing WAWS ownership and to migrate primary oversight from the ND Industrial Commission to the ND State Water Commission. The draft report was posted on Department of Water Resources website on August 16, 2021, and comments from the public were due on August 27, 2021. An updated report with comments addressed is expected from AE2S/NEXUS. DWR Director, Andrea Travnicek has scheduled outreach meetings with representatives from NAWS, RRVWSP, SWPP and WAWS to discuss the report on September 8, 2021.

5.D. Red River Valley Water Supply Groundbreaking

Director Odermann represented the Southwest Water Authority at the groundbreaking and placement of the first pipe in the ground for the Red River Valley Water Supply Project on August 3, 2021. The event took place two miles southeast of Carrington. Fargo Mayor Tim Mahoney, Senate Majority Leader Rich Wardner, Lieutenant Governor Brent Sanford and Water Topics Committee Chairman Rep. Jim Schmidt spoke to the 150 plus guests. The Garrison Diversion Conservancy District board of directors hosted the groundbreaking. Individuals present at the event were able to sign the first joint of pipe that was placed in the ground. Director Odermann stated he signed for the Board of Directors. The steel pipe is 72 inches in diameter. The RRVWSP will carry water from the Missouri River to eastern North Dakota.

6. Incidental Information

6.A. SWPP Update and SWA Update/Department of Water Resources Update

Sindhu noted specific authorization 228 was signed with Bartlett & West to complete a Dickinson Water Treatment Plant assessment. They have conducted on site visits and are working on completing the report.

Contract 1-2A Supplemental Raw Water Intake:

A letter of permission was received from the United States Army Corps of Engineers for JW Fowler to backfill the second Microtunneling alignment and for proceeding with work inside the shaft. The permits required for the Horizontal Directional Drilling (HDD) are still in process. The contractor is working on many submittals needed for proceeding with construction. All pipe required for the HDD is onsite and welding of the pipe is ongoing. Approximately 1,000 ft of pipe is welded, and their welding production is approximately 380 ft/day. The welding is expected to be completed by September 18, 2021. Fowler's crew is mobilized to site and will start working inside the shaft soon.

Contract 3-2D Dickinson WTP:

The revised O&M manuals from the electrical contractor is pending.

Contract 3-2E Residual Handling building:

The general contract is closed out. The revised O&M manuals from the electrical contractor is pending.

Contract 4-1E/4-2B Dodge and Richardton Pump Station Upgrades:

The mechanical contract is closed out. The startup of the air chamber by the Richardton pump station is expected to be completed the end of September.

Contract 5-9A 2nd Belfield Reservoir:

This contract is closed out.

Contract 5-13A 2nd Davis Buttes Reservoir:

The contract is closed out. The Department of Water Resources (DWR) construction crew has grouted the eroded area and completed the repair work.

Contract 2-3I/2-5C/2-7D – Main Transmission Parallel piping:

This contract is currently advertised for bids with a bid opening date on September 22, 2021. A life cycle cost analyses completed for these contracts will be presented at the September 9, 2021, State Water Commission subcommittee meeting. The bid results and recommendation to award the contracts are expected to be presented at the October 2021, DWR meeting.

Contract 7-1B HI-2/7-8G HI-1/7-7B HI-1/7-8B HI-1 – Strategic Hydraulic Improvements in New Hradec, Fairfield Service Areas, Twin Buttes Service Areas and Killdeer Mountain Service Areas:

Work on Specific Authorization 224 for completing bid ready documents for the hydraulic improvements in the New Hradec, Fairfield, Twin Buttes and Killdeer Mountain service areas is ongoing.

Contract 5-18 Taylor Elevated Tank:

The contractor mobilized to the site end of August. The earthwork and site piping work are ongoing.

Expansion into under-served areas

The SWA staff is working on obtaining signups in the Burt and Hebron service areas.

Strategic Governance Finance Study:

Sindhu asked if there were any more questions regarding the Study as previously discussed. There were none.

6.A.1. PipeDiver Assessment

Lennington reviewed the PipeDiver Assessment report from Pure Technologies, a Xylem brand. The PipeDiver tool inspected 5.5 miles of Contract 2-3A main transmission line near Taylor. A new quote was received from American Ductile Iron with a 31.5% increase in the cost for pipe from February through August. More excavations will be needed to confirm wall loss, along with a review of the PipeDiver data by the corrosion sub consultant, HDR to validate the report.

If all areas indicated by the report are confirmed to have significant pipe wall loss defects, then approximately 3,500 feet of pipe would need to be replaced with an estimate cost of around \$3.4 million using a construction cost of \$600 per foot for the Contract 3-2A Ductile Iron Pipe Replacement near Taylor.

6.A.1.a. Contract 2-3A-August 12, 2021, Leak Update

On Thursday, August 12, 2021, there was another leak in the Contract 2-3A 30" raw water main transmission line very near the location of the first leak. Massad stated the leak was repaired in less than 24 hours. The location of the break was identified in the PipeDiver assessment as having the largest area of wall loss of all inspected pipe. The heat map of this pipe and actual photographs were reviewed.

6.A.2. Easement/Signup Update

Conzemius reviewed the sign-up and easement report. Subsequent cost quotes, customer complaints and waiting list numbers were reported. There are 612 requests for service system-wide, eight subsequent customers signed up during the month of August.

The Signup and Easement Department is conducting a signup campaign in the Burt and Hebron service areas including Lake Tschida. SWA mailed 2,457 canvass cards to landowners. To date 795 sign up packets have been mailed and 412 sign ups have been returned.

6.A.3. Drought Assistance

At the end of July 2021, SWA was approached to allow reselling water for Billings County District #3. On August 2, 2021, the SWA Board of Directors approved this waiver through the end of October 2021, at which time it will be reassessed. Billings County usage for August was 275,000 gallons as compared to 232,300 gallons in August of 2020. Year-to-date usage for Billings County District #3 is 1,066,400 gallons compared to last year of 1,093,700 gallons.

SWA has received very few requests of this nature in August. SWA has been able to sign up one service for a pasture tap from these inquires. No one to our knowledge is currently sharing water with their neighbors.

6.B. Update from Manager/CEO/SWA Staff

6.B.1. SWPP Funding and Project Review

S.Pillai-Grinolds discussed her Project funding spreadsheet. S.Pillai-Grinolds is presenting anticipated funding as \$32.5 million for Capital Assets. The 2021 Water Development Plan is available on the SWC website and shows the future need of \$206 million for the SWPP and includes the new 12 MGD water treatment plant to replace the original water treatment plant in Dickinson.

Massad reviewed SWA's funding spreadsheet and how it compares to Sindhu's. SWA includes the DIP replacement and equipment procurement for the expansion of the WTP as well as additional dollars for strategic hydraulic improvements.

6.B.2. City of Killdeer

Massad discussed the email sent to the Killdeer City Administrator/Auditor, Matt Oase, regarding the amendment to the city's water service contract and the Memo of Agreement II also included in the Board of Directors packet. The next Killdeer City meeting is September 7, 2021. Massad, Director Eckelberg, and Director Odermann will attend this meeting.

6.B.3. Upper Missouri Water Association

Massad noted any out-of-state travel by Board members is to be approved by the Board of Directors. The Upper Missouri Water Association (UMWA) Conference will be held at Cadillac Jack's Gaming Resort in Deadwood, South Dakota, on October 25 and 26, 2021. There will be a tour of the Belle Fourche Irrigation District on Tuesday morning at 9:00 a.m.

Motion by Director Leingang, seconded by Director Johnson, for Mary Massad, Jack Dwyer, Director Odermann and Director Bares to attend the UMWA conference on October 25 and 26, 2021. Motion carried unanimously by a roll call vote.

6.B.4. NRWA Water Pro Conference

Massad stated the NRWA WaterPro Conference will be held at the Wisconsin Center in Milwaukee, WI, from September 13 through September 16, 2021. Chairperson Odermann asked if any Board members would like to attend. There were no volunteers.

6.B.5. NDPERS Annual Open Enrollment

O'Shields reported this year's NDPERS Annual Enrollment will be October 18 through November 5, 2021. There are two options for health insurance plans; single or family. Employees and Board members have the opportunity to enroll in health and life insurance coverage plans, add dependents or increase life insurance coverage levels. Board members should contact O'Shields by October 1, 2021, if they are interested in these plans. Changes to the insurance coverage will be effective January 1, 2022.

6.B.6. WSI Certificates of Completion

Massad stated SWA participates in two of the Workforce Safety and Insurance's (WSI) safety incentive programs; the Safety Management Program (SMP) and the Safety Action Menu (SAM). SWA successfully participated in WSI's SMP program, and received a premium discount of 10%. Plus, SWA successfully participated in three of the SAM programs and received a premium discount of 15%. Massad thanked the Safety Committee for their hard work in helping SWA achieve this discount.

6.B.7. NDDEQ Sanitary Surveys

Massad noted the North Dakota Department of Environmental Quality Sanitary Surveys have been completed at the Water Treatment Plants in Dickinson, the Crown Butte Public Water System and various portions of the distribution system. SWA has satisfactorily passed with no defects or corrective actions. She thanked staff who continually work to keep SWA in compliance and the treatment and distribution facilities operating efficiently and successfully.

6.C. Perkins County Rural Water System Update

O'Shields reported the Perkins County Rural Water System provided minutes from their July 7, 2021, meeting, along with a copy of the agenda for the August 12, 2021, meeting. The next meeting is scheduled for September 9, 2021.

8. Review issues pending/Parking lot/Plan next agenda

Director Begger would like a billing message to remind customers to monitor their own water usage if they have a satellite or cellular unit installed.

There being no further business, Chairperson Odermann adjourned the meeting at 11:20 a.m. MDT.

James Odermann, Chairperson

Mike Tietz, Secretary/Treasurer

**Southwest Water Authority
Budget Subcommittee Meeting Minutes
Tuesday, September 7, 2021
SWA O&M Center Office, Dickinson, ND**

A. Call to Order

The Southwest Water Authority Budget Subcommittee met on Tuesday, September 7, 2021, at the SWA O&M Center Office Dickinson, ND. Director Eaton called the meeting to order at 11:56 a.m. MDT.

Present at the meeting were: Directors Mark Begger, Jonathon Eaton, Marie Johnson and James Odermann. Also present were: Mary Massad, SWA Manager/CEO; Sindhu S.Pillai Grinolds, DWR; Ledeanne O'Shields, SWA CFO/Office Administrator, Katie Tormaschy, SWA Senior Accountant and Wendy Serhienko, Accountant.

Absent: Chairperson Jason Bentz

B. Review Agenda

Director Eaton asked for any changes or additions to the meeting agenda. There were none.

C. Review 2022 O&M Budget and Rates

O'Shields presented a summary with current rates and proposed 2022 rates. The committee discussed the contract and rural rates with the current CPI of 5.04% and how that would impact water rates. Projections should be indexed higher than the 2% used. The committee would like to present one option of the budget to the Board of Directors. The subcommittee will determine a path forward with the committee and budgeting process. Staff will add additional information as requested and send it out to the committee within two weeks.

D. Adjourn

Motion by Director Johnson to adjourn the meeting.

Director Eaton adjourned the meeting at 1:23 p.m. MDT.

Jason Bentz, Chairperson



Our Vision: People and Business Succeeding with Quality Water **Our Mission:** Quality Water for Southwest North Dakota

MEMORANDUM

To: Mary Massad, Manager/CEO

From: Ledeanne O'Shields, CFO/Office Administrator

Subject: Financial, Administration and Customer Service – Incidental Information

Date: September 23, 2021

The financial statements included for your review are for August 2021. These include a summary income and expense statement that compares to budget, a detailed income statement of actual income and expenses for the year and the balance sheet. Also included is a detailed statement of board expenses for the month of August.

The accounts receivable listing for rural customers is for August 2021 and the transmission accounts receivable listing is for September 2021. The checks written for the month are from August 21, 2021 to September 23, 2021.

Total rural usage for August 2021 was 57,784,400 gallons. By comparison, in August 2020 rural water sales were 46,787,800 gallons. This is an increase of 24%. During the month of August, there were 16 customer hookups; 1 in 7-2, 1 in 7-4, 1 in 7-3A, 1 in 7-8E, 1 in 7-9D, 5 in 7-9E, 4 in 7-9F, and 2 in 7-9G. There are 1,247 customers using our Automatic Payment Plan, 177 paid online with a credit card and 477 paid online with a checking account. We had 55 spot checks (two months without a reading or the same reading).

As of the end of August 2021, SWA has 269 tenants. Included with this memo are spreadsheets for power costs, mill levy income and sign-up income for the month of August. Also included are WAPA, Wheeling power and MISO costs. SWA sold a total of 327,917,460 gallons of water in the month of August. The projection for the year 2021 is 2,250,450,000 gallons. A comparison of total usage through August is listed at the top of the next page. The difference shown in the first column is the difference between year-to-date for the year (2020) and 2021. This shows a historical year-to-date comparison. Also listed are the usage and the difference for the last two months. Sales through August were less than last year's sales through August by 0.11%. The water loss for August was 14.03%. This is due to leaks in the system and the timing of when SWA received readings from the rural customers and when SWA staff read system meters. SWA had 7,381 active accounts with 2,467 subsequent users in August.

Also listed below is O&M Income minus return on investment and REM, along with percentages, through August 31, 2021.

Comparisons thru August	Listed in thousand gallons		
		July 2021	271,848.77
2012	1,527,130.35	August 2021	<u>327,917.46</u>
2013	1,605,403.72	Difference	-56,068.69
2014	1,614,450.44		
2015	1,575,366.67		
2016	1,640,759.18		
2017	1,684,338.46		
2018	1,547,932.45		
2019	1,502,604.01		
2020	1,713,804.83		
2021	<u>1,694,755.25</u>		
difference	-19,049.58		

As of August 31, 2021	Amount	Percent
O&M Income	\$12,337,904.81	
Return on Investment Expense	(1,235,992.07)	10%
REM Expense	<u>(3,561,473.76)</u>	29%
Balance	<u><u>\$6,078,696.18</u></u>	61%

Water depot usage information is included with this memo.

A listing of Accounts Payables (aged trial balance) is included. In addition to the regular accounts payable, included in the listing are: AVI Systems, Inc for \$2,233.00 for fire panel inspections at SWTP and RHF; Bartlett & West Engineers, Inc. for \$26,015.57 of which \$12,505.12 for 2-3A Pipeline Corrosion Investigation, \$4,656.52 for capacity checks, waiting list updates; \$4,146.34 for Davis Buttes Reservoir, \$2,634.28 to attend August Board of Directors meeting, and \$1,000.00 for hydraulic studies; C. Emery Nelson Inc for \$4,904.94 for antiscalant at the OMND WTP; CO2 Systems, Inc for \$5,125.00 for CO2 inspection/certification evaluation for the SWTP and DWTP; Dakota Supply Group for \$17,368.53 for \$15,309.05 tylen sleeve, gaskets and nuts for inventory \$2,509.48 for three check valves for North Crown Butte VFD, saddles, conduit and bushings; Graymont LLC for \$4,435.20 for quicklime at DWTP; Hawkins, Inc for \$6,494.51 for ammonium sulfate hydrofluorosilicic acid for DWTP; HDR Engineering, Inc for \$2,348.75 for services from 12/20/2020 to 08/28/2021; Information Data Technologies for \$5,435.00 for 1,087 airtime minutes; Keane Hanson Plumbing and Excavating for \$1,390.00 for backhoe services to repair a leak; Lee Services, LLC dba Nakota Clean for \$1,577.00 for August office cleaning; Merrick Industries for \$1,840.48 for load cell at DWTP; Presort Plus for \$4,124.59 including \$3,544.64 for monthly customer water bills, \$579.95 for regular monthly office postage; Southwest Lime, LLC for \$6,000.00 for lime by-produce hauling and disposal; Wigen Water Technologies \$3,773.34 for professional service at OMND WTP; Xylem Water Solutions USA, Inc for \$6,685.00 for travel and onsite services at OMND WTP.

I Southwest Water Authority
Statement of Income & Expenses
For 1/1/2021 To 8/31/2021

	Current Period	Current YTD	YTD 2021 Budget	YTD % of Budget	Budget total 2021
Sales					
Sales of Water	\$2,246,049.82	\$12,164,432.13	\$11,315,933.36	71.67%	\$16,973,900.00
Sales of Equipment	\$30,664.28	\$132,324.74	\$60,666.64	145.41%	\$91,000.00
Sales of Services	\$2,860.00	\$33,450.05	\$21,666.64	102.92%	\$32,500.00
Other Income -- Transmission	\$623.74	\$7,697.89	\$2,666.64	192.45%	\$4,000.00
Gross Sales	\$2,280,197.84	\$12,337,904.81	\$11,400,933.28	72.15%	\$17,101,400.00
O&M Expense --Transmission	\$856,349.74	\$5,119,772.94	\$5,293,099.92	64.48%	\$7,939,650.00
O&M Expense --Distribution	\$431,279.01	\$3,122,463.22	\$3,285,000.24	63.37%	\$4,927,500.00
O&M Expense -- Treatment	\$268,811.20	\$1,737,216.15	\$1,959,583.28	59.10%	\$2,939,375.00
Customer Service Expense	\$18,040.33	\$112,623.75	\$145,533.28	51.59%	\$218,300.00
Total Expenses	\$1,574,480.28	\$10,092,076.06	\$10,683,216.72	62.98%	\$16,024,825.00
Gross Profit On Sales	\$705,717.56	\$2,245,828.75	\$717,716.56	208.61%	\$1,076,575.00
Other Income					
Mill Levy Income	\$10,389.95	\$714,509.82	\$478,666.72	99.51%	\$718,000.00
Other Income	\$49,796.53	\$330,041.27	\$73,766.72	298.28%	\$110,650.00
Total Other Income	\$60,186.48	\$1,044,551.09	\$552,433.44	126.06%	\$828,650.00
Board of Directors Expense	\$23,368.62	\$115,953.10	\$146,683.36	52.70%	\$220,025.00
Administrative Expense	(\$1,492.59)	\$125,040.72	\$127,146.64	65.56%	\$190,720.00
Easement Acquisition Expense	\$14,665.57	\$112,468.76	\$125,699.92	59.65%	\$188,550.00
Rural Water Signup Expense	\$18,816.57	\$149,973.81	\$161,933.36	61.74%	\$242,900.00
Other Expense	\$0.00	\$0.00	\$2,666.64	0.00%	\$4,000.00
Depreciation Expense	\$34,942.22	\$281,573.13	\$414,666.72	45.27%	\$622,000.00
Replacement & EM Fund Expens	\$64,797.77	\$620,924.61	\$2,003,356.72	20.66%	\$3,005,035.00
Gain/Loss on Asset Disposal	(\$1,835.60)	(\$43,815.67)	\$0.00	0.00%	\$0.00
Net Income/Expenses	\$608,970.28	\$1,840,630.04	(\$1,712,003.36)	(71.68)%	(\$2,568,005.00)

Board of Directors Expenses

For 1/1/2021 to 8/31/2021

	Current Period	Current YTD	2021 BUDGET YTD	2021 BUDGET Budget
Board of Directors Expenses				
Per Diem -- Board of Directors	\$5,197.50	\$28,302.00	\$43,066.64	\$64,600.00
Workers Compensation Expense -- Board of D	8.16	65.21	83.36	125.00
FICA Expense -- Board of Directors	373.64	2,009.50	3,133.36	4,700.00
Medicare Expense -- Board of Directors	87.38	469.96	733.36	1,100.00
Professional & Purchased Services -- Board of	11,080.19	34,721.75	34,733.36	52,100.00
Office Supplies -- Board of Directors	82.32	202.98	66.64	100.00
Copies & Duplication -- Board of Directors	0.00	949.83	66.64	100.00
Public Relations & Development -- Board of Di	0.00	871.20	2,666.64	4,000.00
Development & Education -- Board of Director:	0.00	1,200.00	9,866.64	14,800.00
Mileage Reimbursement -- Board of Directors	1,579.20	5,981.36	12,133.36	18,200.00
Vehicle Insurance -- Board of Directors	7.26	58.08	66.64	100.00
Lodging and Meals -- Board of Directors	726.10	6,011.55	14,200.00	21,300.00
Telephone Expense -- Board of Directors	5.23	32.34	66.64	100.00
Internet Access -- Board of Directors	352.87	2,892.90	3,000.00	4,500.00
Postage -- Board of Directors	16.48	242.36	133.36	200.00
Dues & Subscriptions -- Board of Directors	2,335.62	19,808.72	9,333.36	14,000.00
Insurance-Liability -- Board of Directors	1,516.67	12,133.36	13,333.36	20,000.00
Total Board of Director Expense	\$23,368.62	\$115,953.10	\$146,683.36	\$220,025.00
Depreciation Expense -- Board of Directors	\$22.19	\$177.52	\$0.00	\$0.00
Total Expenses	\$23,390.81	\$116,130.62	\$146,683.36	\$220,025.00
	\$23,390.81	\$116,130.62	\$146,683.36	\$220,025.00

BALANCE SHEET

As of 8/31/2021

	I
	Current YTD
Assets	
Current Assets	
Cash	
Cash in Checking-American Bank Center (ABC)-O&M	\$1,785,884.59
Cash in Checking - ABC Payroll	394,340.59
ABC-O&M Money Market	3,440.64
ABC-O&M DDM-Reserve/Transmission	1,772,962.95
ABC-O&M DDM-Reserve/Distribution	633,761.06
Cash in Checking - Bank of the West	213,123.42
Petty Cash	200.00
	<hr/>
Total Cash	\$4,803,713.25
Short-Term Investments	
Investment(O&M)American Trust Center (ATC)Short Te	\$92,054.80
Investment(General Fund) - ATC - Short Term	651,824.29
Investment (Reserve Fund/Gen Op) - ATC- Short Term	19,425.27
Investment (Escrow)-ATC-Short Term	15,704.81
Investment (Replace & EM)-ATC-Short Term	1,817,903.77
	<hr/>
Total Short-Term Investments	\$2,596,912.94
Accounts Receivable	
Accounts Receivable-Distribution Prepayments	(\$62,412.15)
Accounts Receivable-Transmission	1,494,173.07
Accounts Receivable-Distribution	818,717.80
Accounts Receivable-MWWS	16,372.61
Accounts Receivable-Other	(16,626.06)
Allowance For Doubtful Accounts	(7,768.22)
Allowance For Doubtful Accounts-MWWS	(819.14)
	<hr/>
Total Accounts Receivable	\$2,241,637.91
Interest Receivable	
Interest Receivable	\$10,596.48
	<hr/>
Total Interest Receivables	\$10,596.48
Inventory	
Inventory Contributed Capital	\$99,796.84
Inventory - User Spare Parts	384,577.05
Inventory -- WTP	119,695.71
Inventory -- SWTP	136,916.72
Inventory -- OMND WTP	112,231.64

	Current YTD
Total Inventory	\$853,217.96
Prepaid Expenses	
Prepaid Expenses	\$62,940.32
Prepaid Deposit - MISO	14,639.28
Prepaid Insurance	76,454.15
Prepaid Workers Compensation	25,716.17
Total Prepaid Expenses	\$179,749.92
Total Current Assets	\$10,685,828.46
Long-Term Investments	
Investment (O&M) American Trust Center (ATC)- Long	\$2,090,289.71
Investment (Gen Op) - ATC - Long Term	1,041,879.22
Investment (Reserve Fund/Gen Op)-ATC-Long Term	354,608.61
Investment (Escrow)-ATC-Long Term	345,299.51
Investment (Replace & EM)-ATC-Long Term	22,354,102.73
Total Long-Term Investments	\$26,186,179.78
Property, Plant and Equipment	
Land	\$110,718.15
Building & Improvements	3,943,153.60
Office Furniture And Fixtures	307,943.37
Vehicles	672,427.02
Contributed Vehicles	77,555.08
Other Fixed Assets	4,011.00
Computer Equipment	162,965.96
Machinery & Equipment	2,810,539.82
Contributed Equipment	60,529.62
Computer Software	226,979.45
Total Property, Plant and Equipment	\$8,376,823.07
Accumulated Depreciation	
Accum Depr-Building & Improve.	\$951,225.64
Accum Depr-Office Furn & Fixt	238,128.49
Accum Depreciation-Vehicle	545,699.21
Accum Depr-Contributed Vehicle	46,093.08
Accum Depr-Other Fixed Assets	4,011.00
Accum Depr-Computer Equipment	119,604.69
Accum Depr-Machinery & Equipment	1,443,448.13
Accum Depr-Contributed Equipment	60,529.62
Amortized Software Costs	225,284.60

Southwest Water Authority
BALANCE SHEET
As Of 8/31/2021

	Current YTD
Total Accumulated Depreciation	\$3,634,024.46
Other Assets	
Deferred Pension Outflows	\$4,704,849.00
Deferred OPEB Outflows	53,629.00
Total Other Assets	\$4,758,478.00
Total Assets	\$46,373,284.85

	Current YTD
Liabilities and Equity	
Current Liabilities	
Accounts Payable	
Accounts Payable	\$1,182,804.86
Accrued Annual Leave Payable	220,221.76
Accrued Sick Leave Payable	73,603.43
Employee Benefits Payable	115,019.91
	<hr/>
Total Accounts Payable	\$1,591,649.96
Taxes Payable	
ND State Withholding Payable	\$5,893.00
Employer Matching FICA	16,193.08
Employer Matching Medicare	3,787.09
	<hr/>
Total Taxes Payable	\$25,873.17
Other Current Liabilities	
Accrued Salaries Payable	\$265,095.95
	<hr/>
Total Other Current Liabilities	\$265,095.95
	<hr/>
Total Current Liabilities	\$1,882,619.08
Long-Term Debt	
Deferred Revenue	\$552,750.00
Rental Deposits from Tenants	19,925.00
Rental Deposits from Tenants-MWWS	375.00
Customer Escrow Deposit	40,000.00
Deferred Pension Inflows	1,368,697.00
Deferred OPEB Inflows	21,622.00
Net Pension Liability	7,932,536.00
Net OPEB Liability	200,079.00
	<hr/>
Total Long-Term Debt	\$10,135,984.00
	<hr/>
Total Liabilities	\$12,018,603.08
Reserve Funds	
Reserve Account--O&M Transmission	\$748,981.30
Reserve Account -- O&M Distribution	1,375,409.67
Reserve Account -- O&M Treatment	(2,252,520.03)
Reserve Account -- General Operating Fund	371,625.54
Reserve Account -- Replace & EM--Transmission	23,075,230.69

BALANCE SHEET

As Of 8/31/2021

	Current YTD
Reserve Account-Repl & EM -- Distribution	658,316.70
Interest Income - Replacement & Extraordinary Main	216,744.63
Dividend Income - Replacement & Extraordinary Main	282,070.44
	<hr/>
Total Reserve Funds	\$24,475,858.94
Equity	
Unappropriated Funds	\$7,471,528.29
Contributed Capital	566,664.50
Net Profit/(loss)	1,840,630.04
	<hr/>
Total Equity	\$9,878,822.83
	<hr/>
Total Liabilities and Equity	<u><u>\$46,373,284.85</u></u>

AGED TRIAL BALANCE
 Southwest Water Authority
 Payables Management

Ranges:
 Vendor ID: 5A2136 - ZI2342
 Class ID: First - Last
 Payment Priority: First - Last
 Vendor Name: First - Last

Accts Payable: First - Last
 Posting Date: First - Last
 Document Number: First - Last

Print Option: SUMMARY
 Age By: Document Date
 Aging Date: 8/31/2021
 Exclude: Credit Balance, Zero Balance, No Activity, Unposted Applied Credit Documents, Multicurrency Info
 Sorted By: Vendor ID
 Due Date

Vendor ID: AM1955	Name: AMAZON		
Voucher(s): 1		Aged Totals:	Due \$3,244.15
Vendor ID: AQ7167	Name: AQUA-PURE, INC		
Voucher(s): 1		Aged Totals:	Due \$585.00
Vendor ID: AV3797	Name: AVI SYSTEMS, INC		
Voucher(s): 1		Aged Totals:	Due \$2,233.00
Vendor ID: BA6742	Name: BARTLETT & WEST ENGINEERS, INC.		
Voucher(s): 4		Aged Totals:	Due \$26,015.57
Vendor ID: BO6225	Name: BORDER STATES ELECTRIC SUPPLY		
Voucher(s): 8		Aged Totals:	Due \$714.45
Vendor ID: CE5269	Name: C. EMERY NELSON, INC.		
Voucher(s): 1		Aged Totals:	Due \$4,904.94
Vendor ID: CO2797	Name: CO2 SYSTEMS INC		
Voucher(s): 1		Aged Totals:	Due \$5,125.00
Vendor ID: DA4963	Name: DAKOTA SUPPLY GROUP		
Voucher(s): 5		Aged Totals:	Due \$17,368.53
Vendor ID: DI7763	Name: DNOW L.P.		
Voucher(s): 1		Aged Totals:	Due \$72.07
Vendor ID: DO5723	Name: DON'S FILTER & FURNACE INC		
Voucher(s): 1		Aged Totals:	Due \$125.28
Vendor ID: FE6377	Name: FERGUSON ENTERPRISES INC		
Voucher(s): 3		Aged Totals:	Due \$265.81
Vendor ID: GI3449	Name: GILLY'S AUTO & TIRE CENTER		
Voucher(s): 1		Aged Totals:	Due \$25.00
Vendor ID: GO4816	Name: GOLVA REPAIR		
Voucher(s): 1		Aged Totals:	Due \$200.00
Vendor ID: GR1955	Name: GRAYMONT (WI) LLC		
Voucher(s): 1		Aged Totals:	Due \$4,435.20
Vendor ID: HA8435	Name: HAWKINS INC		
Voucher(s): 3		Aged Totals:	Due \$6,494.51

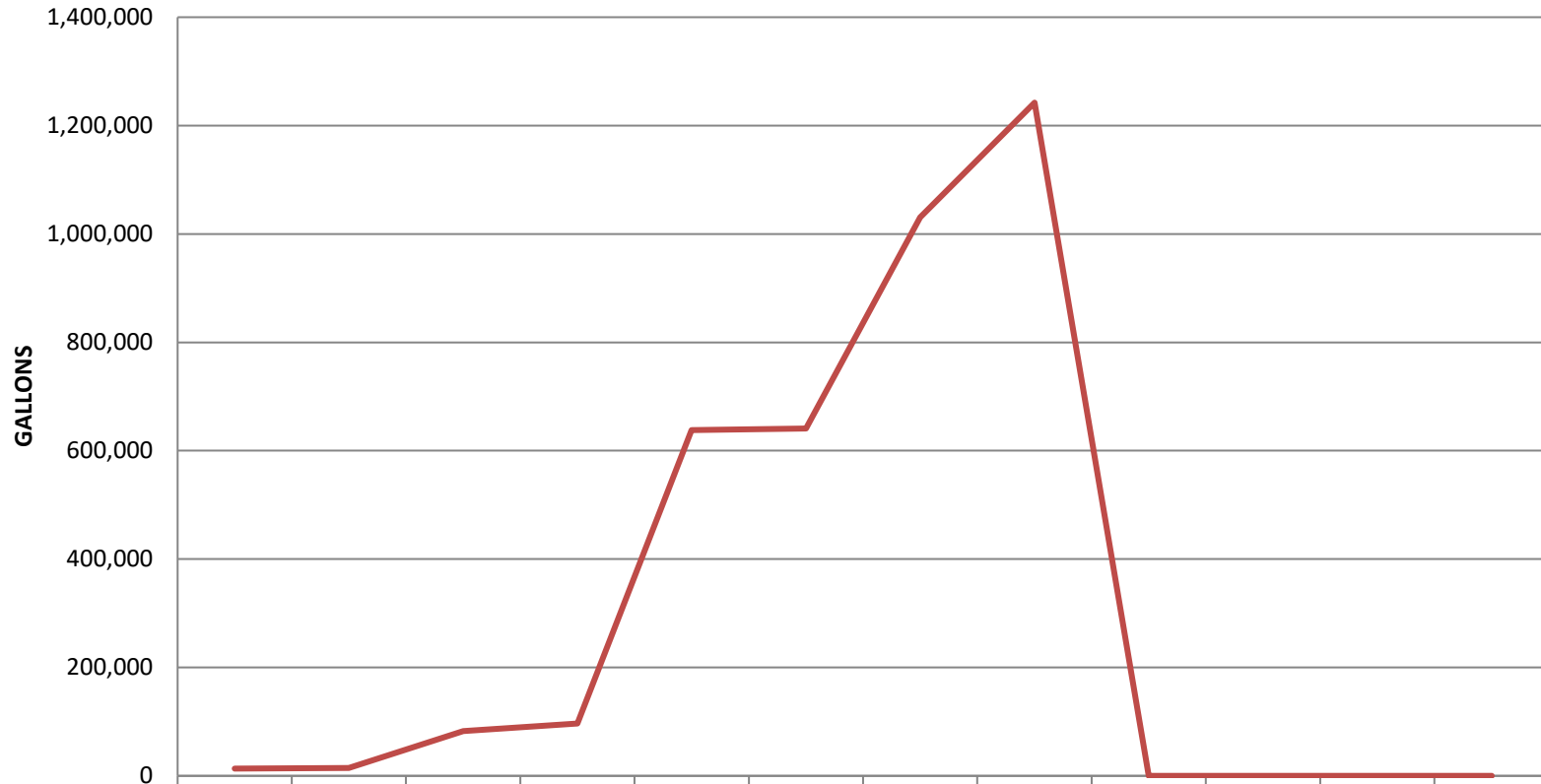
AGED TRIAL BALANCE
 Southwest Water Authority

Vendor ID: HD6253	Name: HDR ENGINEERING, INC		
Voucher(s): 1		Aged Totals:	Due \$2,348.75
Vendor ID: HU3327	Name: HUGHES & STUART MARKETING INC		
Voucher(s): 1		Aged Totals:	Due \$4,165.00
Vendor ID: IN2566	Name: INFORMATIONAL DATA TECHNOLOGIES L		
Voucher(s): 1		Aged Totals:	Due \$5,435.00
Vendor ID: JE6552	Name: JEROME DISTRIBUTING, INC.		
Voucher(s): 1		Aged Totals:	Due \$96.90
Vendor ID: JO3516	Name: JOHN CRANE, INC		
Voucher(s): 1		Aged Totals:	Due \$26.24
Vendor ID: KE1523	Name: KEANE HANSON PLUMBING & EXCAVATION		
Voucher(s): 1		Aged Totals:	Due \$1,390.00
Vendor ID: LE7268	Name: LEE SERVICES, LLC dba NAKOTA CLEAN		
Voucher(s): 1		Aged Totals:	Due \$1,577.00
Vendor ID: MA6152	Name: MARC NELSON OIL PRODUCTS		
Voucher(s): 1		Aged Totals:	Due \$4,889.01
Vendor ID: ME2125	Name: SANFORD HEALTH OCCUPATIONAL MEDICAL		
Voucher(s): 1		Aged Totals:	Due \$35.00
Vendor ID: ME4152	Name: MERCER COUNTY TREASURER		
Voucher(s): 1		Aged Totals:	Due \$16.00
Vendor ID: ME6631	Name: MERRICK INDUSTRIES		
Voucher(s): 1		Aged Totals:	Due \$1,840.48
Vendor ID: ME7263	Name: METERING & TECHNOLOGY SOLUTIONS		
Voucher(s): 1		Aged Totals:	Due \$9,917.93
Vendor ID: NO6302	Name: ND DEPARTMENT OF HEALTH		
Voucher(s): 2		Aged Totals:	Due \$112.00
Vendor ID: OL7558	Name: OLSON'S SERVICE		
Voucher(s): 1		Aged Totals:	Due \$80.40
Vendor ID: ON2114	Name: ONE CALL CONCEPTS		
Voucher(s): 1		Aged Totals:	Due \$653.00
Vendor ID: PR2756	Name: PRESORT PLUS		
Voucher(s): 2		Aged Totals:	Due \$4,124.59
Vendor ID: PU5679	Name: PUMP SYSTEMS, LLC		
Voucher(s): 3		Aged Totals:	Due \$400.25
Vendor ID: QU1438	Name: QUALITY XTERMINATORS		

AGED TRIAL BALANCE
 Southwest Water Authority

Voucher(s):		Aged Totals:	Due
3			\$210.00
Vendor ID: QU2255	Name: QUEEN CITY MOTORS, INC.		
Voucher(s): 2		Aged Totals:	Due \$92.34
Vendor ID: RR1775	Name: R & R AUTO, FARM & ELECTRIC, INC.		
Voucher(s): 5		Aged Totals:	Due \$342.09
Vendor ID: RU5535	Name: RUNNINGS SUPPLY, INC		
Voucher(s): 3		Aged Totals:	Due \$25.74
Vendor ID: SO7739	Name: SOUTHWEST LIME, LLC		
Voucher(s): 1		Aged Totals:	Due \$6,000.00
Vendor ID: US1147	Name: USA BLUE BOOK		
Voucher(s): 2		Aged Totals:	Due \$261.61
Vendor ID: VA2355	Name: VADIM MUNICIPAL SOFTWARE, INC		
Voucher(s): 1		Aged Totals:	Due \$270.00
Vendor ID: VI7111	Name: VISA		
Voucher(s): 20		Aged Totals:	Due \$2,628.21
Vendor ID: WI3251	Name: WIGEN WATER TECHNOLOGIES		
Voucher(s): 1		Aged Totals:	Due \$3,773.34
Vendor ID: XY4258	Name: XYLEM WATER SOLUTIONS USA, INC		
Voucher(s): 1		Aged Totals:	Due \$6,685.00
Vendor Totals:		Vendor(s) 42	Due \$129,204.39

2021 SWA DEPOT SALES
ACTUAL TOTAL - 3,759,071



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
— ACTUAL	13,230	14,501	82,700	96,630	638,210	640,700	1,030,600	1,242,500	-	-	-	-

2021 INDUSTRIAL SALES

CITY	*COMMENTS	*RATE/KGAL FOR INDUSTRIAL	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	TOTAL GALLONS	TOTAL ACRE FEET
BEACH	SELLS WATER TO FARMERS FROM CITY WELLS ONLY. DOES NOT SELL SWPP WATER											
BELFIELD	\$32.00/1,000 GALLONS, AS OF MAY 2021	\$32.00	5,600	19,800	49,600	85,000	65,200	116,000	63,800	111,500	516,500	1.59
CARSON	DO NOT SELL										0	0.00
DICKINSON	\$19.00/1,000 GALLONS, AS OF MAY 2021	\$19.00	35,700	17,900	69,887	100,538	148,079	210,263	229,014	823,648	1,635,029	5.02
DODGE	DO NOT SELL										0	0.00
DUNN CENTER	DO NOT SELL										0	0.00
ELGIN	DO NOT SELL										0	0.00
GLADSTONE											0	0.00
GLEN ULLIN	DOES NOT SELL ON REGULAR BASIS ONLY TO FARMERS & CONSTRUCTION,	\$10.00-PUMP HOUSE/\$15.00-DIRECT CONNECT	0	0	3,000	8,500	26,300	67,500	30,400	9,100	144,800	0.44
GOLDEN VALLEY	SPRAYING & DUST CONTROL USE ONLY										0	0.00
GOLVA	DO NOT SELL SWPP WATER - USES CITY WELLS										0	0.00
HALLIDAY	SELLS WATER TO FARMERS FROM CITY WELLS ONLY. DOES NOT SELL SWPP WATER										0	0.00
HEBRON	USUALLY SELLS TO FARMERS, ROAD CONSTRUCTION AND BRICK YARD. CHARGES THE SAME FOR ALL USERS	\$12.00	157,000	183,000	143,000	187,000	173,000	181,000	144,000	148,000	1,316,000	4.04
HETTINGER	CHARGES THE SAME FOR ALL USERS	\$7.80	0	1,000	0	73,400	1,700	10,100	148,800	150,600	385,600	1.18
KILLDEER	CHARGES THE SAME FOR ALL USERS	\$35.71	82,700	85,168	229,130	210,846	210,850	296,500	220,002	242,374	1,577,570	4.84
MEDORA	DO NOT SELL										0	0.00
MOTT	SPRAYING/DOES NOT SELL TO OIL INDUSTRY	\$10.00	0	0	0	8,732	0	58,231	5,756	11,308	84,027	0.26
NEW ENGLAND	CHARGES THE SAME FOR ALL USERS	\$20.00	0	0	0	0	0	0	0		0	0.00
NEW HRADEC	DO NOT SELL										0	0.00
NEW LEIPZIG											0	0.00
REEDER	DO NOT SELL SWPP WATER - USES CITY WELLS										0	0.00
REGENT	DO NOT SELL										0	0.00
RICHARDTON	ONLY SELL TO FARMERS										0	0.00
SCRANTON	SPRAYING USE ONLY/DOES NOT SELL TO OIL INDUSTRY	\$8.00	0	10,000	3,000	69,400	100,700	218,600	60,000	105,700	567,400	1.74
SENTINEL BUTTE	INDUSTRIAL SALES ONLY	\$22.47	0	0	0	0	0	0	0		0	0.00
SOUTH HEART											0	0.00
TAYLOR	DO NOT SELL										0	0.00
ZAP	DO NOT SELL										0	0.00
TOTAL GALLONS			281,000	316,868	497,617	743,416	725,829	1,158,194	901,772	1,602,230	6,226,926	19.11
TOTAL ACRE FEET			0.86	0.97	1.53	2.28	2.23	3.55	2.77	4.92	19.11	
CONTRACT												
BAKER BOY			418,800	352,200	503,700	547,300	646,400	696,600	738,900	871,800	4,775,700	14.66
BILLINGS COUNTY DIST 3			55,300	0	50,900	190,300	108,000	225,100	212,700	275,000	1,117,300	3.43
SWA WATER DEPOT - RAW			13,230	15,120	82,700	96,630	638,210	640,700	1,030,600	1,242,500	3,759,690	11.54
DAKOTA PRAIRIE REFINING			905,000	643,100	586,736	578,100	450,800	392,800	287,900	623,300	4,467,736	13.71
DODGE WATER DEPOT			0	0	0	0	0	0	0	0	0	0.00
MISSOURI BASIN WELL SERVICE			0	0	0	1,900	0	0	37,700	23,800	63,400	0.19
RED TRAIL ENERGY			17,494,000	13,806,000	14,921,000	20,004,000	18,163,000	15,004,000	2,880,000	12,283,000	114,555,000	351.56
STEFFES CORPORATION			156,800	188,200	155,600	156,500	204,000	171,300	179,900	195,500	1,407,800	4.32
TOTAL GALLONS			19,043,130	15,004,620	16,300,636	21,574,730	20,210,410	17,130,500	5,367,700	15,514,900	130,146,626	399.40
TOTAL ACRE FEET			58.44	46.05	50.02	66.21	62.02	52.57	16.47	47.61	399.40	
TOTAL GALLONS COMBINED			19,324,130	15,321,488	16,798,253	22,318,146	20,936,239	18,288,694	6,269,472	17,117,130	136,373,552	
TOTAL ACRE FEET COMBINED			59.30	47.02	51.55	68.49	64.25	56.13	19.24	52.53	418.51	418.51

2021 Industrial Usage for the city of Dickinson

Account Number	Location	January	February	March	April	May	June	July	August	Total	Total Acre Feet
1114000.000	Dickinson Ready Mix	0	0	0	0	1,000	1,000	8,500	245,000	255,500	0.78
1088520.000	Water Vendor W. Broadway	21,200	13,400	60,887	88,038	137,579	198,763	212,014	569,148	1,301,029	3.99
1110540.000	Scout Energy	14,500	4,500	9,000	12,500	9,500	10,500	8,500	9,500	78,500	0.24
	Total	35,700	17,900	69,887	100,538	148,079	210,263	229,014	823,648	1,635,029	5.02
	Total Acre Feet	0.11	0.05	0.21	0.31	0.45	0.65	0.70	2.53	5.02	
	Depot On Broadway	Thru 08/31/21	Thru 07/31/2020	Difference							
		1,635,029	362,000	1,273,029							

2021 OIL INDUSTRY USAGE/REVENUE

2021 USAGE FOR THE SWA DEPOT	January		February		March		April		May		June		July		August		Total	
	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed
A&A Landscaping - Prepay Account		\$ -		\$ -	22,640	\$ 271.68		\$ -		\$ -		\$ -		\$ -		\$ -	22,640	\$ 271.68
A&R Construction	10,450	\$ 125.40	14,500	\$ 174.00		\$ -	1,380	\$ 16.56	840	\$ 10.08	0	\$ -	9,030	\$ 108.36	7,910	\$ 94.92	240,390	\$ 2,884.68
Baranko Brothers		\$ -		\$ -		\$ -		\$ -	220,620	\$ 2,647.44	2,830	\$ 33.96		\$ -		\$ -		\$ -
Berger Electric		\$ -		\$ -	1,970	\$ 23.64		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Bob's Oilfield	520	\$ 6.24	620	\$ 7.44		\$ -	860	\$ 10.32		\$ -	710	\$ 8.52		\$ -		\$ -	2,710	\$ 32.52
Daryl Kostecky		\$ -		\$ -		\$ -		\$ -	4,970	\$ 59.64	8,070	\$ 96.84	21,590	\$ 259.08	7,350	\$ 88.20	41,980	\$ 503.76
David Shepard		\$ -		\$ -		\$ -		\$ -		\$ -	1,300	\$ 15.60		\$ -	2,310	\$ 27.72	3,610	\$ 43.32
Gabriel Franco - Prepay Account		\$ -		\$ -		\$ -		\$ -	11,830	\$ 141.96	2,280	\$ 27.36		\$ -		\$ -	14,110	\$ 169.32
Grant Gion - Prepay Account	1,220	\$ 14.64	0	\$ -		\$ -	1,160	\$ 13.92	1,380	\$ 16.56	4,240	\$ 50.88		\$ -	1,070	\$ 12.84	9,070	\$ 108.84
Greg & Summer Melchior		\$ -		\$ -		\$ -		\$ -		\$ -	4,850	\$ 58.20	26,940	\$ 323.28	6,470	\$ 77.64	38,260	\$ 459.12
Jared & Tyler Schoch		\$ -		\$ -		\$ -		\$ -	3,090	\$ 37.08	20,360	\$ 244.32		\$ -	5,560	\$ 66.72	29,010	\$ 348.12
Jerry Wagner		\$ -		\$ -		\$ -		\$ -	21,520	\$ 258.24	21,620	\$ 259.44	52,190	\$ 626.28		\$ -	95,330	\$ 1,143.96
Kathy Schmidt		\$ -		\$ -		\$ -		\$ -		\$ -	14,520	\$ 174.24		\$ -		\$ -	14,520	\$ 174.24
Lee Kathrein		\$ -		\$ -		\$ -	11,940	\$ 143.28		\$ -	0	\$ -		\$ -		\$ -	11,940	\$ 143.28
Marathon Petroleum - Prepay Account	1,040	\$ 12.48	0	\$ -		\$ -		\$ -	890	\$ 10.68	890	\$ 10.68		\$ -		\$ -	2,820	\$ 33.84
Martin Construction		\$ -		\$ -	980	\$ 11.76		\$ -		\$ -		\$ -		\$ -		\$ -	980	\$ 11.76
Master Construction		\$ -		\$ -	14,880	\$ 178.56	19,540	\$ 234.48	15,060	\$ 180.72	24,850	\$ 298.20	26,190	\$ 314.28	36,260	\$ 435.12	136,780	\$ 1,641.36
Northern Improvement		\$ -		\$ -		\$ -	41,320	\$ 495.84	353,670	\$ 4,244.04	493,350	\$ 5,920.20	877,720	\$ 10,532.64	1,155,380	\$ 13,864.56	2,921,440	\$ 35,057.28
Powerfuels		\$ -		\$ -	35,760	\$ 429.12	17,000	\$ 204.00		\$ -	860	\$ 10.32		\$ -	7,790	\$ 93.48	61,410	\$ 736.92
Precision Underground		\$ -		\$ -		\$ -	310	\$ 3.72	210	\$ 2.52	0	\$ -		\$ -	5,210	\$ 62.52	5,730	\$ 68.76
Rodney Batt - Prepay Account		\$ -		\$ -	1,040	\$ 12.48	3,120	\$ 37.44	4,130	\$ 49.56	6,910	\$ 82.92	7,230	\$ 86.76	10,450	\$ 125.40	32,880	\$ 394.56
Schwartz Contracting		\$ -		\$ -	5,430	\$ 65.16		\$ -		\$ -		\$ -		\$ -		\$ -	5,430	\$ 65.16
Southwest Grain Agronomy		\$ -		\$ -		\$ -		\$ -		\$ -	33,060	\$ 396.72	1,920	\$ 23.04	4,530	\$ 54.36	39,510	\$ 474.12
TOTAL	13,230	\$ 158.76	15,120	\$ 181.44	82,700	\$ 992.40	96,630	\$ 1,159.56	638,210	\$ 7,658.52	640,700	\$ 7,688.40	1,030,600	\$ 12,367.20	1,242,500	\$ 14,910.00	3,759,690	\$ 45,116.28
2021 BREAKOUT OF REVENUE FOR THE SWA DEPOT																		
Treatment	\$ 1.00	\$ 3,759.69																
Trans O&M	\$ 2.56	\$ 9,624.81																
Trans REM	\$ 3.00	\$ 11,279.07																
Cap Rep	\$ 3.00	\$ 11,279.07																
Trans Reserve	\$ 0.07	\$ 263.18																
Dist O&M	\$ 2.12	\$ 7,970.54																
Dist REM	\$ 0.10	\$ 375.97																
Dist Reserve	\$ 0.15	\$ 563.95																
2021 TOTAL	\$ 12.00	\$ 45,116.28																
2021 TOTAL GALLONS		3,759,690																
2021 USAGE FOR THE DODGE DEPOT																		
	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Total Gallons	Total Billed
2021 Gallons	0	\$ -	0	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
2021 BREAKOUT OF REVENUE FOR THE DODGE DEPOT																		
Treatment	\$ 1.00	\$ -																
Trans O&M	\$ 2.53	\$ -																
Trans REM	\$ 4.00	\$ -																
Cap Rep	\$ 4.00	\$ -																
Trans Reserve	\$ 0.07	\$ -																
Dist O&M	\$ 0.40	\$ -																
2021 TOTAL	\$ 12.00	\$ -																
2021 TOTAL GALLONS		0																
2021 USAGE FOR MISSOURI BASIN																		
	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Total Gallons	Total Billed
2021 Gallons	0	\$ -	0	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
2021 BREAKOUT OF REVENUE FOR MISSOURI BASIN																		
Treatment	\$ 1.00	\$ -																
Trans O&M	\$ 2.53	\$ -																
Trans REM	\$ 4.00	\$ -																
Cap Rep	\$ 4.00	\$ -																
Trans Reserve	\$ 0.07	\$ -																
Dist O&M	\$ 0.40	\$ -																
2021 TOTAL	\$ 12.00	\$ -																
2021 TOTAL GALLONS		0																
2021 USAGE FOR COMMUNITIES																		
	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Gallons	Billed	Total Gallons	Total Billed
Bellevue	5,600	\$ 67.20	19,800	\$ 237.60	49,600	\$ 595.20	8,500	\$ 102.00	65,200	\$ 782.40	116,000	\$ 1,392.00	63,800	\$ 765.60	111,500	\$ 1,338.00	440,000	\$ 5,280.00
Dickinson	35,700	\$ 428.40	17,900	\$ 214.80	69,887	\$ 838.64	100,538	\$ 1,206.46	148,079	\$ 1,776.95	210,263	\$ 2,523.16	229,014	\$ 2,748.17	823,648	\$ 9,883.78	1,635,029	\$ 19,620.35
Killdeer	82,700	\$ 992.40	85,200	\$ 1,022.40	134,270	\$ 1,611.24	210,850	\$ 2,530.20	210,846	\$ 2,530.15	296,500	\$ 3,558.00	220,002	\$ 2,640.02	242,374	\$ 2,908.49	1,482,742	\$ 17,792.90
Sentinel Butte	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
TOTAL	124,000	\$ 1,488.00	122,900	\$ 1,474.80	253,757	\$ 3,045.08	319,888	\$ 3,838.66	424,125	\$ 5,089.50	622,763	\$ 7,473.16	512,816	\$ 6,153.79	1,177,522	\$ 14,130.26	3,557,771	\$ 42,693.25
2021 BREAKOUT OF REVENUE FOR COMMUNITIES																		
Treatment	\$ 1.00	\$ 3,557.77																
Trans O&M	\$ 2.53	\$ 9,001.16																
Trans REM	\$ 4.00	\$ 14,231.08																
Cap Rep	\$ 4.00	\$ 14,231.08																
Trans Reserve	\$ 0.07	\$ 249.04																
Dist O&M	\$ 0.40	\$ 1,423.11																
2021 TOTAL	\$ 12.00	\$ 42,693.25																
2021 TOTAL GALLONS		3,557,771																
2021 BREAKOUT OF GRAND TOTAL REVENUE FOR OIL INDUSTRY																		
Treatment	\$ 7,317.46																	
Trans O&M	\$ 18,625.97																	
Trans REM	\$ 25,510.15																	
Cap Rep	\$ 25,510.15																	
Trans Reserve	\$ 512.22																	
Dist O&M	\$ 9,399.65																	
Dist REM	\$ 375.97																	
Dist Reserve	\$ 563.95																	
2021 TOTAL	\$ 87,809.53																	
2021 TOTAL GALLONS		7,317,461																

Southwest Pipeline Project Return on Investment

YEAR	RESOURCES TRUST FUND	BOND PAYMENTS	TOTAL
1991	\$ 11,166.00		\$ 11,166.00
1992	\$ 212,899.00		\$ 212,899.00
1993	\$ 195,973.00		\$ 195,973.00
1994	\$ 300,472.00		\$ 300,472.00
1995	\$ 504,179.00		\$ 504,179.00
1996	\$ 734,994.15		\$ 734,994.15
1997	\$ 389,111.41	\$ 468,801.59	\$ 857,913.00
1998	\$ 415,197.60	\$ 500,593.77	\$ 915,791.37
1999	\$ 349,574.05	\$ 676,423.19	\$ 1,025,997.24
2000	\$ 418,164.86	\$ 728,614.91	\$ 1,146,779.77
2001	\$ 475,021.15	\$ 833,246.78	\$ 1,308,267.93
2002	\$ 416,859.08	\$ 1,015,365.60	\$ 1,432,224.68
2003	\$ 458,780.10	\$ 1,122,504.11	\$ 1,581,284.21
2004	\$ 615,337.62	\$ 1,005,901.63	\$ 1,621,239.25
2005	\$ 661,099.95	\$ 1,045,858.38	\$ 1,706,958.33
2006	\$ 611,674.29	\$ 1,336,805.97	\$ 1,948,480.26
2007	\$ 856,597.12	\$ 1,451,468.74	\$ 2,308,065.86
2008	\$ 1,451,385.68	\$ 1,004,121.20	\$ 2,455,506.88
2009	\$ 1,504,429.59	\$ 1,114,558.52	\$ 2,618,988.11
2010	\$ 877,624.28	\$ 1,898,922.31	\$ 2,776,546.59
2011	\$ 1,793,563.59	\$ 1,282,852.85	\$ 3,076,416.44
2012	\$ 3,303,608.16	\$ 983,667.70	\$ 4,287,275.86
2013	\$ 3,080,405.43	\$ 1,441,235.41	\$ 4,521,640.84
2014	\$ 3,753,622.85	\$ 1,340,702.63	\$ 5,094,325.48
2015	\$ 4,776,377.17		\$ 4,776,377.17
2016	\$ 4,936,757.79		\$ 4,936,757.79
2017	\$ 5,258,182.90		\$ 5,258,182.90
2018	\$ 5,015,416.74		\$ 5,015,416.74
2019	\$ 5,079,128.39		\$ 5,079,128.39
2020	\$ 5,476,914.31		\$ 5,476,914.31
2021	\$ 3,984,111.43		\$ 3,984,111.43
	\$ 57,918,628.69	\$ 19,251,645.29	\$ 77,170,273.98
Perkins County	\$ 5,459,000.00		\$ 5,459,000.00
	\$ 63,377,628.69	\$ 19,251,645.29	\$ 82,629,273.98
Jan	\$ 382,744.58		\$ 382,744.58
Feb	\$ 395,358.66		\$ 778,103.24
Mar	\$ 370,090.57		\$ 1,148,193.81
Apr	\$ 382,458.32		\$ 1,530,652.13
May	\$ 413,605.59		\$ 1,944,257.72
Jun	\$ 452,962.77		\$ 2,397,220.49
Jul	\$ 511,664.81		\$ 2,908,885.30
Aug	\$ 505,611.67		\$ 3,414,496.97
Sep	\$ 569,614.46		\$ 3,984,111.43

III. POLICY TYPE: BOARD GOVERNANCE PROCESS

A. POLICY TITLE: *GOVERNING STYLE*

Adopted 10/4/99 - Amended 8/6/07; 4/7/14

The Board will govern with a style that emphasizes outward vision rather than an internal preoccupation, encouragement of diversity in viewpoints, strategic leadership more than administrative detail, clear distinction of Board and manager/Chief Executive Officer roles, collective rather than individual decisions, future rather than past or present, and being proactive rather than reactive.

More specifically, the Board will:

1. Operate in all ways mindful of its trustee obligation to the people of North Dakota and the Southwest Water Authority service area. It will allow no officer, individual, or committee of the Board to hinder or be an excuse for not fulfilling this commitment.
2. Enforce upon itself whatever commitment is needed to govern with excellence. This commitment will apply to matters such as attendance, policy making principles, respect of roles, speaking with one voice, and ensuring the continual improvement of Board processes and capabilities. Continual redevelopment will include orientation of new members in the Board's governance process and periodic Board discussion of process improvement.

This commitment includes:

- A. Good ideas that come up during the meetings, not on the agenda, will be placed on a list for future agendas.
 - B. Directors will stick to the agenda and have pertinent discussion.
 - C. Directors will come prepared, having read materials before the meeting.
 - D. Directors will not have side conversations during the meeting. The Chair and all directors will control this.
 - E. Directors will accept options, not recommendations for consideration.
 - F. The meeting will start and end on time.
 - G. The Chair may place time limits on discussions. The Board as a whole may over rule.
 - H. Directors will speak loud enough so that all can hear.
 - I. The agenda will have time allotments and clarification.
 - J. Directors will ask extraneous questions outside of the meeting.
 - K. The Directors carry individual responsibility to keep current. This is especially true if the director misses a meeting.
 - L. The Directors will have sufficient information and discussion for policy making before a decision is made.
 - M. The Chair may call more breaks as needed.
3. Direct, control, and inspire the organization with thoughtful establishment of the broadest organizational policies reflecting the Board's values and perspectives. The Board's major focus will be on the intended long-term impacts outside the operating organization (*Aims/Ends*), not on the administrative means of attaining those effects.

4. Cultivate a sense of group responsibility. The Board, not the staff, will be responsible for excellence in governing. The Board will be an initiator of policy, not merely a reactor to staff initiatives. The Board will use the expertise of individual members to enhance the knowledge and ability of the Board as a body, rather than to substitute their individual judgments for the Board's values.
5. Monitor and discuss the Board's process and performance at each meeting. Self-monitoring will include comparison of Board activity and discipline to policies in the Governance Process and Board-manager/Chief Executive Officer Relationship categories.

MONITORING:

Method: Board of Directors Internal Report
Frequency: Annually
Month: October

II. POLICY TYPE: EXECUTIVE LIMITATIONS

C. POLICY TITLE: *FINANCIAL CONDITION*

Adopted 10/4/99 - Amended 5/3/10; 1/5/17; 1/7/2019

With respect to the actual, ongoing condition of the organization's financial health, the manager/Chief Executive Officer may not cause or allow the development of fiscal jeopardy nor a material deviation of actual expenditures from Board priorities established in *Aims/Ends* policies.

Accordingly the manager/Chief Executive Officer may not:

1. Expend more funds than have been received unless two and one half months of total operating reserves are in place.
2. Use any Long Term Reserves.
3. Use any Replacement and Extraordinary Maintenance Fund Reserves.
4. Conduct inter-fund shifting in amounts greater than can be restored by otherwise unencumbered revenues within the fiscal year.
5. Allow cash to drop below the amount needed to settle payroll and debts in a timely manner.
6. Allow tax payments or other government-ordered payments or filings to be overdue or inaccurately filed.
7. Submit a deficit budget without also submitting a balanced budget.

MONITORING:

<i>Method:</i>	<i>Manager/CEO Internal Report</i>	<i>External Report (Audit Report)</i>
<i>Frequency:</i>	<i>Quarterly</i>	<i>Annually</i>
<i>Month:</i>	<i>January, April, July, October</i>	<i>April</i>

II. POLICY TYPE: EXECUTIVE LIMITATIONS

C. POLICY TITLE: *FINANCIAL CONDITION*

MONITORING: JUNE 2021 THROUGH AUGUST 2021

With respect to the actual, ongoing condition of the organization's financial health, the manager/Chief Executive Officer may not cause or allow the development of fiscal jeopardy nor a material deviation of actual expenditures from Board priorities established in *Aims/Ends* policies.

Accordingly, the manager/Chief Executive Officer may not:

1. Expend more funds than have been received unless two and a half months of total operating reserves are in place.

Income thru 8/31/21 - \$13,382,455.90

Expenses thru 8/31/21 - \$11,408,396.29

Net Income thru 8/31/21 - \$654,768.51

Total Operating Reserves thru 8/31/21 – 4.98 months

2. Use any Long-Term Reserves.

Only additions to reserves. List attached.

3. Use any Replacement and Extraordinary Maintenance Fund Reserves.

Replacement and Extraordinary Maintenance Funds were transferred to SWA O&M account July, 2021. The transfer was SWA's share of the Richardton Pump Station upgrades in the amount of \$108,476.17.

4. Conduct inter-fund shifting in amounts greater than can be restored by otherwise unencumbered revenues within the fiscal year.

As noted on the Cash Management attachment, two transfers in the amount of \$400,000 and \$150,000 were made from the General Fund checking account into the General Fund Reserve account. This was done to ensure FDIC insurance coverage on the checking account balance.

5. Allow cash to drop below the amount needed to settle payroll and debts in a timely manner.

All payroll debts were settled without penalties or late fees.

Attached list shows sufficient funds for payroll and debt payments.

6. Allow tax payments or other government-ordered payments or filings to be overdue or inaccurately filed.

Attached is the schedule for tax filings. All payroll debts were settled without penalties or late fees.

*Worksheets, confirmation numbers and bank statements verifying filing date to meet IRS requirements are available at the O&M Center Office.
According to IRS tax code, the due date for filing is three business days after the date of payroll.*

7. Submit a deficit budget without also submitting a balanced budget.

A balanced General Fund Budget for 2022 was included with the July 2021 Board Packet.


Manager/Chief Executive Officer

September 29, 2021
Date

This information is current as of 9/24/2021.

MONITORING:

<i>Method:</i>	<i>Manager/CEO Internal Report</i>	<i>External Report (Audit Report)</i>
<i>Frequency:</i>	<i>Quarterly</i>	<i>Annually</i>
<i>Month:</i>	<i>January, April, July, October</i>	<i>July</i>

CASH MANAGEMENT 3Q21

PAYROLL

O&M

GENERAL FUND

DATE	AMOUNT OF TRANSACTION	BALANCE AFTER PAYMENT
6/1/2021		\$ 398,861.23
6/7/2021	\$ (249,036.49)	\$ 149,824.74
6/8/2021	\$ 17,400.00	\$ 167,224.74
6/10/2021	\$ 4,337.08	\$ 171,561.82
6/16/2021	\$ (153,383.76)	\$ 18,178.06
6/24/2021	\$ (1,908.94)	\$ 16,269.12
6/25/2021	\$ 391,000.00	\$ 407,269.12
6/30/2021	\$ (194.48)	\$ 407,074.64
6/30/2021		\$ 407,074.64
7/1/2021		\$ 407,074.64
7/1/2021	\$ (189,323.71)	\$ 217,750.93
7/6/2021	\$ (133,067.07)	\$ 84,683.86
7/8/2021	\$ 22,000.00	\$ 106,683.86
7/9/2021	\$ (90,050.73)	\$ 16,633.13
7/19/2021	\$ 3,802.86	\$ 20,435.99
7/19/2021	\$ (10,948.24)	\$ 9,487.75
7/23/2021	\$ 379,000.00	\$ 388,487.75
8/1/2021		\$ 388,487.75
8/2/2021	\$ (242,809.40)	\$ 145,678.35
8/5/2021	\$ (124,413.40)	\$ 21,264.95
8/6/2021	\$ 57,562.32	\$ 78,827.27
8/10/2021	\$ (16,886.47)	\$ 61,940.80
8/20/2021	\$ (38,666.92)	\$ 23,273.88
8/24/2021	\$ (3,115.63)	\$ 20,158.25
8/26/2021	\$ 375,000.00	\$ 395,158.25
Beginning balance 6/1/2021		\$ 398,861.23
Transferred for payroll		\$ 1,250,102.26
Payroll and benefits		\$ (1,253,805.24)
Balance as of 8/31/2021		\$ 395,158.25
General Ledger Balance		394,340.59
Difference	Outstanding Checks	817.66

DATE	AMOUNT OF TRANSACTION	BALANCE AFTER PAYMENT
6/1/2021		\$ 639,904.51
6/3/2021	\$ 29,278.53	\$ 669,183.04
6/5/2021	\$ (117,474.74)	\$ 551,708.30
6/10/2021	\$ 238,249.92	\$ 789,958.22
6/10/2021	\$ (30,605.01)	\$ 759,353.21
6/14/2021	\$ 383,481.91	\$ 1,142,835.12
6/15/2021	\$ (107,706.01)	\$ 1,035,129.11
6/18/2021	\$ 157,850.67	\$ 1,192,979.78
6/20/2021	\$ (155,246.49)	\$ 1,037,733.29
6/21/2021	\$ 274,157.03	\$ 1,311,890.32
6/25/2021	\$ (1,017,176.17)	\$ 294,714.15
6/29/2021	\$ 531,814.91	\$ 826,529.06
6/30/2021	\$ (51,202.56)	\$ 775,326.50
7/1/2021		\$ 775,326.50
7/1/2021	\$ (1,252.85)	\$ 774,073.65
7/1/2021	\$ 12,624.29	\$ 786,697.94
7/6/2021	\$ (63,653.17)	\$ 723,044.77
7/9/2021	\$ 860,433.33	\$ 1,583,478.10
7/11/2021	\$ (81,382.25)	\$ 1,502,095.85
7/12/2021	\$ 511,353.77	\$ 2,013,449.62
7/15/2021	\$ (135,271.77)	\$ 1,878,177.85
7/20/2021	\$ 440,740.50	\$ 2,318,918.35
7/20/2021	\$ (586,599.19)	\$ 1,732,319.16
7/22/2021	\$ 103,113.59	\$ 1,835,432.75
7/25/2021	\$ (605,654.25)	\$ 1,229,778.50
7/30/2021	\$ 160,222.11	\$ 1,390,000.61
8/1/2021		\$ 1,390,000.61
8/1/2021	\$ 89,219.91	\$ 1,479,220.52
8/1/2021	\$ (52,645.14)	\$ 1,426,575.38
8/6/2021	\$ 972,174.41	\$ 2,398,749.79
8/6/2021	\$ (204,379.19)	\$ 2,194,370.60
8/11/2021	\$ 222,525.55	\$ 2,416,896.15
8/11/2021	\$ (63,591.72)	\$ 2,353,304.43
8/16/2021	\$ 474,420.37	\$ 2,827,724.80
8/16/2021	\$ (318,615.01)	\$ 2,509,109.79
8/21/2021	\$ 157,437.39	\$ 2,666,547.18
8/21/2021	\$ (32,232.50)	\$ 2,634,314.68
8/26/2021	\$ 51,540.96	\$ 2,685,855.64
8/30/2021	\$ (882,419.27)	\$ 1,803,436.37
Beginning balance 6/1/2021		\$ 639,904.51
Income		\$ 5,670,639.15
Expenses		\$ (4,507,107.29)
Balance as of 8/31/2021		\$ 1,803,436.37
General Ledger Balance		\$1,785,884.59
Difference	Outstanding Checks	\$1,803,381.37

DATE	AMOUNT OF TRANSACTION	BALANCE AFTER PAYMENT
6/1/2021		\$ 739,042.69
6/2/2021	\$ (489,020.16)	\$ 250,022.53
6/8/2021	\$ 111,339.48	\$ 361,362.01
6/11/2021	\$ (4,687.08)	\$ 356,674.93
6/16/2021	\$ 103,719.25	\$ 460,394.18
6/18/2021	\$ (36,604.90)	\$ 423,789.28
6/23/2021	\$ 155,847.37	\$ 579,636.65
6/28/2021	\$ (39,914.96)	\$ 539,721.69
6/30/2021	\$ 82,576.89	\$ 622,298.58
7/1/2021		\$ 622,298.58
7/1/2021	\$ (401,200.00)	\$ 221,098.58
7/6/2021	\$ 43,617.58	\$ 264,716.16
7/14/2021	\$ (300.00)	\$ 264,416.16
7/14/2021	\$ 56,591.63	\$ 321,007.79
7/19/2021	\$ (38,111.36)	\$ 282,896.43
7/23/2021	\$ 35,980.39	\$ 318,876.82
7/26/2021	\$ (37,567.20)	\$ 281,309.62
7/27/2021	\$ 36,002.39	\$ 317,312.01
8/1/2021		\$ 317,312.01
8/2/2021	\$ 40,777.42	\$ 358,089.43
8/9/2021	\$ (9,662.32)	\$ 348,427.11
8/17/2021	\$ 51,136.65	\$ 399,563.76
8/17/2021	\$ (33,164.19)	\$ 366,399.57
8/24/2021	\$ 15,024.08	\$ 381,423.65
8/24/2021	\$ (4,433.22)	\$ 376,990.43
8/30/2021	\$ 22,800.99	\$ 399,791.42
8/31/2021	\$ (185,040.00)	\$ 214,751.42
Beginning balance 6/1/2021		\$ 739,042.69
Income		\$ 755,414.12
Expenses		\$ (1,279,705.39)
Balance as of 8/31/2021		\$ 214,751.42
General Ledger Balance		\$ 213,123.42
Difference	Outstanding Checks	\$ 1,628.00

GOVERNMENT PAYMENTS/FILINGS 3Q21

<u>DATE</u>	<u>DESCRIPTION</u>
07/07/21	FTD FOR 07/01/21 PAYROLL
07/09/21	FTD FOR 07/09/21 PAYROLL
07/19/21	FTD FOR 07/15/21 PAYROLL
07/30/21	QUARTERLY STATE W/H
07/30/21	QUARTERLY SUTA
07/30/21	QUARTERLY FEDERAL TAX
08/02/21	FTD FOR 08/02/21 PAYROLL
08/06/21	FTD FOR 08/10/21 PAYROLL
08/10/21	FTD FOR 08/13/21 PAYROLL
09/01/21	FTD FOR 09/01/21 PAYROLL
09/10/21	FTD FOR 09/10/21 PAYROLL
09/13/21	FTD FOR 09/14/21 PAYROLL

Item #2. Use any Long Term Reserves
Monitoring Period: June 2021 through August 2021

Bonds Called or Sold

Date	Amount	Cost	Account
06/25/21	\$50,000.00	\$50,000.00	General Fund
06/15/21	\$10.79	\$11.11	Reserve Fund for Replacement
06/25/21	\$1,000,000.00	\$1,000,000.00	Reserve Fund for Replacement
06/25/21	\$250,000.00	\$250,000.00	O&M Fund
07/15/21	\$19.16	\$19.72	Reserve Fund for Replacement
07/27/21	\$2,500,000.00	\$2,500,000.00	Reserve Fund for Replacement
08/16/21	\$14.46	\$14.88	Reserve Fund for Replacement
08/25/21	\$11,063.40	\$11,995.39	Reserve Fund for Replacement

Bonds Purchased

Date	Amount	Cost	Account
06/30/21	\$50,000.00	\$50,000.00	General Fund
06/30/21	\$1,200,000.00	\$1,200,000.00	Reserve Fund for Replacement
06/30/21	\$250,000.00	\$250,000.00	O&M Fund
07/27/21	\$2,500,000.00	\$2,500,097.22	Reserve Fund for Replacement
08/25/21	\$142,000.00	\$142,000.00	General Fund
08/25/21	\$250,000.00	\$250,000.00	General Fund
08/12/21	\$1,000,000.00	\$1,000,000.00	Reserve Fund for Replacement
08/25/21	\$200,000.00	\$200,000.00	Reserve Fund for Replacement
08/25/21	\$100,000.00	\$100,000.00	O&M Fund

II. POLICY TYPE: EXECUTIVE LIMITATIONS

E. POLICY TITLE: ASSET

PROTECTION Adopted 10/4/99 - Amended 1/7/08; 8/2/10

The manager/Chief Executive Officer may not allow assets to be unprotected, inadequately maintained nor unnecessarily risked.

Accordingly, the manager/Chief Executive Officer may not:

1. Fail to insure against theft and casualty losses to at least 80 percent replacement value and against liability losses in the amount of \$2 million to Board members, staff or the organization itself.
2. Allow non-bonded personnel access to material amounts of funds.
3. Subject plant and equipment to improper wear and tear nor insufficient maintenance.
4. Unnecessarily expose the organization, its Board or staff to claims of liability or loss.
5. Make any unbudgeted purchase or commit the organization to any unbudgeted expenditure of greater than \$5,000.00.
6. Make any purchase:
 - A. wherein normally prudent protection has not been given against conflict of interest
 - B. of over \$2,500.00 without having obtained comparative prices and quality
 - C. of over \$10,000.00 without a stringent method of assuring the balance of long term cost and quality
 - D. without following North Dakota Century Code Chapter 44-08
7. Receive, process or disburse funds under controls which are insufficient to meet the Board-appointed auditor's standards.
8. Invest or hold operating capital except as directed by N.D.C.C. Chapter 21-04, 21-06-07.
9. Acquire, encumber or dispose of real property.
10. Fail to work with suppliers in developing long-term relationships and involvement in new service development.

MONITORING:

Method: Manager/CEO Internal Report
Frequency: Quarterly
Month: January, April, July, October

II. POLICY TYPE: EXECUTIVE LIMITATIONS

E. POLICY TITLE: *ASSET PROTECTION*

MONITORING: JUNE 2021 THROUGH AUGUST 2021

The manager/Chief Executive Officer may not allow assets to be unprotected, inadequately maintained nor unnecessarily risked.

Accordingly, the manager/Chief Executive Officer may not:

1. Fail to insure against theft and casualty losses to at least 80 percent replacement value and against liability losses in the amount of \$2 million to Board members, staff or the organization itself.
Property is insured at 90% replacement value. Liability losses are insured for \$4 million for Board members, staff and SWA. The increase from \$4 to \$10 million was requested by the Board of Directors. Midterm adjustments are not allowed by NDIRF. The increase will be effective January 2022. Documentation is available at the SWA O&M Center Office.
2. Allow non-bonded personnel access to material amounts of funds.
All employees bonded through ND State Bonding Fund. Documentation is available at the SWA O&M Center Office.
3. Subject plant and equipment to improper wear and tear nor insufficient maintenance.
Planned maintenance per schedules at pump stations, distribution systems, O&M Center and water treatment plants and related facilities. Documentation is available at the SWA O&M Center Office, pump stations and water treatment plants.
4. Unnecessarily expose the organization, its Board or staff to claims of liability or loss.
There are no known claims of liability or loss.
5. Make any unbudgeted purchase or commit the organization to any unbudgeted expenditure of greater than \$5,000.
All purchases are within budget. Documentation is available at the SWA O&M Center Office.
6. Make any one-item purchase:
 - A. wherein normally prudent protection has not been given against conflict of interest;
 - B. of over \$2,500 without having obtained comparative prices and quality;
 - C. of over \$10,000 without a stringent method of assuring the balance of long-term cost and quality.
 - D. without following North Dakota Century Code Chapter 44-08.

On September 9, 2021, a bid was awarded for one new pickup for O&M. Documentation is available at the SWA O&M Center Office.

7. Receive, process or disburse funds under controls which are insufficient to meet the Board-appointed auditor's standards.
Follow accounting manual approved by auditors.
8. Invest or hold operating capital except as directed by North Dakota Century Code Chapter 21-04, 21-06-07.
Investments through American Trust Center follows ND Century Code. See attached listing of investments.
9. Acquire, encumber or dispose of real property.
SWA has not acquired, encumbered or disposed of real property.
10. Fail to work with suppliers in developing long-term relationships and involvement in new service development.
SWA has long-term relationships with many suppliers including Brenntag Pacific, Dakota Supply Group, Graymont Capital, Inc., Hach Company and Hawkins Inc. SWA has new service relationships in the form of service agreements with Central Square for billing, Trimble Navigation LTD for the vehicle tracking system and Presort Plus for printing and mailing the monthly invoices to rural customers. Documentation is available at the SWA O&M Center Office.



Manager/Chief Executive Officer

Date 09/29/2021

This information is current as of 9/24/2021.

MONITORING:

Method: *Manager/CEO Internal Report*
Frequency: *Quarterly*
Month: *January, April, July, October*

Southwest Water Authority - General Fund

Account #: 8051

Account Detail On: 08/31/2021

	Shares	Unit Price	Cost	Market Value	Estimated Annual Income	Accrual
Cash						
Cash			0.00	0.00		
Cash Equivalents						
Money Market % of Portfolio: 38.63%						
Meridian Bank Deposit Fund	451,999.080000	1.0000	451,999.08	451,999.08	2,486.08	0.00
United Community Deposit Fund	199,825.210000	1.0000	199,825.21	199,825.21	699.46	0.00
Money Market Total	651,824.290000		651,824.29	651,824.29	3,185.54	0.00
Fixed						
Bond - US Govt (State Tax Exempt) % of Portfolio: 23.87%						
Farmer Mac (08/21) 1.27% Due 08/19/30	60,000.000000	98.2389	60,000.00	58,943.34	762.00	23.28
Fed Farm Credit Bank 1.26% Due 10/15/30	50,000.000000	98.0339	50,000.00	49,016.95	630.00	237.54
Fed Home Loan Bank (12/21) 1.28% Due 12/02/30	100,000.000000	98.1008	100,000.00	98,100.80	1,280.00	312.89
Federal Home Loan Bank (2/22) 1.50% Due 02/25/31	50,000.000000	98.9602	50,000.00	49,480.10	750.00	10.42
Federal Home Loan Bank (3/22) 1.34% Due 03/03/28	70,000.000000	100.3758	70,000.00	70,263.06	938.00	461.18
Federal Home Loan Bank 1.25% Due 06/30/31	50,000.000000	100.6842	50,000.00	50,342.10	625.00	104.17
Tennessee Valley Auth 2.875% Due 09/15/24	25,000.000000	107.5261	25,929.87	26,881.53	718.75	330.08
Bond - US Govt (State Tax Exempt) Total	405,000.000000		405,929.87	403,027.88	5,703.75	1,479.56
Bond - US Govt (State Taxable) % of Portfolio: 7.82%						
Farmer Mac 5.10% Due 01/27/25	30,000.000000	115.3237	34,374.90	34,597.11	1,530.00	145.52
Freddie Mac (02/21) 1.15% Due 08/26/30	50,000.000000	97.5527	49,921.72	48,776.35	575.00	6.39
Freddie Mac (9/22) 1.24% Due 09/30/31	50,000.000000	97.0433	50,000.00	48,521.65	620.00	258.33
Bond - US Govt (State Taxable) Total	130,000.000000		134,296.62	131,895.11	2,725.00	410.24
Mutual Funds - Fixed Income % of Portfolio: 29.68%						
PIMCO GNMA and Govt Securities Fund Instl	22,073.147000	11.3300	250,088.76	250,088.76	4,968.86	0.00
Vanguard GNMA Adm	23,508.750000	10.6500	251,563.97	250,368.16	2,775.13	0.00
Mutual Funds - Fixed Income Total	45,581.897000		501,652.73	500,456.92	7,743.99	0.00
Fixed Total	580,581.897000		1,041,879.22	1,035,379.91	16,172.74	1,889.80
Grand Total	1,232,406.187000		1,693,703.51	1,687,204.20	19,358.28	1,889.80

Capital Gain/Loss Summary

Capital Gain Term

YTD Amount

Reported gains are based on settlement date to coincide with your transaction statement. For complete tax information, including trade details, contact your account administrator.

Southwest Water Authority Reserve Fund For Replacement

Account #: 8053

Account Detail On: 08/31/2021

	Shares	Unit Price	Cost	Market Value	Estimated Annual Income	Accrual
Cash						
Cash			0.00	0.00		
Cash Equivalents						
CD - Other % of Portfolio: 1.04%						
American Express FSB CD 2.40% Due 8-29-22	250,000.000000	1.0000	249,587.75	250,000.00	6,000.00	2,983.33
Money Market % of Portfolio: 3.39%						
Meridian Bank Deposit Fund	762,350.830000	1.0000	762,350.83	762,350.83	4,193.07	0.00
United Community Deposit Fund	55,965.190000	1.0000	55,965.19	55,965.19	195.90	0.00
Money Market Total	818,316.020000		818,316.02	818,316.02	4,388.97	0.00
Cash Equivalents Total	1,068,316.020000		1,067,903.77	1,068,316.02	10,388.97	2,983.33
Fixed						
Bond - Corporate % of Portfolio: 2.12%						
Private Export FDG Corp 2.05% Due 11/15/22	500,000.000000	102.2048	502,614.39	511,024.00	10,250.00	2,989.58
Bond - US Govt (State Tax Exempt) % of Portfolio: 68.21%						
Farmer Mac (08/21) 1.27% Due 08/19/30	1,000,000.000000	98.2389	1,000,000.00	982,389.00	12,700.00	388.06
Farmer Mac (2/23) 2.00% Due 02/10/27	900,000.000000	102.4346	900,000.00	921,911.40	18,000.00	1,000.00
Farmer Mac 1.78% Due 08/12/31	1,000,000.000000	99.8531	1,000,000.00	998,531.00	17,800.00	890.00
Fed Farm Credit Bank (2/25) 2.08% Due 02/19/30	900,000.000000	103.8751	900,000.00	934,875.90	18,720.00	572.00
Fed Farm Credit Bank 0.94% Due 06/08/27	400,000.000000	99.3512	399,482.80	397,404.80	3,760.00	862.95
Fed Farm Credit Bank 1.26% Due 10/15/30	1,550,000.000000	98.0339	1,550,000.00	1,519,525.45	19,530.00	7,363.77
Fed Home Ln Bank (3/21) 1.07% Due 06/04/27	1,000,000.000000	99.8352	1,000,000.00	998,352.00	10,700.00	2,556.11
Fed Home Loan Bank (10/22) 2.35% Due 10/18/29	485,000.000000	102.2613	485,000.00	495,967.31	11,397.50	4,179.08
Fed Home Loan Bank (12/21) 1.27% Due 12/02/30	1,000,000.000000	98.0171	998,571.63	980,171.00	12,700.00	3,104.44
Fed Home Loan Bank (12/21) 1.28% Due 12/02/30	1,000,000.000000	98.1008	1,000,000.00	981,008.00	12,800.00	3,128.89
Fed Home Loan Bank (9/22) 2.69% Due 09/26/34	500,000.000000	102.4167	500,000.00	512,083.50	13,450.00	5,753.61
Federal Farm Credit Bank 1.40% Due 04/26/29	2,500,000.000000	99.9789	2,500,000.00	2,499,472.50	35,000.00	3,305.56
Federal Farm Credit Bank 1.40% Due 04/28/28	600,000.000000	100.6166	600,000.00	603,699.60	8,400.00	2,846.67
Federal Home Loan Bank (2/22) 1.50% Due 02/25/31	1,000,000.000000	98.9602	1,000,000.00	989,602.00	15,000.00	208.33
Federal Home Loan Bank (3/22) 1.34% Due 03/03/28	650,000.000000	100.3758	650,000.00	652,442.70	8,710.00	4,282.42
Federal Home Loan Bank 1.25% Due 06/30/31	1,200,000.000000	100.6842	1,200,000.00	1,208,210.40	15,000.00	2,500.00
Tennessee Valley Auth 2.875% Due 09/15/24	725,000.000000	107.5261	751,965.16	779,564.23	20,843.75	9,572.27
Bond - US Govt (State Tax Exempt) Total	16,410,000.000000		16,435,019.59	16,455,210.79	254,511.25	52,514.16
Bond - US Govt (State Taxable) % of Portfolio: 14.85%						
FNMA Remic 2.56% Due 12/25/26	988,936.600000	107.3050	1,072,245.04	1,061,178.42	25,287.11	351.21
Farmer Mac 5.10% Due 01/27/25	500,000.000000	115.3237	572,915.00	576,618.50	25,500.00	2,425.27
Freddie Mac (02/21) 1.15% Due 08/26/30	1,000,000.000000	97.5527	998,434.04	975,527.00	11,500.00	127.78
Freddie Mac (9/22) 1.24% Due 09/30/31	1,000,000.000000	97.0433	1,000,000.00	970,433.00	12,400.00	5,166.67
Bond - US Govt (State Taxable) Total	3,488,936.600000		3,643,594.08	3,583,756.92	74,687.11	8,070.93

Southwest Water Authority Reserve Fund For Replacement

Account #: 8053

Account Detail On: 08/31/2021

	Shares	Unit Price	Cost	Market Value	Estimated Annual Income	Accrual
Fixed						
Mortgage Backed Security						
Govt Natl Mtg Assn 7.00% Due 12-15-29	871.410000	117.4396	897.02	1,023.38	61.00	2.67
Mutual Funds - Fixed Income % of Portfolio: 10.39%						
PIMCO GNMA and Govt Securities Fund Instl	39,709.808000	11.3300	451,665.35	449,912.12	8,939.02	0.00
Vanguard GNMA Adm	192,844.147000	10.6500	2,070,312.30	2,053,790.16	22,764.68	0.00
Mutual Funds - Fixed Income Total	<u>232,553.955000</u>		<u>2,521,977.65</u>	<u>2,503,702.28</u>	<u>31,703.70</u>	<u>0.00</u>
Fixed Total	<u>20,632,361.9650...</u>		<u>23,104,102.73</u>	<u>23,054,717.37</u>	<u>371,213.06</u>	<u>63,577.34</u>
Grand Total	<u>21,700,677.9850...</u>		<u>24,172,006.50</u>	<u>24,123,033.39</u>	<u>381,602.03</u>	<u>66,560.67</u>

Capital Gain/Loss Summary

Capital Gain Term	YTD Amount
Long Term	\$124.38
Short Term	\$243.78
Grand Total	<u>\$368.16</u>

Reported gains are based on settlement date to coincide with your transaction statement.
For complete tax information, including trade details, contact your account administrator.

Southwest Water Authority - Escrow Fund

Account #: 8050

Account Detail On: 08/31/2021

	Shares	Unit Price	Cost	Market Value	Estimated Annual Income	Accrual
Cash						
Cash			0.00	0.00		
Cash Equivalents						
Money Market	% of Portfolio: 4.39%					
Meridian Bank Deposit Fund	5,114.470000	1.0000	5,114.47	5,114.47	28.13	0.00
United Community Deposit Fund	10,590.340000	1.0000	10,590.34	10,590.34	37.07	0.00
Money Market Total	15,704.810000		15,704.81	15,704.81	65.20	0.00
Fixed						
Bond - US Govt (State Tax Exempt)	% of Portfolio: 64.88%					
Farmer Mac (08/21) 1.27% Due 08/19/30	50,000.000000	98.2389	50,000.00	49,119.45	635.00	19.40
Fed Farm Credit Bank 1.26% Due 10/15/30	50,000.000000	98.0339	50,000.00	49,016.95	630.00	237.54
Fed Home Loan Bank (12/21) 1.28% Due 12/02/30	50,000.000000	98.1008	50,000.00	49,050.40	640.00	156.44
Federal Home Loan Bank (2/22) 1.50% Due 02/25/31	25,000.000000	98.9602	25,000.00	24,740.05	375.00	5.21
Federal Home Loan Bank (3/22) 1.34% Due 03/03/28	60,000.000000	100.3758	60,000.00	60,225.48	804.00	395.30
Bond - US Govt (State Tax Exempt) Total	235,000.000000		235,000.00	232,152.33	3,084.00	813.89
Bond - US Govt (State Taxable)	% of Portfolio: 13.26%					
Farmer Mac 5.10% Due 01/27/25	20,000.000000	115.3237	22,916.60	23,064.74	1,020.00	97.01
Freddie Mac (02/21) 1.15% Due 08/26/30	25,000.000000	97.5527	24,960.86	24,388.18	287.50	3.19
Bond - US Govt (State Taxable) Total	45,000.000000		47,877.46	47,452.92	1,307.50	100.20
Mutual Funds - Fixed Income % of Portfolio: 17.47%						
Vanguard GNMA Adm	5,865.886000	10.6500	62,422.05	62,471.67	692.42	0.00
Fixed Total	285,865.886000		345,299.51	342,076.92	5,083.92	914.09
Grand Total	301,570.696000		361,004.32	357,781.73	5,149.12	914.09

Capital Gain/Loss Summary

Capital Gain Term

YTD Amount

Reported gains are based on settlement date to coincide with your transaction statement.
For complete tax information, including trade details, contact your account administrator.

Southwest Water Authority Operation & Maintenance Fund

Account #: 8054

Account Detail On: 08/31/2021

	Shares	Unit Price	Cost	Market Value	Estimated Annual Income	Accrual
Cash						
Cash			0.00	0.00		
Cash Equivalents						
Money Market	% of Portfolio: 4.23%					
Meridian Banc Deposit Fund	76,716.960000	1.0000	76,716.96	76,716.96	421.96	0.00
United Community Deposit Fund	15,337.840000	1.0000	15,337.84	15,337.84	53.69	0.00
Money Market Total	92,054.800000		92,054.80	92,054.80	475.65	0.00
Fixed						
Bond - US Govt (State Tax Exempt)	% of Portfolio: 84.41%					
Farmer Mac (08/21) 1.27% Due 08/19/30	90,000.000000	98.2389	90,000.00	88,415.01	1,143.00	34.93
Fed Farm Credit Bank (12/24) 2.25% Due 12/18/29	200,000.000000	104.6646	200,000.00	209,329.20	4,500.00	900.00
Fed Farm Credit Bank 1.26% Due 10/15/30	250,000.000000	98.0339	250,000.00	245,084.75	3,150.00	1,187.70
Fed Home Loan Bank (10/22) 2.35% Due 10/18/29	100,000.000000	102.2613	100,000.00	102,261.30	2,350.00	861.67
Fed Home Loan Bank (12/21) 1.28% Due 12/02/30	250,000.000000	98.1008	250,000.00	245,252.00	3,200.00	782.22
Federal Farm Credit Bank 1.40% Due 04/28/28	200,000.000000	100.6166	200,000.00	201,233.20	2,800.00	948.89
Federal Home Loan Bank (2/22) 1.50% Due 02/25/31	500,000.000000	98.9602	500,000.00	494,801.00	7,500.00	104.17
Federal Home Loan Bank 1.25% Due 06/30/31	250,000.000000	100.6842	250,000.00	251,710.50	3,125.00	520.83
Bond - US Govt (State Tax Exempt) Total	1,840,000.000000		1,840,000.00	1,838,086.96	27,768.00	5,340.41
Bond - US Govt (State Taxable)	% of Portfolio: 4.48%					
Freddie Mac (02/21) 1.15% Due 08/26/30	100,000.000000	97.5527	99,843.42	97,552.70	1,150.00	12.78
Mutual Funds - Fixed Income % of Portfolio: 6.88%						
PIMCO GNMA and Govt Securities Fund Instl	8,829.258000	11.3300	100,035.50	100,035.50	1,987.55	0.00
Vanguard GNMA Adm	4,700.961000	10.6500	50,410.79	50,065.25	554.94	0.00
Mutual Funds - Fixed Income Total	13,530.219000		150,446.29	150,100.75	2,542.49	0.00
Fixed Total	1,953,530.219000		2,090,289.71	2,085,740.41	31,460.49	5,353.19
Grand Total	2,045,585.019000		2,182,344.51	2,177,795.21	31,936.14	5,353.19

Capital Gain/Loss Summary

Capital Gain Term

YTD Amount

Reported gains are based on settlement date to coincide with your transaction statement. For complete tax information, including trade details, contact your account administrator.

Southwest Water Authority - Reserve Fund

Account #: 8052

Account Detail On: 08/31/2021

	Shares	Unit Price	Cost	Market Value	Estimated Annual Income	Accrual
Cash						
Cash			0.00	0.00		
Cash Equivalents						
Money Market	% of Portfolio: 5.25%					
Meridian Bank Deposit Fund	10,101.940000	1.0000	10,101.94	10,101.94	55.56	0.00
United Community Deposit Fund	9,323.330000	1.0000	9,323.33	9,323.33	32.63	0.00
Money Market Total	19,425.270000		19,425.27	19,425.27	88.19	0.00
Fixed						
Bond - US Govt (State Tax Exempt)	% of Portfolio: 52.18%					
Farmer Mac (08/21) 1.27% Due 08/19/30	50,000.000000	98.2389	50,000.00	49,119.45	635.00	19.40
Fed Home Loan Bank (12/21) 1.28% Due 12/02/30	50,000.000000	98.1008	50,000.00	49,050.40	640.00	156.44
Federal Home Loan Bank (2/22) 1.50% Due 02/25/31	25,000.000000	98.9602	25,000.00	24,740.05	375.00	5.21
Federal Home Loan Bank (3/22) 1.34% Due 03/03/28	70,000.000000	100.3758	70,000.00	70,263.06	938.00	461.18
Bond - US Govt (State Tax Exempt) Total	195,000.000000		195,000.00	193,172.96	2,588.00	642.23
Bond - US Govt (State Taxable)	% of Portfolio: 13.18%					
Freddie Mac (02/21) 1.15% Due 08/26/30	50,000.000000	97.5527	49,921.72	48,776.35	575.00	6.39
Mutual Funds - Fixed Income % of Portfolio: 29.39%						
Vanguard GNMA Adm	10,217.360000	10.6500	109,686.89	108,814.90	1,206.13	0.00
Fixed Total	255,217.360000		354,608.61	350,764.21	4,369.13	648.62
Grand Total	274,642.630000		374,033.88	370,189.48	4,457.32	648.62

Capital Gain/Loss Summary

Capital Gain Term

YTD Amount

Reported gains are based on settlement date to coincide with your transaction statement. For complete tax information, including trade details, contact your account administrator.



Our Vision: People and Business Succeeding with Quality Water Our Mission: Quality Water for Southwest North Dakota

MEMORANDUM

To: Mary Massad, Manager/CEO

From: Ledeanna O'Shields, CFO/Office Administrator

Subject: **Reimbursement from the Reserve Fund for Replacement and Extraordinary Maintenance Decision Making**

Date: September 23, 2021

Reimbursement from the Replacement and Extraordinary Maintenance Fund is being requested for two items of work.

Work has now been completed on Contract 2-3E Decker Subdivision ductile iron pipeline (DIP) replacement. The total expense was \$754,450.14 and has been paid. A spreadsheet listing the invoices is included with this memorandum. Copies of the invoices are available upon request. This is a budgeted item for the Replacement and Extraordinary Maintenance (REM) Fund for 2021. The amount up to one million dollars was approved by the Board on April 6, 2020.

Work has now been completed on the May 14, 2020, Contract 2-3A MTL leak repair and DIP initial corrosion assessment using the PipeDiver Ultra Tool. The total expense was \$532,402.03 and has been paid. A spreadsheet listing the invoices is included with this memorandum. Copies of the invoices are available upon request. The amount up to five hundred thousand dollars was approved by the Board on April 5, 2021.

The balance in the Reserve Fund for Replacement and Extraordinary Maintenance is \$24,383,826.40 as of September 23, 2021.

I respectfully request the SWA Board of Directors approve the Contract 2-3E MTL Decker Subdivision DIP replacement and the May 14, 2020, Contract 2-3A MTL leak repair and DIP assessment near Taylor, including the PipeDiver Ultra Tool be eligible for reimbursement from the Reserve Fund for Replacement and Extraordinary Maintenance and approve the release of \$1,286,852.17 from this fund at this time.

The State Water Commission will be asked to take similar action on this request at the December 9, 2021, Commission meeting.

2-3A MTL

May 2020 through Mar 2021		Various Vendors		\$ 497,298.39
Sep 2020 through Sep 2021		Various Employees		\$ 33,374.28
May 2020 through Mar 2021		Mileage		\$ 1,729.36
TOTAL REM REIMBURSEMENT REQUEST				\$ 532,402.03

2-3E DECKER SUBDIVISON

Jan 2020 through May 2021		Various Vendors		\$ 730,735.30
Dec 2019 through Nov 2020		Various Employees		\$ 22,853.72
Dec 2019 through Nov 2020		Mileage		\$ 861.12
TOTAL REM REIMBURSEMENT REQUEST				\$ 754,450.14

AGENDA
KILLDEER CITY COMMISSION
September 7th, 2021

CALL TO ORDER AT 5:00 P.M.

CONSENT AGENDA:

- 1) Minutes of the August 16th, 2021 Regular Meeting
- 2) Bills
- 3) Pledged Securities- American Bank Center
- 4) Local Gaming Permit- Mule Deer Foundation
- 5) Local Gaming Permit- American Legion

COMMISSION APPEARANCES: Killdeer Park Board- Concession Stand & Park Items

OLD BUSINESS:

NEW BUSINESS:

- 1) Southwest Water Authority Water Service Contract Amendment
- 2) Southwest Water Authority Memorandum of Agreement Two
- 3) Ordinance 2021-003 Article 1 Second & Final Reading
- 4) Ordinance 2021-004 First Reading
- 5) Killdeer High Street Water & Sewer Extension Change Order

CITY ENGINEER BUSINESS:

POLICE BUSINESS:

PUBLIC WORKS BUSINESS:

AQUATICS CENTER BUSINESS:

COMMISSIONERS BUSINESS AND PORTFOLIO REPORTS:

ADMINISTRATOR/ATTORNEY BUSINESS:

- 1) American Rescue Plan Act Funding

ADJOURN

MEMORANDUM OF AGREEMENT II
SWPP Water for the City of Killdeer

- I. PARTIES.** This Memorandum of Agreement (MOA) is between the North Dakota State Water Commission, 900 East Boulevard, Bismarck, North Dakota, 58505 (Commission), the Southwest Water Authority, 4665 2nd Street SW, Dickinson, North Dakota, 58601 (Authority), and the City of Killdeer (Customer).
- II. INTENT.** North Dakota Century Code Chapters 61-24.3 and 61-24.5 give the Commission and the Authority the power to establish, construct, operate, and maintain the Southwest Pipeline Project (Project), to fix water use rates from the Project, and to enter into distribution and water sale agreements from the Project. The intent of this MOA is to assure the Customer of the capacity available to it from the Project. This MOA supersedes the February 2013 MOA.

RECITALS

1. In 2013, Commission and Authority agreed to include 750 gpm capacity for the Customer in the Project's design and construction.
2. The 2013 MOA also stated that the Commission and the Authority would contact the Customer if the Commission and the Authority have other potential customers and it is necessary to utilize a portion of the 750 gpm to accommodate those customers. The Customer, Commission, and Authority would then determine if the Customer needs the full 750 gpm capacity. Upon determination that capacity is not needed by the Customer, excess capacity can be reallocated to other municipal and domestic needs.
3. The Commission and the Authority have other potential customers who could utilize a portion of the 750 gpm capacity.
4. The Customer, the Commission, and the Authority have agreed to reduce the Customer's maximum water service capacity from 750 gpm to 650 gpm.

AGREEMENT

The parties agree to the following:

1. The Commission and the Authority agree that 650 gpm capacity will be reserved for the Customer.
2. If capacity for municipal or domestic use is requested by other customers, and it is necessary to utilize a portion of the 650 gpm to accommodate such request, the Commission and the Authority will contact the Customer. The Customer, the Commission, and the Authority will determine if the Customer needs the full 650 gpm capacity. Upon

determination that capacity is not needed by the Customer, excess capacity can be reallocated to other municipal and domestic needs.

STATE WATER COMMISSION

900 East Boulevard Avenue
Bismarck, ND 58505

By:

John Paczkowski, P.E.
Interim Chief Engineer-Secretary

Date _____

SOUTHWEST WATER AUTHORITY

4665 2nd St SW
Dickinson, ND 58601-7231

By:

Mary Massad, Manager/CEO

Date _____

CITY OF KILLDEER

BOX 270
KILLDEER, ND 58640-0270

By:



Chuck Muscha
Commission President

Date 9/7/2021

CITY OF KILLDEER

By:



Matt Oase
City Administrator

Date 9/7/2021

**AMENDMENT NUMBER TWO (2) TO THE
WATER SERVICE CONTRACT
BETWEEN THE CITY OF KILLDEER
THE SOUTHWEST WATER AUTHORITY,
AND THE STATE WATER COMMISSION**

The above titled Water Service Contract, entered into by and between the State of North Dakota, acting through the State Water Commission (Commission), the Southwest Water Authority (Authority), a political subdivision created pursuant to North Dakota Century Code (NDCC) chs. 61-24.3 and 61-24.5, and the City of Killdeer (City), approved and entered into by resolution of the Commission on May 28, 2013, is amended by the parties as follows:

Add to **SECTION V, PARAGRAPH 15** :

15. A second Point of Delivery for the City is located in a part of the Southeast 1/4 of Section 15, Township 145 North, Range 95 West, Dunn County, North Dakota, as specifically described in the attached surveyor's certificate sealed by Cole Neset, ND RLS 7513, and dated February 19, 2021. All provisions of the Water Service Contract remain in full force and effect regarding this second Point of Delivery. In addition, the following conditions apply for the second Point of Delivery:

- a. All costs related to the second Point of Delivery, including all appurtenant piping, valves, modifications to the existing meter vault, and controls, which meet the Authority's and the Commission's specifications, will be paid by the City.
- b. The City will pay for and install, at the second Point of Delivery, a meter and any other equipment necessary to measure the quantity of water supplied.
- c. The SWPP telemetry controls required for the City's water service due to the addition of the second Point of Delivery will be installed by Commission's telemetry contractor.
- d. City will reimburse the Commission the costs associated with the telemetry controls installation.
- e. The City will allow the Authority and the Commission employees and agents access at all reasonable times for inspection, operation, and maintenance of equipment necessary to provide water service.

The Parties executed this Amendment on the date(s) specified below.

**NORTH DAKOTA STATE
WATER COMMISSION**

900 East Boulevard Avenue
Bismarck, ND 58505

By:

Andrea Travnicsek, Ph.D
Secretary

Date _____

SOUTHWEST WATER AUTHORITY

4665 2nd St SW
Dickinson, ND 58601-7231

By:

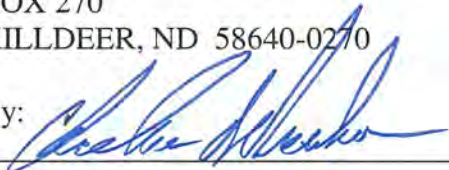
Mary Massad
Manager/CEO

Date _____

CITY OF KILLDEER

BOX 270
KILLDEER, ND 58640-0270

By:



Chuck Muscha
Commission President

Date 9/7/2021

CITY OF KILLDEER

By:



Matt Oase
City Administrator

Date 9/7/2021

CERTIFICATE OF SURVEY

PART OF THE SOUTHEAST 1/4 OF SECTION 15, TOWNSHIP 145N, RANGE 95W
DUNN COUNTY, NORTH DAKOTA

DESCRIPTION

PART OF SECTION 15, TOWNSHIP 145 NORTH, RANGE 59 WEST OF THE 5TH PRINCIPAL MERIDIAN, DUNN COUNTY, NORTH DAKOTA MORE PARTICULARLY DESCRIBED AS FOLLOWS:

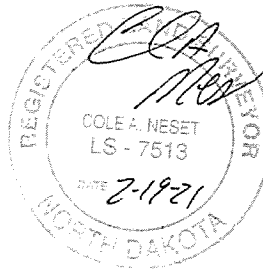
COMMENCING FORM THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 15; THENCE N01°47'49"E A DISTANCE OF 97.77 FEET TO THE POINT OF BEGINNING; THENCE N29°48'24"W A DISTANCE OF 270.80 FEET; THENCE S88°14'24"E A DISTANCE OF 141.91 FEET; THENCE S01°47'49"W A DISTANCE OF 230.73 FEET TO THE POINT OF BEGINNING. SAID TRACT OF LAND CONTAINS ±16,371 SQUARE FEET MORE OR LESS AND IS SUBJECT TO EASEMENTS AND RIGHTS OF WAY OF RECORD.

SURVEYORS CERTIFICATE

I COLE A. NESET HEREBY CERTIFY THAT THIS SURVEY, PLAN, AND/OR REPORT WAS PREPARED UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF NORTH DAKOTA.

Cole A. Neset
COLE A. NESET
REGISTERED LAND SURVEYOR
ND REG. NO. 7513

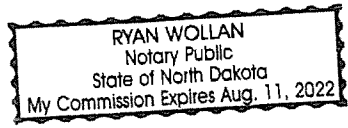
2-19-21
DATE:



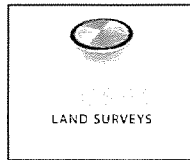
STATE OF NORTH DAKOTA)
)SS
COUNTY OF CASS)

ON THIS 19TH DAY OF FEBRUARY, 2021, BEFORE ME, A NOTARY PUBLIC WITHIN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED COLE A. NESET, TO ME KNOWN TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT HE EXECUTED SAME AS THEIR FREE ACT AND DEED.

Ryan Wollan
NOTARY PUBLIC, COUNTY: CASS STATE: NORTH DAKOTA



SHEET 2 OF 2



DRAWN BY: KRS
CHECKED BY: CAN
DATE: 02/18/2021

MEMORANDUM

To: Southwest Water Authority Board of Directors

From: Mary Massad, Manager/CEO, SWA

Subject: **Transfer of Ownership – Decision Making**

Date: September 27, 2021

During the 2013 legislative session, Senate Bill 2233 included directives to begin reviewing the steps necessary for a transfer of ownership of the Southwest Pipeline Project from the State Water Commission to Southwest Water Authority.

A report was prepared and approved by the State Water Commission and the Southwest Water Authority Board of Directors for presentation to the 2015 Legislative Assembly. The 2014 SB2233 Report states:

“The unprecedented growth in southwest North Dakota should be a consideration in the Project’s anticipated completion date. We therefore, recommend the transfer of the Project to not be considered until construction is complete. At that time, the transfer, including all permits, easements, land and associated facilities, water supply agreements and other agreements could be amended and transferred. The SWPP is an enormous investment for the State and Capital Repayment is the Project’s means of repaying North Dakota. If a transfer were to occur in the future, Capital Repayment would be determined at that time.”

The Board of Directors voted to authorize Massad sign the Study’s signature page, to ratify it as a reflection of SWA’s position on February 2, 2015.

The report was not addressed during the 2015 legislative session and directives to continue the review of steps necessary for a transfer of ownership of the SWPP were included in Senate Bill 2020. The report was updated with current information prior to the 2017 legislative session. The 2016 SB2233/SB2020 Study includes the following:

“We therefore, recommend transfer of the Project not be considered until construction is complete. At that time, the transfer, including all permits, easements, land and associated facilities, water supply agreements and other agreements could be amended and transferred. The cost for a transfer of ownership will be substantial. The financial responsibility associated with a transfer of ownership should be considered by the legislature. The SWPP is an enormous investment for the State and Capital Repayment is the Project’s means of repaying North Dakota. If a transfer were to occur in the future, Capital Repayment would be determined at that time.”

The Board of Directors approved the changes to the SB2233/SB2020 Study of Transfer of Ownership of the SWPP from the NDSWC to SWA on February 6, 2017.

In August of 2017 the entire State Water Commission was replaced with new members. In October of 2018 the SWC requested proposals from qualified firms to conduct a study regarding the transfer of ownership of the SWPP from the SWC to SWA. This was done in part to have a third party review of the 2014 and 2016 Studies completed by the SWC and SWA and to evaluate the advantages and disadvantages of transferring ownership. In March of 2019, the contract was awarded to Apex/DGR Engineering.

State Engineer, Garland Erbele, attended the December 3, 2019, Board of Directors meeting. At that meeting, by consensus, the Board upheld their unanimous support of the Project remaining state-owned.

Apex/DGR Engineering provided an Executive Summary of their findings at the December 6, 2019, SWC meeting. The Apex/DGR Study concluded:

- The Southwest Pipeline Projects Capital Financing Advantages
 - State is disconnect between water rate and Project costs
 - Significant benefit to the customers as they had a defined cost that was indexed to their ability to pay
 - Initial rate was set during diminished economic conditions
 - Growth of customer base, increase in economic conditions and addition of individual rural customers to the Project scope have contributed to the Project's success
- The Southwest Pipeline Projects Capital Financing Disadvantages
 - Capital Repayment model will result in higher water rates to Project customers when compared to other systems because there is no cost-share percentage defined for SWPP
- Alternatives to Capital Repayment if Southwest Pipeline Project ownership is retained
 - Assume state cost-share percentage
 - Capital Repayment terminated after payback reaches state's investment, less cost-share allowance
 - Utility basis method of accounting for Capital Costs
- Alternatives to Capital Repayment if Southwest Pipeline Project ownership is transferred
 - No change
 - Termed debt – calculated at the time of transfer. Outstanding balance can be reduced by state cost-share
 - Benchmark capital repayment to industry standard

The SWC decided to change the scope of the study and a new request for proposals was issued in May 2020. This time the focus was to perform a comprehensive study regarding the long-term governance and finance of regional water supply projects in North Dakota. The contract was awarded to AE2S/Nexus in October 2020.

A ‘Funding, financing and delivery options for large water projects in North Dakota’ primer was prepared by AE2S/Nexus in January of 2021. A final draft of the “Strategic Governance and Finance Study” was complete in August 2021. The recommendations provided in the final draft include:

- Migrate all major water supply systems to total of 65% state cost-share at completion
- Adjust future cost-share requests through deductions or credits to achieve better equity amongst systems
- Eliminate Capital Repayment structure for SWPP
- Implement flexible and affordable local financing
 - Cost-share reduction without flexible financing will be unaffordable for local systems
- Recommend the State expand existing revolving loan programs to allow for ease of transition to higher local cost-share
- Funding and financing options could include
 - 40-year, 2% interest
- Multi-generational benefits
 - Flexible debt-shaping for return of principal and interest
 - Allows projects and their user base to “grow” into cost of capital
 - Balancing cost-burden across entire repayment period

What does this mean to SWPP?

Primary Migration Considerations for Southwest Pipeline Project

Ownership Migration: Migrate ownership of from State Ownership to Local Ownership.

Eliminate Capital Repayment: Eliminating Capital Repayment provides immediate local funding/financing flexibility to the project.

Local Share Funding Structure: Make state financing available for all future local project costs allowing for 40-year repayment term, 2% interest rate, and debt shaping with flexible principal and interest return requirements. Estimated to save an NPV of nearly \$84M over the 45-year modeled scenario.

- **Restructure Cost-Share Approach:** To achieve cost-share equity at a 65% level, adjust future cost-share applications across the next 3 biennia for SWPP to receive a restructuring deduction totaling \$93M.
- **Development of a Local Authority:** Establish local governance with appropriate cross-section representation and balanced voting authority.
- **Maintain Staffing Expertise:** Provide for continuation of staffing and benefits to current SWPP staff at a local level.



Resolution of Appreciation Dave Lupo



Be it resolved by the Board of Directors of Southwest Water Authority:

WHEREAS, Dave Lupo has served admirably as a Water Treatment Plant Operator for Southwest Water Authority; and

WHEREAS, Dave Lupo has provided excellent dedication in providing quality water to the many citizens of southwest North Dakota; and

WHEREAS, Dave Lupo has been a devoted part of the team with the water treatment plant as a water treatment plant operator since October 2, 2006, and has earned and maintained his Water Treatment Plant Operator IV Certification; and

WHEREAS, Dave Lupo has shown outstanding dedication and his commitment in operating the water treatment plant for Southwest Water Authority has been immeasurable; and

WHEREAS, the citizens of southwest North Dakota are very fortunate to have Dave Lupo as our water treatment plant operator for 15 years;

THEREFORE, be it resolved, that this fourth day of October 2021, Dave Lupo be duly recognized and honored for his commendable service to Southwest Water Authority and the Southwest Pipeline Project in the overall mission of quality water for southwest North Dakota; and

BE IT FURTHER RESOLVED, that the Southwest Water Authority Board of Directors, Management and Staff do wish Dave Lupo and his family the best of health and happiness in their future endeavors.

James Odermann, Chairperson
Southwest Water Authority

Mary Massad, Manager/CEO
Southwest Water Authority

M E M O R A N D U M

TO: Southwest Water Authority Board of Directors

FROM: Mary Massad, Manager/CEO, SWA

SUBJECT: Strategic Plan – Board Retreat – Incidental Information

DATE: September 27, 2021

The Board of Directors retreat was originally planned for October 4 and 5 of this year. Due to increases in Covid-19 cases throughout the region, including staff at Southwest Water Authority (SWA), the Board Retreat will need to be postponed. The Board will need to discuss future dates which could work for rescheduling the retreat. The November Board of Directors meeting will be held on Monday, November 1.

The agenda for the retreat includes discussion on Capital Repayment/Return on Investment, the Replacement and Extraordinary Maintenance (REM) Fund, Ownership of the Southwest Pipeline Project (SWPP) and Communication with stakeholders. This is a very aggressive schedule. Therefore, if time allows, other items to be covered are the makeup of the SWA Board of Directors and customer allocation and usage.

The retreat will be facilitated internally with Chairperson Odermann, Jim Lennington, Sindhu S.Pillai-Grinolds and myself acting as presenters.

SWA must always be sure we are looking to the future and updating our strategic plan. If there are other items or thoughts about the Board Retreat please let Chairperson Odermann or myself know. We are most interested in making this successful for all of us for both now and in the future.

Southwest Water Authority Strategic Plan

October 2019

Focused Choices/Decisions

- ✧ We have the right 5 Vision Priorities going forward, and this was reaffirmed by the Board in our Retreat
- ✧ Ownership will impact many things (Funding, construction, timetables, etc.)
- ✧ Need to reaffirm our position on ownership
- ✧ Need to continue to educate legislators
- ✧ Providing capacity and serving the 12 counties
- ✧ Revisit no capacity areas on the map (May involve revisiting entire counties)
- ✧ Where does the capacity exist today and what are the opportunities?
- ✧ Develop and approve criteria with a plan for providing additional capacity and serving the 12-county area

Five Vision Priorities

1. Ownership of the SWPP

- a. Continue to engage stakeholders in discussions, including but not limited to the legislature, and SWC Commissioners
- b. Stay informed on the progress of the transfer study for the SWC and discussions in the Legislature
- c. Continue relationships developed by Board members with the Legislature - contact at least quarterly

2. Providing Capacity and Serving the Entire 12-County Area

- a. (Where do we want to take water and why? Where do we serve?)
- b. Continue development of three-prong approach for the Project
- c. Determine path forward with rural construction
- d. Choose, fund and build hydraulic improvements to allow additional customers
- e. Continue with construction of both raw and potable main transmission facilities

3. Education and Communication

- a. Continue and refine story of *"we are not done - it just makes sense"*
- b. Educate on loss of mill levy
- c. Educate on value of water
- d. Educate through print, online and social media
- e. Explore, discover and use current available tools and forms of communication (ex. Google, Snap Chat)
- f. Survey current water customers

4. Future Funding of the SWPP, Mill Levy going away, rate impact and REM Funds

- a. Project funding - continue funding each biennium through the Resources Trust Fund (RTF), the State Water Commission (SWC) and Municipal, Rural & Industrial (MR&I) dollars

- b. Continue to explore other funding sources if needed
- c. Mill levy - loss of revenue affects rates - continue to budget, educate and spend based on this information
- d. Replacement and Extraordinary Maintenance (REM) Fund - consistently review fund for adequacy in REM needs for now and in the future -
- e. REM - current rate is 70¢/kgal. - started at 30¢/kgal. in 1991 - also rural customers pay an additional 10¢/kgal.
- f. REM Fund - current balance is \$20,820,288.00 (as of October 31, 2019)

5. Sustaining a Well-Trained SWA Staff and Being Financially Sound

- a. Continue leadership training for all staff - (we all lead by example)
- b. Review employee policy manual for needs and adequacy (ex. - employee education reimbursement)
- c. Encourage adequate training and continuing education
- d. Use on-boarding process developed by SWA with 30 - 60 - 90 day implementation plan
- e. Review rates at least annually in budgeting process - maintain adequate reserves as defined by the Board
- f. Budget conservatively while being realistic - using GASB recommendations
 - i. Bottom line - if we do not sell water, we cannot spend money

**State Water Commission, Joint Subcommittee Meeting
Basement Conference Room (SWC Staff Only)
900 E. Boulevard Ave.
Bismarck, North Dakota
September 9 - 1:00 p.m. CT
A QUORUM OF THE COMMISSION MAY BE PRESENT**

REMOTE/CALL-IN INFORMATION

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

701-328-0950; Conference ID: 255993470#

Phone Conference ID: 255 993 470#

AGENDA

- A. Roll Call
- B. Strategic Governance and Finance Study – Update on Comments
- C. Southwest Pipeline Project – Main Transmission Line Parallel Piping Contracts
- D. Flood Control
 - 1. Bismarck Public Works - Bismarck Outfall Flood Control PC
 - 2. Neche - Neche Flood Control PC
 - 3. Steele County WRD – Golden Lake Complex Improvement PC
 - 4. Bottineau County WRD - Stone Creek Lateral B PC
 - 5. Traill County WRD - Traill County Blanchard-Norman Drain 23-40 PC
 - 6. Nelson County WRD - Petersburg Drain C
 - 7. North Cass WRD - Cass County Drain No. 18 Improvements C
 - 8. Richland County WRD - Wild Rice Snagging and Clearing Project C
 - 9. Souris River Joint Water Resource District –
Mouse River Enhanced Flood Protection Federal Funding L
- E. General Water
 - 1. Barnes County WRD - Valley City Little Dam Repurposing Project PC
 - 2. Minot - Minot Water Supply Low Head Dam Remediation PC
- F. Water Supply
 - 1. Portland – 2021 Water System Improvement CI
 - 2. Riverdale – Raw Water Supply and Gate Valve Improvements PC
 - 3. Wahpeton – Well Field and Transmission Main PC
 - 4. WAWSA – R&T Water District Battleview/McGregor Rural Phase 1 PC
 - 5. WAWSA – R&T Water District Stanley Rural Part 2 C
 - 6. Bismarck – 43rd Avenue Phase 2 C
 - 7. Rugby – Water Treatment Plant Phase 3 C
 - 8. GDCD – Red River Valley Water Supply 5B, 5C, 5D, 6 C
- G. Rural Water
 - 1. Agassiz Water Users District – User Expansion Phase 2 PC
 - 2. Cass Rural Water Users District – 2022 System Distribution Improvements PC
 - 3. McLean-Sheridan Rural Water District – Service to Blue Flint Ethanol Plant PC
 - 4. Barnes Rural Water District – 2021 Storage Expansion C

MEMORANDUM

TO: Subcommittee members
FROM: Sindhuja S.Pillai-Grinolds, SWPP Project Manager
SUBJECT: Main Transmission Line Parallel Piping Contracts
DATE: September 1, 2021

Background:

With the completion of the initial construction to serve all the geographic area within the Southwest Pipeline Project (SWPP) service area, and the demand for additional capacity due to growth caused by the oil boom, the focus of construction on the SWPP shifted to increasing the raw water and treated water capacity for the SWPP. The raw water pump station capacity upgrades contract (Contract 4-1E/4-2B) when complete will provide additional capacity of 2.2 million gallons per day (MGD) to the treatment plants at Dickinson. The current raw water line capacity to Dickinson is 13.1 MGD. In order to realize the full 18 MGD treatment capacity at Dickinson, additional raw water parallel piping construction is necessary. When the construction of the supplementary intake pump station is complete the needed intake capacity will be achieved.

The downturn in the oil economy since 2015 has given some respite in completing the raw water capacity upgrades. The SWPP has not seen the need for additional raw water capacity in excess of the 2.2 MGD additional capacity that will be provided by the pump station upgrades and the supplemental intake so additional raw water upgrade projects were not selected for construction in the 2019-2021 biennium. The raw water capacity upgrades will be considered for construction when the oil activity picks up and the need is evident. The need for additional capacity in the distribution network is still present.

In the 2019-2021 biennium, a three-prong approach was devised to address the treated water distribution capacity needs. The three prongs include: 1. Improvements to the transmission facilities from the Ray Christenson Pump Station to the first tanks in the distribution system; 2. Addressing the waiting list users by implementing hydraulic improvements like booster pump station, parallel piping, and water reservoirs at strategic locations; and 3. Canvassing targeted service areas for users interested in signing up for rural water and design a rural distribution system for that area.

Main Transmission Line Parallel Piping Contracts

Page 2

September 1, 2021

This memo describes in detail the contracts for the improvements to the transmission facilities - Prong 1. Taylor elevated tank awarded at the June 2021 State Water Commission meeting is a hydraulic improvement project under Prong 2. Contract HI - 2021 that includes four other hydraulic improvement projects currently under design.

Prong 1 – Main Transmission Line Parallel Piping from Ray Christenson Pump Station:

Attached Figure 1 is the overall map of the SWPP. The areas served by the water treatment plants in Dickinson areas are divided into three zones: North and East zone, West zone and South zone. Treated water from the water treatment plants in Dickinson are transferred to the Ray Christenson Pump Station (RCPS) and from the RCPS, water is pumped to the Davis Buttes Reservoirs in the North and East zone, Belfield Reservoirs in the West zone, and the New England Reservoir in the South zone. The rural water distribution pipeline network is completed by first building the transmission facilities and then adding the rural distribution facilities.

The RCPS was designed and built in the early 90s. Firm future transmission capacity needs are currently unknown. The amount of parallel piping needed to maintain the discharge pressure at the RCPS while increasing the RCPS's design flow rate by 30 percent was determined to be 24,000 ft. for the North and East zone, 34,000 ft. for the West zone, and 39,500 ft. for the South zone. Figure 2 shows the alignment and location of the parallel piping contracts.

The amount of parallel piping in the North and East zone was increased to 28,350 ft. to accommodate better alignment and better distribution. The nominal 30 percent increase in design flows appears sufficient to accommodate the transmission flow needs for serving all potential rural users, Bowman, and increasing the Stark County towns and Medora flow by 50 percent, and other towns by 10 percent in the South zone and the North and East zone. However, in the West zone the transmission flow need should increase by 62 percent for the same assumptions. When the proposed 34,000 ft. in parallel piping for the west zone is increased to 42,000 ft. the transmission flow increases from 30 percent to 42 percent, without an increase in the pressure at the RCPS. The 8,000 ft. additional parallel piping is included as a bid alternate. With 34,000 ft. of parallel piping, the increase in capacity would allow for 80 percent of all 911 addresses in the West zone to be served. With 42,000 ft. of parallel piping, the increase in capacity would allow for 100 percent of the 911 addresses and 10 percent increase in capacity for all the towns in the West zone to be served.

Life Cycle Cost Analysis (LCCA):

The existing main transmission lines in the North and East zone and the West zone are Poly Vinyl Chloride (PVC) while the South zone pipeline is ductile iron. In order to increase the transmission line capacity, two alternatives were considered: 1. Parallel portions of the existing pipeline; and 2. Construct a booster pump station in between the current pump station and the tank. Construction of a booster station between the current pump station and the tank is not an option for the North and East zone and the West zone since the existing pipeline is PVC. The booster pump station in between would exceed the pressure rating of the existing pipelines. So, the booster pump station alternative was analyzed only for the South zone pipeline.

LCCA for North and East Zone:

The LCCA for the North and East zone estimates the LCCA costs for 28,350 ft. of parallel piping alternative. The "do nothing" alternative will not provide for the increased distribution capacity needs of the SWPP. The estimated capital costs for installation of 28,350 ft. of 12" PVC parallel piping is \$1,478,500 and the estimated total Present Value Cost (PVC) is \$1,773,000. This project will provide capacity for additional 1,227 service connections.

LCCA for West Zone:

The LCCA for the West zone compares the costs for the Base bid and the Base bid with Bid Alternate. The Base bid includes construction of 34,000 ft. of 12" PVC piping and will provide capacity for 303 service connections. The Bid Alternate provides an additional 8,000 ft. of 12" PVC piping and will provide capacity for 527 service connections. The "do nothing" alternative will not provide for the increased distribution capacity needs of the SWPP. The estimated capital costs for the installation of Base bid and Base bid with Bid Alternate are \$1,512,800 and \$1,868,050 respectively. The estimated PVCs for the Base bid and Base bid with Bid Alternate are \$1,819,000 and \$2,245,000 respectively.

LCCA for South Zone:

The LCCA for the South zone compares the costs of the booster pump station alternative and parallel piping alternative to provide capacity for additional 2,635 service connections. The "do nothing" alternative will not provide for the increased distribution capacity needs of the SWPP. The estimated capital costs for the booster pump station and the parallel piping are \$3,493,326 and \$3,912,970 respectively. The estimated PVCs for the booster pump station and the parallel piping projects are \$10,233,000 and \$4,680,000. The parallel piping option in addition to providing for additional capacity to

Main Transmission Line Parallel Piping Contracts

Page 4

September 1, 2021

the reservoir also provides for increasing the distribution capacity served from the tank. The booster pump station option does not provide that advantage.

Advertisement for Bids:

Parallel piping contracts for all three zones are currently advertised for bids with the bid opening date on September 22, 2021. Bid results and recommendation to award will be presented at the October 14, State Water Commission meeting. The uncertainty in PVC prices because of reduced resin allocation and COVID impacts may result in a higher bid price than the estimates used in the LCCA.

SSP:pdp/1736-99

Figure 1 - SWPP Overall Map

Southwest Pipeline Project

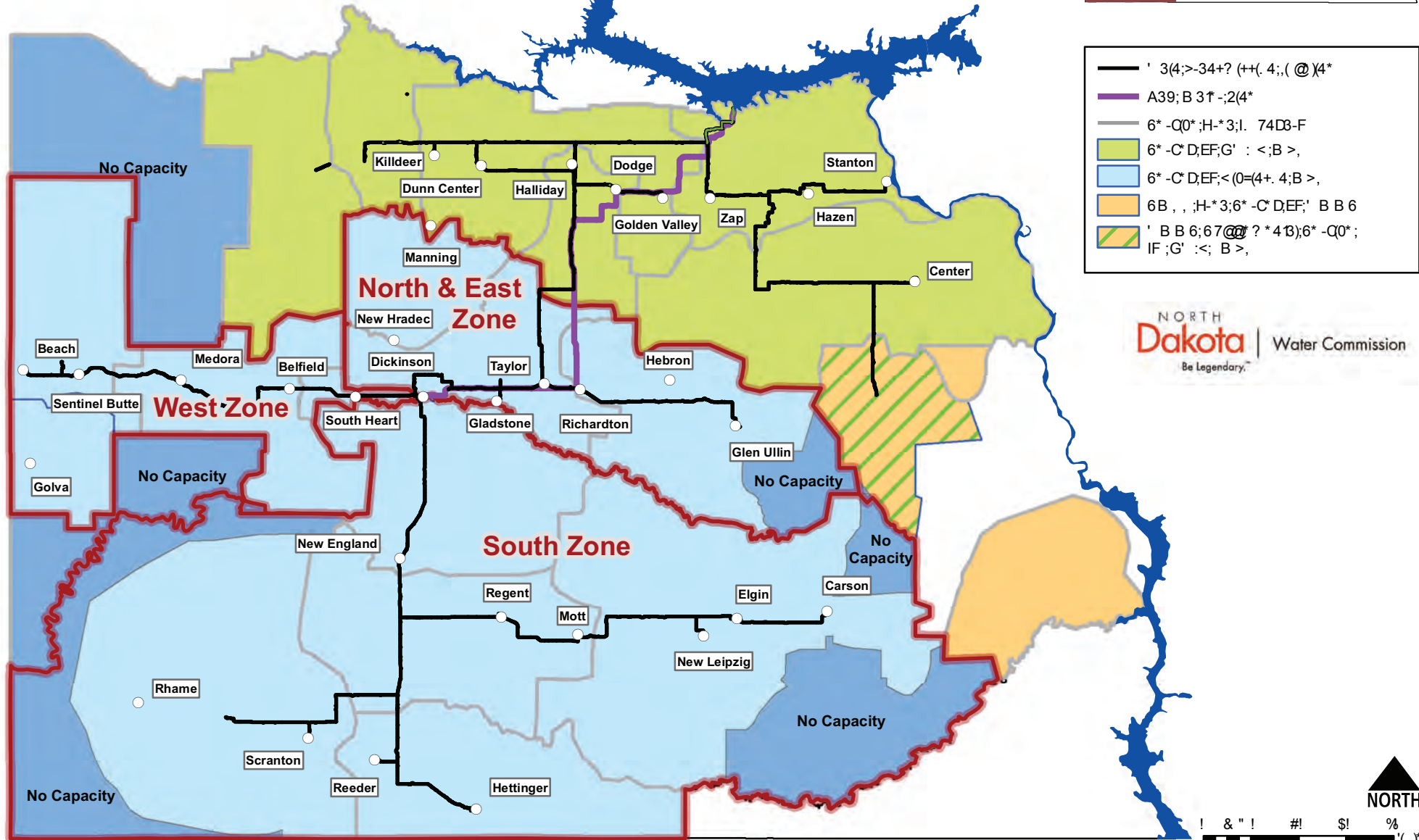
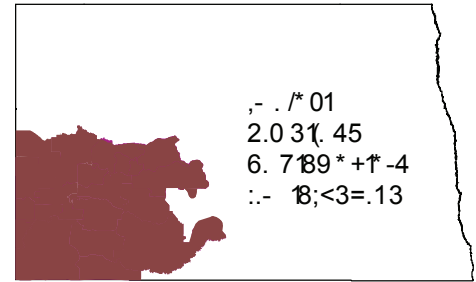
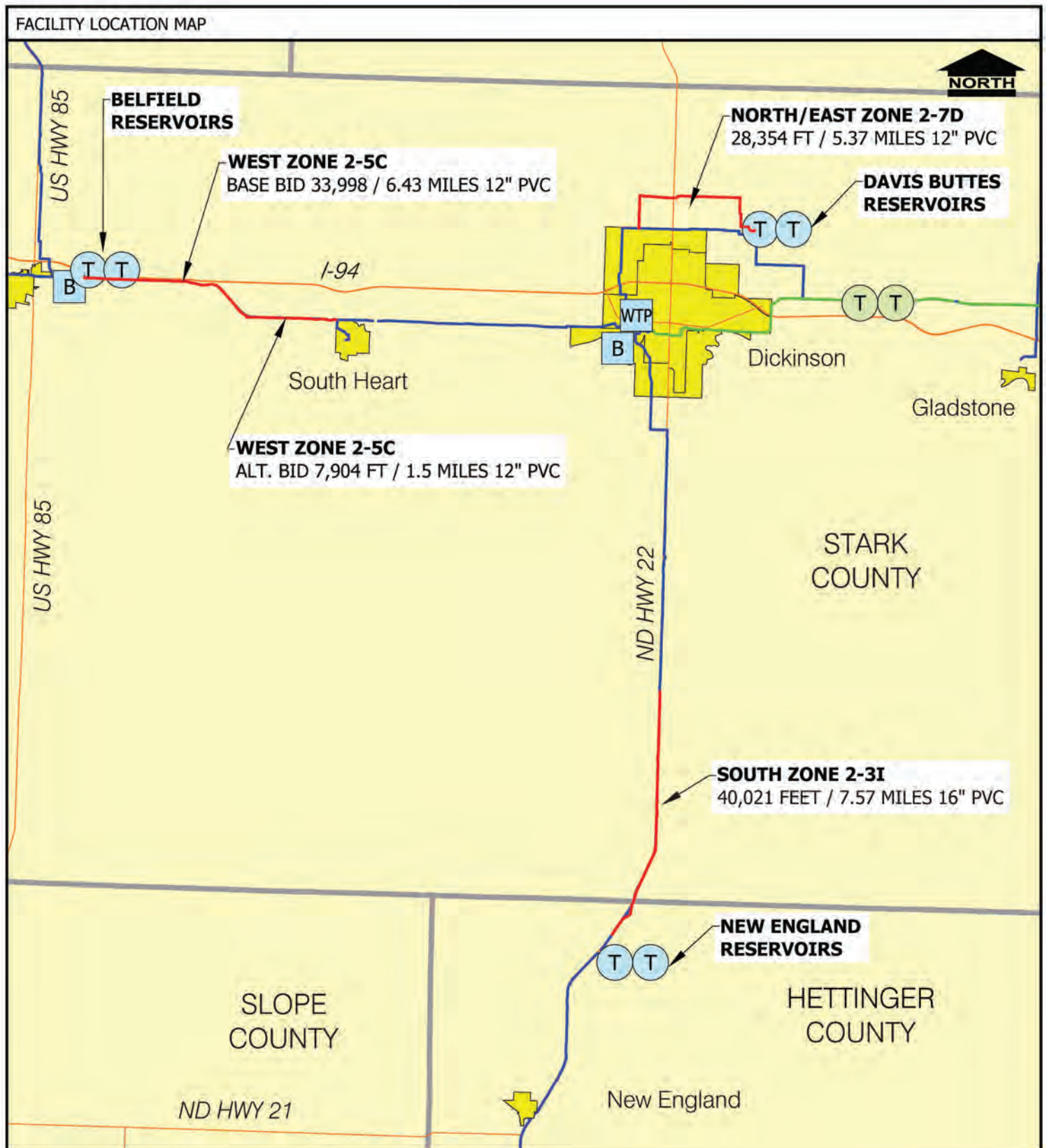


Figure 2 - Parallel piping contracts location and alignment map



LEGEND OF MAIN TRANSMISSION (MTL) FACILITIES

- POTABLE WATER MTL
- RAW WATER MTL
- B PUMP STATION (POTABLE)
- WTP WATER TREATMENT PLANT
- T RESERVOIR (POTABLE)
- T RESERVOIR (RAW WATER)
- COUNTY LINE

**Southwest Water Authority
Budget Subcommittee Meeting Minutes
Tuesday, September 7, 2021
SWA O&M Center Office, Dickinson, ND**

A. Call to Order

The Southwest Water Authority Budget Subcommittee met on Tuesday, September 7, 2021, at the SWA O&M Center Office Dickinson, ND. Director Eaton called the meeting to order at 11:56 a.m. MDT.

Present at the meeting were: Directors Mark Begger, Jonathon Eaton, Marie Johnson and James Odermann. Also present were: Mary Massad, SWA Manager/CEO; Sindhu S.Pillai Grinolds, DWR; Ledeanne O'Shields, SWA CFO/Office Administrator, Katie Tormaschy, SWA Senior Accountant and Wendy Serhienko, Accountant.

Absent: Chairperson Jason Bentz

B. Review Agenda

Director Eaton asked for any changes or additions to the meeting agenda. There were none.

C. Review 2022 O&M Budget and Rates

O'Shields presented a summary with current rates and proposed 2022 rates. The committee discussed the contract and rural rates with the current CPI of 5.04% and how that would impact water rates. Projections should be indexed higher than the 2% used. The committee would like to present one option of the budget to the Board of Directors. The subcommittee will determine a path forward with the committee and budgeting process. Staff will add additional information as requested and send it out to the committee within two weeks.

D. Adjourn

Motion by Director Johnson to adjourn the meeting.

Director Eaton adjourned the meeting at 1:23 p.m. MDT.

Jason Bentz, Chairperson

MEMORANDUM

To: Southwest Water Authority Board of Directors, Staff
From: Sindhuja S.Pillai-Grinolds, P.E., SWPP Project Manager
Subject: SWPP Project Update
Date: September 29, 2021

Contract 1-2A Supplementary Raw Water Intake:

Fowler has backfilled the 2nd tunnel alignment with cellular concrete and completed the concrete plug at the entrance from the shaft. Fowler has started the cascade grouting process to seal water at the entrance and exit points of shaft during Horizontal Directional Drilling (HDD) process.

Welding of the intake pipe is complete. External coating at the welded joints will be completed soon. Internal coating and inspection of the welds will happen in Spring. DWR staff is working on securing the temporary easement necessary for the HDD operation.



Contract 3-2D Dickinson WTP:

Revised O&M manuals from the Electrical Contractor is pending. We hope to close out this contract soon.

Contract 3-2E Residual Handling building:

General contract is closed out. Revised O&M manuals from the Electrical Contractor is pending. We hope to close out this contract soon.

Contract 4-1E/4-2B Dodge and Richardton Pump Station Upgrades:

The startup of the air chamber by the Richardton pump station is scheduled for the week of October 11th.

Distribution Upgrades – Strategic Plan

Prong 1 Transmission Improvements

Contract 2-3I/2-5C/2-7D – Main Transmission Parallel piping:

Bids for this contract were opened on September 22, 2021. We received four bids. The low bid was from BEK Consulting LLC from Dickinson. The table below show the bid results. The total bid cost for base bid with bid alternate for the west zone is \$9,066,502. The estimate for this contract previously was \$7.8 Million. At the October 14, 2021, State Water Commission meeting, recommendation to award the contract and a funding allocation request of \$9.8 Million towards SWPP will be presented.

Bidder	Total Base Bid	Amount Higher than Low Bid	Total Bid amount with Bid Alternate for Contract 2-5C	Amount Higher than the Low Bid
BEK Consulting, LLC Dickinson, ND	\$8,589,090.00		\$9,066,502.00	
Wagner Place International Falls, MN	\$10,020,853.00	+\$1,431,763.00 16.7%	\$10,539,972.25	+\$1,473,470.25 16.3%
Carstensen Contracting, Inc Dell Rapids, SD	\$10,819,173.40	+\$2,230,083.40 26.0%	\$11,395,754.15	+\$2,329,252.15 25.7%
SJ Louis, Inc. Rockville, MN	\$11,436,000.00	+\$2,846,910.00 33.1%	\$12,077,000.00	+\$3,010,498.00 33.2%
Engineer's Estimate	\$8,338,158.20	-\$250,931.80 -2.9%	\$8,782,204.53	-\$284,297.48 -3.1%

Prong 2 Strategic Improvements

Contract HI -2021 Hydraulic improvements in the Fairfield, Killdeer Mountain, New Hradec and Twin Buttes Service Areas:

Work on Specific Authorization 224 for completing bid ready documents for the hydraulic improvements in the New Hradec, Fairfield, Twin Buttes and Killdeer Mountain service areas is ongoing.

Contract 5-18 Taylor Elevated Tank:

Contractor mobilized to the site end of August. Foundation work is ongoing.



Prong 3– Expansion into Under-Served Areas

SWA staff is working on getting the signups in the Burt and Hebron service areas.

Strategic Governance Finance Study:

Outreach meetings were held with all four systems. Comments from the outreach meetings will be included in the final report from AE2S/NEXUS.

SA 228 WTP Assessment and Capacity Migration Plan:

We have received the first draft of the report from BW/AECOM and it is currently under review.

Pipe No.	Defect Area (sorted by area, largest to smallest)	Defect Area in ²
10260	8x5;5x1;3x1;12x2;24x8;3x2;2x2;4x4;14x7;17x9;4x2	549
10262	5x4;4x2;32x3;19x2;5x2;20x3;3x1;6x5;12x12;11x8	497
10145	2x2;4x2;18x6;13x5;23x7;18x8	490
10249	19x3;3x2;5x3;2x2;18x5;10x3;22x3;20x3;7x2;3x3;4x2;2x2;2x3;2x2	373
10265	16x7;5x4;3x17;3x3;8x10;3x22	338
10266	9x4;8x4;4x6;2x2;8x4;3x2;7x3;5x8;4x3;5x9	252
10432	3x7;2x2;4x3;3x3;4x3;2x1;8x10;10x8;4x4;3x2	242
10135	5x2;7x4;6x3;9x2;3x2;7x2;3x2;2x2;4x2;4x2;3x2;4x3;2x2;3x2;3x2;3x3;3x2;2x2	173
10264	17x4;2x1;5x1;10x2;5x3;2x4;11x4	162
10415	3x3;15x5;9x8;3x2	162
10261	6x4;10x5;3x5;3x2;6x6	131
10252	2x2;9x3;3x2;3x2;4x1;9x4;3x1;4x4;6x4	126
10263	8x4;3x1;2x1;2x1;2x1;4x1;2x2;7x10	119
10457	2x2;16x1;18x1;4x4;2x1;7x2;2x2;7x5	109
10272	7x2;11x6;7x4	108
10459	4x2;2x2;4x7;13x1;5x10	103
10141	3x2;4x3;2x2;4x2;9x7;3x2	99
10250	2x1;5x7;3x4;3x5;4x6	88
10423	3x2;4x1;7x3;7x5;4x5	86
10446	11x7	77
10132	2x2;4x3;2x4;3x2;3x2;4x5;3x2;4x2	76
10139	3x2;3x2;5x3;2x2;2x2;9x3;4x3	74
10425	2x2;1x1;2x1;2x1;4x1;4x3;2x2;2x2;2x1;6x2;2x1;3x2;7x2	69
10435	3x2;3x3;3x2;3x5;4x1;6x4;2x1	66
10142	3x5;2x2;3x2;5x4;3x2;4x2;3x2	65
10452	11x3;2x2;2x2;2x1;2x1;2x2;3x2;5x2	65
10449	3x4;4x7;5x1;5x2;3x2;3x1	64
10421	3x1;2x1;2x2;3x1;2x2;4x5;4x5;3x2	62
10413	5x2;8x6	58
10450	3x2;2x1;4x1;2x1;3x3;4x2;1x1;6x4	56
10458	2x1;2x2;2x2;4x2;3x12	54
10273	4x2;4x2;2x2;2x2;4x3;4x2;4x2	52
10433	5x3;9x4	51
10460	5x1;7x1;4x1;17x2	50
10443	7x2;2x1;3x9	43
20120	6x2;3x2;2x2;2x2;4x2;3x2	40
10462	6x1;3x11	39
10248	9x3;3x2;5x1	38
10461	6x1;4x1;3x1;3x1;2x2;3x5	35
10431	3x2;5x2;1x1;2x2;4x2;2x2	33
10275	3x1;4x3;2x3;3x2;5x1	32
10455	2x2;2x2;6x4	32
10426	2x2;15x1;1x1;3x3;2x1	31
10429	5x2;3x3;3x2;2x1;2x2	31
10417	10x3	30
10466	3x2;12x2	30
10474	12x1;9x2	30
10138	7x4	28
10146	2x3;4x3;4x2	26
10254	4x5;3x2	26
10453	3x1;1x1;2x1;6x2;2x3	24
10134	3x2;5x2;3x2	22
10089	3x7	21
10422	2x6;3x3	21
10128	3x2;4x2;3x2	20
10251	2x3;4x2;2x2	18
20121	5x2;4x2	18
10088	2x2;3x2;3x2	16
10268	2x2;3x2;3x2	16
20114	3x2;2x1;3x2	14
10118	4x3	12
10267	6x2	12
10409	3x2;3x2	12
10407	3x1;2x3	9
10440	3x3	9
10137	4x2	8
10282	2x4	8
10295	3x2;2x1	8
20117	4x2	8
10406	2x2;3x1	7
10424	1x1;3x2	7
10136	3x2	6
10143	3x2	6
10276	3x2	6
10405	2x1;1x1;3x1	6
10412	2x3	6
10451	2x1;2x2	6
20116	3x2	6
10281	2x2	4
10284	2x1;1x2	4
10419	2x2	4
10430	3x1	3
10442	3x1	3
10271	2x1	2
10283	2x1	2

East of Leak Area

Black line is 30" Raw Water MTL
 Green Line is 12" 2-7B SMTL
 Blue Line is PipeDiver survey from GPS
 Red sections are locations of 20' pipe segments with defects.
 Yellow dashed line is the proposed replacement project.



7/23/2021, 4:38:18 PM

BW_SWPP_Markups - Point_Layer

Field

Blow Off

Combination Air Release

SWPP_Water_System - Control Valves

Air Release

Defect_Results

PipeDiver Ultra Inspection Report

SWPP_Water_System - Main Lines NDGIS Hub 2020 Image

12"

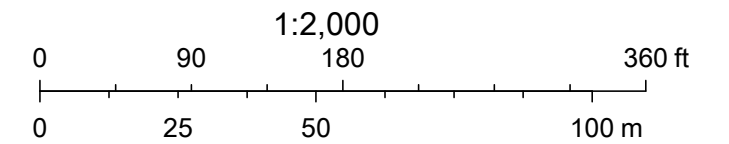
20" and Greater

3"

Red: Band_1

Green: Band_2

Blue: Band_3



Esri Community Maps Contributors, State of North Dakota, BuildingFootprintUSA, Esri Canada, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, Sources: Esri, Airbus DS, USGS, NGA,

East Replacement



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BW_SWPP_Markups - Point_Layer

Field

SWPP_Water_System - Control Valves

Blow Off

SWPP_Water_System - Main Lines NDGIS Hub 2020 Image

12"

Red: Band_1

SWPP_Water_System - System Valves

Gate

Defect_Results

20" and Greater

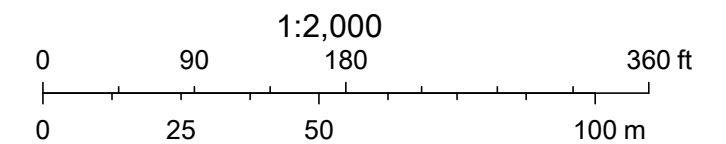
Green: Band_2

PipeDiver Ultra Inspection Report

3"

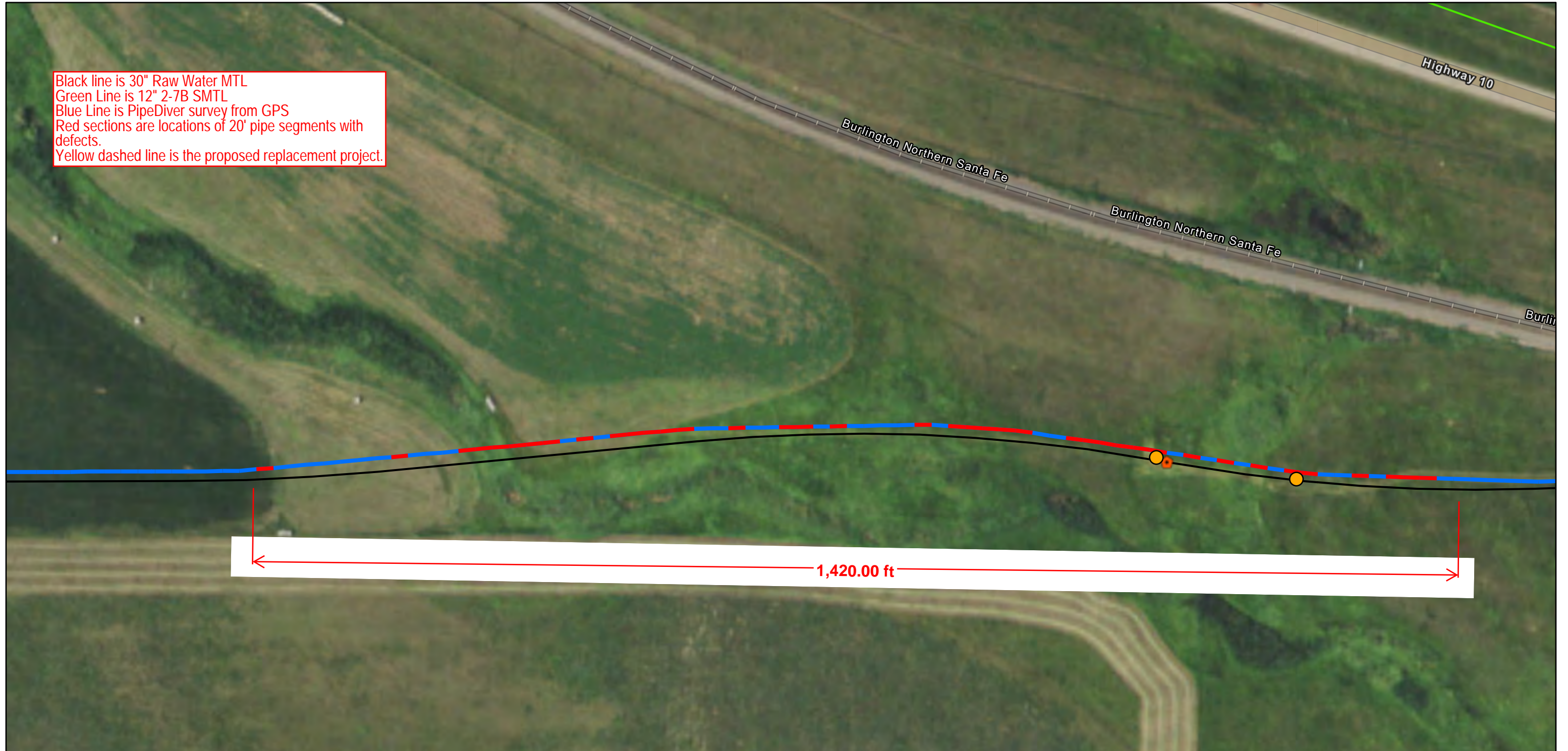
Blue: Band_3

3055_025_East_Align



Esri Community Maps Contributors, State of North Dakota, BuildingFootprintUSA, Esri Canada, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, Sources: Esri, Airbus DS, USGS, NGA,

South of Hwy 10



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BW_SWPP_Markups - Point_Layer

Field

SWPP_Water_System - Control Valves

Blow Off

Defect_Results

PipeDiver Ultra Inspection Report NDGIS Hub 2020 Image

SWPP_Water_System - Main Lines

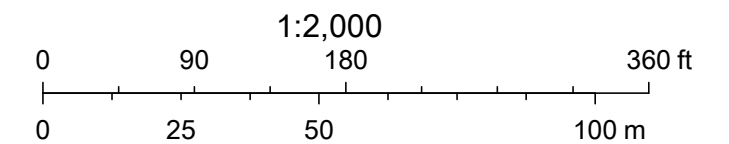
12"

20" and Greater

Red: Band_1

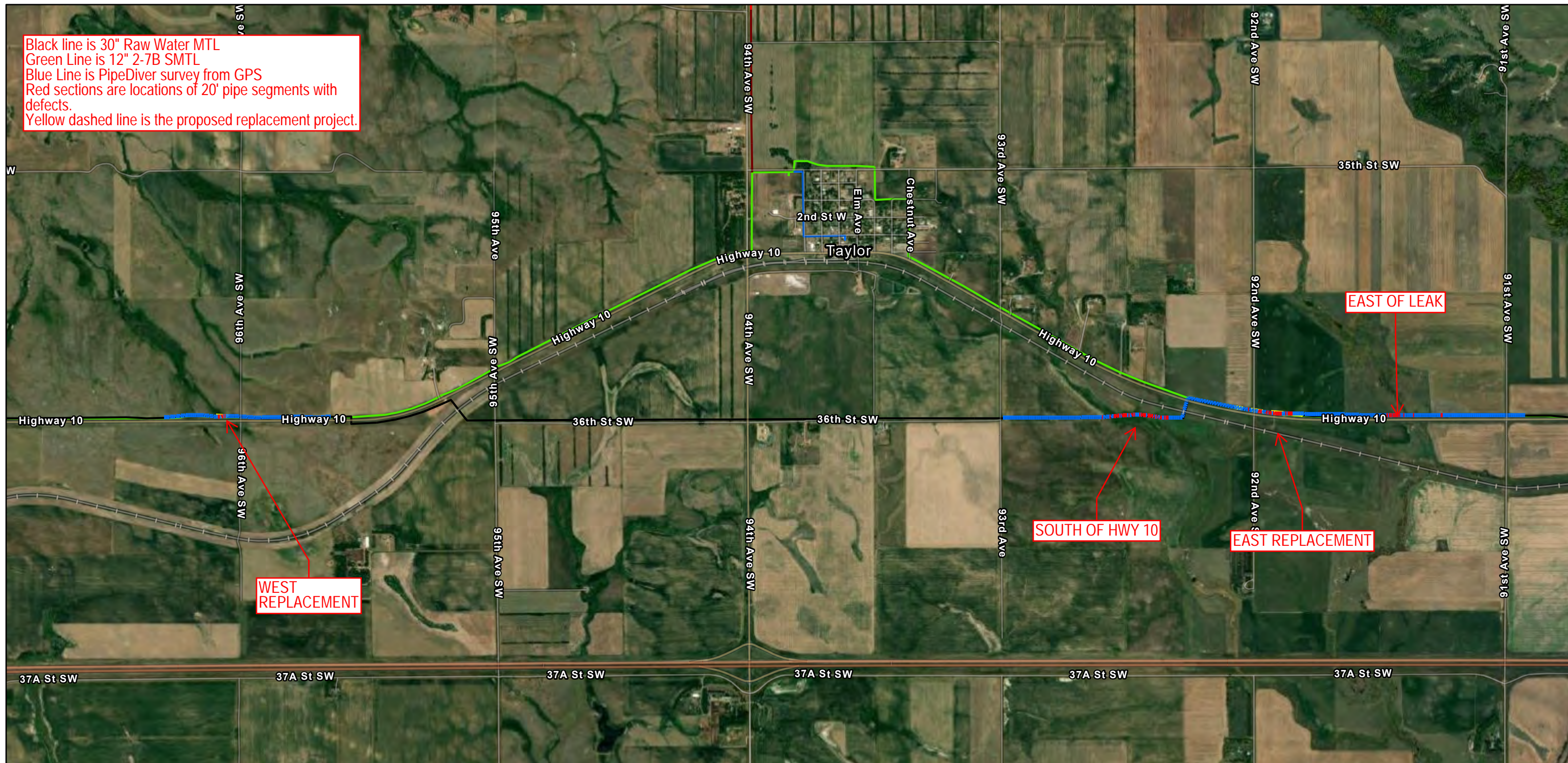
Green: Band_2

Blue: Band_3














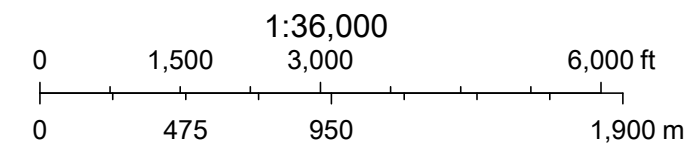
Esri Community Maps Contributors, State of North Dakota, BuildingFootprintUSA, Esri Canada, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, Sources: Esri, Airbus DS, USGS, NGA,

PipeDiver Survey Extent



7/23/2021, 4:41:27 PM

- | | | |
|--|---|--|
|  Defect_Results |  SWPP_Water_System - Main Lines |  3" |
|  PipeDiver Ultra Inspection Report |  12" |  6" |
|  3055_025_East_Align |  2" |  8" |
|  3055_025_West_Align |  20" and Greater | |



State of North Dakota, Esri Canada, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, Maxar



Our Vision: People and Business Succeeding with Quality Water **Our Mission:** Quality Water for Southwest North Dakota

MEMORANDUM

TO: Mary Massad, Manager/CEO, Southwest Water Authority
FROM: Misti Conzemius, Marketing Manager, Southwest Water Authority
SUBJECT: Report for September, 2021
RE: Marketing Manager's Incidental Information
DATE: September 23, 2021

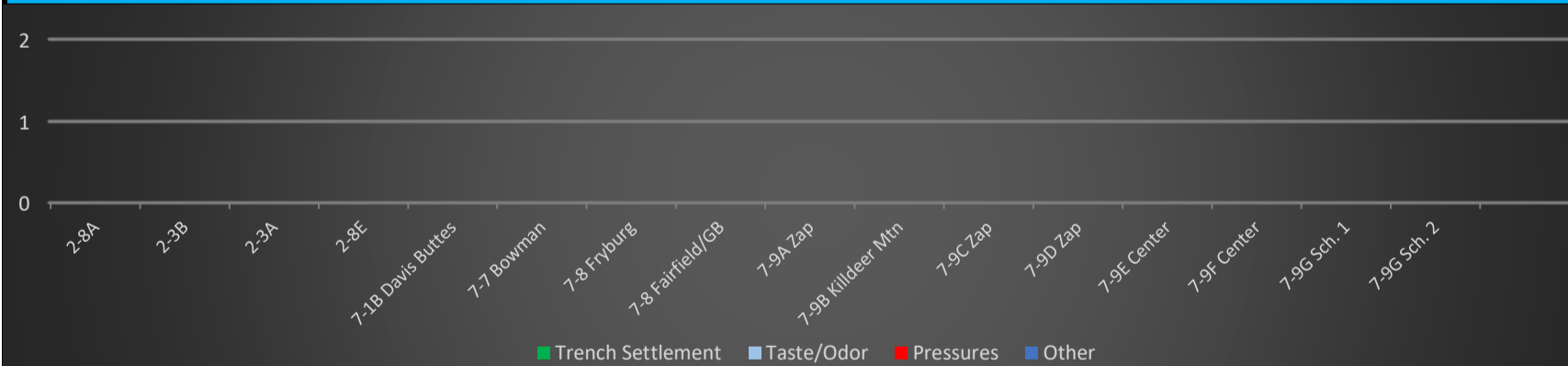
SEPTEMBER 2021 SIGN-UP REPORT

SUBSEQUENT CUSTOMERS

NAME	TYPE OF CUSTOMER	SERVICE AREA	SERVICE DESCRIPTION
Wayne Cline	Pasture Tap	7-9E Center	143-87-33
Darell Herman	Pasture Tap	7-9E Center	143-87-29
Darell Herman	Pasture Tap	7-9E Center	143-87-32
BK Family LLC	Standard	7-1B Davis Buttes	140-96-15
Ryan Kadrmas	Standard	7-1B Davis Buttes	140-95-6
J. Wenko - Heart River Ind.	Standard	7-2A Belfield	139-97-10
Daniel Bolick	Standard	7-9C Zap	144-86-6
Webb Garrison	Standard	7-9C Zap	145-87-33
Scott Cymbaluk	Pasture Tap	7-8A Fryburg	141-98-31
Carol Russell	Standard	7-9F Center	145-84-27

Ten (10) subsequent customers signed up in September and 87 subsequent customers have been added year-to-date. A total of 158 customer quotes have been given year-to-date. SWA had a total of 2467 active subsequent users in September.

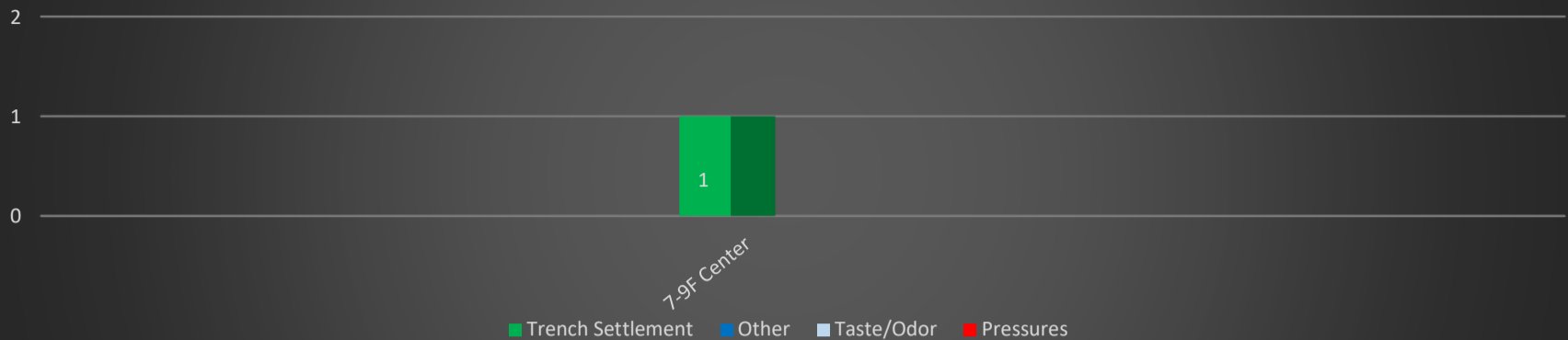
2020 COMPLAINTS



Open complaints are shown above by area and type.

Open complaint numbers may not include landowner/customer concerns handled in the field.

2021 COMPLAINTS



Zero (0) complaints were called in during the month of September.

One (1) complaint was closed during the month of September.

Open complaints are shown above by area and type.

Open complaint numbers may not include landowner/customer concerns handled in the field.

WAITING LIST UPDATE

Fourteen (14) water requests have been added to the waiting list during the month of September.

There are currently 619 requests system wide.

INTENT TO BECOME A SUBSEQUENT CUSTOMER

Killdeer Mountain: Received 18 Signups Fairfield: Received 27 Signups Bowman: Received 11 Signups

Davis Buttes: Received 63 Signups New Hradec: Received 46 Signups

Total: 165 Intent To Become A Subsequent Customer Signups

MTL EASEMENTS

To date all 14 easements have been mailed for the North/East Zone. A total of 11 easements or 79% have been signed and returned.

To date all 11 easements have been mailed for the South Zone. A total of 11 easements or 100% have been signed and returned.

To date all 14 easements have been mailed for the West Zone. A total of 11 easements or 79% have been signed and returned.

SWC is paying for costs to obtain easements for the MTL upgrades. SWC will reimburse the SWA for actual expenses such as mileage, postage and recording fees. SWC is paying the landowners directly for easements. Legal fees are covered by the SWC with the Attorney General's office.

HYDRAULIC IMPROVEMENT EASEMENTS

To date 6 easements have been mailed for the Killdeer Mountain service area. A total of 3 easements or 50% have been signed and returned.

To date 4 easements have been mailed for the Twin Buttes service area. A total of 3 easements or 75% have been signed and returned.

To date 8 easements have been mailed for the New Hradec service area. A total of 4 easements or 50% have been signed and returned.

To date 5 easements have been mailed for the Fairfield service area. A total of 2 easements or 40% have been signed and returned.

BURT & HEBRON SERVICE AREAS, INCLUDING LAKE TSCHIDA

SWA mailed 2457 Canvass Cards to landowners in the following counties:

259 - Stark 362 - Morton 441 - Hettinger 177 - Adams 1218 - Grant

To date 833 sign up packets have been mailed and 444 signups have been returned.



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County	Waiting List Locations	Standard Service	Pasture Tap Service	High Consumption	Other
Adams	23 locations	9	13	1	0
Billings	58 locations	17	38	3	0
Bowman	31 locations	16	11	4	0
Dunn	99 locations	60	35	2	2
Golden Valley	39 locations	22	17	0	0
Grant	68 locations	45	20	1	2
Hettinger	29 locations	18	8	3	0
Mercer	21 locations	4	14	3	0
Morton	82 locations	40	42	0	0
Oliver	0 locations	0	0	0	0
Slope	52 locations	32	17	3	0
Stark	107 locations	76	13	9	9
Grassy Butte (McKenzie County)	10 locations	6	2	2	0
Total Waiting List	619	345	230	31	13

Other: Subdivisions, Additional Capacity, or Higher Usage

Updated through September 23, 2021

WAITING LIST REQUESTS BY CLASSIFICATION							PHONE CALL RESULTS AS OF SEPTEMBER 23, 2021					
SERVICE AREA	WAITING LIST START DATE	STD	PT	HC	OTHER	TOTAL	# Called	# OF YES				
								STD	PT	HC	OTHER	TOTAL
7-1B DAVIS BUTTES/SCS PL 566	11/14/2011	51	10	6	3	70	120	51	10	6	3	70
7-1B NEW HRADEC	1/27/2012	26	18	0	1	45	105	26	18	0	1	45
7-2 NEW ENGLAND	3/6/2012	34	9	3	4	50	83	34	9	3	4	50
7-2A BELFIELD	3/6/2013	2	0	0	2	4	20	2	0	0	2	4
7-3 JUNG LAKE	3/1/2016	14	4	2	0	20	41	14	4	2	0	20
7-4 BUCYRUS	6/20/2019	0	0	0	0	0	5	0	0	0	0	0
7-5 HEBRON	7/16/2015	3	2	0	0	5	19	3	2	0	0	5
7-6 BURT	8/12/2009	69	52	3	2	126	120	69	52	3	2	126
7-7 BOWMAN	3/21/2012	43	27	6	0	76	101	43	27	6	0	76
7-8 BEACH/GOLVA	10/5/2011	22	17	0	0	39	41	22	17	0	0	39
7-8 FRYBURG	7/25/2018	6	8	3	0	17	30	6	8	3	0	17
7-8C TOWER HILL/JUNCTION INN/ NORTH CROWN BUTTE	7/29/2015, JUNCTION INN- 10/15/2015, NORTH CROWN BUTTE-	20	21	3	0	44	40	20	21	3	0	44
7-8 FAIRFIELD/GRASSY BUTTE POCKET	6/30/2009	22	33	3	0	58	98	22	33	3	0	58
7-9B KILLDEER MOUNTAIN	7/24/2008	15	7	1	0	23	28	15	7	1	0	23
7-9E WEST CENTER	6/21/2018	2	7	0	0	9	4	2	7	0	0	9
7-9G DUNN CENTER	10/20/2017	16	15	1	1	33	40	16	15	1	1	33
7-9G HALLIDAY	8/13/2018	0	0	0	0	0	2	0	0	0	0	0
TOTALS		345	230	31	13	619	897	345	230	31	13	619



Southwest Pipeline Project 2021-2023 Biennium Funding Comparison DWR and SWA



Contract	Description	Capital Assets (DWR)	Southwest Water Authority	Difference	Comments
2-7D	Main Transmission Line Between Ray Christensen Pump Station and Davis Buttes Reservoirs	\$2,244,000	\$1,700,000	(\$544,000)	DWR now based on bid price
	5.4 miles of 12" paralleled main transmission line				
2-3I	Main Transmission Line Between Ray Christensen Pump Station and New England Reservoirs	\$4,828,000	\$4,200,000	(\$628,000)	DWR now based on bid price
	7.6 miles of 16" paralleled main transmission line				
2-5C	Main Transmission Line Between Ray Christensen Pump Station and Belfield Reservoirs	\$2,197,000	\$1,600,000	(\$597,000)	DWR now based on bid price
	6.5 miles of 12" paralleled main transmission line				
2-5C	Main Transmission Line Between Ray Christensen Pump Station and Belfield Reservoirs Bid Alternate for 1.5 additional miles of 12" paralleled main transmission line	\$500,000	\$500,000	\$0	Based on bid price
HI-2021	Service Area Strategic Improvements	\$2,191,000	\$2,200,000	\$9,000	SWA rounded up
	Booster Pump Stations and Approximately 16 miles of parallel pipe				
	Burt and Hebron Service Area Including Lake Tschida	\$9,000,000	\$9,000,000	\$0	This number is an agreed upon estimate
	Rural Construction				
1-1B/1-2B	Supplementary Intake Pump Station and Intake Pump Station Upgrade	\$7,825,000	\$7,900,000	\$75,000	SWA rounded up
	Intake pump station building, miscellaneous piping, appurtenances and SCADA				
3-3A	12 Million Gallon Per Day Southwest Water Treatment Plant Expansion	\$0	\$6,500,000	\$6,500,000	DWR does not include pending results of WTP Assessment Report
	Ductile Iron Pipeline Replacement	\$0	\$4,000,000	\$4,000,000	DWR does not include because of SWC action December 2020
	Additional Hydraulic Improvements	\$0	\$4,900,000	\$4,900,000	DWR does not include this pending identification of additional projects
		\$28,785,000	\$42,500,000	\$13,715,000	



Our Vision: People and Business Succeeding with Quality Water **Our Mission:** Quality Water for Southwest North Dakota

MEMORANDUM

To: Mary Massad, Manager/CEO

From: Ledeanne O'Sheilds, CFO/Office Administrator

Subject: Environmental Scan for 2022 Budget – Incidental Information

Date: September 27, 2021

Attached are the 2022 Replacement Fund budget, the 2022 Capital Repayment information, oil industry rate information, a budget summary and the proposed 2022 budget. The budget spreadsheets show an overall comparison between the 2021 budget and the proposed 2022 budget, and projections for the next five years.

Environmental issues considered for the budget include the following:

1. Water sales for 2022 are estimated to be 2,295,050,000 gallons. This includes 420,000,000 gallons for rural usage. This is based on average and past usage as well as estimates for new customers.
2. The total sales projection is a 1.98 % increase from projections for 2021 or a total of 44,600,000 gallons, and a 0.19% decrease from annualized for 2021 or a total of 4,290,490 gallons.
3. Raw water sales are projected at 200,400,000 gallons. This includes 193,000,000 gallons for Red Trail Energy.
4. The usage projected for oil industry sales is ND Energy Services (formally MBI) for 1,200,000 gallons and 1,000,000 for the SWA depot.
5. The CPI, for September 1, 2021, is 273.6. This is an increase of 5.26% for the year. Last year there was an increase of 1.31%.
6. The Return on Investment or capital repayment for contract customers will be \$1.32. This is an increase of \$.07 from 2021. Last year there was an increase of \$.02.

7. The Return on Investment or capital repayment for rural customers will be \$40.12. This is an increase of \$2.01. Last year there was an increase of \$.49. The capital repayment for SWA customers that tie into the MWWS will be \$32.11. This is an increase of \$1.92 from 2021.
8. The budget proposes to increase the rural minimum by \$2.01 for capital repayment and raise the rural usage rate by \$.04 for treatment. The rural minimum would increase from \$50.00 to \$52.01 and rural usage would increase from \$6.36 to \$6.40.
9. The contract rate would increase by \$.11 which includes \$.04 for treatment and \$.07 for capital repayment. The contract rate would increase from \$5.60 to \$5.71.
10. The budget also proposes reallocating \$.40 from transmission O&M to treatment. This change will balance out net income from operations and redirect some revenue from raw water sales to defray pretreatment costs.
11. The EPA guidelines on water affordability suggests that consumer water usage expenses for the year do not exceed 2.5% of Median Household Income (MHI). The MHI for the twelve counties that SWA serves is \$67,347, therefore, the annual cost of water should not exceed \$1,684 for the average customer. For 2022, the average customer will pay \$1,085, based on minimums plus usage of 6,000 gallons per month, which is less than the affordability threshold.
12. The oil industry rate would remain the same as 2021, at a rate of \$12.00. All account allocations would remain the same as well. Information is attached.
13. Current cash balances (as of August 31) are \$6,378,393.75 in cash and cash equivalents for O&M. The estimated year-end balances are \$6,861,653.47 for O&M and \$1,957,915.13 for general fund. With these year-end balances, the number of months in reserve to meet operating expenses are: 5.33 months for transmission, 7.54 months for distribution, 3.94 months for treatment and 27.35 months for general fund, or 6.41 months overall for yearend 2021. The number of months overall at yearend 2020 was 5.70 months.
14. Salaries for 2022 include an increase for COLA (cost of living) at 5% and merit increases, up to 1.5% based on performance. This follows Board Policy II.B. Budgeting/Forecasting and Policy II.F. Compensation and Benefits and their intent. The history of the Board's approach has been to be at or above market and to attract and retain employees.
15. The cost of health insurance is calculated at \$1,776.10 per month per employee for six months, with a 15% increase for six months, or \$2,042.00. It should be noted the American Care Act (ACA) specifies an employer will lose grandfathered status

if the employer contribution rate is reduced by more than 5% of the contribution rate that was in effect on March 23, 2010, and the employer will lose eligibility to participate in the NDPERS health insurance.

16. Retirement is calculated at 15.26% for six months and 17.26% for six months. Retirement has been at 15.26% since 2014. Other employee benefits are expected to stay the same.
17. The 2022 Budget includes 13 administrative positions, 21 O&M positions and 15 treatment positions, for a total of 49 employees. One treatment position has been added compared to the 2021 Budget, which included a total of 48 employees.
18. The WTP is broken out as a separate cost center. The break out for reserves is based on net income percentages for cash and fund balances for CD's.
19. Four O&M vehicles are scheduled for replacement next year with trade-ins, and one without. The policy is three years or 100,000 miles. The budget also includes service body transfers. There are multiple computers for O&M and Treatment due for replacement as well.
20. The Replacement & Extraordinary Maintenance Fund includes the following:
 1. Income from contracts of \$1,318,800 and rural of \$384,600.
 2. Interest income of \$372,700 which is calculated at an estimated yield of 1.70% of the average balance.
 3. Trust management fees of \$76,800 which are calculated at 0.350%.
 4. Proposed beginning balance is the current balance plus expected income for remainder of year less expected disbursements.
 5. Possible expenses totaling \$6,129,135 as below:
 - a. \$35,000 for Ozone Generation System at OMND WTP. This project is expected to be completed in 2021 and reimbursed in early 2022.
 - b. \$50,000 for the retainage for Phase II to replace the card rack telemetry units with the modern RTU's and upgrade the system software at the Intake, the Ray Christensen Pump Station, the Zap, Dickinson, New England and Halliday Reservoirs, the New Hradec and Halliday Booster Pump Stations and the three Dodge Air Chambers. This has been in the budget for several years.

- c. \$50,000 for a pump at the Residual Handling Facility.
- d. \$70,100 for replacement of 2nd stage RO Membranes on RO's 1 & 2.
- e. \$75,000 for pipe relocations system-wide. This is for pipe relocations in road right-of-ways.
- f. \$75,000 for cathodic protection improvement programs on steel vaults. This is expected to be completed in 2021 and reimbursed in early 2022.
- g. \$100,000 for pump motors, pump repairs and pump replacements that could be needed during the year.
- h. \$100,000 for MicroComm computers at major pump stations.
- i. \$300,000 for HDR study and investigation.
- j. \$500,000 for recoating of the Davis Buttes Tank.
- k. \$500,000 for metallic line assessment and repairs on Contract 2-3A.
- l. \$1,274,035 for replacement of IDT satellite AMR equipment. This project is expected to be completed in 2021 and reimbursed in early 2022.
 - 1) SWA was informed by Information Data Technologies (IDT) that one of their satellite providers would be discontinuing service on December 31, 2020. The satellite transmits information for 2,863 standard Automated Meter Reading (AMR) field units of the 4,039 currently installed AMRs throughout the Southwest Pipeline Project service area. There are 1,176 advanced field unit AMRs installed which will continue to transmit.
- m. There are no blow off replacements anticipated for 2022.

**2022 O&M Budget Summary
Based on CPI of 5.26%**

	2021 Rates	2022 Proposed Rates
Contract		
Contract Rate per 1,000 gallons	\$5.60	\$5.71
Capital Repayment	\$1.25	\$1.32
Contract Usage Projections (kgal)	2,239,950	2,284,050
Revenue per kgal	\$4.17	\$3.83
Cost per kgal	\$3.62	\$3.68
No. of Months in Reserve		7.45
Rural		
Minimum	\$50.00	\$52.01
Capital Repayment	\$38.11	\$40.12
Rural Rate per 1,000 gallons	\$6.36	\$6.40
Rural Usage Projections (kgal)	392,500	420,000
Revenue per kgal	\$13.97	\$15.11
Cost per kgal	\$14.21	\$14.32
No. of Months in Reserve		4.23
Treatment		
Treatment Rate per 1,000 gallons from contract/rural usage	\$1.11	\$1.55
Pretreatment Rate per 1,000 gallons from raw water usage	\$0.00	\$0.40
Revenue per kgal	\$1.13	\$1.49
Cost per kgal	\$1.46	\$1.34
No. of Months in Reserve		1.99

Forty cents have been reallocated from the Transmission O&M portion of the rates to Treatment. This change will balance out net income from operations and redirect some revenue from raw water sales to Treatment to defray pretreatment costs.

2022 O&M Budget Summary
Based on CPI of 5.26%

Water Affordability

Median Household Income for 12 counties served by SWA	\$67,347
Median Household Income for state of ND	\$64,894

Based on 2019 Census Bureau data

Annual Affordability Threshold for 12 counties	\$1,684
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Annual Affordability Threshold for ND	\$1,622
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•EPA suggests water usage expenses for the year should not exceed 2.5% of Median Household Income (MHI)

SWA Average Cost for Rural Customer

Monthly Water Bill - Minimum plus 6,000 gallons	\$88.16	\$90.41
Yearly Expense - Minimum plus 6,000 gallons	\$1,057.92	\$1,084.92

**2022 O&M Budget
Summary**

	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET
Sales							
Sales of Water	\$ 17,000,950	\$ 18,098,340	\$ 19,014,754	\$ 19,982,304	\$ 20,713,397	\$ 21,441,184	\$ 22,086,505
Sales of Equipment	\$ 90,000	\$ 359,560	\$ 366,751	\$ 175,000	\$ 150,000	\$ 153,000	\$ 156,060
Sales of Services	\$ 26,000	\$ 28,900	\$ 30,400	\$ 31,700	\$ 32,900	\$ 34,100	\$ 35,200
Other Income	\$ 10,000	\$ 6,500	\$ 6,695	\$ 6,896	\$ 7,103	\$ 7,316	\$ 7,535
Gross Sales	\$ 17,126,950	\$ 18,493,300	\$ 19,418,600	\$ 20,195,900	\$ 20,903,400	\$ 21,635,600	\$ 22,285,300
Expenses							
O&M Expense - Transmission	\$ 7,939,650	\$ 8,252,200	\$ 8,665,100	\$ 9,037,700	\$ 9,395,100	\$ 9,767,000	\$ 10,120,100
O&M Expense - Distribution	\$ 4,932,400	\$ 5,383,150	\$ 5,758,500	\$ 6,000,100	\$ 6,227,500	\$ 6,463,600	\$ 6,682,900
O&M Expense - Treatment	\$ 2,939,375	\$ 3,023,000	\$ 3,174,300	\$ 3,319,100	\$ 3,463,200	\$ 3,613,800	\$ 3,763,300
Customer Service Expense	\$ 213,400	\$ 216,150	\$ 121,100	\$ 126,000	\$ 130,500	\$ 135,100	\$ 139,200
Total Expense	\$ 16,024,825	\$ 16,874,500	\$ 17,719,000	\$ 18,482,900	\$ 19,216,300	\$ 19,979,500	\$ 20,705,500
Gross Profit On Sales	\$ 1,102,125	\$ 1,618,800	\$ 1,699,600	\$ 1,713,000	\$ 1,687,100	\$ 1,656,100	\$ 1,579,800
Other Income							
Mill Levy Income	\$ 718,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Income	\$ 85,100	\$ 1,007,300	\$ 203,760	\$ 294,699	\$ 960,660	\$ 964,613	\$ 192,116
	\$ 803,100	\$ 1,007,300	\$ 203,760	\$ 294,699	\$ 960,660	\$ 964,613	\$ 192,116
Board of Directors Expense	\$ 220,025	\$ 232,200	\$ 222,054	\$ 226,495	\$ 231,025	\$ 235,645	\$ 240,358
Administrative Expense	\$ 196,120	\$ 210,270	\$ 216,578	\$ 94,812	\$ 97,963	\$ 76,741	\$ 54,927
Easement Expense	\$ 201,150	\$ 225,250	\$ 232,008	\$ 238,968	\$ 246,137	\$ 253,521	\$ 261,126
Rural Water Signup Expense	\$ 230,300	\$ 281,200	\$ 289,636	\$ 298,325	\$ 307,275	\$ 316,493	\$ 325,988
Total Expense	\$ 847,595	\$ 948,920	\$ 960,276	\$ 858,600	\$ 882,400	\$ 882,400	\$ 882,400
Depreciation Expense	\$ 622,000	\$ 589,700	\$ 595,597	\$ 601,553	\$ 607,568	\$ 613,644	\$ 619,781
Net Income	\$ 435,630	\$ 1,087,480	\$ 347,487	\$ 547,546	\$ 1,157,792	\$ 1,124,669	\$ 269,736
No. of Months in Reserve	6.42	6.39	6.45	6.49	6.89	7.73	7.87
Replacement & EM Fund Expense	\$ 3,005,035	\$ 6,205,935	\$ 3,035,085	\$ 3,095,787	\$ 3,157,703	\$ 3,220,857	\$ 3,285,274

2022 O&M Budget

**Raising rural min by \$2.01 (\$2.01 cap rep), rural usage by \$.04 (\$.04 treatment) and contract usage by \$.11 (\$.04 treatment/\$.07 cap rep).
Reallocating \$.40 from trans O&M to treatment.**

Year	2021 Budget	2022	2021 vs 2022 Budget	2023	2024	2025	2026	2027
Transmission								
Total gallons(1000)	2,250,450	2,295,050	44,600	2,318,100	2,341,400	2,364,900	2,388,700	2,412,700
Contracts (1000)	1,857,950	1,875,050	17,100	1,893,900	1,912,900	1,932,100	1,951,500	1,971,100
Rural (1000)	392,500	420,000	27,500	424,200	428,500	432,800	437,200	441,600
New Rural Customers	30	30	-	30	30	30	30	30
Treatment	\$ 1.11	\$ 1.55	\$ 0.44	\$ 1.63	\$ 1.69	\$ 1.75	\$ 1.81	\$ 1.87
Replacement (REM)	\$ 0.70	\$ 0.70	\$ -	\$ 0.74	\$ 0.76	\$ 0.79	\$ 0.82	\$ 0.84
Capital Repayment	\$ 1.25	\$ 1.32	\$ 0.07	\$ 1.39	\$ 1.44	\$ 1.49	\$ 1.54	\$ 1.59
O&M Income	\$ 2.45	\$ 2.05	\$ (0.40)	\$ 2.15	\$ 2.24	\$ 2.32	\$ 2.40	\$ 2.47
Reserve	\$ 0.09	\$ 0.09	\$ -	\$ 0.09	\$ 0.10	\$ 0.10	\$ 0.11	\$ 0.11
Totals	\$ 5.60	\$ 5.71	\$ 0.11	\$ 6.00	\$ 6.24	\$ 6.45	\$ 6.68	\$ 6.88
rate increase	\$ 0.10	\$ 0.11	\$ 0.01	\$ 0.29	\$ 0.24	\$ 0.22	\$ 0.23	\$ 0.20
% rate increase	1.82%	1.96%	0.15%	5.00%	4.00%	3.50%	3.50%	3.00%
Transmission	CPI 1.31%	CPI 5.26%		CPI 5.0%	CPI 4.0%	CPI 3.5%	CPI 3.5%	CPI 3.0%
Income								
O&M income	\$ 5,605,900	\$ 4,850,200	\$ (755,700)	\$ 5,092,800	\$ 5,296,600	\$ 5,482,000	\$ 5,673,900	\$ 5,844,200
Replacement	\$ 1,305,000	\$ 1,318,800	\$ 13,800	\$ 1,384,800	\$ 1,440,200	\$ 1,490,700	\$ 1,542,900	\$ 1,589,200
Capital Repayment	\$ 2,211,500	\$ 2,359,500	\$ 148,000	\$ 2,477,500	\$ 2,576,600	\$ 2,666,800	\$ 2,760,200	\$ 2,843,100
Reserve	\$ 210,400	\$ 214,900	\$ 4,500	\$ 225,700	\$ 234,800	\$ 243,100	\$ 251,700	\$ 259,300
Total Income	\$ 9,332,800	\$ 8,743,400	\$ (589,400)	\$ 9,180,800	\$ 9,548,200	\$ 9,882,600	\$ 10,228,700	\$ 10,535,800
Expenses								
Replacement	\$ 1,305,000	\$ 1,318,800	\$ 13,800	\$ 1,384,800	\$ 1,440,200	\$ 1,490,700	\$ 1,542,900	\$ 1,589,200
Capital Repayment	\$ 2,211,500	\$ 2,359,500	\$ 148,000	\$ 2,477,500	\$ 2,576,600	\$ 2,666,800	\$ 2,760,200	\$ 2,843,100
Equipment	\$ 160,000	\$ 154,000	\$ (6,000)	\$ 161,700	\$ 168,200	\$ 174,100	\$ 180,200	\$ 185,700
Salaries & Benefits	\$ 2,403,400	\$ 2,464,600	\$ 61,200	\$ 2,587,900	\$ 2,717,300	\$ 2,853,200	\$ 2,995,900	\$ 3,145,700
Equipment Maintenance	\$ 256,500	\$ 306,500	\$ 50,000	\$ 321,900	\$ 334,800	\$ 346,600	\$ 358,800	\$ 369,600
O&M Expenses	\$ 1,763,250	\$ 1,802,800	\$ 39,550	\$ 1,893,000	\$ 1,968,800	\$ 2,037,800	\$ 2,109,200	\$ 2,172,500
Total Expenses	\$ 8,099,650	\$ 8,406,200	\$ 306,550	\$ 8,826,800	\$ 9,205,900	\$ 9,569,200	\$ 9,947,200	\$ 10,305,800
Cost/kgal	\$ 3.60	\$ 3.68	\$ (0.64)	\$ 3.81	\$ 3.93	\$ 4.05	\$ 4.16	\$ 4.27
Balance	\$ 1,233,150	\$ 337,200	\$ (895,950)	\$ 354,000	\$ 342,300	\$ 313,400	\$ 281,500	\$ 230,000
Available at beginning of year	\$ 3,602,942	\$ 4,836,092	\$ 1,233,150	\$ 5,173,292	\$ 5,527,292	\$ 5,869,592	\$ 6,182,992	\$ 6,464,492
Year ending balance	\$ 4,836,092	\$ 5,173,292	\$ 337,200	\$ 5,527,292	\$ 5,869,592	\$ 6,182,992	\$ 6,464,492	\$ 6,694,492
Reserve needed	\$ 1,687,427	\$ 1,751,292	\$ 63,865	\$ 1,838,917	\$ 1,917,896	\$ 1,993,583	\$ 2,072,333	\$ 2,147,042
over/under	\$ 3,148,665	\$ 3,422,000	\$ 273,335	\$ 3,688,375	\$ 3,951,696	\$ 4,189,409	\$ 4,392,159	\$ 4,547,450
over reserve/1000 gallons	\$ 1.40	\$ 1.50	\$ (0.03)	\$ 1.59	\$ 1.69	\$ 1.77	\$ 1.84	\$ 1.88
No. of months in reserve	7.16	7.38	0.22	7.51	7.65	7.75	7.80	7.80

2022 O&M Budget

**Raising rural min by \$2.01 (\$2.01 cap rep), rural usage by \$.04 (\$.04 treatment) and contract usage by \$.11 (\$.04 treatment/\$.07 cap rep).
Reallocating \$.40 from trans O&M to treatment.**

Year	2021 Budget	2022	2021 vs 2022 Budget	2023	2024	2025	2026	2027
Distribution								
Total gallons(1000)	2,250,450	2,295,050	44,600	2,318,100	2,341,400	2,364,900	2,388,700	2,412,700
Contracts (1000)	1,857,950	1,875,050	17,100	1,893,900	1,912,900	1,932,100	1,951,500	1,971,100
Rural (1000)	392,500	420,000	27,500	424,200	428,500	432,800	437,200	441,600
New Rural Customers	30	30	-	30	30	30	30	30
Treatment	\$ 1.11	\$ 1.55	\$ 0.44	\$ 1.63	\$ 1.69	\$ 1.75	\$ 1.81	\$ 1.87
Replacement (REM)	\$ 0.70	\$ 0.70	\$ -	\$ 0.74	\$ 0.76	\$ 0.79	\$ 0.82	\$ 0.84
O&M Transmission	\$ 2.45	\$ 2.05	\$ (0.40)	\$ 2.15	\$ 2.24	\$ 2.32	\$ 2.40	\$ 2.47
O&M Distribution	\$ 1.76	\$ 1.76	\$ -	\$ 1.85	\$ 1.92	\$ 1.99	\$ 2.06	\$ 2.12
Replacement--Distribution	\$ 0.10	\$ 0.10	\$ -	\$ 0.11	\$ 0.11	\$ 0.11	\$ 0.12	\$ 0.12
Reserve -- Transmission	\$ 0.09	\$ 0.09	\$ -	\$ 0.09	\$ 0.10	\$ 0.10	\$ 0.11	\$ 0.11
Reserve -- Distribution	\$ 0.15	\$ 0.15	\$ -	\$ 0.16	\$ 0.16	\$ 0.17	\$ 0.18	\$ 0.18
Total	\$ 6.36	\$ 6.40	\$ 0.04	\$ 6.72	\$ 6.99	\$ 7.23	\$ 7.49	\$ 7.71
O&M fee	\$ 11.89	\$ 11.89	\$ -	\$ 12.48	\$ 12.98	\$ 13.44	\$ 13.91	\$ 14.33
C/repayment	\$ 38.11	\$ 40.12	\$ 2.01	\$ 42.13	\$ 43.81	\$ 45.34	\$ 46.93	\$ 48.34
Minimum Payment	\$ 50.00	\$ 52.01	\$ 2.01	\$ 54.61	\$ 56.79	\$ 58.78	\$ 60.84	\$ 62.67
rate increase	\$ 1.00	\$ 2.01	\$ 1.01	\$ 2.60	\$ 2.18	\$ 1.99	\$ 2.06	\$ 1.83
% rate increase	2.04%	4.02%	1.98%	4.76%	4.00%	3.50%	3.50%	3.00%
Distribution	CPI 1.31%	CPI 5.26%		CPI 5.0%	CPI 4.0%	CPI 3.5%	CPI 3.5%	CPI 3.0%
Income								
O&M income	\$ 1,913,950	\$ 2,364,100	\$ 450,150	\$ 2,482,400	\$ 2,581,700	\$ 2,672,100	\$ 2,765,700	\$ 2,848,700
Replacement	\$ 337,500	\$ 384,600	\$ 47,100	\$ 403,900	\$ 420,100	\$ 434,900	\$ 450,200	\$ 463,800
Capital Repayment	\$ 3,141,900	\$ 3,498,000	\$ 356,100	\$ 3,672,900	\$ 3,819,900	\$ 3,953,600	\$ 4,092,000	\$ 4,214,800
Reimbursement of Labor	\$ 26,000	\$ 28,900	\$ 2,900	\$ 30,400	\$ 31,700	\$ 32,900	\$ 34,100	\$ 35,200
Reserve	\$ 65,100	\$ 72,100	\$ 7,000	\$ 75,800	\$ 78,900	\$ 81,700	\$ 84,600	\$ 87,200
Total Income	\$ 5,484,450	\$ 6,347,700	\$ 863,250	\$ 6,665,400	\$ 6,932,300	\$ 7,175,200	\$ 7,426,600	\$ 7,649,700
Expenses								
Replacement	\$ 337,500	\$ 384,600	\$ 47,100	\$ 403,900	\$ 420,100	\$ 434,900	\$ 450,200	\$ 463,800
Capital Repayment	\$ 3,141,900	\$ 3,498,000	\$ 356,100	\$ 3,672,900	\$ 3,819,900	\$ 3,953,600	\$ 4,092,000	\$ 4,214,800
Equipment	\$ 432,000	\$ 414,000	\$ (18,000)	\$ 434,700	\$ 452,100	\$ 468,000	\$ 484,400	\$ 499,000
Salaries & Benefits	\$ 994,100	\$ 1,023,500	\$ 29,400	\$ 1,074,700	\$ 1,128,500	\$ 1,185,000	\$ 1,244,300	\$ 1,306,600
Customer Materials	\$ 130,000	\$ 135,000	\$ 5,000	\$ 141,800	\$ 147,500	\$ 152,700	\$ 158,100	\$ 162,900
Equipment Maintenance	\$ 100,000	\$ 105,000	\$ 5,000	\$ 110,300	\$ 114,800	\$ 118,900	\$ 123,100	\$ 126,800
Dist O&M Expenses	\$ 310,000	\$ 319,900	\$ 9,900	\$ 335,900	\$ 349,400	\$ 361,700	\$ 374,400	\$ 385,700
Cust Serv Expenses	\$ 114,300	\$ 115,300	\$ 1,000	\$ 121,100	\$ 126,000	\$ 130,500	\$ 135,100	\$ 139,200
GIS Expenses	\$ 15,000	\$ 15,000	\$ -	\$ 15,800	\$ 16,500	\$ 17,100	\$ 17,700	\$ 18,300
Settlement	\$ 3,000	\$ 3,000	\$ -	\$ 3,200	\$ 3,400	\$ 3,600	\$ 3,800	\$ 4,000
Total Expenses	\$ 5,577,800	\$ 6,013,300	\$ 435,500	\$ 6,314,300	\$ 6,578,200	\$ 6,826,000	\$ 7,083,100	\$ 7,321,100
Cost/kgal	\$ 14.21	\$ 14.32	\$ 0.11	\$ 14.89	\$ 15.35	\$ 15.77	\$ 16.20	\$ 16.58
Balance	\$ (93,350)	\$ 334,400	\$ 427,750	\$ 351,100	\$ 354,100	\$ 349,200	\$ 343,500	\$ 328,600
Available at beg of year	\$ 1,785,976	\$ 1,692,626	\$ (93,350)	\$ 2,027,026	\$ 2,378,126	\$ 2,732,226	\$ 3,081,426	\$ 3,424,926
Year ending balance	\$ 1,692,626	\$ 2,027,026	\$ 334,400	\$ 2,378,126	\$ 2,732,226	\$ 3,081,426	\$ 3,424,926	\$ 3,753,526
Reserve needed	\$ 1,162,042	\$ 1,252,771	\$ 90,729	\$ 1,315,479	\$ 1,370,458	\$ 1,422,083	\$ 1,475,646	\$ 1,525,229
over/under	\$ 530,584	\$ 774,255	\$ 243,671	\$ 1,062,647	\$ 1,361,768	\$ 1,659,343	\$ 1,949,280	\$ 2,228,297
over reserve \$/1000 gallons	\$ 1.35	\$ 1.84	\$ 0.49	\$ 2.51	\$ 3.18	\$ 3.83	\$ 4.46	\$ 5.05
No. of months in reserve	3.64	4.05	0.40	4.52	4.98	5.42	5.80	6.15

2022 O&M Budget

**Raising rural min by \$2.01 (\$2.01 cap rep), rural usage by \$.04 (\$.04 treatment) and contract usage by \$.11 (\$.04 treatment/\$.07 cap rep).
Reallocating \$.40 from trans O&M to treatment.**

Year	2021 Budget	2022	2021 vs 2022 Budget	2023	2024	2025	2026	2027
Treatment								
Total gallons(1000)	2,250,450	2,295,050	44,600	2,318,100	2,341,400	2,364,900	2,388,700	2,412,700
Contracts (1000)	1,857,950	1,875,050	17,100	1,893,900	1,912,900	1,932,100	1,951,500	1,971,100
Rural (1000)	392,500	420,000	27,500	424,200	428,500	432,800	437,200	441,600
New Rural Customers	30	30	-	30	30	30	30	30
Treatment	\$ 1.11	\$ 1.55	\$ 0.44	\$ 1.63	\$ 1.69	\$ 1.75	\$ 1.81	\$ 1.87
Pretreatment (raw water)		\$ 0.40	\$ -	\$ 0.42	\$ 0.44	\$ 0.45	\$ 0.47	\$ 0.48
rate increase	\$ 0.10	\$ 0.44	\$ 0.34	\$ 0.08	\$ 0.07	\$ 0.06	\$ 0.06	\$ 0.05
% rate increase	1.82%	39.64%	37.82%	5.00%	4.00%	3.50%	3.50%	3.00%
Treatment	CPI 1.31%	CPI 5.26%		CPI 5.0%	CPI 4.0%	CPI 3.5%	CPI 3.5%	CPI 3.0%
Income								
Treatment Income								
Transmission	\$ 1,844,000	\$ 2,674,600	\$ 830,600	\$ 2,808,400	\$ 2,920,800	\$ 3,023,100	\$ 3,129,000	\$ 3,222,900
Distribution	\$ 465,700	\$ 727,600	\$ 261,900	\$ 764,000	\$ 794,600	\$ 822,500	\$ 851,300	\$ 876,900
Total Income	\$ 2,309,700	\$ 3,402,200	\$ 1,092,500	\$ 3,572,400	\$ 3,715,400	\$ 3,845,600	\$ 3,980,300	\$ 4,099,800
Expenses								
Chemicals	\$ 636,000	\$ 661,000	\$ 25,000	\$ 694,100	\$ 721,900	\$ 747,200	\$ 773,400	\$ 796,700
Equipment	\$ 50,000	\$ 47,000	\$ (3,000)	\$ 49,400	\$ 51,400	\$ 53,200	\$ 55,100	\$ 56,800
Salaries & Benefits	\$ 1,662,600	\$ 1,679,100	\$ 16,500	\$ 1,763,100	\$ 1,851,300	\$ 1,943,900	\$ 2,041,100	\$ 2,143,200
Equipment Maintenance	\$ 131,000	\$ 147,000	\$ 16,000	\$ 154,400	\$ 160,600	\$ 166,300	\$ 172,200	\$ 177,400
Treatment Expenses	\$ 509,775	\$ 535,900	\$ 26,125	\$ 562,700	\$ 585,300	\$ 605,800	\$ 627,100	\$ 646,000
Total Expenses	2,989,375	\$ 3,070,000	\$ 80,625	\$ 3,223,700	\$ 3,370,500	\$ 3,516,400	\$ 3,668,900	\$ 3,820,100
Cost/kgal	\$ 1.46	\$ 1.34	\$ (0.11)	\$ 1.40	\$ 1.45	\$ 1.49	\$ 1.54	\$ 1.59
Balance	(679,675)	\$ 332,200	\$ 1,011,875	\$ 348,700	\$ 344,900	\$ 329,200	\$ 311,400	\$ 279,700
Available at beg of year	(254,935)	\$ 424,740	\$ 679,675	\$ 756,940	\$ 1,105,640	\$ 1,450,540	\$ 1,779,740	\$ 2,091,140
Year ending balance	\$ 424,740	\$ 756,940	\$ 332,200	\$ 1,105,640	\$ 1,450,540	\$ 1,779,740	\$ 2,091,140	\$ 2,370,840
Reserve needed	\$ 622,786	\$ 639,583	\$ 16,797	\$ 671,604	\$ 702,188	\$ 732,583	\$ 764,354	\$ 795,854
over/under	\$ (198,046)	\$ 117,357	\$ 315,403	\$ 434,036	\$ 748,353	\$ 1,047,157	\$ 1,326,786	\$ 1,574,986
over reserve \$/1000 gallons	\$ (0.09)	\$ 0.05	\$ 0.14	\$ 0.19	\$ 0.32	\$ 0.44	\$ 0.56	\$ 0.65
No. of months in reserve	1.70	\$ 2.96	\$ 1.25	4.10	5.14	6.05	6.82	7.42

**2022 O&M Budget
General Fund**

Year	2021 Budget	2022	2021 vs 2022 Budget	2023	2024	2025	2026	2027
General Fund								
Income								
Mill Levy	718,000	\$ -	\$ (718,000)	0	0	0	0	0
Interest	36,200	\$ 38,000	\$ 1,800	\$ 37,880	\$ 25,793	\$ 15,190	\$ 17,564	\$ 30,971
Other	48,900	\$ 150,800	\$ 101,900	\$ 165,880	\$ 156,406	\$ 157,970	\$ 159,550	\$ 161,145
Transfer from GF Reserve		\$ 537,300		\$ 604,335	\$ 530,156	0	0	\$ 108,710
Transfer from Escrow	-	\$ -	\$ -	0	\$ 112,500	\$ 787,500	\$ 787,500	
Signup Revenue		\$ 281,200		0	0	0	0	0
Total Income	803,100	\$ 1,007,300	\$ 204,200	\$ 808,095	\$ 824,855	\$ 960,660	\$ 964,613	\$ 300,826
Expenses								
Board	220,025	\$ 217,700	\$ (2,325)	\$ 222,054	\$ 226,495	\$ 231,025	\$ 235,645	\$ 240,358
Salaries & Benefits	490,300	\$ 508,900	\$ 18,600	\$ 409,109	\$ 417,291	\$ 425,636	0	0
Professional Services - Admin	22,000	\$ 23,500	\$ 1,500	\$ 23,460	\$ 23,929	\$ 24,408	\$ 24,896	\$ 25,394
Admin Expenses	51,920	\$ 63,500	\$ 11,580	0	0	0	0	0
Sign & Ease Expenses	74,550	\$ 121,200	\$ 46,650	\$ 123,522	\$ 125,992	\$ 128,512	0	0
Travel Expenses	-	\$ 18,500	\$ 18,500	\$ 19,950	\$ 20,948	\$ 21,995	\$ 23,095	\$ 24,249
Equipment	13,000	\$ 54,000	\$ 41,000	\$ 10,000	\$ 10,200	\$ 10,404	\$ 10,612	\$ 10,824
Total Expenses	871,795	\$ 1,007,300	\$ 135,505	\$ 808,095	\$ 824,855	\$ 841,980	\$ 294,248	\$ 300,826
Balance	(68,695)	\$ -	\$ 68,695	\$ 0	\$ 0	\$ 118,680	\$ 670,365	\$ 0
Available at beg of year	2,499,991	\$ 2,431,296	\$ (68,695)	\$ 1,893,996	\$ 1,289,661	\$ 759,506	\$ 878,186	\$ 1,548,551
Year ending balance	2,431,296	\$ 1,893,996	\$ (537,300)	\$ 1,289,661	\$ 759,506	\$ 878,186	\$ 1,548,551	\$ 1,439,841
Reserve needed	\$ 181,624	\$ 209,854	\$ 28,230	\$ 168,353	\$ 171,845	\$ 175,413	\$ 61,302	\$ 62,672
over/under	\$ 2,249,672	\$ 1,684,142	\$ (565,530)	\$ 1,121,308	\$ 587,661	\$ 702,773	\$ 1,487,249	\$ 1,377,169
over reserve \$/1000 gallons	1.00	0.71	0.29	0.47	0.25	0.30	0.63	0.58
No. of months in reserve	33.47	22.56	(10.90)	19.15	11.05	12.52	63.15	57.44

2022 O&M Budget

**Raising rural min by \$2.01 (\$2.01 cap rep), rural usage by \$.04 (\$.04 treatment) and contract usage by \$.11 (\$.04 treatment/\$.07 cap rep).
Reallocating \$.40 from trans O&M to treatment.**

Year	2021 Budget	2022	2022 vs 2021 Budget	2023	2024	2025	2026	2027
Total gallons(1000)	2,250,450	2,295,050	44,600	2,318,100	2,341,400	2,364,900	2,388,700	2,412,700
Contracts (1000)	1,857,950	1,875,050	17,100	1,893,900	1,912,900	1,932,100	1,951,500	1,971,100
Rural (1000)	392,500	420,000	27,500	424,200	428,500	432,800	437,200	441,600
TRANSMISSION								
Income								
O&M income	\$ 5,605,900	\$ 4,850,200	\$ (755,700)	\$ 5,092,800	\$ 5,296,600	\$ 5,482,000	\$ 5,673,900	\$ 5,844,200
Replacement	\$ 1,305,000	\$ 1,318,800	\$ 13,800	\$ 1,384,800	\$ 1,440,200	\$ 1,490,700	\$ 1,542,900	\$ 1,589,200
Capital Repayment	\$ 2,211,500	\$ 2,359,500	\$ 148,000	\$ 2,477,500	\$ 2,576,600	\$ 2,666,800	\$ 2,760,200	\$ 2,843,100
Reserve	\$ 210,400	\$ 214,900	\$ 4,500	\$ 225,700	\$ 234,800	\$ 243,100	\$ 251,700	\$ 259,300
Total Income	\$ 9,332,800	\$ 8,743,400	\$ (589,400)	\$ 9,180,800	\$ 9,548,200	\$ 9,882,600	\$ 10,228,700	\$ 10,535,800
Expenses								
Replacement	\$ 1,305,000	\$ 1,318,800	\$ 13,800	\$ 1,384,800	\$ 1,440,200	\$ 1,490,700	\$ 1,542,900	\$ 1,589,200
Capital Repayment	\$ 2,211,500	\$ 2,359,500	\$ 148,000	\$ 2,477,500	\$ 2,576,600	\$ 2,666,800	\$ 2,760,200	\$ 2,843,100
Equipment	\$ 160,000	\$ 154,000	\$ (6,000)	\$ 161,700	\$ 168,200	\$ 174,100	\$ 180,200	\$ 185,700
Salaries & Benefits	\$ 2,403,400	\$ 2,464,600	\$ 61,200	\$ 2,587,900	\$ 2,717,300	\$ 2,853,200	\$ 2,995,900	\$ 3,145,700
Equipment Maintenance	\$ 256,500	\$ 306,500	\$ 50,000	\$ 321,900	\$ 334,800	\$ 346,600	\$ 358,800	\$ 369,600
O&M Expenses	\$ 1,763,250	\$ 1,802,800	\$ 39,550	\$ 1,893,000	\$ 1,968,800	\$ 2,037,800	\$ 2,109,200	\$ 2,172,500
Total Expenses	\$ 8,099,650	\$ 8,406,200	\$ 306,550	\$ 8,826,800	\$ 9,205,900	\$ 9,569,200	\$ 9,947,200	\$ 10,305,800
Cost/kgal	\$ 3.60	\$ 3.66	\$ 4.04	\$ 3.81	\$ 3.93	\$ 4.05	\$ 4.16	\$ 4.27
Balance	\$ 1,233,150	\$ 337,200	\$ (895,950)	\$ 354,000	\$ 342,300	\$ 313,400	\$ 281,500	\$ 230,000
DISTRIBUTION								
Income								
O&M income	\$ 1,913,950	\$ 2,364,100	\$ 450,150	\$ 2,482,400	\$ 2,581,700	\$ 2,672,100	\$ 2,765,700	\$ 2,848,700
Replacement	\$ 337,500	\$ 384,600	\$ 47,100	\$ 403,900	\$ 420,100	\$ 434,900	\$ 450,200	\$ 463,800
Capital Repayment	\$ 3,141,900	\$ 3,498,000	\$ 356,100	\$ 3,672,900	\$ 3,819,900	\$ 3,953,600	\$ 4,092,000	\$ 4,214,800
Reimbursement of Labor	\$ 26,000	\$ 28,900	\$ 2,900	\$ 30,400	\$ 31,700	\$ 32,900	\$ 34,100	\$ 35,200
Reserve	\$ 65,100	\$ 72,100	\$ 7,000	\$ 75,800	\$ 78,900	\$ 81,700	\$ 84,600	\$ 87,200
Total Income	\$ 5,484,450	\$ 6,347,700	\$ 863,250	\$ 6,665,400	\$ 6,932,300	\$ 7,175,200	\$ 7,426,600	\$ 7,649,700
Expenses								
Replacement	\$ 337,500	\$ 384,600	\$ 47,100	\$ 403,900	\$ 420,100	\$ 434,900	\$ 450,200	\$ 463,800
Capital Repayment	\$ 3,141,900	\$ 3,498,000	\$ 356,100	\$ 3,672,900	\$ 3,819,900	\$ 3,953,600	\$ 4,092,000	\$ 4,214,800
Equipment	\$ 432,000	\$ 414,000	\$ (18,000)	\$ 434,700	\$ 452,100	\$ 468,000	\$ 484,400	\$ 499,000
Salaries & Benefits	\$ 994,100	\$ 1,023,500	\$ 29,400	\$ 1,074,700	\$ 1,128,500	\$ 1,185,000	\$ 1,244,300	\$ 1,306,600
Customer Materials	\$ 130,000	\$ 135,000	\$ 5,000	\$ 141,800	\$ 147,500	\$ 152,700	\$ 158,100	\$ 162,900
Equipment Maintenance	\$ 100,000	\$ 105,000	\$ 5,000	\$ 110,300	\$ 114,800	\$ 118,900	\$ 123,100	\$ 126,800
Dist O&M Expenses	\$ 310,000	\$ 319,900	\$ 9,900	\$ 335,900	\$ 349,400	\$ 361,700	\$ 374,400	\$ 385,700
Cust Serv Expenses	\$ 114,300	\$ 115,300	\$ 1,000	\$ 121,100	\$ 126,000	\$ 130,500	\$ 135,100	\$ 139,200
GIS Expenses	\$ 15,000	\$ 15,000	\$ -	\$ 15,800	\$ 16,500	\$ 17,100	\$ 17,700	\$ 18,300
Settlement	\$ 3,000	\$ 3,000	\$ -	\$ 3,200	\$ 3,400	\$ 3,600	\$ 3,800	\$ 4,000
Total Expenses	\$ 5,577,800	\$ 6,013,300	\$ 435,500	\$ 6,314,300	\$ 6,578,200	\$ 6,826,000	\$ 7,083,100	\$ 7,321,100
Cost/kgal	\$ 14.21	\$ 14.32	\$ 0.11	\$ 14.89	\$ 15.35	\$ 15.77	\$ 16.20	\$ 16.58
Balance	\$ (93,350)	\$ 334,400	\$ 427,750	\$ 351,100	\$ 354,100	\$ 349,200	\$ 343,500	\$ 328,600

2022 O&M Budget

**Raising rural min by \$2.01 (\$2.01 cap rep), rural usage by \$.04 (\$.04 treatment) and contract usage by \$.11 (\$.04 treatment/\$.07 cap rep).
Reallocating \$.40 from trans O&M to treatment.**

TREATMENT								
Income								
Transmission	\$ 1,844,000	\$ 2,674,600	\$ 830,600	\$ 2,808,400	\$ 2,920,800	\$ 3,023,100	\$ 3,129,000	\$ 3,222,900
Distribution	\$ 465,700	\$ 727,600	\$ 261,900	\$ 764,000	\$ 794,600	\$ 822,500	\$ 851,300	\$ 876,900
Total Income	\$ 2,309,700	\$ 3,402,200	\$ 1,092,500	\$ 3,572,400	\$ 3,715,400	\$ 3,845,600	\$ 3,980,300	\$ 4,099,800
Expenses								
Chemicals	\$ 636,000	\$ 661,000	\$ 25,000	\$ 694,100	\$ 721,900	\$ 747,200	\$ 773,400	\$ 796,700
Equipment	\$ 50,000	\$ 47,000	\$ (3,000)	\$ 49,400	\$ 51,400	\$ 53,200	\$ 55,100	\$ 56,800
Salaries & Benefits	\$ 1,662,600	\$ 1,679,100	\$ 16,500	\$ 1,763,100	\$ 1,851,300	\$ 1,943,900	\$ 2,041,100	\$ 2,143,200
Equipment Maintenance	\$ 131,000	\$ 147,000	\$ 16,000	\$ 154,400	\$ 160,600	\$ 166,300	\$ 172,200	\$ 177,400
Treatment Expenses	\$ 509,775	\$ 535,900	\$ 26,125	\$ 562,700	\$ 585,300	\$ 605,800	\$ 627,100	\$ 646,000
Total Expenses	\$ 2,989,375	\$ 3,070,000	\$ 80,625	\$ 3,223,700	\$ 3,370,500	\$ 3,516,400	\$ 3,668,900	\$ 3,820,100
Cost/kgal	\$ 1.46	\$ 1.34	\$ (0.11)	\$ 1.40	\$ 1.45	\$ 1.49	\$ 1.54	\$ 1.59
Balance	\$ (679,675)	\$ 332,200	\$ 1,011,875	\$ 348,700	\$ 344,900	\$ 329,200	\$ 311,400	\$ 279,700
SUMMARY								
Total Income	\$ 17,126,950	\$ 18,493,300	\$ 1,366,350	\$ 19,418,600	\$ 20,195,900	\$ 20,903,400	\$ 21,635,600	\$ 22,285,300
Total Expenses	\$ 16,666,825	\$ 17,489,500	\$ 822,675	\$ 18,364,800	\$ 19,154,600	\$ 19,911,600	\$ 20,699,200	\$ 21,447,000
Expenses w/o Equipment	\$ 16,024,825	\$ 16,874,500	\$ 849,675	\$ 17,719,000	\$ 18,482,900	\$ 19,216,300	\$ 19,979,500	\$ 20,705,500
Total Balance	\$ 1,102,125	\$ 1,618,800	\$ 516,675	\$ 1,699,600	\$ 1,713,000	\$ 1,687,100	\$ 1,656,100	\$ 1,579,800
Available at beg of year	\$ 5,133,983	\$ 6,953,458	\$ 1,819,475	\$ 8,572,258	\$ 10,271,858	\$ 11,984,858	\$ 13,671,958	\$ 15,328,058
Year ending balance	\$ 6,953,458	\$ 8,572,258	\$ 1,618,800	\$ 10,271,858	\$ 11,984,858	\$ 13,671,958	\$ 15,328,058	\$ 16,907,858
Reserve needed	\$ 3,472,255	\$ 3,643,646	\$ 171,391	\$ 3,826,000	\$ 3,990,542	\$ 4,148,250	\$ 4,312,333	\$ 4,468,125
over/under	\$ 3,481,203	\$ 4,928,612	\$ 1,447,409	\$ 6,445,858	\$ 7,994,316	\$ 9,523,708	\$ 11,015,725	\$ 12,439,733
over reserve \$/1000 gallons	\$ 1.55	\$ 2.15	\$ 0.60	\$ 2.78	\$ 3.41	\$ 4.03	\$ 4.61	\$ 5.16
No. of months in reserve	5.01	5.88	0.88	6.71	7.51	8.24	8.89	9.46

2022 Replacement Fund

Income		
	\$ 1,318,800	From contracts - 1,875,050 kgal
	\$ 384,600	From rural - 420,000 kgal
	\$ 372,700	Interest
	\$ 2,076,100	Available for 2022
Expenses		
	\$ 35,000	Ozone Generation System at OMND WTP*
	\$ 50,000	Phase II Replacement of the Card Rack telemetry units
	\$ 50,000	RHF Pump
	\$ 70,100	Replacement of 2nd Stage RO Membranes on RO's 1 & 2
	\$ 75,000	Pipeline Relocations in the right-of-way
	\$ 75,000	Cathodic Protection Improvement Program on Steel Vaults*
	\$ 100,000	Pump Motors/Repairs/Replacements
	\$ 100,000	MicroComm computers at major pump stations
	\$ 300,000	HDR Study & Investigation
	\$ 500,000	Recoating of the Davis Buttes Tank
	\$ 500,000	Metallic Line Assessment & Repairs on Contract 2-3A
	\$ 1,274,035	Replacement of IDT satellite AMR equipment*
	\$ 3,000,000	Ductile Iron Pipe Line Replacement near Taylor
	\$ 6,129,135	Total Expenses Reimbursed to SWA O&M Fund
	\$ 24,172,006	Current Balance (8/31/2021)
	\$ 705,000	Anticipated Income for remainder of year 2021
	\$ 2,275,000	Anticipated Disbursements to SWA for remainder of 2021
	\$ 22,602,006	Balance as of January 1, 2022
	\$ 2,076,100	Income for 2022
	\$ (76,800)	Trust Management Fees
	\$ (6,129,135)	Expenses
	\$ 18,472,171	2022 Ending Balance



Our Vision: People and Business Succeeding with Quality Water **Our Mission:** Quality Water for Southwest North Dakota

Proposed Schedule of Board of Directors Meetings 2022

DATE	TIME	MEETING ORIENTATION LOCATION
Monday, January 3	9:00 a.m. MT	SWA O&M Center Office, Dickinson, ND
Monday, February 7	9:00 a.m. MT	SWA O&M Center Office, Dickinson, ND
Monday, March 7	9:00 a.m. MT	SWA O&M Center Office, Dickinson, ND
Monday, April 4	9:00 a.m. MT	SWA O&M Center Office, Dickinson, ND
Monday, May 2	9:00 a.m. MT	SWA O&M Center Office, Dickinson, ND
Monday, June 6	9:00 a.m. MT	SWA O&M Center Office, Dickinson, ND
Tuesday, July 5	9:00 a.m. MT	SWA O&M Center Office, Dickinson, ND
Monday, August 1	9:00 a.m. MT	SWA O&M Center Office, Dickinson, ND
Tuesday, September 6	9:00 a.m. MT	SWA O&M Center Office, Dickinson, ND
Monday, October 3	9:00 a.m. MT	SWA O&M Center Office, Dickinson, ND
Monday, November 7	9:00 a.m. MT	SWA O&M Center Office, Dickinson, ND
Monday, December 5	9:00 a.m. MT	SWA O&M Center Office, Dickinson, ND

Upper Missouri Water Association CONFERENCE

SpringHill Suites by Marriott • Deadwood, S.D. (Located at Cadillac Jack's Gaming Resort)

October 25-26, 2021

MONDAY, OCTOBER 25

- 7:00 a.m. Registration
– 5:00 p.m.
- 7:30 a.m. Bureau of Reclamation Customer Meetings, *Little Chicago*
– 9:00 a.m.
- 7:30 a.m. Upper Missouri Water Association Board Meeting, *Charleston I and II*
- 9:00 a.m. Welcome, *Roosevelt I*
• *Darrell Raschke, UMWA President*
- 9:15 a.m. State of Water in the States, *Roosevelt I*
• *Andy Bruels, Division Director & Eric Gronlund, Chief Engineer, South Dakota*
• *Amanda Kaster, Director, Montana*
• *Andrea Travnicek, Ph.D., Director, North Dakota*
• *Greg Lanning, State Engineer, Wyoming*
- 10:30 a.m. Coffee Break, *Roosevelt I*
- 10:45 a.m. Transportation, Budgets, WOTUS, and More: A DC Update, *Roosevelt I*
• *Ian Lyle, Executive Vice President, National Water Resources Association*
• *Mark Haugen, Office of Senator John Thune*
• *Adam Kaemingk, Office of Senator Mike Rounds*
• *Katie Murray, Office of Congressman Dusty Johnson*
- 12:00 p.m. Opening Luncheon, *Roosevelt II*
• *Keynote Speaker: Jay Gilbertson, Manager/Treasurer, East Dakota Water Development District*
- 1:30 p.m. Pick-Sloan to Today: A Regional Look at the Missouri River, *Roosevelt I*
• *Wade Bachmeier, Chairman, Missouri River Joint Water Board*
- 2:30 p.m. Coffee Break, *Roosevelt I*
- 3:00 p.m. Boots on the Ground:
– 4:00 p.m. Bureau of Reclamation Update, *Roosevelt I*
• *Ryan Newman, Area Manager, Montana Area Office*
• *Joseph Hall, Area Manager, Dakotas Area Office*
• *Lyle Myler, Deputy Area Manager, Wyoming Area Office*
- 5:30 p.m. Social, *Roosevelt II*
- 6:00 p.m. Upper Missouri Water Association Awards Dinner, *Roosevelt II*

TUESDAY, OCTOBER 26

- 7:30 a.m. Bureau of Reclamation Customer Meetings, *Little Chicago*
– 9:00 a.m.
- 8:00 a.m. Breakfast *Roosevelt II*
- 9:00 a.m. Belle Fourche Irrigation District Tour
– 3:00 p.m.



YOU ARE CORDIALLY INVITED. . .

NORTH DAKOTA WATER RECEPTION

October 12, 2021 at 5:00 pm

Bismarck Municipal Country Club

Featuring Director Andrea Travnicek presenting on the vision and priorities of the new Department of Water Resources

Appetizers will be served ~ RSVP to jellingson@ndwater.net by Tuesday, Oct. 5

This event is hosted by the North Dakota Water Users Association in compliance with North Dakota ethics laws and guidelines.



Little Missouri Scenic River Commission Meeting

Tuesday, September 7, 2021

2:00 pm Mountain Time

Ramada Grand Dakota Lodge – Freedom Hall

532 15th Street West – Dickinson ND 58601

AGENDA

1. Greeting & Introductions
2. Approval of Agenda
3. Approval of the September 1, 2020 Meeting Minutes
4. Election of Officers
5. Department of Water Resources (formerly State Water Commission) Update
 - a. Bryce Klasen, Hydrologist – Department of Water Resources
Drought Disaster Livestock Water Supply Project Assistance Program, DWR
regulatory actions, DWR stream gaging efforts and Lake Sakakawea water levels
6. Long X Bridge Update
 - a. Dan Schneider, PE – AECOM
Project overview
7. ND Parks and Recreation Department Update on Sully Creek and Little Missouri State Parks
 - a. Paul Taylor, Interim Director
Sully Creek State Park and Little Missouri State Park Updates
8. Future Meeting Date
9. Other Business
 - a. 2021 Commissioner Vacancies
10. Public Comments
11. Adjourn

Livestock Water Supply Assistance Program

DROUGHT DISASTER

August 2021

The Drought Disaster Livestock Water Supply Project Assistance Program (Program) provides cost-share assistance to livestock producers with water supply shortages caused by drought.

WHO IS ELIGIBLE?

The livestock operation must be in the specific drought disaster counties, as specified in the Governor's most recent proclamation, or adjacent eligible counties, to qualify for cost-share assistance through the Program. As of August 12, 2021, every North Dakota County is eligible.

A "livestock producer" means an individual who produces livestock or operates a dairy farm, who normally devotes the major portion of the individual's time to the activities of farming or ranching, and who normally receives not less than 50 percent of the individual's annual gross income from farming or ranching.

HOW TO APPLY

Applicants are required to submit to the Department of Water Resources (DWR):

1. A cost-share assistance application;
2. A map and/or aerial photo of the project area;
3. An estimate of project costs; and
4. Written proof they have been denied USDA FSA cost-share assistance. The county FSA office will provide a letter of denial to the producer.

The application and additional information are available via the DWR website at www.dwr.nd.gov.

ELIGIBILITY

Eligible items include: new water wells, rural water system connections, pipeline extensions, pasture taps, and associated works, labor, materials, and equipment rentals for work completed by the producer to develop new water supply projects.

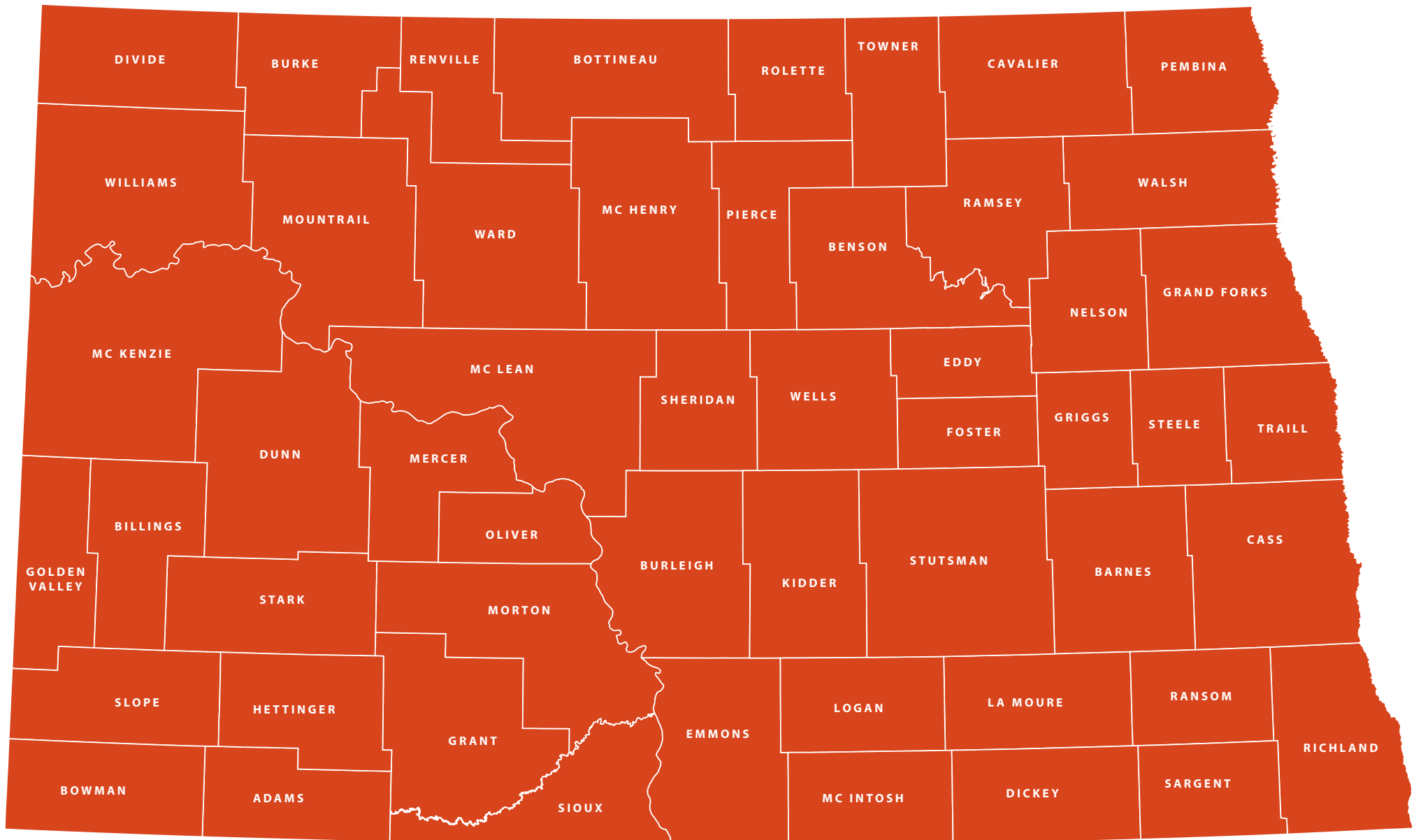
- Labor and materials paid for on, or after April 8, 2021, are eligible for reimbursement.
- The state will fund the program to the extent funding is available. Priority for funding will be based on earliest date of application received.
- Cost-share assistance may only be used for water supply projects that will provide a long-term and immediate solution to a drought-related water supply shortage.
- All wells drilled with funds provided through this program must be drilled by a North Dakota certified water well contractor.
- The applicant may receive up to 50 percent, but no more than \$4,500, of the eligible costs of the project. Each producer is eligible for cost-share on up to three projects.
- Cost-share payments made through this program can be considered taxable income. Successful applicants will need to submit IRS Form W-9 upon completion of their projects before program reimbursement can be made.

The following projects are not eligible for funding from the Drought Disaster Livestock Water Supply Project Assistance Program.

- Labor and materials purchased prior to April 8, 2021.
- Rehabilitation of an existing well.
- A water supply project on federal or state land.
- A dry hole drilled in an attempt to construct a water well or to locate a water source.
- The construction of stock dams or dugouts.
- The development of springs.
- Projects that require repair or replacement as a result of failure to provide maintenance to an existing water source.



Drought Disaster Livestock Water Supply Program



ELIGIBLE COUNTIES

Map effective August 12, 2021.

In response to ongoing conditions, please check for the most current map on the Department of Water Resources website at www.dwr.nd.gov.

NORTH
Dakota | Water Resources
Be Legendary.

North Dakota Department of Water Resources Update

Bryce Klasen, Hydrologist, Water Appropriation Division



AGENCY NAME CHANGE

- House Bill 1353 – 2021 legislative session
 - Renames the agency to the Department of Water Resources (DWR).
 - Reorganizes the Office of the State Engineer and associated regulatory roles into a division within the restructured department.
 - Provides for an agency director who will be appointed by the governor. The director of water resources will be a member of the governor's Cabinet.

DROUGHT DISASTER LIVESTOCK WATER SUPPLY PROJECT ASSISTANCE PROGRAM

- Who is Eligible?
 - Livestock producers statewide as of August 12, 2021
- Eligible Items
 - New water wells, rural water system connections, pipeline extensions, pasture taps, and associated works, labor, materials, and equipment rentals for work completed by the producer to develop new water supply projects.
- How to Apply
 - https://www.dwr.nd.gov/project_development/drought_disaster_live_stock.html

LOW FLOWS & REGULATORY ACTIONS

- Little Missouri in Slope County, August 17th



DWR LITTLE MISSOURI PRESENS SITES

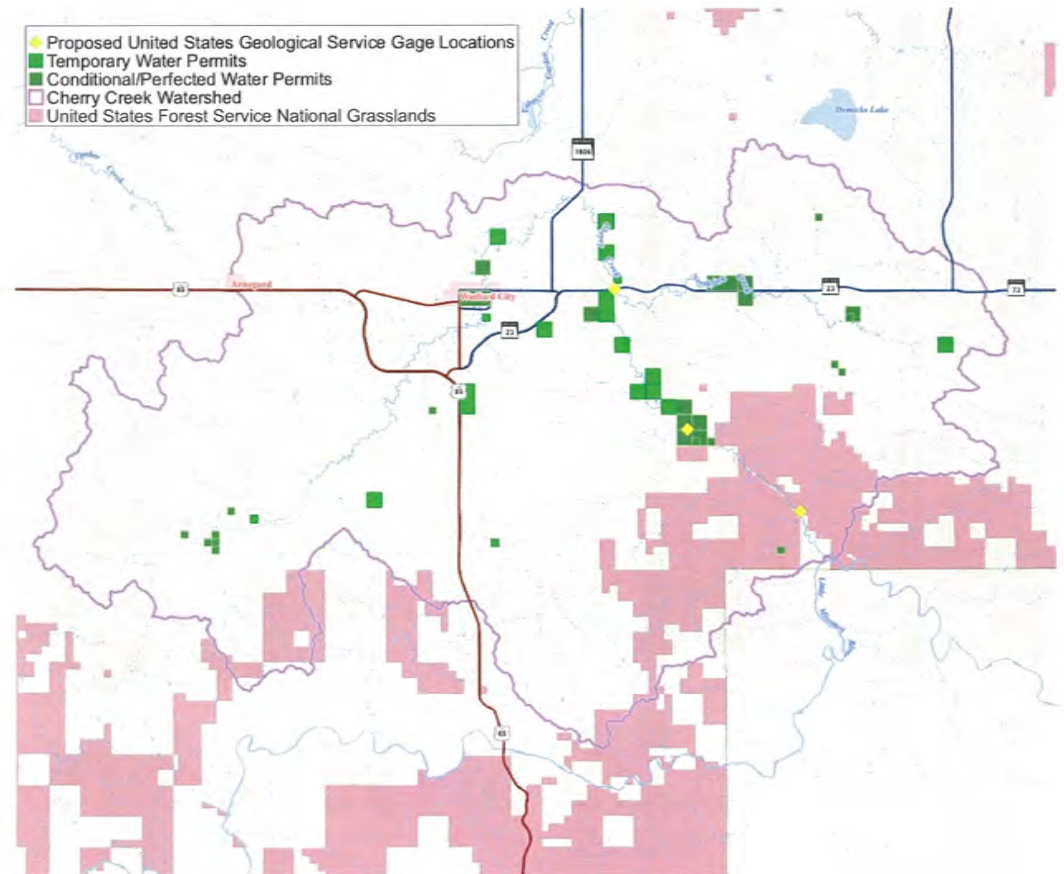
- Stilling well study
 - 2 sites *Slope Dunn*
- Benefits:
 - Low impact
 - Year-round observation
 - Significant reduction in time spent on annual deployment



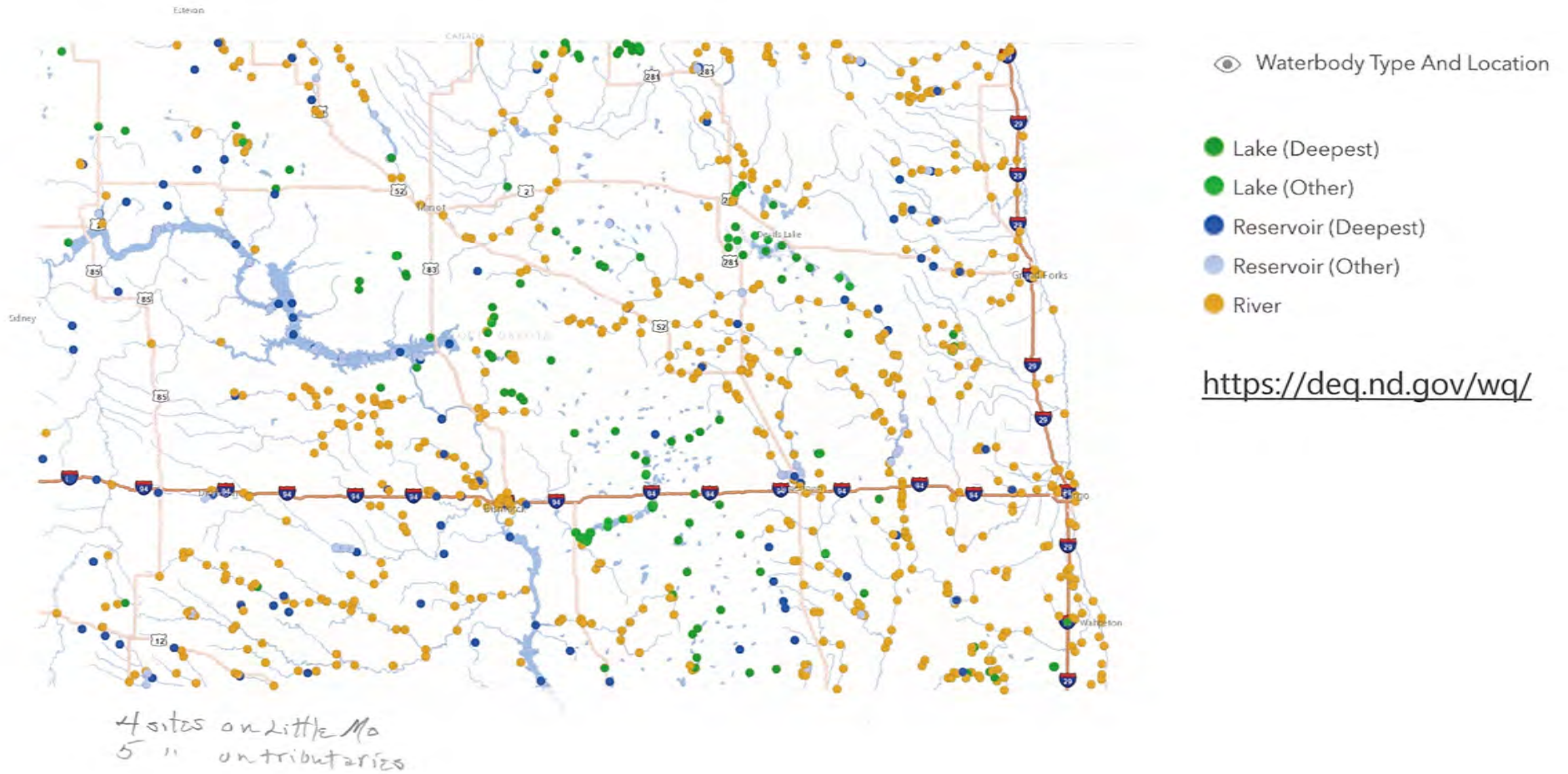
CHERRY CREEK USGS GAGE

- Water Commission approved funding for USGS cooperative agreement, which includes two new gaging stations, Cherry Creek and the Tobacco Garden Creek.

much water use - varied
irrigation
livestock
industrial use -
year round

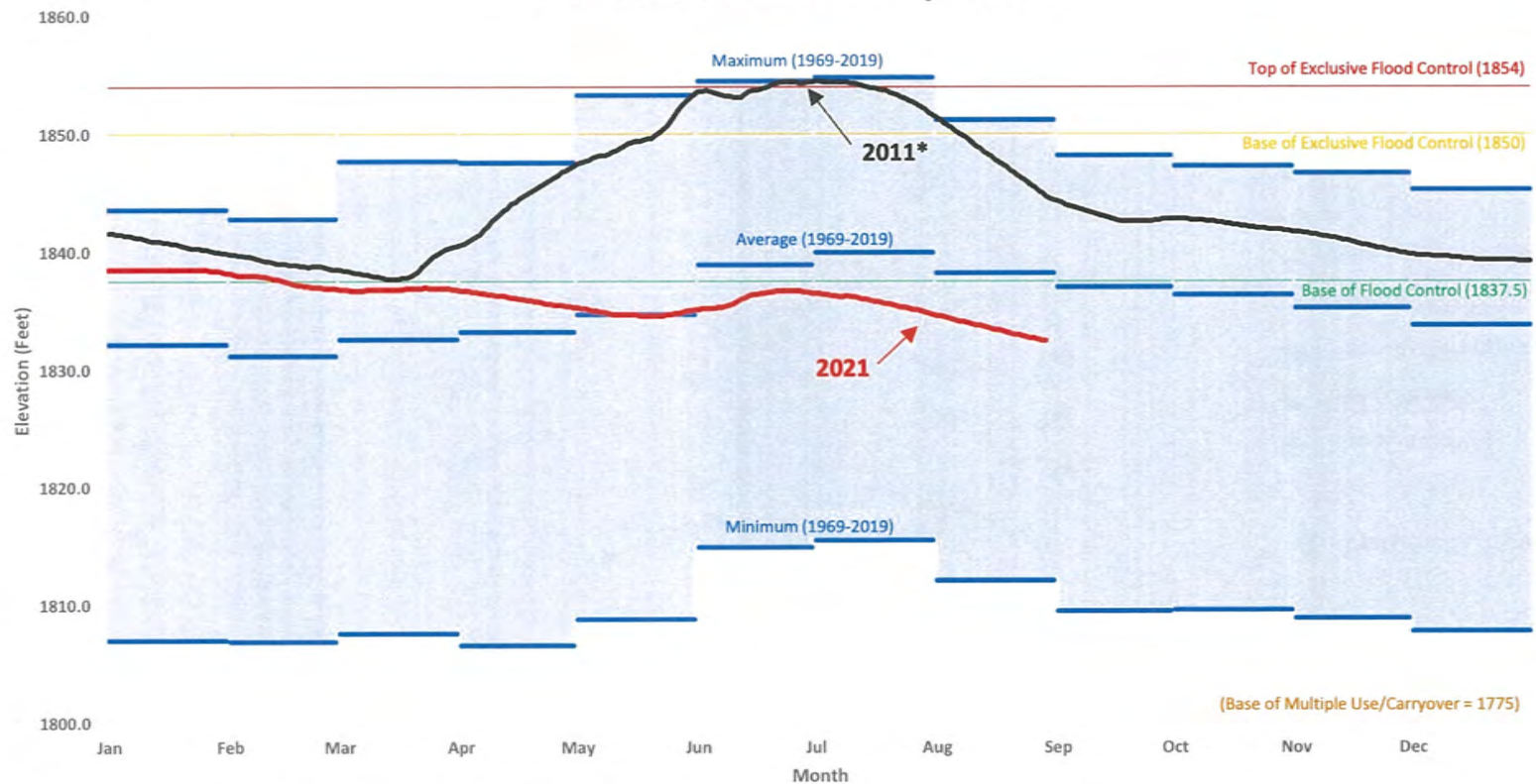


DEQ WATER QUALITY PORTAL



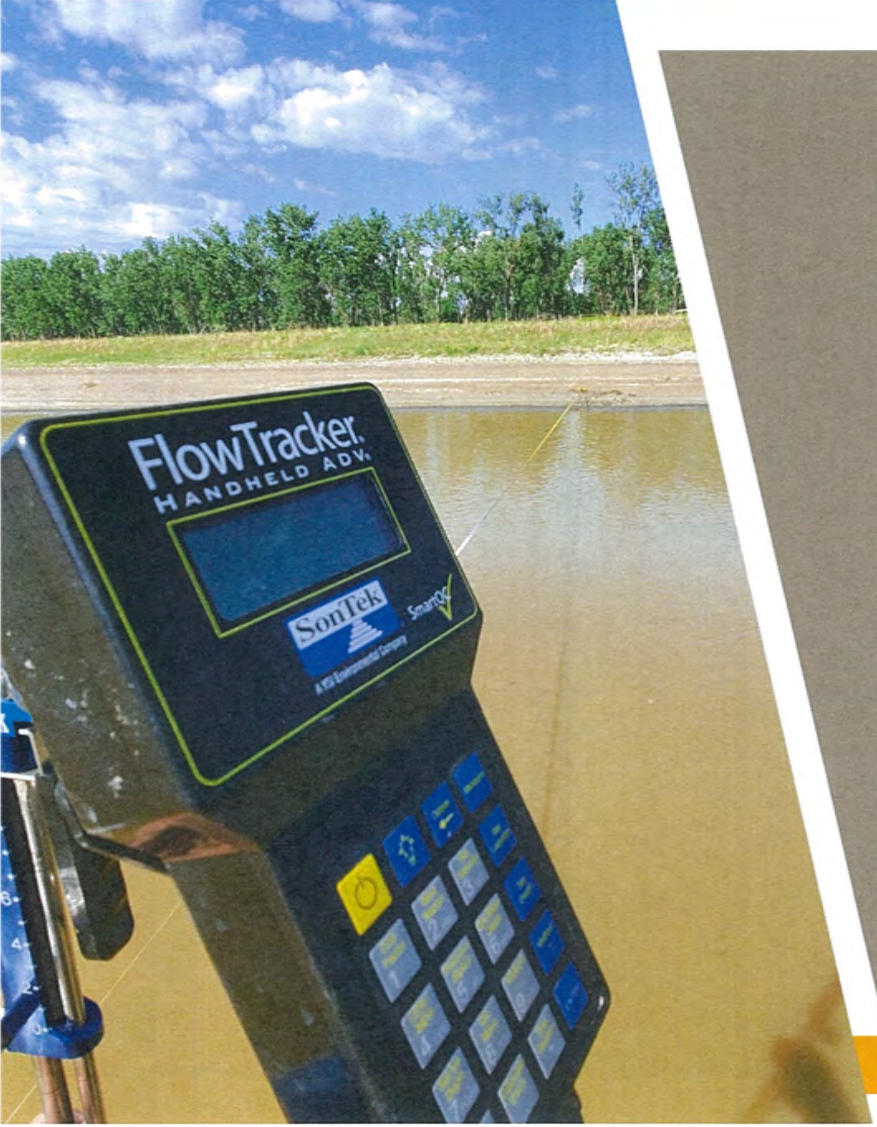
LAKE SAKAKAWEA

Garrison Elevation Comparison



*In 2011, the elevation in Garrison exceeded the Top of the Exclusive Flood Control zone by 0.5 feet.





THANK YOU



dwr.nd.gov



dwr@nd.gov



www.facebook.com/NDWaterResources

**North Dakota Water Users Association
North Dakota Water Resource Districts Association**

**COMMODORE AND WATER WHEEL AWARDS
NOMINATION FORM**

Deadline: October 14, 2021

NOMINEE: _____
(individual, group or organization)

ADDRESS: _____ CITY: _____ ZIP: _____

Nominated By: _____
(individual, group, governmental body)

Contact Person: _____ Telephone: _____

Contact Person's Email: _____

How has the nominee demonstrated a commitment to protect, develop and manage North Dakota's water resources?

How did this effort or project benefit the residents of the region or state?

Other comments or recommendations for the Commodore/Water Wheel Award?

Nomination form should be accompanied by supporting biography and other information.

Award recipients will be announced at the Annual Joint Water Convention Awards event on December 9, 2021.

Commodore Awards are selected by an Awards Committee and approved by the Governor.
Water Wheel Awards are selected by an Awards Committee.

Nomination deadline: THURSDAY, OCTOBER 14, 2021

FOR MORE INFORMATION CONTACT: Julie Ellingson
Call 701-223-4615, fax 701-223-4645 or e-mail jellingson@ndwater.net

North Dakota Irrigation Association
IRRIGATION EXCELLENCE AWARD
NOMINATION FORM

Deadline: October 14, 2021

NOMINEE: _____
(individual, group or organization)

ADDRESS: _____ CITY: _____ ZIP: _____

Nominated By: _____
(individual, group, governmental body)

Contact Person: _____ Telephone: _____

Contact Person's Email: _____

Some suggestions for who could be nominated are:

- Irrigators who consistently follow best management or who demonstrate innovative irrigation practices and procedures, and who practice good natural resource management
- Irrigators or groups that demonstrate public service as well as good management practices in their enterprise
- Individuals or groups who contribute to irrigation research or make notable contributions to irrigation technology
- Individuals or groups that share irrigation information, technology, and experience with producers and future irrigators
- Irrigators or groups who make significant advancements of producing high value crops and value-added agriculture
- Individuals who consistently demonstrate leadership in leading irrigation advancement

Nomination form should be accompanied by supporting biography and other information.

Award recipients will be announced at the Annual Joint Water Convention Awards event on December 9, 2021.

Past winners of the award include:

2010	Walt Albus	2016	Maynard Helgaas
2011	Tom Scherer	2017	Mike Ames
2012	Milt Lindvig	2018	Dale Esser
2013	Argil Froemke	2019	Bernie Vculek
2014	Herbert Grenz	2020	Robert Vivatson
2015	Robert Titus		

Nomination deadline: THURSDAY, OCTOBER 14, 2021

FOR MORE INFORMATION CONTACT: Julie Ellingson
Call 701-223-4615, fax 701-223-4645 or e-mail jellingson@ndwater.net

MEMORANDUM

To: Southwest Water Authority Board of Directors

From: Mary Massad, Manager/CEO, SWA

Subject: Southwest Water Authority Cybersecurity Update – Incidental Information

Date: September 27, 2021

October is cybersecurity awareness month. The 2021 theme is “Do Your Part. #BeCyberSmart.” The theme empowers organizations to own their role in protecting themselves and their cyber assets. Throughout the month of October, the National Cyber Security Alliance and the Cybersecurity and Infrastructure Security Agency will focus promotion and outreach on topics such as password protection, phishing attacks, and increased security within software.

Southwest Water Authority focuses on cybersecurity all year long, not just in October, working to keep our cyber information protected and our staff educated and trained on cyber threats. SWA has in place several layers of protection, including firewalls, spam filtering and antivirus software. Recently SWA was also provided with software through the North Dakota Information Technology Department.

Water Treatment Manager, Grace Rixen, participated in the North Dakota National Guard Cyber Shield Exercise at Camp Grafton in late July. This was a week-long training exercise in which the National Guard planned and prepared for recovering from a cyber security disaster. The event was scripted and all participants were divided into teams with one team conducting the cyber security ‘hack’ and the other team identifying it. Throughout the process the hacking team were initiating different attacks on a company through different electronic means, such as social media and employee computers. Grace’s scripted role was to provide guidance and lead the identifying team in the right direction to discover what was happening. Grace noted it was an eye-opening experience and is confident that if SWA were to have a cybersecurity event which threatened our ability to provide quality water that the National Guard is prepared to assist. There is an incredible system of support and knowledgeable individuals working on cybersecurity at this level.



**CYBERSECURITY
AWARENESS
MONTH**



PROSPECTIVE NETWORK OWNERS



Role of the Network Owner

The Network Owner acts as the primary interface between the exercise and the team undergoing training and evaluation. In the exercise scenario, the “NetO” plays the role of the civilian incident commander and has authority over the afflicted network. Within the exercise, the NetO has scripted scenario injects and discretion over the flow of the exercise. You work hand in hand with the evaluators and adversaries to maintain the proper flow of the exercise to achieve the best training value for your team.

CS21 Mission

Cyber Shield 2021 is a defensively-focused tactical, technical cyber exercise held at ~~Camp Williams, Utah~~ from 10-24JULY2021 to develop, train, and exercise Cyber Forces in Internal Defensive Measures (IDM), Incident Response, and the Coordinate, Train, Advise, Assist (CTAA) Mission as outlined in PM 16-002.

Exposure to the Military

Throughout the exercise, the NetO is exposed to and, in some cases, participates in Military Customs and Courtesies, Military Decision Making Process, daily Training Coordination Meetings, After Action Reviews and Defensive Cyber Operations Tactics, Techniques and Procedures. Your valuable expertise will help guide and shape the cyber defense of our nation.

BASIC SCHEDULE OF EVENTS

Dates TBD	Gateway Exercise (taken remotely)
12-16 July	Optional Training
16 July	Travel & in-process Camp Williams
17 July	Orientation and Network Owner Training Day
18 July	Mission Brief and Vulnerability Assessment
19-23 July	Cyber Shield 2021 Exercise Week
24 July	Awards & out process Camp Williams

Commitment

Network Owners committed to Cyber Shield are expected to participate in ~~both the “Gateway” Exercise and~~ the main exercise, on site.

Qualifications

The qualifications are simple:

- an intense desire to help train cyber defenders of the US Army National Guard
- a willingness to learn and share applicable cyber experience from the public or private sector

Value Proposition

In addition to supporting the training of our military, exercise participants will receive valuable hands-on experience in a safe and non-threatening environment. All of the tactics, techniques and procedures and lessons learned are open to be shared with Network Owner’s parent organization. Furthermore, no cost training may be made available to participants during the CS21 training week.

Training Opportunities

The exercise will make available several training opportunities for Network Owners to include an unclassified Cyber Threat Briefing, Coordination and Escalation Procedures for Domestic Law Enforcement provided by the FBI. As in past years, Network Owners will be allowed to participate in track sessions to include: Team Leader, Incident Responder, Forensics and Infrastructure.

Security

This activities associated with this exercise will be Unclassified. You will be required to maintain a federally recognized form of identification while on/in exercise facilities (i.e. CAC, Driver’s License).

Points of Contact

For additional information or questions, please reach out to: MAJ Christine Pierce, 717-344-3093 or via email christine.m.pierce@mail.mil or Gustavo Mendiola, 845-857-5439 or via email gmendiol@cisco.com.



**NORTH DAKOTA NATIONAL GUARD
JOINT FORCES HEADQUARTERS
PO BOX 5511
BISMARCK, ND 58506-5511**

S: Multiple

NGND-G3

11 June 2021

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 2021 Cyber Shield (CS) 2021

1. Purpose. This Memorandum of Instruction (MOI) provides planning and execution guidance for Cyber Shield (CS) 2021 Exercise, Cyber Shield 2021 Participants and Staff at Camp Grafton Training Center (CGTC), located in Devils Lake, ND 10- 24 JUL 2021.

2. Mission. The CS 2021 Exercise is scheduled for 10- 24 JUL 2021, hosted by Camp Grafton Training Center (CGTC). The designated travel days are 10 JUL and 24 JUL.

3. Reporting Instructions. Participants will report to CGTC lodging NLT 2000 on 10JUL21 and begin JRSOI instructions on 11JUL21. POC for reporting will be CPT Connor Kelley at 701-527-3410.

4. Mode of Transportation. Units will provide transportation for their Soldiers from their duty station to CGTC and back to duty station or HOR. Government Transportation is directed. POV is authorized if no government transportation is available.

5. Meals/Quarters.

a. Government meals are not provided. Meals for participants and staff at CGTC are available for purchase at the DFAC; prices are: breakfast \$7.00, lunch \$8.00, and supper \$9.00. Punch cards are available to purchase at the DFAC for \$40.00 for 6 punches. Hours of operation are breakfast 0600-0700, lunch 1130-1300, supper 1700-1800.

b. Lodging: Government quarters are not provided. Rooms are available through Camp Grafton Lodging by calling 701-665-7650 for the transient rate of \$18 per day; inform Mr. Jaeger you are attending "Cyber shield." DTS authorizations will be processed through individual units. Service members must contact CGTC Lodging to reserve their own room NLT **2JUL21**.

6. Duty Status. Input orders and DTS **NLT 2JUL21**. If additional AT funds are needed, MACOMs will submit a consolidated CEW to NDARNG-G3 IDT Training Manager (CPT Connor Kelley). 2 PAX (CPT Charles Werner and CW3 Dustin Masseth) are required to travel to Camp Williams Utah for white cell training and liaison for the entirety of the exercise. See attached LOI for white cell travel requirements.

7. Uniform/Equipment.

a. Uniform. is duty uniform.

b. Civilians. Appropriate seasonal business attire.

c. Equipment:

i. NDARNG Soldiers will need to hand receipt a laptop from the J6, coordination between the Soldier and J6 will need to be completed NLT 02JUL21, contact CPT Connor Kelley if you need to coordinate a pick up at CGTC when you arrive. NDANG Soldiers will need to provide their own laptop.

ii. WIFI enabled Lap-tops are required with three browsers (Chrome, Firefox, Internet Explorer) to participate in the exercise.

iii. Participants are encouraged to bring pen, pencil, notebook, corded headphones/earbuds and any additional training material you might require for training week.

8. Coordinating Instructions. Changes to roster or personal will need to be coordinated with CPT Connor Kelley.

9. Point of Contact. CPT Connor Kelley at (701) 333-3318 or connor.j.kelley5.mil@mail.mil

Encl 2
1. CS 21 LOI

///ORIGINAL SIGNED///
CONNOR J. KELLEY
CPT, SC, NDARNG
BLUE TEAM LEAD

DISTRIBUTION:

NGND-AC-COS	NGND-AC-CSM	NGND-AC-CCWO
NGND-AC-Z	NGND-G1-Z	NGND-JFHD
NGND-AC-CSM	NGND-G3-Z	NGND-RRB
NGND-AC-CWO	NGND-G3-T	NGND-CGTC-OPS

NGND-G3
SUBJECT: 2021 Cyber Shield (CS) 2021

NGND-AC-SAA	NGND-G3-MR	NGND-RTI
NGND-AC-SSO	NGND-G3-FIRO	NGND-68TC
NGND-AVN-Z	NGND-G3-PTAE	NGND-141MEB
NGND-MED-DSS	NGND-G4-Z	NGND-G6
NGND-G5	NGND-G3-SGM	NGND-RTI-OIC
NGND-G3-T	NGND-G3-MR	NGND-RTI-OPS
NGND-G3-FIRO	NGND-CGTC-R	NGND-CGTC-H
NGND-68TC-OIC	NGND-112B-OIC	NGND-136B-OIC
NGND-164B-OIC	NGND-141MEB-OIC	NGND-231B-OIC
NGND-1-188B-OIC	NGND-JFHD-OIC	NGND-RRB-OPS
NGND-MED-DSS		

CF:

NGND-TAG-Z	NGND-PFO-Z
NGND-TAG-ZA	NGND-TAG-IG
NGND-TAG-A	NGND-J2-Z
NGND-4/8-Z	

Perkins County Rural Water System, Inc.
104 West Main Street PO Box 160 Bison, SD 57620-0160
Tele: (605)244-5608 Fax: (605)244-5926
E-MAIL: pcrws@sdplains.com WEBSITE: www.pcrws.com

August 12th, 2021

The meeting was called to order by President Don Melling at 4:26 PM at the Perkins County Rural Water Sys. Inc. board room in Bison, SD. Other directors present were Art Pederson, Brian Morris, Virginia Green, and Lynn Frey. Board members absent were none. Also in attendance were Shiloh Baysinger and Brandi Baysinger, staff.

Agenda

Motion by Art Pederson, seconded by Brian Morris, to approve agenda as presented, motion passed.

Minutes

Motion by Lynn Frey, seconded by Art Pederson, to approve the July 7th, 2021 minutes, motion passed.

Financial Report

Motion by Art Pederson, seconded by Don Melling, to approve paid and unpaid bills, motion passed.

Motion by Don Melling, seconded by Brian Morris, to approve financial reports, motion passed.

Delegations

Seated Virginia Green for Town of Bison to replace Cody Green.

Brian Morris moved to accept Virginia Green as Town of Bison representative to board, seconded by Don Melling. Motion Passed.

Bartlett & West

None.

Managers' Report

Shiloh Baysinger reported that our storage tank can refill well overnight with large livestock usage during the day. Lots of water use in rural areas. Moratorium has affected two potential taps so far. We will need additional Archaeological studies for the two additional tank locations. A new antenna will need to be installed on HWY 20 booster to keep from losing signal.

Director's Report

Art Pederson reported the City of Lemmon had no comments regarding preliminary rate for 2022.

All Other Matters

None.

Meeting Adjourned at 4:52 pm.

Next meeting September 9th, 2021, at 4:30 pm.

AGENDA

Perkins County Rural Water System Board Meeting

Date: September 9th, 2021 Time: 4:30 PM

PCRWS Office, Bison, SD

- 1. Call to Order.....President
 - A) Additions and Approval of Agenda**Board
 - B) Minutes of August 12th, 2021**Board
- 2. Financial Report.....
 - A) Approve paid and unpaid bills**Board
 - B) Financial Reports**Board
- 3. Delegations
- 4. Bartlett & West.....Lyle Schumack
- 5. Managers Report.....Staff
- 6. Directors Reports.....Board
- 7. All Other Matters.....Board
 - a. 2022 Budget and Rates

Adjournment

Next Meeting

Date: October 14th, 2021 Time: 4:30 pm

****BOARD ACTION NECESSARY**

EXECUTIVE SESSION FORMAT

The next item on the agenda is _____. This item [must] [may] be discussed in an executive session. The legal authority for closing this portion of the meeting is North Dakota Century Code section(s) _____. The topic or purpose of this executive session is _____.

[Option 1, for meetings that must be closed:] At this time, we will convene in executive session.

[Option 2, for meetings which may be closed at the discretion of the governing body, but which are not required to be closed:] At this time, a motion would be in order to discuss the next topic in executive session rather than in an open meeting. Is there such a motion? . . . Any second? . . . Any discussion on the motion? . . . I'll call the roll. Motion carried.

The executive session will be recorded and all members of the governing body are reminded to limit their discussion during the executive session to the announced topic. Any collective decision, collective commitment, or other final action by the governing body must occur after it reconvenes in an open meeting, unless final action is specifically required by law to be taken during the executive session.

[For meetings which are closed under N.D.C.C. § 44-04-19.1 for attorney consultation or discussion of contract negotiation strategy, add the following statement: The prohibition on taking final action during the executive session does not apply to providing guidance or instructions to our attorney or negotiator.]

We will now ask the members of the public who are attending the meeting to leave the room. We anticipate adjourning the executive session, and reconvening the open portion of the meeting, at approximately _____ [Time].

The minutes will show that the executive session began at _____ [Time] and was attended by _____.

[After the executive session] The minutes will show that the executive session was adjourned at _____ [Time]. The public has been invited to return to the meeting room and we are now back in open session.

This document has been prepared by the Office of Attorney General to assist governing bodies in complying with the procedural requirements in N.D.C.C. § 44-04-19.2 when an executive session is authorized. It is not intended to be the exclusive method by which a governing body may properly convene in executive session. A departure from the format in this document does not necessarily indicate that the governing body's procedure for convening in executive session failed to comply with N.D.C.C. § 44-04-19.2.

**Southwest Water Authority
Board of Directors**

**Parking Lot
October 4, 2021**

Item

Date put on Parking Lot

Agenda Date

Planning Agenda

DATE: Monday, November 1, 2021 TIME: 9:00 A.M. MST LOCATION: SWA O&M Center Office

ASSIGNMENTS

- | | | | |
|---|---|--------------------------------|--------------------------------|
| <input type="checkbox"/> <u>Director Begger</u> | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| Scribe/Flip Chart | Minutes | Reporter | |
| <input type="checkbox"/> _____ | <input type="checkbox"/> <u>Director Roth</u> | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| Timekeeper | Process Observer | Warm-up | |

MEETING OBJECTIVE

PLAN		ACTUAL CLOCK	AGENDA ITEMS	WHO	METHOD	DESIRED OUTCOMES
TIME	CLOCK START					
			Call to Order – Pledge of Allegiance			Meeting readiness
			Review Agenda			Additions, focus meeting
			Consent Agenda		Voice Vote	Meet legal requirements
			Board Monitoring Policy IV.A. Relationship-Delegation to the Manager/CEO		Roll Call	
			Board Monitoring Policy IV.D. Relationship-Monitoring Organizational Performance		Roll Call	
			Policy II.B. Executive Limitations-Budgeting/Forecasting (Operating Budget) and Manager/CEO Internal Report		Roll Call	
			Review issues pending / Parking Lot / Plan next agenda			
			Monitoring			
			Adjourn			