

NOTICE OF REGULAR MEETING
SOLID WASTE SPECIAL SERVICE DISTRICT #1
DBA Canyonlands Solid Waste Authority
Wednesday, June 28, 2023, at 4:00 P.M.

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. §54-2-207(4), the Administrative Control Board of the Solid Waste District has decided to hold hybrid meetings with the new administrative building as the Anchor Location. The new administrative building is located at 2295 S. Highway 191, Behind the gate Moab, UT 84532. Masks are encouraged for in-person attendees. Electronic participation is available via Zoom Meeting at: <https://us02web.zoom.us/j/85097494870?pwd=V2F0TG85blBmQ2dRc0hRMIJ0QWFQdz09>

The public is invited and encouraged to view this meeting, which will be streamed live on YouTube: <https://www.youtube.com/channel/UCQvZRosmlr80RZPUW-fkJ2A> (SEARCH YOUTUBE FOR “Canyonlands Solid Waste Authority”). Meeting packets are made publicly available for download prior to commencing each publicly noticed meeting at <https://swssd1.org/board-meetings-and-financials/2023-agendas-and-minutes/>

REGULAR MEETING - CALL TO ORDER (4:00 P.M.)

CITIZEN’S INPUT*

APPROVAL OF MEETING MINUTES

- A. **Action Item:** Review and Approval of May 17, 2023, Regular Meeting Minutes
- B. **Action Item:** Review and Approval of June 5, 2023, Special Board Meeting Minutes

TREASURER/FINANCIAL

- C. **Action Item:** Review and Approval of Expenditures for the Month of May 2023
- D. **Discussion Item:** Discussion of Mountain America options for accounts.
- E. **Action Item:** Discussion and Approval of transfer of Mountain America Savings to new Money Market Account
- F. **Action Item:** Discussion and Approval of purchase of new Loader

REPORTS FROM BOARD AND STAFF

- G. Staff Reports
 - 1. Mike Kenerley
 - 2. Chris Scovill
 - 3. LJ Blackburn
 - 4. Jessica Thacker
- H. Board Reports

OLD BUSINESS

- I. **Discussion Item:** Update on RFP for Financial Planning
- J. **Review:** Review of Fraud Risk Assessment

NEW BUSINESS

- K. **Discussion Item:** New RFP for Health Insurance

FUTURE CONSIDERATIONS

- L. Next Regularly Scheduled Meeting of the ACB is set for Wednesday, July 19, 2023. The meeting will include a Public Hearing to discuss pricing for services and rate increases for E-waste, service rate increases for freon containing items, locking bar service for containers, 40-yard container rates, Wag Bag rates, drive-up and back door service rates.

CLOSED SESSIONS (If Necessary)

ADJOURNMENT

- M. Meeting Adjourned

*NOTE: Public comments for the meeting record can be received in one of three ways. Please email swssd1@swssd1.org with the subject line “SWSSD1 Public Comment” by 2:00 P.M. on Wednesday June 28, 2023, if you would like your comments to be heard as part of the Regular Meeting. Written comments are limited to 400 words. Alternatively, members of the public may attend the meeting in person at 2295 South Highway 191, Moab, UT 84532 or may attend virtually via the Zoom weblink below during the Citizen’s Input section of the Regular Meeting at 4:00 P.M. to provide verbal comments. Comments are limited to a duration of three (3) minutes in length. Members of the public can join the Zoom meeting here: <https://us02web.zoom.us/j/85097494870?pwd=V2F0TG85blBmQ2dRc0hRMIJ0QWFQdz09>

Dated this 21st day of June 2023 _____
LJ Blackburn, Administrative Director

**SOLID WASTE SPECIAL SERVICE DISTRICT #1 (SWSSD1)
DBA Canyonlands Solid Waste Authority**

Regular Meeting: https://www.youtube.com/watch?v=_f0JyUNNUv0&t=45s

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. §54-2-207(4), the Administrative Control Board of the Solid Waste District has decided to hold hybrid meetings with the new CSWA office building as the Anchor Location. The CSWA new office building is located at 2295 Highway 191 south of the Transfer Station Office, Moab, UT 84532. Electronic participation was available via Zoom Meeting

**MINUTES: REGULAR MEETING OF THE
SWSSD1 ADMINISTRATIVE CONTROL BOARD
Wednesday, May 17, 2023, 4:00 P.M.**

Board Members Present: Kalen Jones (Chair), Kevin Fitzgerald (Vice-Chair), Mary McGann (Treasurer), Chad Harris (At-Large Member), and Diane Ackerman (Castle Valley Representative).

SWSSD1 Staff Present: LJ Blackburn (Administrative Director), Chris Scovill (Operations Director), Savannah Humphreys (Administrative Assistant), Nick Lundberg (District Accountant), and Mike Kenerley (Executive Director).

These minutes are presented in the order of the agenda and not necessarily in the order of discussion. The board packet is available on the district's website located here: <https://swssd1.org/board-meetings-and-financials/2023-agendas-and-minutes/>

REGULAR MEETING – CALL TO ORDER (4:00 P.M.)

Kalen Jones called the meeting to order at 4:08 P.M.

CITIZEN'S INPUT

No comments were received.

APPROVAL OF MEETING MINUTES

A. ACTION ITEM: REVIEW AND APPROVAL OF APRIL 19, 2023 REGULAR MEETING MINUTES

MOTION: Diane Ackerman motioned/Kevin Fitzgerald seconded to approve the April 19, 2023 minutes. All voted in favor. Motion passed 5-0.

TREASURER/FINANCIAL

B. ACTION ITEM: REVIEW AND APPROVAL OF EXPENDITURES FOR THE MONTH OF MARCH 2023

LJ Blackburn provided a brief summary of expenditures that occurred in the month of March 2023 stating major expenses such as continued payroll expenses, typical repair and maintenance costs, AMCS project management software March payment, Lance Excavating for mulch chipping and grinding operation, fuels costs, down payment for roll-off containers, and payment for a used trailer.

MOTION: Mary McGann motioned/Kevin Fitzgerald seconded to approval the expenditures for the month of March in the amount of \$473,972.95. All voted in favor. Motion passed 5-0.

C. ACTION ITEM: REVIEW AND APPROVAL OF EXPENDITURES FOR THE MONTH OF APRIL 2023

LJ Blackburn provided a brief summary of expenditures that occurred in the month of April 2023 stating major expenses such as continued payroll expenses, the April PEHP premium payment, AMCS project management software March payment, lease payment to CAT Financial for the motor grader, and typical fuel costs.

MOTION: Mary McGann motioned/Chad Harris seconded to approval the expenditures for the month of April in the amount of \$527,749.40. All voted in favor. Motion passed 5-0.

D. DISCUSSION ITEM: REVIEW OF RFP FOR FUTURE FINANCIAL PLANNING

Mike Kenerley stated that the RFP had closed at 3:00PM that afternoon and that three proposals had been received through the proper procurement process. He stated that the proposals need to be reviewed prior to selection and provided a brief summary of the proposals that had been received. A discussion on the optimal time frame to complete the process was held in which Mary McGann suggested scheduling a Special Meeting to select and approve the final proposal. Mary McGann and Kalen Jones were selected to be a part of the selection committee and assist in the decision-making process.

E. DISCUSSION ITEM: DISCUSS INCREASE IN E-WASTE RATES

Mike Kenerley provided a summary of the reasoning behind a recommendation for raising rates for electronic and universal waste disposal. He stated this was due to the rising cost of electronic waste disposal through CSWA's state-certified electronic waste contractor, TAMS. Mike Kenerley suggested an increase of \$0.50 per pound for residential and \$1.00 per pound for commercial disposal and stated that a Public Hearing period of a month would be implemented. He stated that similar rate increases are needed for refrigerator and air conditioning units due to similar overall rising costs and that these increases are necessary for CSWA to become more financially solvent. A brief discussion

regarding annual volumes generated for electronic waste as well as electronic waste disposal in other locations ensued. Mike Kenerley requested the Board's support in moving forward with these increases and no Board members voiced opposition.

REPORTS FROM BOARD AND STAFF

F. STAFF REPORTS

Mike Kenerley provided a detailed staff report that summarized his efforts since the previous Administrative Control Board meeting stating his continued efforts to make operational adjustments such as adjusting the cash box procedures, reducing overtime expenses, and daily cleanups of the transfer station floor. He stated that he had met with Orion Roger (Southeast Utah Health Department) to discuss Household Hazardous Waste (HHW) procedures and concerns and that the landfill aerials had been received with updated landfill life expectancy in progress. Mike Kenerley stated the two (2) new rear load trucks had been ordered and an update on their progress in transit. He stated that CSWA continues to struggle with staffing deficiencies, especially in regard to certified drivers. He also provided a brief update on the implementation of the new software program (AMCS) with a tentative date of June 2023. Mike Kenerley stated that tentative confirmation had been received from the State of Utah that CSWA will be reimbursed for the proper disposal of the waste tires at Moab Landfill. A discussion regarding the management and disposal of the metal pile ensued between Board members and CSWA staff.

Chris Scovill provided a brief staff report stating that he had been working with supervisory staff to prioritize and plan major permitting, RFPs, and other major procedures that would occur in the future. He also provided an update on the bi-annual HHW Collection Event as well as provided reason for the implementation for the HHW Storage Facility Program managed by CSWA.

LJ Blackburn provided a brief staff report stating that CSWA would undergo its annual financial audit the following week and that she had been working with Nick Lundberg to prepare the auditor's requested documentation.

G. BOARD REPORTS

Diane Ackerman provided a brief report on her efforts to connect with the Grand County School District on their available recycling program and education.

A discussion regarding improper disposal management at Lion's Park and Transit Hub roll-off containers ensued between CSWA staff and Board members.

No other Board reports were provided.

OLD BUSINESS

H. DISCUSSION ITEM: DISCUSSION AND REVIEW OF REQUISITION #18 – PURCHASE OF FIRST NEW REAR LOAD TRUCK FOR FLEET

No discussion was held on this agenda item.

I. DISCUSSION ITEM: DISCUSSION ON COMPOSTING

Mike Kenerley stated that this item had been added per Diane Ackerman’s request and handed over the discussion. Diane Ackerman stated she had been made aware of this grant through the Youth Garden Project and expressed concern at a perceived lack of coordination between entities, specifically between CSWA and the City of Moab. She stated that more effort and time should be dedicated to composting grants. LJ Blackburn stated that Jessica Thacker had worked diligently on the grant in collaboration with several CSWA staff and submitted the grant to the best of her ability. Diane Ackerman stated she was not particularly aware of this previously submitted grant and felt there was room for improvement in CSWA’s effort in grant-writing. Chris Scovill provided a summary of CSWA’s current composting permit at the Moab Landfill and the legalities and logistics behind starting a full-scale composting program.

OLD BUSINESS

J. NEXT REGULARLY SCHEDULED MEETING OF THE ACB IS SET FOR WEDNESDAY, JUNE 21, 2023

ADJOURNMENT

K. ADJOURNMENT

The meeting was formally adjourned by Kalen Jones.

Respectfully submitted to the Board,

Jessica Thacker

Jessica Thacker

District Clerk, Solid Waste Special Service District #1 (d/b/a Canyonlands Solid Waste Authority)

SOLID WASTE SPECIAL SERVICE DISTRICT #1 (SWSSD1)
DBA Canyonlands Solid Waste Authority

Special Meeting: <https://www.youtube.com/watch?v=6QW9UfqJ2gg>

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. §54-2-207(4), the Administrative Control Board of the Solid Waste District has decided to hold hybrid meetings with the new CSWA office building as the Anchor Location. The CSWA new office building is located at 2295 Highway 191 south of the Transfer Station Office, Moab, UT 84532. Electronic participation was available via Zoom Meeting

**MINUTES: SPECIAL MEETING OF THE
SWSSD1 ADMINISTRATIVE CONTROL BOARD**
Monday, June 5, 2023, 8:00 A.M.

Board Members Present: Kalen Jones (Chair), Kevin Fitzgerald (Vice-Chair), Mary McGann (Treasurer), Chad Harris (At-Large Member), and Diane Ackerman (Castle Valley Representative).

SWSSD1 Staff Present: LJ Blackburn (Administrative Director), Chris Scovill (Operations Director), Mike Kenerley (Executive Director), and Jessica Thacker (Program Manager).

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<https://swssd1.org/board-meetings-and-financials/2023-agendas-and-minutes/>

SPECIAL MEETING – CALL TO ORDER (8:00 A.M.)
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Kalen Jones called the meeting to order at 8:04 A.M.

A. DISCUSSION OF THE FINANCIAL PLANNING RFP SUBMISSIONS AND RESULTS

Mike Kenerley expressed appreciation to staff and involved Board members for their efforts in the selection process and provided a summary of the selection process. He indicated that Raftelis Financial Consulting had been chosen as the preferred consultant. Diane Ackerman requested clarification on the applicants' timeline and Mary McGann indicated that the timeline had been outlined in the proposal. Kalen Jones and Mike Kenerley provided an overview of the project schedule and consultant interaction of the preferred consultant.

MOTION: Mary McGann motioned/Kevin Fitzgerald seconded to accept the RFP provided by Raftelis. Roll-call vote: Kalen Jones, Mary McGann, Kevin Fitzgerald, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

NEW BUSINESS

B. ACTION ITEM: ENGAGEMENT OF A FINANCIAL PLANNING TEAM

MOTION: Mary McGann motioned/Kevin Fitzgerald seconded to accept the RFP provided by Raftelis. Roll-call vote: Kalen Jones, Mary McGann, Kevin Fitzgerald, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

C. ACTION ITEM: REVIEW AND SIGN ANNUAL FRAUD RISK ASSESSMENT

Mike Kenerley provided a brief overview of the annual Fraud Risk Assessment and stated that CSWA had scored within the moderate category as assessed by the auditor. Kalen Jones inquired if this score could potentially affect financing options and Mike Kenerley stated that it potentially could with a low or failing score, but the process is a formality. Mary McGann requested that CSWA staff distribute the assessment to the Board members for further review.

MOTION: Mary McGann motioned/Kevin Fitzgerald seconded to accept the fraud assessment. Roll-call vote: Kalen Jones, Mary McGann, Kevin Fitzgerald, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

CLOSING ACTIONS

D. FUTURE CONSIDERATIONS

A. REGULARLY SCHEDULED BOARD MEETING ANF PUBLIC HEARING WEDNESDAY, JUNE 21ST, 2023 AT 4:00 P.M.

E. ADJOURNMENT

The meeting was adjourned by Kalen Jones at 8:20 A.M.

Respectfully submitted to the Board,

Jessica Thacker

Jessica Thacker

District Clerk, Solid Waste Special Service District #1 (d/b/a Canyonlands Solid Waste Authority)

Canyonlands Solid Waste Service District

June 28, 2023 Regular Board Meeting

Presenter: LJ Blackburn

Need or issue before the Board:

Approval of Expenditure for the Month of May 2023

Background:

Expenditures to note:

- Payroll total expenses for April were \$258,628.30. This includes benefits.
- Repairs, service, and maintenance total payments for the month of May \$10,261.51
- Payment to AMCS for Project Management \$ 12,000.00
- \$29,521.47 lease payment to Cat Financial for 980M Medium Wheel Loader.
- \$8,330 to Curt's Custom Welding for new containers and repairs to older containers.
- Fuel total for May was \$17,107.73, down again from last month

Attachments: May 2023 Expenditure Report

Recommendation:

Motion to approve the expenditures of the month of May 2023 in the amount of \$ 368,961.20

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	05/19/2023	101779	Wheeler Cat - PRINT Invs SEPARATELY	4 invoices for parts	-882.32	-107,000.75
Bill Pmt -Check	05/19/2023	101782	Grainger	INV-9571486977 PO#FM2301-1201 Safety Sign CRC	-42.27	-107,043.02
Check	05/19/2023	101781	Cash	For Bulk Mailing	-430.00	-107,473.02
Total 1101 - Zions Bank Checking					-107,473.02	-107,473.02
Total 1100 - OPERATING ACCOUNTS					-368,961.20	-368,961.20
TOTAL					-368,961.20	-368,961.20

MACU Subtotal Payroll (258,628.30)
MACU Subtotal Operations (2,859.88)
MACU TOTALS (261,488.18)

Zions Subtotal Payroll -
Zions Subtotal Operations (107,473.02)
ZIONS TOTALS (107,473.02)

PAYROLL GRAND TOTAL (258,628.30) 70.1%
OPERATIONS GRAND TOTAL (110,332.90) 29.9%
EXPENDITURES GRAND TOTAL (368,961.20) 100%

TOTAL EXPENDITURES & TRANSFERS (368,961.20)

Mountain America Cash Management Tools

Remote Deposit- Allows you to deposit checks remotely with no check holds or daily amount limit-funds are available within 24 hours of depositing (typically within 2-3 hours). Also allows you to view check images going back 7 years. This tool saves you from making trips to the branch to deposit checks. You may also purchase a multi-doc scanner to process multiple checks at once. Cost: \$30/mo and check scanner is ~~\$484~~ \$460 one time purchase fee

ACH Payments- Allows you to send payment to any vendor via electronic ACH transfer. Payments are conveniently initiated through your macu.com login. This is a safer, more efficient method of paying your vendors as account information isn't floating around on a paper check and payment can be sent out to arrive in payee's account next business day. No more postage expenses or time spent writing 10s of checks. Cost is \$20/mo and \$0.10/payment (also includes ACH Payroll tool)

ACH Positive Pay: Allows you to add all vendors authorized who debit your account via ACH withdrawal to a preapproved list in the Positive Pay system. Then, whenever a vendor who isn't on the preapproved list attempts to debit the account, you or other designated individuals on your team will receive an email or SMS notification. This allows you to authorize or deny payment, ensuring no unauthorized withdrawals clear the account.

Check Positive Pay: Allows you to add all checks drawn off the account to a whitelist. If a check tries to clear your account that doesn't match the check number and dollar amount on the whitelist, you will be notified to approve or deny payment. If you are already uploading outstanding check information to accounting software, you can export a file and upload it to positive pay to eliminate more data entry. Monthly cost for Positive Pay is \$10/service or \$20 for both [Positive Pay video](#)

Business Visa- Offers a robust business visa line of credit that generates 1.5% cashback on all purchases (fuel earns 2%). There is no annual fee and you have the option to control spending limits and merchant types that can be used for purchases.

Canyonlands Solid Waste Service District

June 28, 2023 Regular Board Meeting

Presenter: LJ Blackburn

Need or issue before the Board:

Approval to transfer the \$25,520.17 in Mountain America Savings into the new Mountain America Money Market.

Background:

After being approached by the new Mountain America Branch Manager Mary, Mike, LJ and Nick had meetings to see what we could do to better serve the district in managing our bank accounts. It was decided that opening a money market savings account would be a good easy way to immediately make a small change that will add up over time. The interest rate on our current Savings account is 0.05% APY. The money Market rates are 0.75% APY on amounts \$2,500 and less. For between \$2,500 and \$9,999 the rate is 1.75% with a minimum balance of \$2,500. The rates for \$10,000 - \$24,999 are 2.00% APY with a minimum balance of \$10,000. The rates for the next tier, \$25,000-\$49,999 are 2.47%. This is where we would fall. The current balance in the Mountain America Savings account is \$ 25,520.17. This would allow us to earn a higher interest on the money we have in savings currently.

Attachments: Mountain America Money Market Rates

Recommendation:

Motion to approve transferring the current balance from the Mountain America Savings Account of \$ 25,520.17 into the New Money Market Account.



Money Market Accounts

Turn your savings into earnings

Earn higher dividends than you would with a traditional online savings account.

[Open your account](#)

[Visit your nearest branch](#)

Money market rates

Money market	Rate	Annual percentage yield	Minimum balance
Under \$2,500	0.75%	0.75% APY	\$0
\$2,500–\$9,999	1.74%	1.75% APY	\$2,500
\$10,000–\$24,999	1.98%	2.00% APY	\$10,000
\$25,000–\$49,999	2.47%	2.50% APY	\$25,000
\$50,000–\$99,999	2.72%	2.75% APY	\$50,000
\$100,000–\$249,999	3.40%	3.45% APY	\$100,000
\$250,000 +	4.17%	4.25% APY	\$250,000
Money market IRA	Rate	Annual percentage yield	Minimum balance
Under \$2,500	0.75%	0.75% APY	\$0
\$2,500–\$9,999	1.74%	1.75% APY	\$2,500
\$10,000–\$24,999	1.98%	2.00% APY	\$10,000



\$25,000–\$49,999	2.47%	2.50% APY	\$25,000
\$50,000–\$99,999	2.72%	2.75% APY	\$50,000
\$100,000–\$249,999	3.40%	3.45% APY	\$100,000
\$250,000 +	4.17%	4.25% APY	\$250,000

*Credit union deposits are federally insured by the NCUA. The minimum balance required to earn the APY is the same as the minimum amount to open the account. Penalties for withdrawing funds before the end of the designated term may apply. Fees may reduce earnings on account.

Earn more with a money market account

A money market account from Mountain America is an easy way to grow your savings while maintaining accessibility to funds. Think of it as the best parts of a savings account and a certificate combined into one amazing account.

What is a money market account?

A money market is a savings account that usually earns higher dividends than a traditional savings account. In this way, it's similar to a certificate. However, the funds aren't locked down for a set period of time, so you can access them as needed.

What are the benefits of a money market?

- No time frame for maturity
- No penalty for early withdrawal
- Higher dividends paid on higher balances
- No minimum opening amount required

Money market account details

- No minimum balance
- Tiered [dividend rates](#)
- Earns higher dividends on average daily balance of \$2,500 or more
- Insured by NCUA

Get your money market account today

If you're looking for a savings account with competitive rates and flexible withdrawal options, open your money market account online, at your [nearest branch](#) or over the phone at [1-800-748-4302](tel:1-800-748-4302).

Open an account

[Today's rates](#)

[Rate & fee schedule](#)



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Guiding You Forward

Canyonlands Solid Waste Service District

Agenda item summary

Presenter: Chris Scovill

Need or issue before the Board:

Replace the aging 1985 loader at transfer station.

Background:

Approximately May 17, 2022, Canyonlands Solid Waste District entered a one-year rental from Wheeler Machinery For a 938 front-end loader to use at the transfer station. The current loader (1985 Cat 930) had continuous mechanical issues and it was becoming difficult to manage the inflow of waste at the transfer station. It was not the ideal machine for the situation, but there was a limited inventory of heavy equipment. In fact, the district did not use this piece of machinery at the transfer station. We were able to swap equipment to make the situation work. The 938 rental went to MLF, The MLF Loader (962) came to the transfer station. We were able to save \$30,000 doing this as we had transfer station tires already for the 962. This was a temporary situation and we had full understanding of this fact.

May 18,2023 The rental period is over. It was also determined that the 962 Front-end loader was just too big for the transfer station and its blind spots brought on some serious safety concerns.

The District has priced out a machine specifically designed to handle operations at the transfer station. Increasing efficiencies and help solve some issues that have plagued the transfer station.

Recommendation:

I would ask the Board to approve the purchase of a 938 front-end loader w/ trash package and scale attachments.

We will return the 938 Rental (currently operating at the MLF) to Wheeler Machinery, and we will return the 962 front end loader to MLF operations.

Useful information:

938 rental was \$25,000 per year billed as \$6250 quarterly. \$2083 Monthly.

As of May 18, 2023, we are paying \$6250 quarterly plus \$25.00 per hour.
\$3583 monthly

The hourly rate is based on MLF usage/ Hour usage at the transfer station will be higher in comparison.

The new 938 Loader w/trash package will be around \$2934 monthly. Approx. \$650.00 cheaper than the current payments.

The new loader will also come equipped with an on-board scaling system that will minimize our overloading problem.

The new loader will come equipped with a two-piece bucket that will hopefully make it used as the primary piece of equipment that will load the transfer trailer. Minimizing the wear on an already over worn transfer station.

This one machine will replace two machines as the primary piece of equipment for the transfer station making the oversized aging Link Belt excavator more of an ancillary piece of equipment rather than primary.

The new loader will be smaller than the current 962 loader. Making for safer operations in and around the transfer station. Half of all movement with the loader is going in reverse in areas occupied by both customers, drivers, and other operators.

Recommended Motion:

Agenda Item _. Motion to approve the purchase of a 938M Cat Front-end Loader w/ trash package in the amount not to exceed \$275,000.00 and authorize District staff to sign and enter into all agreements associated with this purchase.

Caterpillar Financial Services Corporation

Finance Proposal

CUSTOMER

Name: SWSSD

Address _____

City _____

State _____

Good if: _____

Acknowledged by _____ Jun-17-2023

Funded by _____ Jun-17-2023

DEALER

WHEELER MACHINERY CO.

Sales person _____

Dealer contact _____

Telephone _____

Quote number _____ 4536964

Fax Number _____

Quote Date _____ 18-May-23

Quote Time _____ 11:33:13 AM

FINANCE PROPOSAL

This is Caterpillar Financial Services Corporation's confirmation of the following finance proposal. This is a proposal only and is subject to credit approval, execution of documentation, and execution and approval of the application survey.

Finance Type _____ Governmental Lease

Quoted By _____ Diane Brown Smith

Number of Payments _____ 9 Annual

Report Created By _____ Diane Brown Smith

Payments _____ in Advance

	<u>Model</u>	<u>Ann. Hours</u>	<u>Qty</u>	<u>Sale Price</u>	<u>Amount Financed</u>	<u>Payment</u>	<u>Balloon</u>	<u>Fixed Rate</u>
New	938M	500	1	260,000.00	260,400.00	See Amort. Schedule	45,600.00	5.9900%

Special Conditions:
938M

Serial Number - J3R10217, Model Year - 2023, Standard Environment;
Major Attachments-Air Conditioning, Cab, Ride Control, Tires; Blades/Buckets/Rippers-Autolube;
Manual Configuration and Work Tools: Waste Handler Bucker NP0033472

Payment Structure – Asset
8 Annual payment(s) 35,199.80
1 Stub payment(s) 45,600.00

	<u>Model</u>	<u>Insurance</u>	<u>Payment w/Insurance</u>
New	938M	2,967.85	Amort. Sch.

The estimate for insurance is provided through Caterpillar Insurance Company (Provided by Westchester Insurance Company in Rhode Island) and is not an offer to contract for insurance.

CONDITIONS

Insurance: The customer must provide evidence of physical damage and liability insurance in an amount and from an insurance carrier satisfactory to CFSC. CFSC must be named on the policies, as loss payee and additional insured, as applicable, and a certificate of insurance, in form and substance acceptable to CFSC, must be provided to CFSC.

Taxes: All taxes are the responsibility of the customer and may or may not be included in the above payment amount.

Equipment: The equipment cannot be delivered until all documents are executed by CFSC. All equipment must reside in the United States at all times.

Approval: This proposal is subject to, among other things, final pricing, credit approval and document approval by CFSC.

The terms and conditions outlined herein are not all-inclusive and are based upon information provided to date. This proposal may be withdrawn or modified by Lessor at anytime. This proposal does not represent an offer or commitment by CFSC to enter into a transaction or to provide financing and does not create any obligation for CFSC. A commitment to enter into the transaction described herein may only be extended by CFSC after this transaction has been approved by all appropriate credit and other authorities within CFSC.

Caterpillar Financial Services Corporation
2120 West End Avenue, Nashville, TN 37203
(615)-341-1000

We appreciate the opportunity to provide you a proposal for this transaction.

Proposed by:

Acknowledged by:

Caterpillar Financial Services Corporation

SWSSD

Date

EXHIBIT 2
Concluding Payment Schedule to
Government Agreement

Quote Number.....4536964

Dated _____, 20__
between
Caterpillar Financial Services Corporation
and

Description of Unit: 938M Small Wheel Loader:J3R10217

Number of Payments Made	Beginning Balance	Payment Amount	Balloon	Interest	Interest Rate	Concluding Payment (*)
1	260,400.00	35,199.80	0.00	0.00	5.99	225,200.20
total		35,199.80	0.00	0.00		
2	225,200.20	35,199.80	0.00	13,489.49	5.99	203,489.89
total		35,199.80	0.00	13,489.49		
3	203,489.89	35,199.80	0.00	12,189.04	5.99	180,479.13
total		35,199.80	0.00	12,189.04		
4	180,479.13	35,199.80	0.00	10,810.70	5.99	156,090.03
total		35,199.80	0.00	10,810.70		
5	156,090.03	35,199.80	0.00	9,349.79	5.99	130,240.02
total		35,199.80	0.00	9,349.79		
6	130,240.02	35,199.80	0.00	7,801.37	5.99	102,841.59
total		35,199.80	0.00	7,801.37		
7	102,841.59	35,199.80	0.00	6,160.21	5.99	73,802.00
total		35,199.80	0.00	6,160.21		
8	73,802.00	35,199.80	0.00	4,420.74	5.99	43,022.94
total		35,199.80	45,600.00	4,420.74		
9	43,022.94	0.00	45,600.00	2,577.07	5.99	0.01
total		0.00	45,600.00	2,577.07		
total		281,598.40	45,600.00	66,798.41		

(*)Does not include any rent payment or other amount then due.

Initialed: _____



138345-01

May 9, 2022

SOLID WASTE SPECIAL SERVICE
DISTRICT 1
PO BOX 980
MOAB, UT84532

Attention: CHRIS SCOVILL

Dear Chris Scovill,

Thank you for your interest in Wheeler Machinery Co. and its products. I am pleased to provide you with this quote for your consideration.

Used Caterpillar Model: 938M QC Wheel Loaders in addition to the additional specifications listed below.

STOCK NUMBER: BCP00195

SERIAL NUMBER: 0P5K02063

YEAR: 2021

SMU: 725.10

Thank you for your interest in Wheeler Machinery Co. and Caterpillar products for your business needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Marco Defa | Machine Sales Representative | Wheeler Machinery Co.
435-229-6074 | mdefa@wheelercat.com

Used Caterpillar Model: 938M QC Wheel Loaders in addition to the additional specifications listed below.

STANDARD EQUIPMENT

POWERTRAIN -Axle seal guards -Auto Idle shut down feature -Cat C7.1ACERT engine --Power Modes (Standard and Performance) --Power by Range (High Power in Range 4) --Tier 4 Final/Stage IV compliant --Turbocharged and aftercooled --Filtered crankcase breather --Diesel particulate filter --Selective Catalyst Reduction -Coolant protection to -34C (-29F) -Differential lock in front axle -Dry type air cleaner -Enclosed wet disc full hydraulic brakes -Fuel priming pump, automatic -Fuel water separator -Hydraulically driven demand cooling fan -Hydrostatic transmission with electronic -control --Operator Modes (Default, TC, Hystat and -Ice) --Directional

Shift Aggressiveness (Fast, -Medium, Slow) --Rimpull control, adjust wheel torque --Creeper control, adjust ground speed -Lubed for life driveshafts -Parking brake, electric -Single plane cooling package wide 6 fins -per inch density -S-O-S port,engine,coolant,transmission -oil -

HYDRAULICS -Automatic lift and bucket kickouts, -adjustable in-cab -Bucket and Fork Modes, adjustable in-cab -Cylinder damping at kickout and -mechanical end stops -Fine Mode control (Fast, Medium, Slow) -in Fork Mode -Hydraulic Response setting (Fast, -Medium, Slow) -Hydraulic diagnostic connectors and -S-O-S ports -Hydraulic sight gauge, visible -Load sensing hydraulics and steering -Seat mounted hydraulic joystick controls

ELECTRICAL -Alternator, 115-amp, heavy duty -12V power supply in cab (2) -Batteries, 1,000 CCA (2) 24 volt system, -disconnect switch -Back up alarm -Emergency shutdown switch -Halogen work lights front and rear, LED -rear stop and turn lights -Heavy duty gear reduction starter -Product Link PRO w/3 year subscription -Remote jump start post -Resettable main and critical function -breakers -Roading lights front and rear

OPERATOR ENVIRONMENT -75 mm (3 in) retractable seatbelt -Automatic temperature control -Cab, enclosed ROPS/FOPS pressurized -and sound suppressed -Cup holders -External heated mirrors with lower -parabolic -Ground level cab door release -Gauges --Digital hour meter, odometer and -tachometer --Digital ground speedometer and -direction indicator --Engine coolant temperature gauge --Fuel and Diesel Exhaust Fluid level -indicator --Hydraulic oil temperature gauge -Hydraulic control lockout -Interior cab lighting, door and dome -Interior rearview mirrors (2) -Lunch box storage -Operator warning system indicators -Radio ready speakers -Rear window defrost, electric -Seat mounted electronic implement -controls, adjustable -Sliding glass on the side windows -Column mounted multi function control --lights, wipers, turn signal -Suspension seat, fabric -Tilt and telescope steering wheel -Tinted front glass -Wet arm wiper/washer, 2-speed and -intermittent, front -Wet arm wiper washer, rear -

OTHER STANDARD EQUIPMENT -Large-access enclosure doors with -adjustable close/open force -Parallel lift loader linkage -Recovery hitch with pin -Remote mounted lubrication points -Vandalism protection- -lockable compartments -

MACHINE SPECIFICATIONS

938M WHEEL LOADER	541-2673	SIDE MIRROR, RH	482-5167
PREP PACK, UNITED STATES	430-2943	HYDRAULICS, 2V, CPLR READY, SL	536-5342
STEERING, STANDARD	333-6858	ENVIRONMENT, MEDIUM DEBRIS	536-5340
DIFFERENTIAL, OPEN REAR	349-8014	LIGHTS, STD HALOGEN	488-1112
ENGINE	527-0422	PRODUCT LINK, CELLULAR PL641	565-0908
CAB, DELUXE	549-0451	TIRES,20.5R25 MX XHA2 * L3	366-6882
SEAT, DELUXE	563-5967	HYDRAULICS, STANDARD	536-5284
STANDARD RADIO (12V)	372-1868	LIGHTS, ROADING, HALOGEN, RH	541-3066
FENDERS, STANDARD	366-8150	LINES, AUX 3RD, NONE	536-5329
COUNTERWEIGHT,3064LBS,STD,5PCS	470-6570	JUMPER LINES, NONE	536-5339
KIT,SERIALIZED TECHNICAL MEDIA	0P-2491	WEATHER, COLD START 120V	525-5974
RIDE CONTROL	430-2860	LANE 3 ORDER	0P-9003
QUICK COUPLER, FUSION	536-5314	GENERAL PURPOSE BUCKET - BCP00195B	345-2428
TOOLBOX AUX, NONE	519-8081		

SELL PRICE	\$209,900.00
NET BALANCE DUE	\$209,900.00
AFTER TAX BALANCE	\$209,900.00

F.O.B/TERMS:
MOAB UTAH

WARRANTY COVERAGE

Type	Start Date	Expire Date	Description	Claim Class Group	Monthly	Serv	H/M Ind
12PR	Jul 08, 2021	Jul 08, 2022	12 MONTHS PREMIER		12	0	H
484P	Jul 08, 2021	Jul 08, 2025	4YR/ 4000 PWT-HYD-TECH		48	4000	H

PAYMENT TERMS**Rental Purchase Option Terms**

CASH WITH ORDER	YEARLY RENTAL RATE	MINIMUM TERM	MAXIMUM TERM	OVERTIME RATE	PAYMENT TERMS
\$0.00	\$25,000.00	0	1 YEAR	\$25.00	Net Payment on Receipt

ONE YEAR RENTAL AT \$25,000, P/YEAR; BILLED QUARTERLY @ \$6250.00 OVERTIME RATE OF \$25.00 P/HOUR OVER 750 HOURS P/YEAR.

MUST CONVERT TO AN OUTRIGHT PURCHASED OR CAT LEASE AFTER ONE YEAR WITH RENTAL EQUITY BEING APPLIED TO THE PURCHASE/CAT FINANCE LEASE

***CUSTOMER RESPONSIBILITIES:**

REPLACE NORMAL WEAR ITEMS, SUCH AS CUTTING EDGES, BUCKET TEETH ETC UNDER NORMAL OPERATING CONDITIONS
 -GREASE MACHINE EVERY EIGHT HOURS OF OPERATION.
 -MONITOR/MAINTAIN PROPER FLUID LEVELS.
 -CALL WMC EVERY 500 OPERATIONAL HOURS, TO
 -SCHEDULE SERVICING. (CUSTOMER RESPONSIBILITY)
 -ABNORMAL TIRE WEAR, FLATS & DAMAGE.
 -MACHINE DAMAGE.
 -LIABILITY, THEFT AND DAMAGE INSURANCE.
 -ALL WEAR ITEMS (TIRES, CUTTING EDGES, ETC.)
 MUST BE 50% OR BETTER UPON RETURN.
 -TO BE FULLY FUELED UPON RETURN.
 NO CSA. (CUSTOMER RESPONSIBLE FOR ALL SERVICE)

Request for Proposals

Canyonlands Solid Waste Authority (the “Authority”) – Financial Advisor

Deadline for Questions: (July 10, 2023 at 3pm Mountain Standard Time)

ALL QUESTIONS AND PROPOSALS MUST BE SUBMITTED THROUGH OUR U3P PLATFORM, A DIGITAL SUBMISSION AND COMMUNICATION TOOL UTILIZED BY THE AUTHORITY (“U3P”). All questions must be submitted through U3P during the question and answer period.

Proposal Due Date: (July 17th, 2023 at 3pm Mountain Standard Time)

Proposal Submission:

Proposals must be submitted electronically through U3P by the Proposal Due Date above.

Financial Advisor Scope of Work & Selection Questions

Scope of Work

The Authority is requesting proposals from qualified municipal advisory firms with public sector experience to provide services related to financial planning, strategic financial planning, and debt management including the following:

Services Related to Financial Planning and Policy Development

- **Assist the Authority with financial planning efforts and process by assessing capital needs, identifying potential revenue sources, analyze financing alternatives such as pay-as-you-go, lease/purchasing, short-term vs. long-term financings, assessments, user fees, impact fees, developer contributions, public/private projects, and grants and provide analysis of each alternative as required as to the budgetary and financial impact.**
- **Assist the Authority in the formulation of financial and debt policies**
- **Review current debt structure, identifying strengths and weaknesses of structure so that future debt issues can be designed to maximize ability to finance future capital needs. This will include, but not be limited to, reviewing existing debt for the possibility of refunding/restructuring that debt to provide the Authority with savings and/or debt service relief.**
- Analyze future debt capacity to determine the Authority’s ability to raise future debt capital.
- Assist the Authority in the development of the Authority’s “Capital Improvement Program” by identifying sources of capital funding.

- Develop, manage and maintain computer models for long-term capital planning which provide for inputs regarding levels of fees and/or taxation, growth rates by operating revenue and expenditure item, timing, magnitude and cost of debt issuance, and project operating and capital balances, selected operating and debt ratios and other financial performance measures as may be determined by the Authority.
- Conduct strategic modeling and planning and related consulting.
- **Attend meetings with Authority's staff, consultants and other professionals and the Authority.**
- Undertake financial planning and policy development assignments made by the Authority regarding financings, and financial policy including budget, tax, cash management issues and related fiscal policy and programs.
- Assist the Authority in preparing financial presentations for public hearings and/or referendums.
- Provide special financial services as requested by the Authority.

Services Related to Debt Transactions (which includes but is not limited to short term financings, notes, loans, letters of credit, line of credit and bonds):

Noting that, if the transaction is competitive, the services of the financial advisor will be modified in advance in writing to reflect that process, upon the request of the Authority:

- **Provide advice and analyses related to the affordability of existing debt as well as solutions related to near-term affordability challenges.**
- Analyze financial and economic factors to determine if the issuance of bonds is appropriate.
- **Develop a financing plan in concert with Authority's staff which would include recommendations as to the timing and number of series of bonds to be issued.**
- **Assist the Authority by recommending the best method of sale, either as a negotiated sale, private placement or a public sale. In a public sale, make recommendation as to the determination of the best bid. In the event of a negotiated sale, assist in the solicitation, review and evaluation of any investment banking proposals, and provide advice and information necessary to aid in such selection.**
- **Advise as to the various financing alternatives available to the Authority.**
- **Develop alternatives related to debt transaction including evaluation of revenues available, maturity schedule and cash flow requirements.**
- **Evaluate benefits of bond insurance and/or security insurance for debt reserve fund.**
- **If appropriate, develop credit rating presentation and coordinate with the Authority the overall presentation to rating agencies.**
- **Review underwriter's proposals and submit a written analysis of same to the Authority.**
- **Assist the Authority in the procurement of other services relating to debt issuance such as printing, paying agent, registrar, etc.**
- **Identify key bond covenant features and advise as to the financial consequences of provisions to be included in bond indentures, resolutions or other governing documents regarding security, creation of reserve funds, flow of funds, redemption**

provisions, additional parity debt tests, etc.; review and comment on successive drafts of bond governing documents.

- Review the requirements and submit analysis to bond insurers, rating agencies and other professionals as they pertain to the Authority's obligation.
- Review the terms, conditions and structure of any proposed debt offering undertaken by the Authority and provide suggestions, modifications and enhancements where appropriate and necessary to reflect the constraints or current financial policy and fiscal capability
- Coordinate with the Authority's staff and other advisors as respects the furnishing of data for offering documents.
- As applicable, advise the Authority on the condition of the bond market at the time of sale, including volume, timing considerations, competing offerings, and general economic considerations.
- Assist and advise the Authority in negotiations with investment banking groups regarding fees, pricing of the bonds and final terms of any security offering, and make recommendations regarding a proposed offering to obtain the most favorable financial terms based on existing market conditions.
- Arrange for the closing of the transaction including, but not limited, to delivery of funds required to close the bonds.

Technical Response Questions

Below are the criteria and associated points that proposals will be evaluated on. Please make sure to address each point in your proposal:

Staffing Plan and Experience of Key Personnel: 25 points

1. Provide a staffing plan and list the full names and functional titles of all key personnel that will be part of the project. Describe the role each will perform in successfully accomplishing this project.
2. Lead Advisor. List the full name, business address, office telephone, cell phone and e-mail address of the individual that will act as the Lead Advisor to the Authority. Provide a resume of the individual's background and skills in managing a project of this nature. List the following information:
 - a) Years of experience;
 - b) Length of and type of service with firm; and,
 - c) Education and formal training, including copies of any pertinent and required licenses / certifications.
3. Provide resumes of all other key personnel on the project team, indicating the years of experience in relevant roles for each key person.

Qualifications and Experience of the Firm: 25 points

1. Firm Experience: Provide your firm's experience advising utility clients (solid waste specifically)
2. Include a proposed team organization chart for all personnel to be used on this contract. Please provide their specific utility experience.

Approach to Scope of Work: 50 points

Provide details to describe your approach to the Scope of Work, including case examples of similar projects and roles that your firm has undertaken. Indicate the ways that your firm maximizes its value to your clients when providing analysis and recommendations throughout the term of the contract and during any debt issuance process.

Total Technical Points Possible: 100 points

Offerors that achieve a minimum score of 90 out of the total available 100 technical points will proceed to the Final Stage: Cost Proposal Evaluation. Offerors with a score of less than the minimum required technical points will be deemed non-responsive and ineligible for further consideration.

Offerors successful in the technical evaluation will advance to the Final Stage: Cost Proposal Evaluation.

Cost Proposal Evaluation

Proposed Price – 50 points

Submit a cost proposal fully supported by data such as historical billing rates, market comparables, or any other evidence that can adequately establish the reasonableness of the proposed fee. The following shall be submitted as part of the cost proposal:

1. Detailed breakdown of fees for bond and other debt issues.
2. Fully burdened rates for all other services.
3. Travel and expenses.

In the cost proposal evaluation, the offeror proposing the lowest total cost will be awarded the full 50 points available for this category. All other offerors will receive points on a proportional basis relative to their proposed costs. Specifically, an offeror's cost points will be calculated as a ratio of the lowest proposed total cost to their proposed total cost, multiplied by the full 50 points. This means that if an offeror's proposed price is double that of the lowest price, they would receive 25 points for the cost proposal. This approach ensures that cost proposals are evaluated fairly, with lower costs receiving higher scores.

Pursuant to Utah Code Annotated (UCA) § 63G-6a-707(7), the cost proposal will be evaluated independently from the technical proposal; and as such, **must** be submitted separately from the technical proposal. Offerors must not include costs or pricing data in their responses to the mandatory minimum requirements and the technical response.

It is anticipated that this RFP will result in a single contract award to the responsive and responsible offeror who receives the highest score.

**Summary report:
Litera Compare for Word 11.2.0.54 Document comparison done on
6/16/2023 10:14:07 AM**

Style name: Default Style

Intelligent Table Comparison: Active

Original filename: CSWA FA RFP.docx

Modified filename: CSWA FA RFP - KM Notes 6.16.docx

Changes:

<u>Add</u>	40
Delete	25
Move From	0
Move To	0
<u>Table Insert</u>	0
Table Delete	0
<u>Table moves to</u>	0
Table moves from	0
Embedded Graphics (Visio, ChemDraw, Images etc.)	0
Embedded Excel	0
Format changes	0
Total Changes:	65

Fraud Risk Assessment

Continued

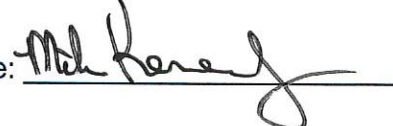
*Total Points Earned: 280/395 *Risk Level: Very Low Low Moderate High Very High
 > 355 316-355 276-315 200-275 < 200

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

*Entity Name: Solid Waste Special Service Dist. #1

*Completed for Fiscal Year Ending: 2022 *Completion Date: 5-26-23

*CAO Name: M. Ke Kenerley *CFO Name: _____

*CAO Signature:  *CFO Signature: _____

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	X			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?	X			
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".	X			
4. Are all the people who have access to blank checks different from those who are authorized signers?	X			
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?	X			
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	X			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".	X			
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".	X			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	X			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	X			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	X			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	X			

* MC = Mitigating Control