SNYDERVILLE BASIN
WATER
RECLAMATION
DISTRICT
PARK CITY, UTAH

Asset Management Report
December 31, 2021

THE QUALITY
OF OUR WATER
REFLECTS THE
QUALITY OF OUR
COMMUNITY

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2021 ANNUAL REPORT
ASSET MANAGEMENT PLAN

Purpose

To provide high quality service in the most cost-effective manner for existing and future customers while protecting human health and the environment.

The SBWRD Asset Management Plan (AMP) is a formal record of the asset management systems, practices and management strategies adopted by the District to satisfy the purpose stated above. The AMP is based on existing levels of service, currently available information and the knowledge of staff. Having well documented and implemented procedures demonstrates that the District is openly fulfilling its duty of care to the users of the District's assets. The design of the AMP is based on the District's desire to comply with and surpass the requirements of GASB 34, the EPA and Utah State regulations.

Australia and New Zealand pioneered the current world best asset management practices. The utilities of those countries have achieved many benefits through the implementation of those tested asset management practices. The District is following the general approach of the International Infrastructure Management Manual (IIMM), 5th Edition, which is one of several leading manuals in the world and, EPA's Asset Management Resources. Additionally, the District uses the Australian Infrastructure Financial Management Manual (AIFMM), 2nd Edition, as a resource to deliver sustainable infrastructure services.

The purpose of this annual report is to provide the Board of Trustees, regulatory agencies, customers and staff a summary of the condition of the District's infrastructure assets relative to the target level service requirements, set by the Board of Trustees in the AMP, most recent adoption date, 22 February, 2021.

The AMP and this report are available from the SBWRD website at https://www.sbwrd.org/infrastructure-asset-management-plan/
or by email or phone call to Dan Olson, Collection System Manager (DOlson@sbwrd.org, 435.214.5227). Mr. Olson can also answer specific questions.

Infrastructure Assessment

Actual vs. Target Level of Service for Collection System

Key Service Criteria	Performance Indicators	Target Levels of Service	2021 Actual Levels of Service	2020 Actual Levels of Service	2019 Actual Levels of Service
Condition	Condition assessment of pipe assets	Rating at or exceeding minimum	363 of 7,317 Segments did not meet minimum	322 of 7,286 Segments did not meet minimum	368 of 7,205 Segments did not meet minimum
Condition	Condition assessment of manhole assets	Rating at or exceeding minimum	255 of 7,318 Manholes did not meet minimum	85 of 7,287 Manholes did not meet minimum	74 of 7,206 Manholes did not meet minimum
Condition	Condition assessment of pump station assets	Rating at or exceeding minimum	0 of 10 pump stations did not meet minimum	0 of 10 pump stations did not meet minimum	0 of 10 pump stations did not meet minimum
Condition	Condition assessment of trunkline support facility	Rating at or exceeding minimum	0 of 1 trunkline support facilities did not meet minimum	0 of 1 trunkline support facilities did not meet minimum	0 of 1 trunkline support facilities did not meet minimum
Capacity	Overflows within system	No overflows due to capacity	No overflows occurred	No overflows occurred	No overflows occurred
Demand	Capacity to meet future demand	Capacity available in collection system	Anticipated future growth capacity available	Anticipated future growth capacity available	Anticipated future growth capacity available
Delivery	Number of pipeline blockages for year	<1/year/100 miles of pipeline	0.00/100 miles of pipeline	0.00/100 miles of pipeline	0.34/100 miles of pipeline
Responsiveness	Time to correct, repair or restore service	<4 hours	<4 hours	<4 hours	<4 hours
Major SSO*	Major overflows within system	No major overflows due to lack of maintenance	No overflows occurred	No overflows occurred	One Major overflow occurred caused by the contractor of the SCTL project
Minor SSO*	Minor overflows within system	<1/year/100 miles of line	0.67/100 miles of line	0.34/100 miles of line	0.34/100 miles of line

Of the 363 line segments that did not meet the minimum level of service, 78 segments are managed by enhanced maintenance. These line segments include residential lines with high grease and lines with improper slope. The remaining 286 segments are scheduled to be renewed in ongoing renewal projects. Of the 255 manholes that did not meet the minimum level of service, 25 were renewed by epoxy spray lining. 157 manholes were renewed during construction projects. The remaining 98 will be renewed in ongoing projects and by District crews.

*Sanitary sewer overflows as defined by the State of Utah (Rule R317-801)

Actual vs. Target Level of Service for Treatment System

Key Service Criteria	Performance Indicators	Target Levels of Service	2021 Actual Levels of Service	2020 Actual Levels of Service	2019 Actual Levels of Service
Condition*	Condition assessment of fixed equipment assets at East Canyon	Rating at or exceeding minimum	2 of 243 Assets did not meet minimum	5 of 473 Assets did not meet minimum	24 of 244 Assets did not meet minimum
Condition*	Condition assessment of fixed equipment assets at Silver Creek	Rating at or exceeding minimum	3 of 201 Assets did not meet minimum	4 of 273 Assets did not meet minimum	No assessment, Silver Creek Facility being completely replaced
Demand	Capacity to meet future demand	Capacity available at reclamation facilities	Anticipated future growth capacity available	Anticipated future growth capacity available	Anticipated future growth capacity available
Regulatory Compliance	Compliance with state discharge permits	>99.5%	100.00%	100.00%	100.00%

*All assets not meeting minimum service level during 2021 were repaired or replaced at a cost of $367.73 at East Canyon and $14.16 at Silver Creek.

Actual vs. Target Level of Service for Engineering and Administration

Key Service Criteria	Performance Indicators	Target Levels of Service	2021 Actual Levels of Service	2020 Actual Levels of Service	2019 Actual Levels of Service
Quality	District's design standards	100% compliance of new line extensions, renewals and replacements	100% compliance of new line extensions, renewals and replacements	100% compliance of new line extensions, renewals and replacements	100% compliance of new line extensions, renewals and replacements
Customer Satisfaction	Percentage of customers rating overall service as satisfactory or better	>85%	99%	98%	99%

2021 Customer Satisfaction Survey Results

Customer Satisfaction Survey is sent out to customers annually. The latest Customer Survey Results are summarized as follows:

	2019	*2020*	*2021*
Total number of surveys (mailed)	*8,074*	*7,968*	*8,243*
Total number returned (as of 1/31/19)	*665*	*747*	*658*
Percentage Returned	8.2%	9.4%	8.0%

1. Does SBWRD provide water, sewer service or both?

Response	Water	Wastewater	Both	Don't know
Count	21	478	133	19
Percent	3%	73%	20%	3%

2. Have you met a SBWRD representative within the past year at your home or business because of a service problem? (80 answered “yes”)

How would you rate the meeting?

Satisfactory			Neutral			Unsatisfactory		
2021	2020	2019	2021	2020	2019	2021	2020	2019
31%	48%	48%	65%	51%	49%	4%	1%	3%

3. Do you utilize our online Xpress Bill-Pay service?

Answer Options	Response Percent	Response Count
Yes	70%	439
No	30%	187

If not, why not?

Answer Options	Response Percent	Response Count
Use their own Bank's Bill-Pay Program	30%	40
Like or prefer Paper Checks / Records	29%	30
Interested, but Unaware of Program	9%	15
Feel Discomfort with Web Payments	7%	14
Feel Computer Skills are Inadequate	2%	8
All Other	23%	19
Number who answered question: 126. Number who did not: 532		

4. As suggested by our "Habit Changes List" ensuring the quality of our community & water, mark all that you believe are 'Don't Flush' items down the drain:

Answer Options	Grease or Oil	Drugs	Food Waste	Baby Wipes
Percent who marked this item	96%	96%	55%	93%

5. Please mark the IMPORTANCE you believe in maintaining a minimum flow in local streams during the summer months:

Answer Options	Not Very	Somewhat	Neutral	Very	Critical
Percent who marked item	1%	3%	8%	36%	52%

6. Overall, are you satisfied with the services that SBWRD provides?

Answer Options	Response Percent	Response Count
Yes	98.7%	617
No	1.3%	8

Supplemental Information:

	2021	2020	2019
Number of tours conducted:	26	25	24

Total number of customers contacted as result of the survey:

2018	2019	2020	2021
42	37	60	51

Appendix A

Snyderville Basin Water Reclamation District

Our Mission:

The Snyderville Basin Water Reclamation District is committed to protect public health and the environment by developing, integrating, and implementing fiscally responsible solutions to wastewater, water reclamation and watershed protection issues.

Our Guiding Principles:

1. Provide, through **proper planning**, the capacity to meet current and future demand for wastewater services.
2. Provide for the **proper maintenance and replacement** of the District's infrastructure assets.
3. Provide professional and timely response to customer inquiries and service needs.
4. Operate with the goal of protecting and **enhancing the ecological integrity of the watersheds** within the District's boundaries.
5. **Cooperate with all governmental and private entities** that participate in the protection of local watersheds.
6. Maintain **user fees at levels that fully cover the costs** of operating and maintaining the system. Maintain impact fees at levels that fully cover the capital costs of providing service to newly serviced areas.
7. Recognize that the most valuable assets of the District are its employees.
8. Promote and encourage the reclamation and **reuse** of wastewater.

Appendix B:

Maintenance activity report

SBWRD Collections System
Maintenance Activity Report for 2021

	Service Requests													Maintenance Activites						
	After Hours BLue stakes	SBWRD Odor Complaint	Private Odor Complaint	MH Locate Request	Loose MH Cover Report	SBWRD System Report	Private System Report	Hole Report	Basement Backup	Pump Station Report	Misc. Report	Monthly Total	High Pressure Cleaning (ft)	High Pressure Cleaning Miles	Low Pressure Flushing (ft)	Low Pressure Flushing Miles	CCTV (ft)	CCTV Miles	MH Adjusted (#)	MH Inspected (#)
January	6	0	0	0	1	0	1	0	0	0	0	8	6584	1.25	3294	0.62	31106	5.89	0	133
Feburary	1	0	2	0	1	0	0	0	0	2	1	7	5617	1.06	0	0.00	16991	3.22	0	198
March	4	0	2	0	1	1	5	0	0	0	1	14	64996	12.31	0	0.00	33298	6.31	1	249
April	1	0	1	0	0	0	0	0	0	1	0	3	23953	4.54	0	0.00	21514	4.07	0	291
May	4	0	1	0	0	0	3	0	1	1	2	12	21298	4.03	0	0.00	37529	7.11	11	152
June	5	0	3	0	0	1	1	0	0	2	2	14	56231	10.65	0	0.00	33011	6.25	11	224
August	7	0	0	0	0	0	2	0	0	0	0	9	63837	12.09	0	0.00	32019	6.06	96	322
September	2	0	0	0	0	0	1	0	0	1	2	6	49565	9.39	0	0.00	23354	4.42	65	245
October	2	0	2	0	1	0	1	0	0	0	0	6	26947	5.10	0	0.00	26460	5.01	9	157
November	4	0	0	0	0	0	1	0	0	0	0	5	33282	6.30	0	0.00	24357	4.61	11	194
December	2	0	0	0	3	0	1	0	0	1	0	7	18472	3.50	0	0.00	23540	4.46	16	217
Service Request Total	38	0	11	0	7	2	16	0	1	8	8	91	370,782	70	3,294	0.62	303,179	57	220	2382

Appendix C

Appendix C:
Municipal Wastewater Planning Program (MWPP)

In 2012, the State of Utah, the Water Quality Board issued Rule R317-801 that requires all districts to develop a sewer system management program (USMP). The Snyderville Basin Water Reclamation District had a pre-existing sewer management plan in the form of an Asset Management Plan. As part of Rule R317-801, the District is required to annually provide the State of Utah a summary of operation and maintenance activities associated with the wastewater collection system. This summary is incorporated into this report and will be sent to the State as required.

The 2021 Municipal Wastewater Planning Program (MWPP) Survey that the Division of Water Quality (DWQ) requires each year will be done differently this year due to a revitalized EPA effort to administer the Clean Water Needs Survey (CWNS). The MWPP and the CWNS are duplicative, therefore this year the MWPP will only include some financial and collection systems information. The EPA will begin again to administer the CWNS every four years starting this year. DWQ will work with the EPA to perform the CWNS outside of the MWPP.

Municipal Wastewater Planning Program (MWPP)
Annual Report
for the year ending 2021
SNYDERVILLE BASIN WRD

This is the current information recorded for your facility:

Facility Name:	SNYDERVILLE BASIN WRD
Contact - First Name:	Mike
Contact - Last Name:	Luers
Contact - Title	General Manager
Contact - Phone:	435-649-7993
Contact - Email:	mluers@sbwrd.org

Your wastewater system is described as Collection & Financial:

Classification: COLLECTION
Grade: III

Financial Evaluation Section

Form completed by:

Brian K. Passey

Part I: GENERAL QUESTIONS

	Yes	No
Are sewer revenues maintained in a dedicated purpose enterprise/district account?	◉	○

	Yes	No
Are you collecting 95% or more of your anticipated sewer revenue?	◉	○
Are Debt Service Reserve Fund[6] requirements being met?	◉	○

What was the annual average User Charge[16] for 2021?

443.85

Do you have a water and/or sewer customer assistance program * (CAP)?

- ○ **Yes**
- ◉ **No**

Part II: OPERATING REVENUES AND RESERVES

	Yes	No
Are property taxes or other assessments applied to the sewer systems[15]?	○	◉

	Yes	No
Are sewer revenues[14] sufficient to cover operations & maintenance costs[9], and repair & replacement costs[12] (OM&R) at this time?	◉	○
Are projected sewer revenues sufficient to cover OM&R costs for the ***next five years***?	◉	○
Does the sewer system have sufficient staff to provide proper OM&R?	◉	○
Has a repair and replacement sinking fund[13] been established for the sewer system?	◉	○
Is the repair & replacement sinking fund sufficient to meet anticipated needs?	◉	○

Part III: CAPITAL IMPROVEMENTS REVENUES AND RESERVES

	Yes	No
Are sewer revenues sufficient to cover all costs of current capital improvements[3] projects?	◉	○
Has a Capital Improvements Reserve Fund[4] been established to provide for anticipated capital improvement projects?	◉	○

	Yes	No
Are projected Capital Improvements Reserve Funds sufficient for the ***next five years***?	◉	○
Are projected Capital Improvements Reserve Funds sufficient for the ***next ten years***?	◉	○
Are projected Capital Improvements Reserve Funds sufficient for the ***next twenty years***?	◉	○

Part IV: FISCAL SUSTAINABILITY REVIEW

	Yes	No
Have you completed a Rate Study[11] within the last five years?	◉	○
Do you charge Impact fees[8]?	◉	○

2021 Impact Fee (if not a flat fee, use average of all collected fees) =

$9,012

	Yes	No
Have you completed an Impact Fee Study in accordance with UCA 11-36a-3 within the last five years?	◉	○
Do you maintain a Plan of Operations[10]?	◉	○
Have you updated your Capital Facility Plan[2] within the last five years?	◉	○

	Yes	No
Do you use an Asset Management[1] system for your sewer systems?	◉	○

Describe the Asset Management System (check all that apply)

- [x] **Spreadsheet**
- [x] **GIS**
- [x] **Accounting Software**
- [x] **Specialized Software**
- [ ] Other

	Yes	No
Do you know the total replacement cost of your sewer system capital assets?	◉	○

2021 Replacement Cost =

$463,379,000

	Yes	No
Do you fund sewer system capital improvements annually with sewer revenues at 2% or more of the total replacement cost?	◉	○
What is the sewer/treatment system annual asset renewal* cost as a percentage of its total replacement cost?	◉	○

What is the sewer/treatment system annual asset renewal * cost as a percentage of its total replacement cost?

2.0

Part V: PROJECTED CAPITAL INVESTMENT COSTS

Cost of projected capital improvements

	Cost	Purpose of Improvements		
	Please enter a valid numerical value	Replace/Restore	New Technology	Increase Capacity
2022	$7,692,330	☑	☐	☑
2022 thru 2026	$126,115,545	☑	☑	☑
2027 thru 2031	$80,604,127	☑	☑	☑
2032 thru 2036	$18,418,800	☑	☑	☑
2037 thru 2041	$5,058,300	☑	☐	☐

This is the end of the Financial questions

Collections System Section

Form completed by:

Dan Olson

Part I: SYSTEM DESCRIPTION

What is the largest diameter pipe in the collection system (diameter in inches)?

42

What is the average depth of the collection system (in feet)?

10

What is the total length of sewer pipe in the system (length in miles)?

302

How many lift/pump stations are in the collection system?

10

What is the largest capacity lift/pump station in the collection system (design capacity in gallons per minute)?

625

Do seasonal daily peak flows exceed the average peak daily flow by 100 percent or more?

- ○ Yes
- ◉ **No**

What year was your collection system first constructed (approximately)?

1936

In what year was the largest diameter sewer pipe in the collection system constructed, replaced or renewed? (If more than one, cite the oldest)

2005

PART II: DISCHARGES

How many days last year was there a sewage bypass, overflow or basement flooding in the system due to rain or snowmelt?

0

How many days last year was there a sewage bypass, overflow or basement flooding due to equipment failure (except plugged laterals)?

0

The Utah Sewer Management Program defines two classes of sanitary sewer overflows (SSOs):

Class 1- a Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that:

(a) affects more than five private structures;
(b) affects one or more public, commercial or industrial structure(s);
(c) may result in a public health risk to the general public;
(d) has a spill volume that exceeds 5,000 gallons, excluding those in single private structures; or
(e) discharges to Waters of the state.

Class 2 - a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria.

Below include the number of SSOs that occurred in year: 2021

	Number
Number of Class 1 SSOs in Calendar year	0
Number of Class 2 SSOs in Calendar year	2

Please indicate what caused the SSO(s) in the previous question.

Two Class 2 SSO's were experienced during a CIPP lining project. The first was on 7/8/2021. Insituform was under contract with the District to perform rehabilitation work on the District's Silver Creek Trunkline. Insituform's sub-contractor, Xylem Dewatering, was setting up to bypass a line segment preparing for CIPP lining. Shortly after installation of the plug in the upstream manhole to begin the bypass operation, the primary bypass pump and the redundant backup pump setups both failed. The contractor's initial explanation for the pump failures was a faulty valve on the primary pump and an improper setup of the suction and discharge hoses on the backup pump. The contractor was not able to remove the plug for several minutes. During that time the manhole surcharged and wastewater exited the manhole through the cover. The second was on 7/20/2021. Insituform's sub-contractor, Xylem Dewatering, set up to bypass wastewater around a line segment to be lined. One of the bypass hoses had a leak that remained undetected for a period of time. The wastewater that exited through the leak ran to the gutter and then traveled approximately 250 feet to 2 storm drain inlet boxes. Due to the irregularities in the gutter, the wastewater ponded in the gutters and into the street.

Please specify whether the SSOs were caused by contract or tributary community, etc.

No

Part III: NEW DEVELOPMENT

Did an industry or other development enter the community or expand production in the past two years, such that flow or wastewater loadings to the sewerage system increased by 10% or more?

- ○ Yes
- ◉ **No**

Are new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years that will increase flow or BOD5 loadings to the sewerage system by 25% or more?

- ○ Yes
- ◉ **No**

Number of new commercial/industrial connections in the last year

8

Number of new residential sewer connections added in the last year

470

Equivalent residential connections[7] served

26266

Part IV: OPERATOR CERTIFICATION

How many collection system operators do you employ?

13

Approximate population served

30928

State of Utah Administrative Rules requires all public system operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at least at the Facility's Grade.

List the designated Chief Operator/DRC for the Collection System below:

	Name First and Last Name	Grade	Email Please enter full email address
Chief Operator/DRC	Scott McPhie	IV	smcphie@sbwrd.org

List all other Collection System operators with DRC responsibilities in the field, by certification grade, separate names by commas:

	Name
SLS[17] Grade I:	
Collection Grade I:	
Collection Grade II:	
Collection Grade III:	Kray O'Brien
Collection Grade IV:	Scott Cook

List all other Collection System operators by certification grade, separate names by commas:

SLS[17] Grade I:	Sabestian Midkirk
Collection Grade I:	
Collection Grade II:	
Collection Grade III:	
Collection Grade IV:	Jake Olsen, Chad Hardinger, Devin Sagers, Dustin Lewis, Josh Surratt, Nick Brown, Steven Lamb, Tony Piscitelli, Blaine Bowden
No Current Collection Certification:	

Is/are your collection DRC operator(s) currently certified at the appropriate grade for this facility?

◉ **Yes** ○ No

Part V: FACILITY MAINTENANCE

	Yes	No
Have you implemented a preventative maintenance program for your collection system?	◉	○
Have you updated the collection system operations and maintenance manual within the past 5 years?	◉	○
Do you have a written emergency response plan for sewer systems?	◉	○
Do you have a written safety plan for sewer systems?	◉	○
Is the entire collections system TV inspected at least every 5 years?	◉	○
Is at least 85% of the collections system mapped in GIS?	◉	○

Part VI: SSMP EVALUATION

	Yes	No
Has your system completed a Sewer System Management Plan (SSMP)?	◉	○
Has the SSMP been adopted by the permittee's governing body at a public meeting?	◉	○
Has the completed SSMP been public noticed?	◉	○
During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan?	○	◉

Date of Public Notice

08-18-2021

During 2021, was any part of the SSMP audited as part of the five year audit?

◉ **Yes**

○ No

If yes, what part of the SSMP was audited and were changes made to the SSMP as a result of the audit?

Two Class 2 SSO were reviewed. It was found that if protocols were followed no SSO would have occurred. No Changes to the SSMP were made.

Have you completed a System Evaluation and Capacity Assurance Plan (SECAP) as defined by the Utah Sewer Management Program?

◉ **Yes** ○ No

Part VII: NARRATIVE EVALUATION

This section should be completed with the system operators.

Describe the physical condition of the sewerage system: (lift stations, etc. included)

The historic Park City Collections system is in good condition. It is 80 years old and approximately 1/4 of the system. The remainder of the system is relatively new and in good to excellent condition. An aggressive asset management plan is in place to monitor and renew the system as necessary. Lift stations are in excellent condition.

What sewerage system capital improvements[3] does the utility need to implement in the next 10 years?

Extend collector lines to serve new subdivisions served by SBWRD facilities. Renew portions of the existing collections system as needed. Line trunklines to Sliver Creek and East Canyon facilities. Renew pump stations. Eliminate pump stations as possible.

What sewerage system problems, other than plugging, have you had over the last year?

Limited and isolated odor complaints.

Is your utility currently preparing or updating its capital facilities plan[2]?

- (●) **Yes**
- ( ) No

Does the municipality/district pay for the continuing education expenses of operators?

- (●) **100% Covered**
- ( ) Partially cover
- ( ) Does not pay

Is there a written policy regarding continuing education and training for wastewater operators?

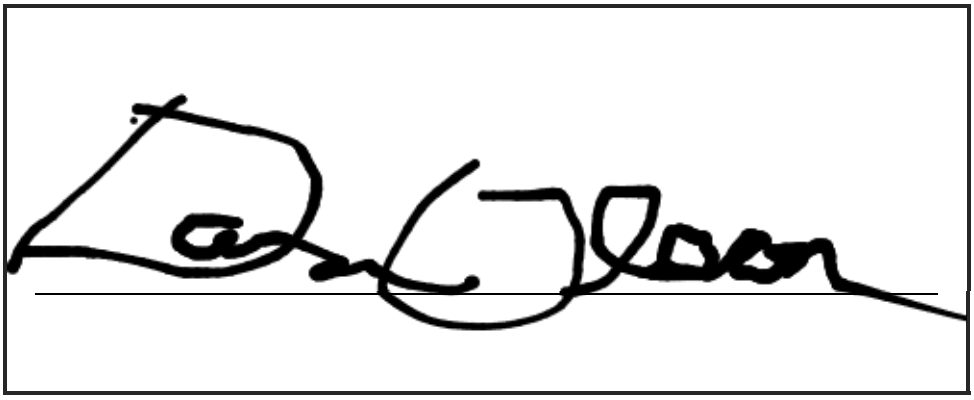
- (●) **Yes**
- ( ) No

Any additional comments?

SBWRD has written development standards for new sewer construction. Main collections line and installations are inspected and tested for water tightness. All lateral are private. All lateral installations are inspected by SBWRD for conformance to SBWRD construction standards.

This is the end of the Collections System questions

I have reviewed this report and to the best of my knowledge the information provided in this report is correct.



Has this been adopted by the council? If no, what date will it be presented to the council?

- ○ Yes
- ◉ **No**

What date will it be presented to the council?

02/28/2022

Email mluers@sbwrd.org

PIN ••••