



**REGULAR
BOARD OF DIRECTORS
MEETING**

Via Zoom

February, 2024

4:00 pm

Bottle Bay Recreational Water & Sewer District
P. O. Box 304, Sagle, Idaho 83860 Phone: _____

MEETING AGENDA

Tuesday, February 20, 2024 4 p.m.

Meeting is via Zoom

Invitation is available on District website: bottlebaydistrict.org

1. Call to Order
2. Announce Quorum Present
3. Introduce Attendees
4. General Public Comments to Board.
5. Approval of Written Minutes of October 17, 2023 regular meeting (Shearer) – **Action Item**
6. Approval of Written Minutes of December 19, 2023 regular meeting (Shearer) – **Action Item**
7. Approval of Written Minutes of January 16, 2024 regular meeting (Shearer) – **Action Item**
8. Approval of Written Minutes of February 9, 2024 special meeting (Shearer) – **Action Item**
9. **Appointment of Board Director (Davis) – Action Item**
10. Public Hearing on Resolution to Amend Rules & Regulations regarding additional septic tanks.
11. Resolution to Adopt amendment of Section 5.1 of the Rules & Regulations – **Action Item**
12. Treasurer’s Report (Davis)
 - Status of checking accounts & accounts in Local Government Investment Pool
 - Review paid invoices ([invoices attached to agenda email](#))
13. Operations Report (Hansen)
14. Collections Report (Binnall)
15. Permit and Compliance Matters (Behrens, Binnall)
16. Discussion: Does a second physical connection to the force main require the landowner to pay an additional capitalization fee? (Berg)
17. General Administrative Matters
 - District Phone Number (Shearer)
 - Next meeting, Tuesday, March 19, 2024, 4pm via Zoom
18. Adjourn



**BOTTLE BAY RECREATIONAL
WATER AND SEWER DISTRICT SPECIAL BOARD MEETINGS**

February 9, 2024

The Bottle Bay Recreational Water and Sewer District (BBRWSD) special Board meeting held by Zoom, was called to order at 4:00 p.m. by Chair Bill Berg, after verifying the required quorum. Board members present were: Bill Berg, Steve Shearer, Jon Davis and Rob Behrens. Also in attendance was Brent Bennall and RuthAnn Zigler, Recording Secretary.

Public Attendees

Chris Wyckoff

PUBLIC MEETING

District's review and official comment on Wyckoff set-back variance application: The Bonner County Planning Department received an application from Chris Wyckoff who is requesting a street setback of 4 feet where 25 feet is required. The property is zoned Recreation. The project is located off Eureka Road in a portion of Section 33, Township 57 North, Range 1 West, Boise-Meridian.

After discussion of the lot's present layout, hookup requirements for the new construction and possible future development's sewer requirements along Eureka, the Board found no issues with the request.

ADJOURNMENT

The meeting was adjourned at 4:15 p.m.



**BOTTLE BAY RECREATIONAL
WATER AND SEWER DISTRICT REGULAR BOARD MEETINGS**

January 16, 2024

The Bottle Bay Recreational Water and Sewer District (BBRWSD) Regular Board meeting held by Zoom, was called to order at 4:02 p.m. by Bill Berg, after verifying the required quorum. Board members present were: Bill Berg, Rob Behrens and Jon Davis. Also in attendance were Bob Hansen, Brent Bennall, and RuthAnn Zigler, Recording Secretary. Absent: Steve Shearer.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

The October 17, 2023 and December 19, 2023 regular Board meeting were tabled until the next meeting.

REPORTS

Treasurers Report

The P & L through November 30, 2023 was corrected to include the principal payments on WEP.

Status of checking accounts and accounts in Local Government Investment Pool: The Mt. West Bank (2094) account balance is \$31,338.21; Mt. West Bank (8384) account balance is \$3,853.24; LGIP1 account balance is \$85,641.79; and LGIP2 account balance is \$149,742.36.

Resolution to approve task order for Ardurra to draft and submit Letter of Interest in DEQ Facilities Planning Grant.

At the December meeting, the Board authorized Bill and Rob to figure out what we need to do about planning to improve the collection system. The deadline for submitting a Letter of Interest to DEQ was January 12, 2024. A resolution was drafted and distributed to the Board for their review.

2024-01 Rob Behrens made a motion to adopt Resolution 2024-01 on Letter of Interest in DEQ Planning Grant as presented. Jon Davis seconded and the motion carried.

Additional septic tanks: The Board discussed who is responsible for the repair and replacement of an additional septic tank(s) incorporated in the residential sewer system upstream of “the” septic tank. A resolution was drafted and presented to the Board for their review.

2024-02 Rob Behrens made a motion to schedule a public hearing on Resolution 2024-02 to amend the Operating Rules and Regulations. Jon Davis seconded and the motion carried.

Operations Report (December)

Bob reported that he’s working on the annual report that is due at the end of the month.

The capacity in the lagoons are good and working on resolving some I & I issues.

Collections Report (December)

Status report on capital and other construction projects:

As of October 2023, the 2023 scheduled capital improvements are: overflow basin pump upgrades have been completed; 10 pump control upgrades have been completed; 7 Airvac upgrades (with main line connection) have been completed; 10 mainline connection upgrades have been scheduled and 15 have been completed; tank replacements have been completed.

Plans are being made for main line upgrades, pump control upgrades and tank replacements in 2024.

Permit & Compliance Matters

There were no permit and compliance matters to discuss.

Discussions:

Directions to Brent on capital construction in 2024: Rob commented that if we are going to spend money on a comprehensive study, we need to look at what we can do this year; the grant money from DEQ in Resolution 2024-01 won't take effect until 2025, so this year we need to work on control units, tank replacements, do our normal maintenance and put in isolation valves as we go. Brent also commented on the mainline connections and said we should be prepared to start making repairs before we have a catastrophic failure.

Board Book and meeting video on website: The Board discussed if the Board Book and meeting videos should be posted on the website. The Board concurred that the more transparent we are, the better.

Status of Board appointment: Julie Houske, owner of the Bottle Bay Marina expressed interest in serving on the Board. The Board will interview Julie and have a recommendation to the Board at the next meeting. Bill will discuss the residency and voting requirements with Julie.

General Administrative Matters

Next meeting: The next meeting is scheduled for Tuesday, February 20, 2024 at 4:00 p.m. by Zoom.

ADJOURNMENT

The meeting was adjourned at 4:55 p.m.



**BOTTLE BAY RECREATIONAL
WATER AND SEWER DISTRICT REGULAR BOARD MEETINGS**

December 19, 2023

The Bottle Bay Recreational Water and Sewer District (BBRWSD) Regular Board meeting held by Zoom, was called to order at 4:00 p.m. by Bill Berg, after verifying the required quorum. Board members present were: Bill Berg, Rob Behrens, Jon Davis and Steve Shearer. Also in attendance were Bob Hansen, Brent Bennall, and RuthAnn Zigler, Recording Secretary. Absent: Jack Lensing.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

The October 17, 2023 regular Board meeting minutes was tabled to next meeting.

REPORTS

Treasurers Report

Resolution to approve FY 2023 Profit & Loss statement: The Board reviewed and discussed the FY 2023 Profit & Loss statement.

2023-29 Rob Behrens made a motion to approve the FY 2023 Profit & Loss statement as presented. Steve Shearer seconded and the motion carried.

Resolution to amend Capitalization policy:

2023-30 Rob Behrens made a motion to amend the Capitalization policy to increase from \$1,000 to \$2,500. Steve Shearer seconded and the motion carried.

Status of checking accounts and accounts in Local Government Investment Pool: The Mt. West Bank (2094) account balance is \$41,585.89; Mt. West Bank (8384) account balance is \$13,261.85; LGIP1 account balance is \$85,262.76; and LGIP2 account balance is \$149,079.63.

Resolution to approve Water System Management Contract for 2024

The Sewer District has a master contract with Water System Management and the contract is updated every year; the contract was distributed to the Board for their review.

2023-31 Rob Behrens made a motion to approve the 2024 Water System Management contract as presented. Jon Davis seconded and the motion carried.

Operations Report (October and November)

We are in in great shape and also getting better control of the I & I.

Collections Report (October and November)

Status report on capital and other construction projects:

Overflow basin pump upgrade has been completed; ten (10) pump control upgrades have been completed; seven (7) Airvac upgrades (with main line connection) has been completed; and 15 mainline connection upgrades has been completed with five (5) remaining.

Permit & Compliance Matters

There were no permit and compliance matters to discuss.

Discussions:

Meeting with Bob Hansen regarding facilities planning: Rob gave an update on the discussion on the succession plan for Bob and Brent who are an integral part to our system; Bob on the permitting side and Brent on the ground side. It is important for the Board to understand the exposure we have in the District. There was also discussion on the CIP program. Brent's job works as an ebb and flow; in the summer it's really high with a lot of work and the winter slower and his compensation is balanced. When the District adds a \$100,000 CIP program to his schedule it throws his compensation out of balance. We need to make sure to run the CIP program through Bob for liability, permitting, etc. The district's system is getting older and some of the parts have run their cycle and need to be replaced. Bob suggested that we do a study on the whole system; there is grant matching money and we can have someone come in and analyze the entire system to show where our weaknesses and exposure is and what the first, second, third, etc. things we should start upgrading in the next five (5) to ten (10) years to make sure our system is upgraded and safe to protect the lake.

2023-32 Jon Davis made a motion to authorize Rob Behrens and Bill Berg meet and look at a planning grant and to send DEQ a Letter of Intent. Rob Behrens seconded and the motion carried.

Replacement for Director Jack Lensing: The Board received a resignation letter from Jack Lensing's daughter on December 12, 2023. Jack has been moved to an assisted living home in Spokane. Jack was an active member in the community for a long time and the Board agreed to give an update on Jack in the community newsletter. The Board will actively search for someone who meets the criteria to serve on the Board to fill the vacancy.

2023-33 Steve Shearer made a motion to accept Jack Lensing's resignation letter. Jon Davis seconded and the motion carried.

General Administrative Matters

"Info" email forwarding and using the "bbsewer" email address and MS 365: Bill reported that he is trying to get the District's "Info" email system working again through MS 365.

Next meeting: The next meeting is scheduled for Tuesday, January 16, 2024 at 4:00 p.m. by Zoom.

ADJOURNMENT

The meeting was adjourned at 4:57 p.m.



**BOTTLE BAY RECREATIONAL
WATER AND SEWER DISTRICT REGULAR BOARD MEETINGS**

October 17, 2023

The Bottle Bay Recreational Water and Sewer District (BBRWSD) Regular Board meeting held by Zoom, was called to order at 4:01 p.m. by Rob Behrens, after verifying the required quorum. Board members present were: Rob Behrens, Jon Davis and Steve Shearer. Also in attendance were Bob Hansen and Brent Bennall, RuthAnn Zigler, Recording Secretary, Susan Shea, Accountant. Absent: Bill Berg and Jack Lensing.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Steve Shearer made a motion to approve the September 19, 2023 regular Board meeting as presented. Jon Davis seconded and the motion carried.

REPORTS

Treasurers Report

Status of checking accounts and accounts in Local Government Investment Pool: The Mt. West Bank (2094) account balance is \$33,743.53; Mt. West Bank (8384) account balance is \$5,129,39; LGIP1 account balance is \$84,508.11; and LGIP2 account balance is \$167,626.72.

The 2022 audit has been completed by Hoover, Certified Accountant, and reviewed by the Board.

Resolution to amend Capitalization Policy: The Board discussed but tabled the resolution to amend the Capitalization policy until the next meeting.

2023-28 Jon Davis made a motion to defer the Resolution to amend Capitalization Policy to the next meeting. Steve Shearer seconded and the motion carried.

Operations Report

We are in the best shape we've been in for years. Influent is a little higher than we want it to be but still okay.

Collections Report

Status report on capital and other construction projects: Overflow basin pump upgrade has been completed; nine (9) pump control upgrades have been completed with one (1) remaining; Airvac upgrade (with main line connection) has been completed; ten (10) of the mainline connection upgrades have been completed with five (5) remaining; and two (2) steel tanks are scheduled for replacement in October/November (coordinating with property owner to proceed.)

Permit & Compliance Matters

Marina deck built over main line: It has been discovered that the deck at the resort laundry building has been built over the Sewer Districts main line. After discussion, the Board agreed that we need to send a letter to the resort owner.

General Administrative Matters

Website is up and operational; still need to fine tune a few things.

Next meeting: The next meeting is scheduled for Tuesday, November 21, 2023 at 4:00 p.m. by Zoom.

ADJOURNMENT

The meeting was adjourned at 4.53 p.m.

NOTICE OF PUBLIC HEARING

The Board of the Bottle Bay Recreational Water and Sewer District will hold a public hearing on Tuesday, February 20, 2024 at 4pm via Zoom on an amendment to the District's Rules and Regulations. The resolution is set forth below. The underlined portion is the amendment.

A Zoom invitation is available on the District's website: bottlebaydistrict.org

Resolution Number _____

RESOLUTION ON ADDITIONAL SEPTIC TANKS

WHEREAS, Section 5.1 of the Operating Rules and Regulations references the District's obligation to repair and replace "the" septic tank; and

WHEREAS, said Section also references the Landowner's responsibility "for repair and replacement of sewer system facilities upstream of the septic tank"; and

WHEREAS, said Section fails to clarify who is responsible for the repair and replacement of an additional septic tank(s) incorporated in the residential sewer system upstream of "the" septic tank; now, therefore,

RESOLVED, the Section 5.1 of the Operating Rules and Regulations is amended as follows:

Cost of Repair and Replacement. The District shall bear the cost of repair and replacement of the existing Residential Sewer System including a failed septic tank, pump and all sewer facilities from the septic tank to the Force Main or Branch Line. The District will also replace at its cost a failed pump controller with one meeting the latest RSR standards (see Section 9.04 of the RSRs). The Landowner is obligated to pay the cost for state inspected and District-approved electrical service from the residential breaker panel to the newly-installed pump controller and septic pump. The Landowner is also responsible for the repair and replacement of sewer system facilities upstream of the septic tank (except for the pump controller unit itself), and for the repair and replacement of any additional septic tank(s).

ADOPTED BY THE BOARD ON FEBRUARY 20, 2024

William M. Berg, President

Resolution Number _____

RESOLUTION ON ADDITIONAL SEPTIC TANKS

WHEREAS, Section 5.1 of the Operating Rules and Regulations references the District’s obligation to repair and replace “the” septic tank; and

WHEREAS, said Section also references the Landowner’s responsibility “for repair and replacement of sewer system facilities upstream of the septic tank”; and

WHEREAS, said Section fails to clarify who is responsible for the repair and replacement of an additional septic tank(s) incorporated in the residential sewer system upstream of “the” septic tank; now, therefore,

RESOLVED, the Section 5.1 of the Operating Rules and Regulations is amended as follows:

Cost of Repair and Replacement. The District shall bear the cost of repair and replacement of the existing Residential Sewer System including a failed septic tank, pump and all sewer facilities from the septic tank to the Force Main or Branch Line. The District will also replace at its cost a failed pump controller with one meeting the latest RSR standards (see Section 9.04 of the RSRs). The Landowner is obligated to pay the cost for state inspected and District-approved electrical service from the residential breaker panel to the newly-installed pump controller and septic pump. The Landowner is also responsible for the repair and replacement of sewer system facilities upstream of the septic tank (except for the pump controller unit itself), and for the maintenance, repair and replacement of any additional septic tank(s).

ADOPTED BY THE BOARD ON FEBRUARY 20, 2024

William M. Berg, President

Bottle Bay Water & Sewer District

Check Detail

January 17 through February 20, 2024

Type	Num	Date	Name	Account	Paid Amount
Check		01/31/2024		Mountain West Bank	
				Administration	-12.00
TOTAL					-12.00
Bill Pmt -Check	ACH	01/18/2024	RuthAnn Zigler	Mountain West Bank	
Bill	2023-02	12/31/2023		Information Services	-125.00
TOTAL					-125.00
Check	ACH	02/20/2024	Greene, Keith A. customer refund	Mountain West Bank	
Payment		08/18/2021	Greene, Keith A.	Accounts Receivable	-120.00
TOTAL					-120.00
Bill Pmt -Check	ACH	02/20/2024	Andrew T. Platte, CPA	Mountain West Bank	
Bill	10734	01/31/2024		Accounting	-1,462.50
				Administration	-160.34
TOTAL					-1,622.84
Bill Pmt -Check	ACH	02/20/2024	RuthAnn Zigler	Mountain West Bank	
Bill		02/01/2024		Recording Sec	-150.00
TOTAL					-150.00
Bill Pmt -Check	ACH	02/20/2024	Water Systems Management, Inc.	Mountain West Bank	
Bill	113141	02/01/2024		Licensed Operator Contractor	-7,400.00
				License Compliance & Testing	-680.00
TOTAL					-8,080.00
Check	AUTO	02/08/2024	Avista Utilities	Mountain West Bank	
				Utilities	-651.96
TOTAL					-651.96
Bill Pmt -Check	BILLPAY	02/16/2024	Best Way Tree Service, Inc.	Mountain West Bank	
Bill	2024-68	01/26/2024		System Operation	-260.00
TOTAL					-260.00
Bill Pmt -Check	BILLPAY	02/16/2024	Co-Op Supply	Mountain West Bank	
Bill	47095	01/04/2024		Vehicle Expense	-57.23

Bottle Bay Water & Sewer District
Check Detail
January 17 through February 20, 2024

Type	Num	Date	Name	Account	Paid Amount
Bill	48703	01/19/2024		Vehicle Expense	-50.25
Bill	49354	01/26/2024		Vehicle Expense	-55.70
TOTAL					<u>-163.18</u>
Check	EFT	02/01/2024	White Living Trust	Mountain West Bank	
				White Property Expenses	-1,500.00
TOTAL					<u>-1,500.00</u>
Check	500031	02/09/2024	Visa	Mountain West Bank	
				Mountain West Bank CC	-482.00
TOTAL					<u>-482.00</u>



OFFICE OF THE IDAHO STATE TREASURER

Julie A. Ellsworth, State Treasurer

LGIP Monthly Statement

Bottle Bay Water & Sewer District

Jon Davis
P.O. Box 304
Sagle, Idaho 83860

Statement Period

1/1/2024 through 1/31/2024

Summary

Beginning Balance	\$149,742.36	Fund Number	2660
Contributions	\$688.98	Distribution Yield	5.4051 %
Withdrawals	\$0.00	January Accrued Interest	\$690.57
Ending Balance	\$150,431.34	Average Daily Balance	\$150,431.34

Detail

Date	Activity	Status	Type	Amount	Balance
01/01/2024	Beginning Balance				\$149,742.36
01/01/2024	Contribution	Processed	December Reinvestment	\$688.98	\$150,431.34
01/31/2024	Ending Balance				\$150,431.34

Although every effort is made by the Idaho State Treasurer's Office to supply current and accurate information on this monthly statement, it is the responsibility of your agency to verify the enclosed information and report any discrepancies to the Fund Administrator. Please review your statement and report discrepancies within thirty days of the date of this statement.

An investment in the LGIP is not insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC) or any other government agency. Although the LGIP seeks to preserve the value of your investment at \$1.00 per share, it is possible to lose money by investing in the LGIP.



OFFICE OF THE IDAHO STATE TREASURER

Julie A. Ellsworth, State Treasurer

LGIP Monthly Statement

Bottle Bay Water & Sewer District

Jon Davis
P.O. Box 304
Sagle, Idaho 83860

Statement Period
1/1/2024 through 1/31/2024

Summary

Beginning Balance	\$85,641.79	Fund Number	3613
Contributions	\$394.05	Distribution Yield	5.4051 %
Withdrawals	\$0.00	January Accrued Interest	\$394.96
Ending Balance	\$86,035.84	Average Daily Balance	\$86,035.84

Detail

Date	Activity	Status	Type	Amount	Balance
01/01/2024	Beginning Balance				\$85,641.79
01/01/2024	Contribution	Processed	December Reinvestment	\$394.05	\$86,035.84
01/31/2024	Ending Balance				\$86,035.84

Although every effort is made by the Idaho State Treasurer's Office to supply current and accurate information on this monthly statement, it is the responsibility of your agency to verify the enclosed information and report any discrepancies to the Fund Administrator. Please review your statement and report discrepancies within thirty days of the date of this statement.

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BOTTLE BAY W AND S BL ACCT
Account number ending in 2934

ACCOUNT SUMMARY

Credit Limit	\$5,000.00
Credit Available	\$4,518.00
Statement Closing Date	January 26, 2024
Days in Billing Cycle	29
Previous Balance	\$1,387.74
- Payments & Credits	\$1,387.74
+ Purchases & Other Charges	\$482.00
+ FEE CHARGED	\$0.00
+ INTEREST CHARGED	\$0.00
= New Balance	\$482.00

PAYMENT INFORMATION

New Balance	\$482.00
Minimum Payment Due	\$25.00
Payment Due Date	February 20, 2024

Questions? Call Card Support 833-996-1461
Or write: PO Box 21077, Billings MT 59104-1077
Or Email: Inquiry@BusinessCardSupport.com

Notice: SEE REVERSE SIDE FOR MORE IMPORTANT INFORMATION

TRANSACTIONS

Tran Date	Post Date	Reference Number	Transaction Description	Amount
FEE'S				
TOTAL FEES FOR THIS PERIOD				0.00
INTEREST CHARGED				
TOTAL INTEREST FOR THIS PERIOD				0.00
TOTAL XXXXXXXXXXXX 2094 \$1,387.74-				
01/22	01/22	7496656D700XSV3V3	PAYMENT - THANK YOU	1,387.74-
WILLIAM BERG				
TOTAL XXXXXXXXXXXX 2110 \$72.00				
01/04	01/05	2443099QL2MF8Q6GF	MICROSOFT#G035817313 MSBILL.INFO WA	60.00
MCC: 5045 MERCHANT ZIP: 98052				
01/12	01/14	2490641QW5J8D38W5	MSFT * E0300QM98N msbill.info WA	12.00
MCC: 5045 MERCHANT ZIP: 98052				
SUSAN SHEA				
TOTAL XXXXXXXXXXXX 2128 \$410.00				
01/23	01/25	2433065D8S66QGH9Q	KODIAK ADVERTISING INC 208-2654849 ID	410.00
MCC: 2741 MERCHANT ZIP: 83864				

Please detach bottom portion and submit with payment using enclosed envelope



Mountain West Bank
PO Box 2360
Omaha NE 68103-2360

PAYMENT INFORMATION

Account number ending in	2934
Payment Due Date	February 20, 2024
New Balance	\$482.00
Minimum Payment Due	\$25.00
Past Due Amount	\$0.00

Make Check
Payable to:

Amount Enclosed:

\$	
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BOTTLE BAY W AND S BL ACCT
PO BOX 304
SAGLE ID 83860-0304

Visa
PO Box 17350
Denver CO 80217-7350

Totals 2024 Year-to-Date	
Total fees charged in 2024	\$0.00
Total interest charged in 2024	\$0.00

INTEREST CHARGE CALCULATION

Type of Balance	ANNUAL PERCENTAGE RATE (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	20.50% (v)	\$0.00	29	\$0.00

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

(v) = variable (f) = fixed

IMPORTANT MESSAGES

BOTTLE BAY RECREATIONAL WATER & SEWER
 DISTRICT
 PO BOX 304
 SAGLE ID 83860-0304

***** CHECKING ACCOUNTS *****

Account Title: BOTTLE BAY RECREATIONAL WATER & SEWER
 DISTRICT

TOTALLY FREE BUSINESS CHECKING		Number of Enclosures	5
Account Number	@XXXXXXXXXXXX@2094	Statement Dates	1/01/24 thru 1/31/24
Previous Balance	31,338.21	Days in the statement period	31
3 Deposits/Credits	18,199.73	Average Ledger	28,830.87
9 Checks/Debits	14,576.37	Average Collected	28,830.87
Service Charge	.00		
Interest Paid	.00		
Ending Balance	34,961.57		

Deposits and Additions

Date	Description	Deposits
1/05	DDA Regular Deposit	2,778.00
1/17	Idaho Info 4272 CCD BOTTLEBAYWATERS 091000014065929	270.00
1/26	DDA Regular Deposit	15,151.73

Debits and Withdrawals

Date	Description	Withdrawals
1/02	Bill Paid-JAMES WHITE Conf #15 5	1,500.00-
1/10	AVISTA COM AUTOP BILL PAY CCD 18124199341 031101113130669	633.73-
1/16	BOTTLE BAY REC WEP Xfr PPD	2,335.79-
1/16	Bottle Bay Operation BOTTLE BAY REC AP PPD	8,347.26-
1/16	Bottle Bay Operating CHECK 500038	10.00-
1/18	A VIERRA CONTRACTING INC BOTTLE BAY REC AP PPD	125.00-

TOTALLY FREE BUSINESS CHECKING @XXXXXXXXXXXX@2094 (Continued)

Debits and Withdrawals

Date	Description	Withdrawals
1/22	Bottle Bay Operating CHECK 500043 VISA	1,387.74-
1/23	CHECK 500042 CO-OP SUPPLY	224.85-
1/31	Cash Management Monthly Fee	12.00-

Checks in Number Order

1/16	500038	10.00	1/23	500042*	224.85	1/22	500043	1,387.74
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* Denotes missing check numbers

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
1/01	31,338.21	1/16	21,289.43	1/23	19,821.84
1/02	29,838.21	1/17	21,559.43	1/26	34,973.57
1/05	32,616.21	1/18	21,434.43	1/31	34,961.57
1/10	31,982.48	1/22	20,046.69		

Date 1/31/24 Page 1
Primary Account @XXXXXXXXXXXX@8384

BOTTLE BAY RECREATIONAL WATER & SEWER
DISTRICT WASTEWATER EXPANSION PROJECT
PO BOX 304
SAGLE ID 83860-0304

***** CHECKING ACCOUNTS *****

Account Title: BOTTLE BAY RECREATIONAL WATER & SEWER
DISTRICT WASTEWATER EXPANSION PROJECT

TOTALLY FREE BUSINESS CHECKING		Number of Enclosures	0
Account Number	@XXXXXXXXXXXX@8384	Statement Dates	1/01/24 thru 1/31/24
Previous Balance	3,863.24	Days in the statement period	31
1 Deposits/Credits	2,335.79	Average Ledger	5,068.80
Checks/Debits	.00	Average Collected	5,068.80
Service Charge	.00		
Interest Paid	.00		
Ending Balance	6,199.03		

Deposits and Additions

Date	Description		Deposits
1/16	BOTTLE BAY REC	WEP Xfr	2,335.79
		PPD	
	Bottle Bay WEP		

Daily Balance Information

Date	Balance	Date	Balance
1/01	3,863.24	1/16	6,199.03

**BOTTLE BAY RECREATIONAL WATER & SEWER DISTRICT
OPERATION REPORT – JANUARY 2024 -**

LAND APPLICATION - INFORMATION

7,454,000	Actual volume (gal.) of wastewater land applied in 2012.
7,891,000	Actual volume (gal.) of wastewater land applied in 2013.
7,100,000	Actual volume (gal.) of wastewater land applied in 2014.
6,201,000	Actual volume (gal.) of wastewater land applied in 2015.
5,569,000	Actual volume (gal.) of wastewater land applied in 2016.
7,787,000	Actual volume (gal.) of wastewater land applied in 2017.
4,904,000	Actual volume (gal.) of wastewater land applied in 2018.
3,688,000	Actual volume (gal.) of wastewater land applied in 2019.
5,844,000	Actual volume (gal.) of wastewater land applied in 2020.
4,906,000	Actual volume (gal.) of wastewater land applied in 2021.
4,879,000	Actual volume (gal.) of wastewater land applied in 2022.
6,122,000	Actual volume (gal.) of wastewater land applied in 2023.
18,385,416	Maximum target permitted volume (gal.) of wastewater available for land application in 2023.
April – Oct.	Growing season (GS) available for land application of wastewater.

2023 LAND APPLICATION LOADING ACTIVITY

OLD PERMIT PRIOR TO IRRIG. EXPANSION	MONTH	IWR*(W/NEW SB) TARGET LOADING	IWR*(W/NEW SB) CALCULATED LOADING	ACTUAL TOTAL LOADING
396,208	April	960,978	960,978	0
1,154,574	May	2,333,399	2,333,399	0
1,838,652	June	3,297,110	4,224,941	1,481,000
2,699,166	July	4,876,631	5,246,658	2,319,000
2,250,337	August	3,984,693	4,147,621	1,261,000
1,241,245	September	2,314,053	2,407,940	808,000
328,110	October	618,553	618,553	253,000
9,908,292	TOTALS	18,385,417	19,940,090	6,122,000

*Irrigation Water Requirement

COMPARATIVE INFLUENT FLOW DATA

See attached influent flow data summary chart.

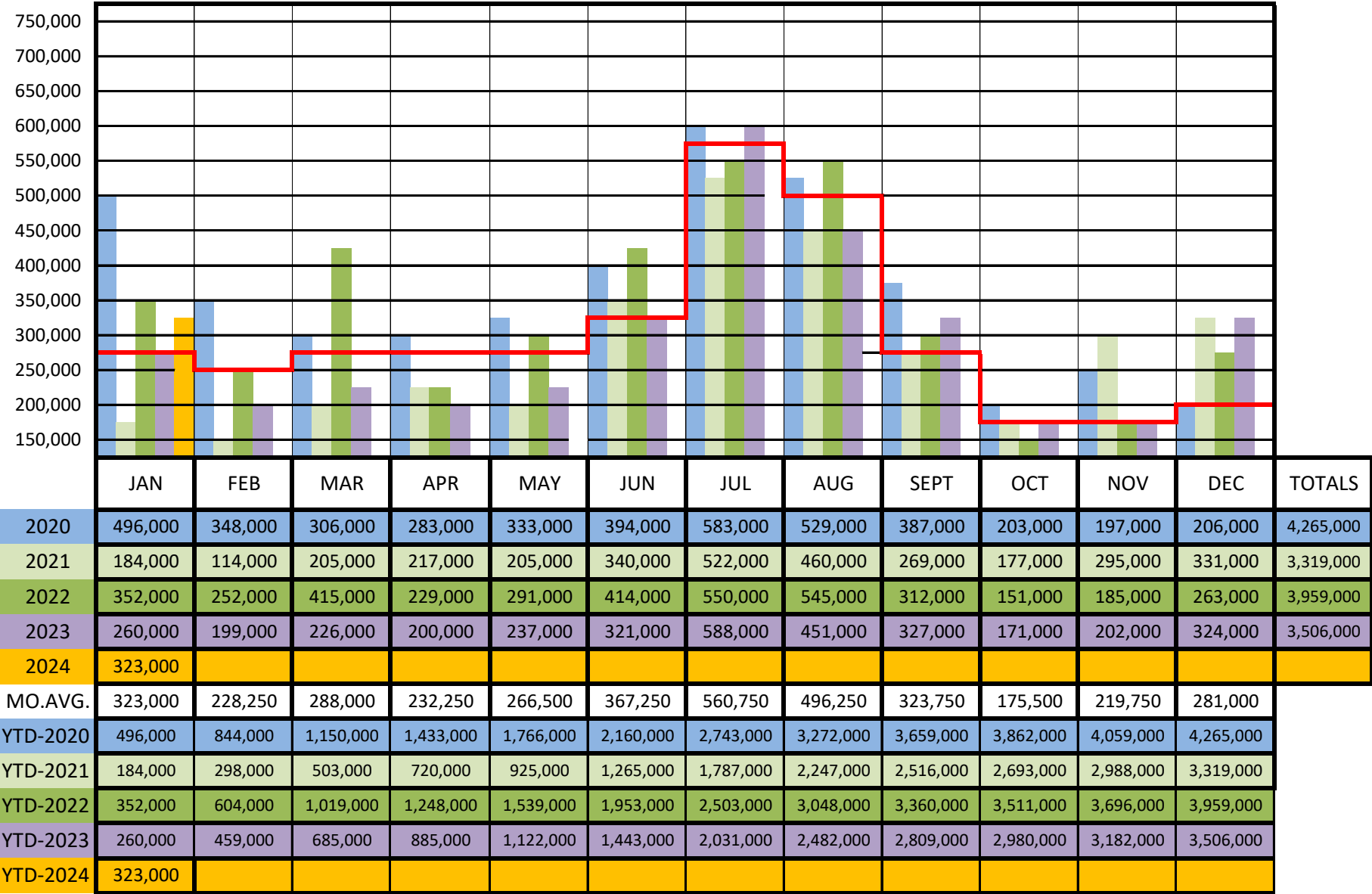
LAGOON STATUS

4,060,000 gallons =	Total <u>usable</u> storage volume in aeration lagoon.	5.36	1.3 MG
5,530,000 gallons =	Total <u>usable</u> storage volume in polishing lagoon.	7.73	2.2 MG
9,590,000 gallons =	TOTAL combined available storage volume	13.09	3.5 MG
800,000 gallons =	Estimated volume in aeration lagoon = approx.	19.7%	
850,000 gallons =	Estimated volume in polishing lagoon = approx.	15.4%	
7,940,000 gallons =	TOTAL estimated <u>available</u> storage volume	82.8%	

SUMMARY

- Lagoon storage volume appears to be sufficient to handle all influent, including precipitation, through the non-growing season (November through March).
- Land application area appears to be sufficient to handle estimated lagoon storage volume and influent from the growing season (April through October), including precipitation.

BOTTLE BAY RECREATIONAL WATER AND SEWER DISTRICT COMPARATIVE INFLUENT FLOW DATA



WATER SYSTEMS MANAGEMENT
 67 WILD HORSE TRAIL
 SANDPOINT, IDAHO 83864
 DATE: 2/16/24

BBRWSD COLLECTIONS REPORT FOR SERVICES PROVIDE JANUARY 2024:

COLLECTION SYSTEM

SERVICE CALLS

PUMP:

PLUMBING: 1

CONTROLS/ ELECTRICAL: 1

FLOAT: 1

TANK:

ORDER CONTROL DEVICES INSTALLED AT AIRVACS : 4

NEW CONSTRUCTION / INSTALLATION INSPECTIONS MANAGEMENT:

INSTALLATION INSPECTIONS :

ESCROW INPECTIONS: 1

ISLOATIONS:

EEP:

1 EEP INSTALL

ALARM:

OTHER: 1

GROUND DEPRESSIONS AT WORK LOCATIONS ON MAIN LINE (MULTIPLE, ONGOING)

AIRVAC CHECK CORRECT OPERATION (ON GOING)

ISOLATION VALVE INSTALL/ REPAIR / REPLACE:

MAIN LINE CONNECTIONS: (SEE CAPITAL IMPROVEMENTS PROJECTS)

CONTRACTOR / PROPERTY OWNER PROJECT MANAGEMENT:

TELE CONS: MULTIPLE

LOCATES: 2

I&I RESEARCH & MITIGATION: ON GOING

EXERCISE ISOLATION VALVES / AIRVAC VALVES: ON GOING

FACILITIES / EQUIPMENT MAINTENANCE: ON GOING

GENERATOR ANNUAL MAINTENANCE

TRUCK ANNUAL MAINTENANCE

CHECK PROPANE SUPPLY

INVENTORY MANAGEMENT: ON GOING

PERMIT / SITE REVIEW :

POWER OUTAGE RESPONSE: 1

MAINTENANCE INSPECTIONS:

LOCATING SITES FOR MAIN LINE UPGRADE, AIRVAC REPLACEMENT in 2024 (SEE C. I. P. BELOW),

OWNER / CONTRACTOR CONSULTATIONS / SITE VISIT: (MULTIPLE, ON GOING)

MANAGERIAL / FILING ON GOING

CHECK SNOW COVERAGE ON OLD STYLE PUMP BASINS DURING EXTREME COLD TEMPERATURES. (ON GOING)

CAPITAL IMPROVEMENT PROGRAM:

Planning for Main Line Connection Upgrades 2024

Locate MLC's on Bay Dr. E. Bottle Bay Rd. Bottle Bay Rd.

Planning for Pump Control Upgrades 2024

Locate Controls that need to be upgraded and determine method

Locate / Planning for Tank Replacements 2024
determine Locations and methods

CAPITAL IMPROVEMENT PROGRAM: 2024

AS OF 2/16/24

PUMP CONTROL UPGRADES: 10 SCHEDULED

MAINLINE CONNECTION UPGRADE
10 SCHEDULED,

TANK REPLACEMENT PROGRAM 2024 PLANNING (2 SCHEDULED)