



**BOTTLE BAY**  
RECREATIONAL WATER & SEWER DISTRICT



**REGULAR  
BOARD OF DIRECTORS  
MEETING**

**Via Zoom**

**August 20, 2024**

**4:00 pm**

**MEETING AGENDA**

Tuesday, August 20, 2024 4 p.m.

**Meeting is via Zoom**

Invitation is available on District website: [bottlebaydistrict.org](http://bottlebaydistrict.org);  
or send request to [billb@bbsewer.org](mailto:billb@bbsewer.org)

Physical meeting place: 505 E. Bottle Bay Rd, Sagle ID 83860

1. Call to Order -- START VIDEO
2. Announce Quorum Present
3. Introduce Attendees
4. General Public Comments to Board.
5. Approval of Written Minutes of July 16, 2024 regular meeting (Shearer) – **Action Item**
6. Approval of Written Minutes of July 23, 2024 special meeting (Shearer) – **Action Item**
7. Treasurer’s Report (Davis)
  - FY 2023 Audit Report (attached to agenda email)
  - YTD and July Financial Reports
  - Status of checking accounts & accounts in Local Government Investment Pool
  - Review paid invoices (invoices attached to agenda email)
8. Operations Report (Hansen)
  - Discussion: DEQ facility plan requirements for capital improvements
9. Collections Report (Binnall)
10. Permit and Compliance Matters (Behrens, Binnall) – **Action Items**

HU#	Landowner	Application Received	Deposit Received	Permit Approved	Construction Started	Inspections Underway	Inspections Completed	“As-Built” Received	Remarks
026	Nelson								Holding for sewer permit application
038	Island Vista	✓	✓						\$2,000 deposit
098	Petersen	✓	✓	✓	✓				\$2,000 deposit
101	Ouhi	✓	✓	✓					\$2,000 deposit
112	Hale	✓							
152	Olson	✓	✓						\$2,000 deposit
171	Simchuk	✓	✓	✓					\$2,000 deposit (Idagon is contractor)
175	Mack	✓	✓						\$2,000 deposit
211	Oakley	✓	✓	✓	✓				\$2,000 deposit
257	Vinson								Approve Fines/Fees: \$50 inspection Failure to call for inspection: \$100 Service Call Fee: \$100 Violation of Stop Work order: \$100 Total: \$350

**POSTED 8/17/2024**

309	Audubon LLC	✓	✓						\$2,000 deposit (remove spoils/regrade)
321	Atteberry	✓	✓	✓	✓	✓			\$2,000 deposit – proper RV pad coupling

11. Public Hearing on Rate Schedule Change. (Berg)

- Basic Fee increase of \$5.00/month, \$24 to \$29 (eff. Jan 1, 2025)
- Increase fine for violating stop work order from \$100/day to \$1,000/day (eff Aug 20, 2024)
- Add \$500 fee for emergency call-out that is in violation of RSRs

12. Resolution to Adopt Basic Fee Increase. (Berg) – **Action Item**

13. Resolution to Adopt Increase Fine and Fee. (Berg) – **Action Item** Public Hearing on FY 2025 Budget. (Berg)

14. Public Hearing on FY 2025 Budget. (Berg)

15. Resolution to Adopt the FY 2025 Budget. (Berg) – **Action Item**

16. Report on Inspection Trip for ADUs (Berg)

17. Discussion: Determining what constitutes a kitchen for purposes of defining an ADU. (Behrens)

18. General Administrative Matters

- Next meeting, Tuesday, September 10, 2024 (???) via Zoom.

19. Adjourn -- STOP VIDEO



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

**July 16, 2024**

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 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 (WSM) and RuthAnn Zigler, Recording Secretary. Guests in attendance: Katrina Faulkner, Brad and Mary Schaffer. Sunny Blende joined the meeting about 2/3 in.

**CONSENT AGENDA**

Steve Shearer made a motion to approve the June 18, 2024 regular Board meeting minutes as presented. Jon Davis seconded and the motion carried.

**Appeal by Brad & Mary Schaffer of determination on refund of ADU charge**

An email from Brad and Mary Schaffer dated July 15, 2024 was distributed to the Board for their review prior to the meeting.

**PUBLIC COMMENTS**

Brad Schaffer asked how this issue became public record. Bill explained that the current Board members were not on the Board at the time but Will Valentine, previous Board member did a survey of the District to see if there were any extra structures and noted a storage shed on the property as an ADU. Brad stated that they became aware of this issue when they listed their house for sale and is requesting a refund for the over-charges based on the sequence of events and the questionable method of assigning the ADU status to the storage shed but will honor whatever the Board decides.

The meeting was closed to further comments and the Board deliberated and voted.

**2024-07** Rob Behrens made a motion to grant the Schaffer's appeal and pay back the money. Steve Shearer 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 \$59,202.84; Mt. West Bank (8384) account balance is \$2204.38; LGIP1 account balance is \$87,958.05; and LGIP2 account balance is \$153,792.26.

The audit report should be completed in a couple weeks for the Boards review.

Jon commented that working with Mountain West Bank is very difficult and would like the Board to consider changing to a different bank.

**2024-08** Rob Behrens made a motion to authorize changing bank from Mt. West Bank and come back to the Board with a recommendation. Steve Shearer seconded and the motion carried.

Approve draft FY2025 budget, fee increase and service call increase for publication: The Board reviewed and discussed.

**Operations Report (June)**

Land application is going very well; did have a few issues with the irrigation area two location but has been resolved. With all the rain in June we didn't have much I & I.

**Collections Report (June)**

Replaced two (2) pumps, four (4) control replacements in process and replaced two (2) floats.

Status report on capital and other construction projects: Six (6) main line connections are scheduled, located two (2) main line connections on Bay Drive and East Bottle Bay, four (4) pump control upgrades are completed and six (6) remaining, two (2) tank replacements are scheduled to determine locations and methods for Townsend and Wolf.

**Permit & Compliance Matters**

Vinson, hookup #257 – There was an emergency call out for a possible leak from a broken line. A Stop Work Order was put on the property and then was breached by the contractor who continued to move soil from the property. Property owner and contractor was notified they were in breach of three (3) different phases: emergency call out, stop work order and work without a permit.

Hale, hookup #112– received a permit application for a bathroom add-on in shop; inspection fee was waived.

Nelson, hookup #026– did not get a building location permit. Mr. Nelson will be formally advised by letter that they need to submit a sewer application.

Island Vista, hookup #038 – Application and deposit has been received.

Petersen, hook #098 – Application and deposit has been received, permit has been approved and construction has started.

Ouhi, hookup #101 – Application and deposit has been received.

Olson, hookup #152 – Application and deposit has been received.

Simchuk, hookup #171 – On hold for permit application (Idagon)

Oakley, hookup #211 – Application and deposit has been received, permit has been approved, construction has started.

Audubon, LLC, hookup #309 – Application and deposit has been received.

Atteberry, hookup #321 – Application and deposit has been received, permit has been approved, construction has started and inspection is underway.

Report on Inspection trip for ADU's: Bill, Rob and Brent toured the whole District and a list was made for all the potential ADU's; this list will be forthcoming for the Board's review.

Approve draft FY 2025 budget, fee increase and service call increase for publication: A draft FY 2025 budget, fee increase and service call increase was distributed to the Board for their review and comments.

**2024-09** Steve Shearer made a motion to approve the draft FY 2025 for publication. Jon Davis seconded and the motion carried.

**2024-10** Rob Behrens made a motion to approve publishing the increase of the basic fee by \$5.00/month, commencing on January 2025 to fund a study of the older sections of our system to determine what we have to do to do a rehab. Jon Davis seconded and the motion carried.

**2024-11** Rob Behrens made a motion to publish a rate schedule for adoption in August that maintains the service call out fee for member responsible facilities at \$100, a call out for our system requirements at \$500 and a violation of the stop work order at \$1,000/day. Jon Davis seconded and the motion carried.

### **General Administrative Matters**

Summer pancake feed with Sagle Fire: Scheduled for Saturday, August 10<sup>th</sup>.

Website update: Nothing new to report on the website.

Next meeting: The next meeting is scheduled for Tuesday, August 20, 2024 at 4:00 p.m. at Bill's cabin, with Zoom meeting available.

### **ADJOURNMENT**

The meeting was adjourned at 5:05 p.m.



**BOTTLE BAY RECREATIONAL  
WATER AND SEWER DISTRICT SPECIAL BOARD MEETING (ANNUAL)**

**July 23, 2024**

The Bottle Bay Recreational Water and Sewer District (BBRWSD) Special Board meeting held by Zoom, was called to order at 4:01 PM by Bill Berg, after verifying the required quorum. Board members present were: Bill Berg, Rob Behrens, Jon Davis, Julie Houske and Steve Shearer. There were no other attendees or guests.

**Board Member Officers/Positions**

All present officers and positions were nominated to remain for the upcoming year. Motion to stay with the present officer core was made by Steve Shearer. Jon Davis seconded and the motion carried. Officers are: Bill Berg, President and chair; Rob Behrens, Vice President and Compliance Officer, Steve Shearer, Secretary; and Jon Davis, Treasurer.

**Board Member Compensation**

Board members are allowed through state statutes to receive \$150 per meeting. After discussions on possible compensation structure including reduced individual sewer bills and its attractiveness as an incentive to future board members, the board collectively decided to serve without compensation as a community service. Jon Davis made the motion to NOT take compensation. Steve Shearer seconded. Motion passed unanimously.

**Sewer District Community Breakfast**

The Sagle Fire District advised Julie Houske that because of their busy season and present fire risks, they may have difficulties co-hosting the summer pancake feed. Julie also stated that her personal schedule did not allow her to spend the necessary time on planning and executing this event in the month of August. The board decided to wait until June, 2025 (before fire season) to stage this event. Unfortunately, given the district does not have an active member email listing/roster for notification, Bill Berg stated he would have to post signage on the Sagle Fire door advising of the cancelation. The event had been previously published in the quarterly newsletter.

**Sewer District Insured Asset Values**

Jon Davis referenced that he had been in contact with Debbie Ferguson, our representative with ICRMP, providers of insurance for our district's assets. The declared valuation of the following assets is in question: 1. Office/Shop, 2. Control System Building, 3. Pump House, 4. Lift Station, 5. Vehicle/Tools/Service Parts, 6. Property - in the open, and 7. Distribution & Spray Lines - in the forest. The board sensed there is a risk of underinsured even with our policy encompassing 110% coverage of declared value. Rob Behrens to get input from Bob and Brent on valuation estimates.

**ADJOURNMENT**

Meeting adjourned at 4:30 PM.

1:03 PM

08/16/24

Cash Basis

## Bottle Bay Water & Sewer District Operational Income/Expenses - Budget vs. Actual

Unaudited

	Jul 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Non-Operating Revenue</b>				
Interest Income	1,035.52	250.00	785.52	414.2%
Property Tax Levy	0.00	17,500.00	-17,500.00	0.0%
WEP Sinking Fund	7,099.25	8,456.00	-1,356.75	84.0%
<b>Total Non-Operating Revenue</b>	8,134.77	26,206.00	-18,071.23	31.0%
<b>Operating Revenues</b>				
County Certified Payments	46.73	108.00	-61.27	43.3%
Permit Fees & Other Charges	1,131.24	333.00	798.24	339.7%
System Operation Fees-Serviced	9,786.57	13,474.00	-3,687.43	72.6%
System Maintenance Fees-Basic	9,886.38	4,329.00	5,557.38	228.4%
<b>Total Operating Revenues</b>	20,850.92	18,244.00	2,606.92	114.3%
<b>Total Income</b>	28,985.69	44,450.00	-15,464.31	65.2%
<b>Gross Profit</b>	28,985.69	44,450.00	-15,464.31	65.2%
<b>Expense</b>				
<b>Administration</b>				
Information Services	60.00	250.00	-190.00	24.0%
Recording Sec	150.00	317.00	-167.00	47.3%
Accounting	1,181.25	1,000.00	181.25	118.1%
Legal Services	0.00	92.00	-92.00	0.0%
Audit Services	0.00	9,800.00	-9,800.00	0.0%
Administration - Other	27.60	342.00	-314.40	8.1%
<b>Total Administration</b>	1,418.85	11,801.00	-10,382.15	12.0%
<b>System Repairs &amp; Replacement</b>				
General Maintenance & Repair	824.70	4,389.00	-3,564.30	18.8%
Supplies, Pumps & Equipment	1,091.12	2,784.00	-1,692.88	39.2%
Capital Improvements	0.00	3,540.00	-3,540.00	0.0%
<b>Total System Repairs &amp; Replacement</b>	1,915.82	10,713.00	-8,797.18	17.9%
<b>System Operation</b>				
Utilities	649.38	633.00	16.38	102.6%
Operating Chemicals	1,517.96	350.00	1,167.96	433.7%
Licensed Operator Contractor	7,400.00	7,450.00	-50.00	99.3%
License Compliance & Testing	400.00	800.00	-400.00	50.0%
Vehicle Expense	191.40	250.00	-58.60	76.6%
System Operation - Other	0.00	183.33	-183.33	0.0%
<b>Total System Operation</b>	10,158.74	9,666.33	492.41	105.1%
<b>Other Expenses</b>				
White Property Expenses	1,500.00	1,500.00	0.00	100.0%
<b>Total Other Expenses</b>	1,500.00	1,500.00	0.00	100.0%
<b>Total Expense</b>	14,993.41	33,680.33	-18,686.92	44.5%
<b>Net Ordinary Income</b>	13,992.28	10,769.67	3,222.61	129.9%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
<b>Non-Operating Expenses</b>				
Interest Expense	6,625.18	0.00	6,625.18	100.0%
<b>Total Non-Operating Expenses</b>	6,625.18	0.00	6,625.18	100.0%
<b>Total Other Expense</b>	6,625.18	0.00	6,625.18	100.0%
<b>Net Other Income</b>	-6,625.18	0.00	-6,625.18	100.0%
<b>Net Income</b>	<b>7,367.10</b>	<b>10,769.67</b>	<b>-3,402.57</b>	<b>68.4%</b>



1:05 PM

08/16/24

Cash Basis

**Bottle Bay Water & Sewer District**  
**Operational Income/Expenses - Budget vs. Actual**  
(unaudited)

	Dec '23 - Jul 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Non-Operating Revenue</b>				
Interest Income	8,443.44	2,000.00	6,443.44	422.2%
Property Tax Levy	25,748.22	35,000.00	-9,251.78	73.6%
WEP Sinking Fund	44,566.92	46,467.00	-1,900.08	95.9%
<b>Total Non-Operating Revenue</b>	78,758.58	83,467.00	-4,708.42	94.4%
<b>Operating Revenues</b>				
County Certified Payments	192.88	868.00	-675.12	22.2%
Permit Fees & Other Charges	5,100.42	2,668.00	2,432.42	191.2%
System Operation Fees-Serviced	70,535.89	71,422.00	-886.11	98.8%
System Maintenance Fees-Basic	57,427.48	53,082.00	4,345.48	108.2%
<b>Total Operating Revenues</b>	133,256.67	128,040.00	5,216.67	104.1%
<b>Total Income</b>	212,015.25	211,507.00	508.25	100.2%
<b>Gross Profit</b>	212,015.25	211,507.00	508.25	100.2%
<b>Expense</b>				
<b>Administration</b>				
Information Services	1,997.00	2,000.00	-3.00	99.9%
Recording Sec	1,275.00	2,532.00	-1,257.00	50.4%
Accounting	9,287.50	8,000.00	1,287.50	116.1%
Legal Services	0.00	732.00	-732.00	0.0%
Audit Services	0.00	9,800.00	-9,800.00	0.0%
Insurance	2,379.00	2,200.00	179.00	108.1%
Administration - Other	1,601.41	2,732.00	-1,130.59	58.6%
<b>Total Administration</b>	16,539.91	27,996.00	-11,456.09	59.1%
<b>System Repairs &amp; Replacement</b>				
General Maintenance & Repair	5,517.63	23,382.00	-17,864.37	23.6%
Supplies, Pumps & Equipment	12,238.16	14,834.00	-2,595.84	82.5%
Capital Improvements	15,667.64	18,855.00	-3,187.36	83.1%
<b>Total System Repairs &amp; Replacement</b>	33,423.43	57,071.00	-23,647.57	58.6%
<b>System Operation</b>				
Utilities	4,824.84	5,068.00	-243.16	95.2%
Operating Chemicals	3,181.52	2,800.00	381.52	113.6%
Licensed Operator Contractor	51,275.00	59,600.00	-8,325.00	86.0%
License Compliance & Testing	4,600.00	6,400.00	-1,800.00	71.9%
Vehicle Expense	2,521.04	2,000.00	521.04	126.1%
System Operation - Other	260.00	1,466.68	-1,206.68	17.7%
<b>Total System Operation</b>	66,662.40	77,334.68	-10,672.28	86.2%
<b>Other Expenses</b>				
White Property Expenses	12,000.00	12,000.00	0.00	100.0%
Other Expenses - Other	2,816.74			
<b>Total Other Expenses</b>	14,816.74	12,000.00	2,816.74	123.5%
<b>Total Expense</b>	131,442.48	174,401.68	-42,959.20	75.4%
<b>Net Ordinary Income</b>	80,572.77	37,105.32	43,467.45	217.1%

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08/16/24

Cash Basis

**Bottle Bay Water & Sewer District**  
**Operational Income/Expenses - Budget vs. Actual**  
(unaudited)

	<u>Dec '23 - Jul 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Other Income/Expense				
Other Expense				
Non-Operating Expenses				
Interest Expense	20,101.19	20,300.00	-198.81	99.0%
<b>Total Non-Operating Expenses</b>	<u>20,101.19</u>	<u>20,300.00</u>	<u>-198.81</u>	<u>99.0%</u>
<b>Total Other Expense</b>	<u>20,101.19</u>	<u>20,300.00</u>	<u>-198.81</u>	<u>99.0%</u>
<b>Net Other Income</b>	<u>-20,101.19</u>	<u>-20,300.00</u>	<u>198.81</u>	<u>99.0%</u>
<b>Net Income</b>	<u><b>60,471.58</b></u>	<u><b>16,805.32</b></u>	<u><b>43,666.26</b></u>	<u><b>359.8%</b></u>

**Bottle Bay Water & Sewer District**  
**Balance Sheet (unaudited)**  
As of July 31, 2024

	Jul 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Mountain West Bank WEP	4,579.11
State Investment Pool - WEP	88,334.81
State Investment Pool	
License Compliance Reserve	5,000.00
Vehicle Reserve	11,500.00
Emergency Reserve Fees	110,000.00
State Investment Pool - Other	27,951.02
<b>Total State Investment Pool</b>	154,451.02
Mountain West Bank	62,742.61
<b>Total Checking/Savings</b>	310,107.55
<b>Accounts Receivable</b>	
Accounts Receivable	-2,494.22
<b>Total Accounts Receivable</b>	-2,494.22
<b>Other Current Assets</b>	
Taxes Receivable	32,538.33
<b>Total Other Current Assets</b>	32,538.33
<b>Total Current Assets</b>	340,151.66
<b>Fixed Assets</b>	
Project Costs-Non Loan - WEP	91,442.03
Land, Structures, ROW - WEP	10,420.00
Engineering - WEP	359,998.64
Construction Costs - WEP	1,670,697.78
Administrative Expenses - WEP	9,236.81
Capitalized Interest - WEP	68,043.79
2011 Pipe Extension	42,646.31
Odor Conrtol System - 2010	6,435.00
Tanks	4,149.52
Generator	8,430.86
Isolation valves	5,192.67
Fencing	7,990.00
2005 Lift Station Improvements	12,827.36
Building & Equipment	476,381.74
Chain link kennel	459.95
Equipment	25,422.95
Lagoon improvements	91,401.73
Land	330,096.00
Roadway improvements	14,584.57
Sewer System	1,070,273.85
Shelving	316.34
Accumulated depreciation	-1,231,416.12
<b>Total Fixed Assets</b>	3,075,031.78
<b>TOTAL ASSETS</b>	<b>3,415,183.44</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	550.00
<b>Total Accounts Payable</b>	550.00
<b>Credit Cards</b>	
Mountain West Bank CC	-3.78
<b>Total Credit Cards</b>	-3.78

**Bottle Bay Water & Sewer District**  
**Balance Sheet (unaudited)**  
As of July 31, 2024

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	Jul 31, 24
<b>Other Current Liabilities</b>	
White Trust Parcel Note Payable	
Discount on Note Payable	-23,120.88
White Trust Parcel Note Payable - Other	174,000.00
<b>Total White Trust Parcel Note Payable</b>	150,879.12
Inspection Deposits	19,450.00
Deferred Revenue	48,622.82
<b>Total Other Current Liabilities</b>	218,951.94
<b>Total Current Liabilities</b>	219,498.16
<b>Long Term Liabilities</b>	
Interest Portion - WEP	4,618.05
DEQ CWL Loan	1,503,074.62
<b>Total Long Term Liabilities</b>	1,507,692.67
<b>Total Liabilities</b>	1,727,190.83
<b>Equity</b>	
Contributed Capital	1,128,123.00
Opening Bal Equity	627,659.68
Retained Earnings	-126,652.81
Net Income	58,862.74
<b>Total Equity</b>	1,687,992.61
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>3,415,183.44</b>

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08/16/24

**Bottle Bay Water & Sewer District**  
**Check Detail**  
 July 17 through August 20, 2024

Type	Num	Date	Name	Account	Paid Amount
<b>Check</b>		<b>07/31/2024</b>		<b>Mountain West Bank</b>	
				Administration	-12.00
TOTAL					-12.00
<b>Bill Pmt -Check</b>	<b>BILLPAY</b>	<b>08/19/2024</b>	<b>A Vierra Contracting Inc</b>	<b>Mountain West Bank</b>	
Bill	808	06/04/2024		Capital Improvements	-9,575.00
TOTAL					-9,575.00
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>08/19/2024</b>	<b>Andrew T. Platte, CPA</b>	<b>Mountain West Bank</b>	
Bill	10860	07/31/2024		Accounting	-2,645.11
				Administration	-133.75
TOTAL					-2,778.86
<b>Check</b>	<b>AUTO</b>	<b>08/06/2024</b>	<b>Avista Utilities</b>	<b>Mountain West Bank</b>	
				Utilities	-664.57
TOTAL					-664.57
<b>Bill Pmt -Check</b>	<b>BILLPAY</b>	<b>08/19/2024</b>	<b>City Service Valcon</b>	<b>Mountain West Bank</b>	
Bill	222264	07/18/2024		Utilities	-1.00
Bill	295311	07/30/2024		Utilities	-50.68
TOTAL					-51.68
<b>Bill Pmt -Check</b>	<b>BILLPAY</b>	<b>08/19/2024</b>	<b>Co-Op Supply</b>	<b>Mountain West Bank</b>	
Bill	36866	07/05/2024		Vehicle Expense	-83.46
Bill	46258	07/06/2024		Supplies, Pumps & Equi...	-32.16
Bill	46984	07/11/2024		Vehicle Expense	-61.66
Bill	47225	07/13/2024		Vehicle Expense	-44.55
Bill	48103	07/20/2024		Vehicle Expense	-66.05
Bill	38632	07/22/2024		Supplies, Pumps & Equi...	-230.97
Bill	80185	07/24/2024		Vehicle Expense	-58.42
Bill	73818	07/28/2024		Supplies, Pumps & Equi...	-35.98
Bill	49195	07/29/2024		Vehicle Expense	-60.61
				Supplies, Pumps & Equi...	-4.59
Bill	73977	07/29/2024		Supplies, Pumps & Equi...	-7.59
TOTAL					-686.04
<b>Bill Pmt -Check</b>	<b>BILLPAY</b>	<b>08/19/2024</b>	<b>Consolidated Supply Co.</b>	<b>Mountain West Bank</b>	
Bill	11993875.001	07/12/2024	Consolidated Supply Co.	Accounts Payable	0.00
Bill	12010442.001	07/19/2024	Consolidated Supply Co.	Accounts Payable	0.00
Bill	12010445.001	07/22/2024		Operating Chemicals	-60.29
Bill	12014652.001	07/24/2024		Operating Chemicals	-395.15
Bill	12018742.001	07/25/2024		Operating Chemicals	-365.59
Bill	12024723.001	07/30/2024		Operating Chemicals	-365.59
Bill	12034150.001	08/05/2024		Supplies, Pumps & Equi...	-199.68
Bill	12035416.001	08/06/2024		Operating Chemicals	-365.59
Bill	12046075.001	08/13/2024		Operating Chemicals	-365.59
Bill	12049276.001	08/14/2024		Operating Chemicals	-365.59
TOTAL					-2,483.07

12:48 PM

08/16/24

**Bottle Bay Water & Sewer District**  
**Check Detail**  
 July 17 through August 20, 2024

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>BILLPAY</b>	<b>08/19/2024</b>	<b>Grimm Bros</b>	<b>Mountain West Bank</b>	
Bill	20909	08/14/2024		Vehicle Expense	-334.30
TOTAL					-334.30
<b>Bill Pmt -Check</b>	<b>BILLPAY</b>	<b>08/19/2024</b>	<b>James, Vernon &amp; Weeks, PA</b>	<b>Mountain West Bank</b>	
Bill	33395	08/13/2024		Legal Services	-66.00
TOTAL					-66.00
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>08/19/2024</b>	<b>KG &amp; T Septic</b>	<b>Mountain West Bank</b>	
Bill	43800	07/01/2024		Inspection Deposits	-550.00
Bill	43916	07/10/2024		General Maintenance & ...	-600.00
Bill	44142	07/17/2024		General Maintenance & ...	-600.00
Bill	44143	07/17/2024		General Maintenance & ...	-550.00
Bill	44805	07/29/2024		General Maintenance & ...	-600.00
TOTAL					-2,900.00
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>08/19/2024</b>	<b>Practical Mechanics</b>	<b>Mountain West Bank</b>	
Bill	20240703-01	07/03/2024		Capital Improvements	-1,405.00
Bill	20240731-01	07/31/2024		Capital Improvements	-1,305.00
TOTAL					-2,710.00
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>08/19/2024</b>	<b>R.C. Worst</b>	<b>Mountain West Bank</b>	
Bill	344813	07/02/2024		Supplies, Pumps & Equi...	-695.63
TOTAL					-695.63
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>08/19/2024</b>	<b>RuthAnn Zigler</b>	<b>Mountain West Bank</b>	
Bill		08/01/2024		Recording Sec	-150.00
TOTAL					-150.00
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>08/19/2024</b>	<b>Scott Hoover</b>	<b>Mountain West Bank</b>	
Bill	2024-30	07/31/2024		Audit Services	-6,750.00
TOTAL					-6,750.00
<b>Bill Pmt -Check</b>	<b>EFT</b>	<b>08/19/2024</b>	<b>State Insurance Fund</b>	<b>Mountain West Bank</b>	
Bill	28968181	08/05/2024		Insurance	-322.00
TOTAL					-322.00
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>08/19/2024</b>	<b>Water Systems Management, Inc.</b>	<b>Mountain West Bank</b>	
Bill	113563	08/01/2024		Licensed Operator Contr...	-7,400.00
				License Compliance & T...	-400.00
				General Maintenance & ...	-620.50
TOTAL					-8,420.50

12:48 PM

08/16/24

**Bottle Bay Water & Sewer District**  
**Check Detail**  
July 17 through August 20, 2024

---

Type	Num	Date	Name	Account	Paid Amount
Check	EFT	08/01/2024	White Living Trust	Mountain West Bank	
				White Property Expenses	-1,500.00
TOTAL					-1,500.00



# 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

7/1/2024 through 7/31/2024

### Summary

<b>Beginning Balance</b>	\$153,792.26	<b>Fund Number</b>	2660
<b>Contributions</b>	\$658.76	<b>Distribution Yield</b>	5.1776%
<b>Withdrawals</b>	\$0.00	<b>July Accrued Interest</b>	\$679.18
<b>Ending Balance</b>	\$154,451.02	<b>Average Daily Balance</b>	\$154,451.02

### Detail

Date	Activity	Status	Type	Amount	Balance
07/01/2024	Beginning Balance				\$153,792.26
07/01/2024	Contribution	Processed	June Reinvestment	\$658.76	\$154,451.02
07/31/2024	Ending Balance				\$154,451.02

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

7/1/2024 through 7/31/2024

### Summary

<b>Beginning Balance</b>	\$87,958.05	<b>Fund Number</b>	3613
<b>Contributions</b>	\$376.76	<b>Distribution Yield</b>	5.1775%
<b>Withdrawals</b>	\$0.00	<b>July Accrued Interest</b>	\$388.44
<b>Ending Balance</b>	\$88,334.81	<b>Average Daily Balance</b>	\$88,334.81

### Detail

Date	Activity	Status	Type	Amount	Balance
07/01/2024	Beginning Balance				\$87,958.05
07/01/2024	Contribution	Processed	June Reinvestment	\$376.76	\$88,334.81
07/31/2024	Ending Balance				\$88,334.81

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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Date 7/31/24 Page 1  
Primary Account XXXXXXXXXXXXX2094

\*\*\*\*\*EXCLUDE-Email  
217047 0.7603 EX 0.000  
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	7
Account Number	XXXXXXXXXXXX2094	Statement Dates	7/01/24 thru 7/31/24
Previous Balance	59,202.84	Days in the statement period	31
5 Deposits/Credits	16,110.93	Average Ledger	50,823.49
9 Checks/Debits	23,951.66	Average Collected	50,823.49
Service Charge	.00		
Interest Paid	.00		
Ending Balance	51,362.11		

Deposits and Additions

Date	Description	Deposits
7/05	DDA Regular Deposit	3,346.00
7/11	DDA Regular Deposit	1,328.50
7/19	DDA Regular Deposit	1,410.00
7/25	Idaho Info 4536	404.24
	CCD BOTTLEBAYWATERS 091000015425461	
7/26	DDA Regular Deposit	9,622.19

Debits and withdrawals

Date	Description	Withdrawals
7/01	Bill Paid-JAMES WHITE Conf #18 0	1,500.00-
7/05	CHECK 500057 PETER CHARVAT	2,816.74-
7/09	AVISTA COM AUTOP BILL PAY CCD 19761420371 031101119345783	649.38-
7/12	Bill Paid-CONSOLIDATED SUPPLY COMPANY Conf #188	1,517.96-
7/15	BOTTLE BAY REC WEP Xfr PPD	2,374.73-
	Bottle Bay Operation	

TOTALLY FREE BUSINESS CHECKING XXXXXXXXXXXXX2094 (Continued)

Debits and Withdrawals

Date	Description		Withdrawals
7/15	BOTTLE BAY REC	AP	11,703.96-
		PPD	
7/17	Bottle Bay Operating		
	CHECK	500058	3,185.49-
	VISA		
7/22	CHECK	500059	191.40-
	CO-OP SUPPLY		
7/31	Cash Management Monthly Fee		12.00-

Checks in Number Order

7/05	500057	2,816.74	7/17	500058	3,185.49	7/22	500059	191.40
* Denotes missing check numbers								

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
7/01	57,702.84	7/12	57,393.26	7/22	41,347.68
7/05	58,232.10	7/15	43,314.57	7/25	41,751.92
7/09	57,582.72	7/17	40,129.08	7/26	51,374.11
7/11	58,911.22	7/19	41,539.08	7/31	51,362.11

Date 7/31/24 Page 1  
Primary Account XXXXXXXXXXXXX8384

\*\*\*\*\*EXCLUDE-Email  
217048 0.4401 EX 0.000  
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	XXXXXXXXXXXX8384	Statement Dates	7/01/24 thru 7/31/24
Previous Balance	2,204.38	Days in the statement period	31
1 Deposits/Credits	2,374.73	Average Ledger	3,506.65
Checks/Debits	.00	Average Collected	3,506.65
Service Charge	.00		
Interest Paid	.00		
Ending Balance	4,579.11		

Deposits and Additions			
Date	Description		Deposits
7/15	BOTTLE BAY REC WEP xfr		2,374.73
		PPD	
	Bottle Bay WEP		

Daily Balance Information			
Date	Balance	Date	Balance
7/01	2,204.38	7/15	4,579.11



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

**ACCOUNT SUMMARY**

Credit Limit	\$5,000.00
Credit Available	\$5,003.00
Statement Closing Date	July 26, 2024
Days in Billing Cycle	28
Previous Balance	\$3,185.49
- Payments & Credits	\$3,268.01
+ Purchases & Other Charges	\$78.74
<b>+ FEE CHARGED</b>	<b>\$0.00</b>
<b>+ INTEREST CHARGED</b>	<b>\$0.00</b>
= New Balance	\$3.78-

**PAYMENT INFORMATION**

New Balance	\$3.78-
<b>Minimum Payment Due</b>	<b>\$0.00</b>
<b>Payment Due Date</b>	<b>August 20, 2024</b>

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
<b>FEE'S</b>				
<b>TOTAL FEES FOR THIS PERIOD</b>				<b>0.00</b>
<b>INTEREST CHARGED</b>				
<b>TOTAL INTEREST FOR THIS PERIOD</b>				<b>0.00</b>
<b>TOTAL XXXXXXXXXXXX 2094</b>				<b>\$3,268.01-</b>
06/29	06/29	F372200JW000LF204	REFUND OF LATE FEES	29.00-
06/29	06/29	F372200JW000FP204	*FINANCE CHARGE* PURCHASES REFUND	53.52-
07/17	07/17	7496656JR00XSL37B	PAYMENT - THANK YOU	3,185.49-
<b>WILLIAM BERG</b>				
<b>TOTAL XXXXXXXXXXXX 2110</b>				<b>\$60.00</b>
07/05	07/07	2443099JB0JY73S4P	MICROSOFT#G051680067 MSBILL.INFO WA	60.00
<b>BRENT BINNALL</b>				
<b>TOTAL XXXXXXXXXXXX 0215</b>				<b>\$18.74</b>
07/22	07/24	2449398JX0A3BBT07	STONEWAY ELEC SUPPLY 229 SANDPOINT ID	18.74
MCC: 5065 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
<b>Payment Due Date</b>	<b>August 20, 2024</b>
<b>New Balance</b>	<b>\$3.78-</b>
Minimum Payment Due	\$0.00
Past Due Amount	\$0.00

Amount Enclosed:

Make Check  
Payable to:

Visa  
PO Box 17350  
Denver CO 80217-7350

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

## BOTTLE BAY RECREATIONAL WATER & SEWER DISTRICT OPERATION REPORT – JULY 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.

### 2024 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	2,325,098	2,333,399	1,042,000
1,838,652	June	3,297,110	3,297,110	556,000
2,699,166	July	4,876,631	4,876,631	2,308,000
2,250,337	August	3,984,693	3,984,693	0
1,241,245	September	2,314,053	2,314,053	0
328,110	October	618,553	618,553	0
9,908,292	<b>TOTALS</b>	<b>18,377,116</b>	<b>18,385,417</b>	<b>3,906,000</b>

\*Irrigation Water Requirement

### COMPARATIVE INFLUENT FLOW DATA

See attached influent flow data summary chart.

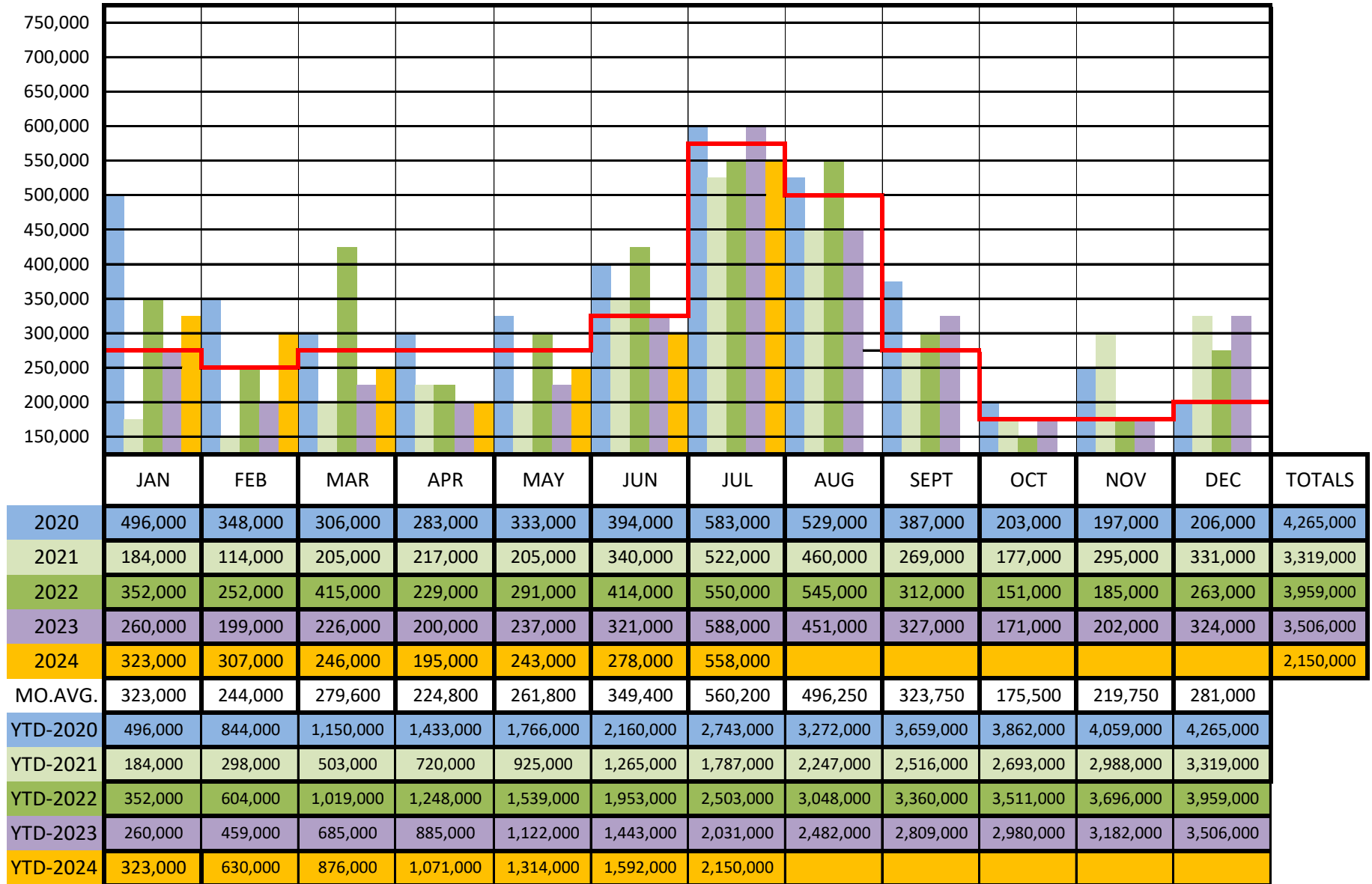
### LAGOON STATUS

4,060,000 gallons =	Total <u>usable</u> storage volume in aeration lagoon.	<b>5.36</b>	<b>1.3 MG</b>
5,530,000 gallons =	Total <u>usable</u> storage volume in polishing lagoon.	<b>7.73</b>	<b>2.2 MG</b>
<b>9,590,000 gallons</b> =	<b>TOTAL</b> combined available storage volume	<b>13.09</b>	<b>3.5 MG</b>
1,800,000 gallons =	Estimated volume in aeration lagoon = approx.	44.3%	
2,100,000 gallons =	Estimated volume in polishing lagoon = approx.	38.0%	
<b>5,690,000 gallons</b> =	<b>TOTAL</b> estimated <u>available</u> storage volume	<b>59.3%</b>	

### 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



**William Berg**

---

**From:** Scott McNee <smcnee@ardurra.com>  
**Sent:** Tuesday, August 13, 2024 1:00 PM  
**To:** William Berg  
**Cc:** Bob Hansen (wsmibob@aol.com)  
**Subject:** Re: Engineering Study

Hi Bill, we are usually in the \$25k range for a facility plan for a non SRF/USDA funded project. If you want to seek the government funding for construction there is a lot more involved with the facility plan, putting them in the \$50k range.

Get [Outlook for iOS](#)

---

**From:** William Berg <billb@bbsewer.org>  
**Sent:** Tuesday, August 13, 2024 10:45:44 AM  
**To:** Scott McNee <smcnee@ardurra.com>  
**Cc:** Bob Hansen (wsmibob@aol.com) <wsmibob@aol.com>  
**Subject:** Engineering Study

Scott: the Board's about to approve a budget with \$20k for a study to determine what we need to do to rehab just the oldest sections of the collection system. Our goal would be a capital plan to upgrade over some period of years. Is this realistic? Can we get something useful from you for that money?

**Bill Berg**

**President**

**Bottle Bay Recreational**

**Water & Sewer District**



**William Berg**

---

**From:** Robert Hansen <wsmibob@aol.com>  
**Sent:** Thursday, August 15, 2024 11:10 AM  
**To:** William Berg  
**Subject:** Re: DEQ Facilities Plan

Bill.

If we are required to submit plans & specs to DEQ for approval to upgrade our collection system, DEQ may require us to submit a new facility plan - This is something that was not included in our last facility plan. It seems DEQ, over the past few years, has made it very difficult to do anything without their approval. In the past, we would have called something like this a "like kind" replacement and just done it on our own.

There may be an upside to some of this. We may be able to get a matching grant for a facility plan and if the plan shows that the collection system requires upgrade improvements, we may qualify for a low interest SRF loan?

Nothing simple anymore!

Bob Hansen  
Water Systems Management  
(208) 265-4270

On Thursday, August 15, 2024 at 09:26:41 AM PDT, William Berg <billb@bbsewer.org> wrote:

Bob: Scott mentioned something about updating our facilities plan with DEQ if we did some capital improvement. Could you explain this briefly at Tuesday's meeting?

**Bill Berg**

**President**

**Bottle Bay Recreational**

**Water & Sewer District**

WATER SYSTEMS MANAGEMENT  
67 WILD HORSE TRAIL  
SANDPOINT, IDAHO 83864  
DATE: 8/16/24

**BBRWSD COLLECTIONS REPORT FOR SERVICES PROVIDED IN JULY 2024:**

**COLLECTION SYSTEM**

**SERVICE CALLS**

PUMP REPLACEMENT: 2

PLUMBING: FROZEN / BFREAKAGE 2

CONTROLS/ ELECTRICAL: 5

FLOAT:

TANK: 1 replacement

ORDER CONTROL DEVICES INSTALLED AT AIRVACS :

NEW CONSTRUCTION / INSTALLATION INSPECTIONS MANAGEMENT: 1

INSTALLATION INSPECTIONS :

ESCROW INSPECTIONS: 3

ISLOATIONS: 2

EEP:

MAIN LIFT STATION:

ALARMS: 2

OTHER:

AIRVACS CHECK CORRECT OPERATION (ON GOING)

ISOLATION VALVE INSTALL/ REPAIR / REPLACE:

MAIN LINE CONNECTIONS: (

CONTRACTOR / PROPERTY OWNER PROJECT MANAGEMENT:

TELE CONS: MULTIPLE

LOCATES: 4

I&I RESEARCH & MITIGATION: ON GOING

EXERCISE ISOLATION VALVES / AIRVAC VALVES: ON GOING

FACILITIES / EQUIPMENT MAINTENANCE: ON GOING

INVENTORY MANAGEMENT: ON GOING

PERMIT / SITE REVIEW :

POWER OUTAGE RESPONSE:

MAINTENANCE INSPECTIONS: 1

LOCATING SITES FOR MAIN LINE UPGRADE, CONTROL PANEL, TANK REPLACEMENT UPGRADE / REPLACEMENTS (SEE C. I. P. BELOW),

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

MANAGERIAL / FILING ON GOING

**CAPITAL IMPROVEMENT PROGRAM:**

**Planning for Main Line Connection Upgrades 2024** (ON HOLD) ( 10 TENTATIVELY SCHEDULED)

**Planning for Pump Control Upgrades 2024**

Locate Controls that need to be upgraded and determine method (7) TENTATIVELY SCHEDULED, 3 COMPLETED)

**Locate / Planning for Tank Replacements 2024** (1) SCHEDULED)

determine Locations and methods WOLF

**Resolution Number \_\_\_\_\_**

WHEREAS the Board desires to supplement the capital improvement budget by \$20,000 for Fiscal Year 2025; and

WHEREAS such supplemental funding requires a fee increase of \$5.00 per month for the Basic Fee; and

WHEREAS such fee increase exceeds 5%; and

WHEREAS the attached notice of rate increase was published in the Bonner County Daily Bee for two consecutive weeks as required by law for a fee increase exceeding 5%;

NOW, therefore,

RESOLVED, the Basic Fee beginning January 1, 2025 shall be increased \$5.00, from \$24/month to \$29/month.

Adopted by the Board on August 20, 2024

---

William M. Berg, President

**Bottle Bay Recreational Water & Sewer District  
Notice of Public Hearing**

**Proposed Increase in Sewer Rates, Fees and Fines**

TAKE NOTICE that on Tuesday, August 20, 2024, at 4pm, the Board of Directors of the Bottle Bay Recreational Water & Sewer District will hold a public hearing on its intention to increase the Basic Fee in excess of 5%, effective January 1, 2025. The Basic Fee is proposed to increase \$5.00 per month from \$24 to \$29 per month. The purpose of the fee increase is to fund an engineering study on rehabbing the oldest sections of the sewage collection system. In addition, the Board intends to increase the fine for Violation of a Stop Work Order from \$100 per day to \$1,000 per day, effective August 21, 2024. The Board further intends to add a fee of \$500 for a service "call-out" where the cause stems from a violation of the Operating Rules and Regulations, effective August 21, 2024. The public hearing will be held via Zoom. A link to the Zoom meeting is available on the District's website: [www.bottlebaydistrict.org](http://www.bottlebaydistrict.org). The physical location for the meeting is 505 E. Bottle Bay Rd, Sagle, Idaho 83860.

Resolution Number \_\_\_\_\_

WHEREAS the Board desires to increase certain service fees and fines; and

WHEREAS notice of such increased fees and fines was published along with a general fee increase notice in the Bonner County Daily Bee for two consecutive weeks prior to the Board Meeting;

NOW, therefore,

RESOLVED, the fine for Violation of a Stop Work Order is increased from \$100 per day, to \$1,000 per day; and

FURTHER RESOLVED, the fee for a service “call-out” where the cause stems from a violation of the Operating Rules and Regulations is established at \$500; and

FURTHER RESOLVED, the above fine and fee shall be effective August 21, 2024.

Adopted by the Board on August 20, 2024

---

William M. Berg, President

**Resolution Number** \_\_\_\_\_

RESOLVED, the attached Fiscal Year 2025 Budget is adopted.

Adopted by the Board on August 20, 2024

---

William M. Berg, President

**Bottle Bay Recreational Water & Sewer District  
Proposed FY 2025 Budget  
Notice of Public Hearing**

TAKE NOTICE that the Bottle Bay Recreational Water & Sewer District will hold a public hearing on its FY 2025 Budget on Tuesday, August 20, 2024, at 4 pm via Zoom. A link to the Zoom meeting is available on the District's website: [www.bottlebaydistrict.org](http://www.bottlebaydistrict.org). The physical location of the meeting is 505 E. Bottle Bay Rd, Sagle, Idaho 83860. A copy of the budget is posted at the District office, 8680 Bottle Bay Rd, Salge ID 83860.

	<b>FY2025</b>	<b>FY2024</b>	<b>FY 2023</b>	<b>FY 2022</b>
	<b>Budget</b>	<b>Budget</b>	<b>Actual</b>	<b>Actual</b>
<b>Revenues</b>				
Basic Fee Income	103,243	87,000	76,856	75,825
System Service Fee Income	115,920	113,200	109,323	87,015
WEP Sinking Fund Income	72,240	72,500	73,607	67,850
Property Tax Levy	34,128	35,000	35,268	34,615
County Payments	500	1,300	436	2,000
Interest & Investment Income	10,000	3,000	10,936	250
Inspection Fees, Fines and Other Revenue	2,500	4,100	3,057	10,000
<b>Total Revenues</b>	<b>338,531</b>	<b>316,100</b>	<b>309,483</b>	<b>277,555</b>
<b>Operating Expenses</b>				
<b>Administration</b>				
Recording Secretary	1,800	3,800	1,800	1,500
Accounting Services	14,000	12,000	17,122	10,000
Audit Services	6,750	9,800	6,500	4,400
Legal Services	1,000	1,100	143	1,500
Insurance	2,500	2,200	2,069	1,920
Information Services	4,910	3,000	2,750	2,225
Other Administrative Expenses	2,000	4,100	1,569	12,500
<b>Sub-Total Administration Expenses</b>	<b>32,960</b>	<b>36,000</b>	<b>31,953</b>	<b>34,045</b>
<b>Treatment and Land Application</b>				
Licensed Operator Contract (WSM, Inc.)	92,100	89,400	81,850	78,600
Other Consultant Services	1,000	1,200		
License Compliance & Testing	10,000	9,600	4,975	6,400
Operating Chemicals	4,500	4,200	5,319	2,800
Other Treatment Expenses	1,000	1,200	1,352	
<b>Sub-Total Treatment Expenses</b>	<b>108,600</b>	<b>105,600</b>	<b>93,496</b>	<b>87,800</b>

<b>Collection System</b>				
Supplies, Pumps & Other Equipment	25,000	23,600	14,445	21,500
General Maintenance & Repair	38,000	37,200	62,770	34,500
Utilities	5,000	7,600	3,935	5,700
Vehicle Expenses	3,000	3,000	3,233	2,000
<b>Sub-Total Collection System Expenses</b>	<b>74,000</b>	<b>71,400</b>	<b>84,383</b>	<b>63,700</b>
<b>Total Operating Expenses</b>	<b>215,560</b>	<b>213,000</b>	<b>209,832</b>	<b>185,545</b>
<b>Capital Expenses</b>				
Debt Service - DEQ Loan	73,384	73,400	73,384	73,384
Debt Service - White Property Loan	18,000	18,000	18,000	18,000
Capital Replacement & Improvement	65,000	20,000	58,388	19,000
Unscheduled Capital Projects	10,000	10,000	11,685	7,000
<b>Total Capital Expenses</b>	<b>166,384</b>	<b>121,400</b>	<b>161,457</b>	<b>117,384</b>
			-	
<b>Total Operating &amp; Capital Expenses</b>	<b>381,944</b>	<b>334,400</b>	<b>371,289</b>	<b>302,929</b>
<b>Total Net Operating Income</b>	<b>(43,413)</b>	<b>(18,300)</b>	<b>(61,806)</b>	<b>(25,374)</b>
Transfer from Contingency Reserve	43,413	18,300	61,806	25,374
Depreciation (Non-Cash Expenditure)	96,200	96,200	96,153	96,153



## ADU PROJECT

NAME	HU#	REMARKS
Hardin	116	(Bottle Bay Bungalows LLC) Outbuilding check
Farmin	069 317	(Point Eagle Properties LLC) 2 serviced connections, 10 bedrooms
Southworth	268	Outbuilding check
Waldo	295	Three buildings including boat house, one connection
Wright	310	ADU over garage?
Sherrand	256	Beach front structure
Balera	292	Structure off Eureka Road
Petersen	none	Beach structure located on RP57N01W331950A
Partridge	244	Tower structure (already paying one add'l service fee for cottage)
Layman	320	Unserviced lot – does bunk house exceed 4 bedrooms on HU 156
Reed	237	Second Structure
Weaver	054	Extra structures on property
DeLong	155	Should be serviced – <b>Brent double check that property connected</b>
Badt	013	Possible second structure
Toth	287	Should be serviced – <b>Brent double check that property connected</b>
Greenan	279	Property has non-residential improvement – <b>Brent to check whether connected</b>
McIntosh	263	Should be serviced – <b>Brent double check that property connected</b>
Personius	168	Should be serviced – <b>Brent double check that property connected</b>
Legacy	166	Second Structure
Gray	201	Second Structure
		<b>Below are properties checked but in compliance</b>
Gage	315 094	Two serviced connections, so Beach House is covered
Pumpian	226	Second structure - Is paying add'l service fee
Alex		At corner Bel Tane Cove & Eureka – not connected – no cap fee paid
Johnson	135	ADU in house – is paying 2 additional service fees
Nelson	026	Second structure - Is paying add'l service fee
Vinson	257	Second structure - Is paying add'l service fee
Woodward	154	Beach structure – is paying add'l service fee
Leedy	163	Second structure - Is paying add'l service fee
Bartlett	221	Second structure - Is paying add'l service fee
Grubb	142	Second structure - Is paying add'l service fee



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**Section I: Definitions**

- 1.1 **Access Easement.** The term “Access Easement” means a perpetual easement granting the District physical access to Residential Sewer System as defined herein.
- 1.2 **Action Item.** An Action Item is a matter for which the Board may take final action by motion or resolution.
- 1.3 **BBRWSD.** BBRWSD means the Bottle Bay Recreational Water and Sewer District.
- 1.4 **Bedroom.** A Bedroom is a room or separate structure designed primarily for sleeping but is not a Dwelling Unit as defined herein. A bedroom is characterized by a bed, door(s) that can be used to close off the room from the remainder of the dwelling or the outside, and a closet and/or cabinet where clothing may be hung-up on hangers. A separate bunk house or sleeping shack is deemed a Bedroom. A fold-out couch in a den open to other rooms in the dwelling, for example, is not a Bedroom.
- 1.5 **Board.** The Board of Directors of the Bottle Bay Recreational Water and Sewer District.
- 1.6 **Branch Line.** A pressurized sewer line that leaves the Force Main to service Parcels not on the Force Main.
- 1.7 **Building Location Permit.** A Building Location Permit is means a permit issued by the Bonner County Planning Department pursuant to Bonner County Revised Code section 11-101.
- 1.8 **Capitalization Fee.** The fee calculated and collected according to Ordinance, for parcels created or otherwise brought under this Ordinance representing a fair share of the net value of the sewer system, as allocated to an individual parcel of land.
- 1.9 **Chair.** The Chair means the person presiding at the Board meeting.
- 1.10 **Commercial Member.** A business or association (such as a non-profit association) or other entity determined by the Board, with one or more Connection Rights associated with real property.
- 1.11 **Compliance Officer.** The Board’s designee to communicate with Members on permits and other system compliance matters.



- 1.12 **Connection Right.** A right when capacity exists and the appropriate fees have been paid, associated with and running with real property, to connect to the District’s Sewer System and to discharge sewage when certain conditions are met.
- 1.13 **Director.** Director means an elected member of the District’s Board of Directors.
- 1.14 **District.** The Bottle Bay Recreational Water & Sewer District aka Bottle Bay Sewer District.
- 1.15 **District Operator.** A person(s) licensed by the Idaho Board of Drinig Water and Wastewater Professionals and assigned by the District to maintain, repair and operate the Sewer System. A District Operator may be an employee of the District or an employee of the contractor hired by the Board of Directors to perform maintenance, repair, operations, and technical services for the District. Also known as the Licensed Operator.
- 1.16 **District Rules & Regulations.** A document containing the rules and regulations of the District passed by a vote of the majority of the Board of Directors at any regular meeting or at any special meeting called for that purpose.
- 1.17 **Downstream.** The term downstream indicates the direction of wastewater flow, usually from the origin of the wastewater to final destination of wastewater processing.
- 1.18 **Dwelling Unit.** A Dwelling Unit is a structure or mobile home capable of independent living. A dwelling is characterized by sleeping space or bedrooms, toilet, bathing facilities, and a kitchen that includes a sink and cooking and refrigeration equipment. A dwelling may be attached to another dwelling, such as a basement apartment or guest house under a common roof.
- 1.19 **Encroachment Permit.** Written or verbal permission to temporarily or permanantly displace or obstruct the Sewer System.
- 1.20 **Equivalent Residential Unit (ERU).** An ERU means a volume of wastewater recognized nationally as produced from a dwelling containing up to four bedrooms.
- 1.21 **Fines.** The term “Fine” is used to distinguish penalties for failure to comply with applicable rules and regulations. The term means the same as a “charge.”
- 1.22 **Force Main.** The main sewer line that transports effluent under pressure to the lift station at the District Office.
- 1.23 **House Line.** A privately owned sewage line connecting a dwelling or building to the Residential System.
- 1.24 **Idaho Department of Environmental Quality (IDEQ).** The Idaho state agency that issues the District with a Wastewater Reuse Permit to operate. The District is subject to many IDEQ rules and regulations.
- 1.25 **Inhabited.** A building that is occupied for one (1) day or more.
- 1.26 **Inspection Deposit.** The term “Inspection Deposit” is a security deposit to insure payment of fees and fines associated with the inspection and approval of a Sewer Permit.
- 1.27 **Landowner.** The “landowner” is the Real Property Owner as defined herein.
- 1.28 **Lateral Line.** The line transporting effluent from the Residential System pump basin to the Force Main.
- 1.29 **Licensed Operator.** The “Licensed Operator” is the District Operator as defined herein.
- 1.30 **Member.** All owners of Parcels within the District boundaries are by statute included in the District as Members. Those Members who have prepaid their capitalization fee shall be referred to in this Rules as Vested Members. Those Vested Members who are connected to the system are referred to in these Rules Serviced Members.
- 1.31 **Mobile Home.** A mobile home is a transportable prefabricated structure that has the characteristics of a Dwelling Unit as defined herein and is situated in one particular place on the property and capable of use for permanent or seasonal living accommodation. A Mobile Home is deemed a Dwelling Unit.
- 1.32 **Office.** Office means the District Office located at 8680 Bottle Bay Road, Sagle, Idaho 83860
- 1.33 **Parcel.** Any lot or tract of land now existing or hereafter created through a division or subdivision process, and any other parcel of real property recognized by Bonner County as a separate legal parcel which would