



**BOTTLE BAY**  
RECREATIONAL WATER & SEWER DISTRICT



**REGULAR  
BOARD OF DIRECTORS  
MEETING**

**Via Zoom**

**January 16, 2024**

**4:00 pm**

Bottle Bay Recreational Water & Sewer District  
P. O. Box 304, Sagle, Idaho 83860 Phone: 208-265-4964

**MEETING AGENDA**

January 16, 2024 4 p.m.

**Meeting is via Zoom**

Link is available on District website: [bottlebaydistrict.org](http://bottlebaydistrict.org)

1. Call to Order (Berg)
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. Treasurer’s Report (Davis)
  - Corrected P & L thru 11/30/2023 (corrected to include principal payment on WEP)
  - Status of checking accounts & accounts in Local Government Investment Pool
  - Review paid invoices ([invoices attached to board book email](#))
8. **Resolution to Approve Task Order for Audurra to Draft and Submit Letter of Interest in DEQ Facilities Planning Grant – Action Item**
9. Motion to Hold Public Hearing on Resolution to Amend Rules for Additional Septic Tank – **Action Item**
10. Operations Reports for December (Hansen)
11. Collections Report for December (Binnall)
12. Permit and Compliance Matters (Behrens, Binnall)
13. Discussion: Directions to Brent on capital construction in 2024 (Behrens)
14. Putting Board Book and Meeting Video on Website (Shearer) – **Action Item**
15. Discussion: Status of Board Appointment (Berg)
16. General Administrative Matters
  - “Info” email forwarding and using the “bbsewer” email address & MS 365
  - Next meeting, Tuesday, February 20, 2024, 4pm via Zoom
17. Adjourn



**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.



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

Page 7

UNAUDITED	Dec '22 - Nov 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Non-Operating Revenue</b>				
Interest Income	10,936.29	500.00	10,436.29	2,187.26%
Property Tax Levy	35,267.45	35,000.00	267.45	100.76%
WEP Sinking Fund	73,606.80	73,200.00	406.80	100.56%
<b>Total Non-Operating Revenue</b>	<b>119,810.54</b>	<b>108,700.00</b>	<b>11,110.54</b>	<b>110.22%</b>
<b>Operating Revenues</b>				
County Certified Payments	436.12	1,300.00	-863.88	33.55%
Permit Fees & Other Charges	3,057.46	4,100.00	-1,042.54	74.57%
System Operation Fees-Serviced	109,322.66	98,300.00	11,022.66	111.21%
System Maintenance Fees-Basic	76,855.88	80,500.00	-3,644.12	95.47%
<b>Total Operating Revenues</b>	<b>189,672.12</b>	<b>184,200.00</b>	<b>5,472.12</b>	<b>102.97%</b>
<b>Total Income</b>	<b>309,482.66</b>	<b>292,900.00</b>	<b>16,582.66</b>	<b>105.66%</b>
<b>Gross Profit</b>	<b>309,482.66</b>	<b>292,900.00</b>	<b>16,582.66</b>	<b>105.66%</b>
<b>Expense</b>				
<b>Administration</b>				
Information Services	2,750.30	5,000.00	-2,249.70	55.01%
Recording Sec	1,800.00	5,000.00	-3,200.00	36.0%
Accounting	17,122.35	8,300.00	8,822.35	206.29%
Legal Services	142.50	1,000.00	-857.50	14.25%
Audit Services	6,500.00	7,000.00	-500.00	92.86%
Insurance	2,069.00	2,100.00	-31.00	98.52%
Administration - Other	1,568.82	3,900.00	-2,331.18	40.23%
<b>Total Administration</b>	<b>31,952.97</b>	<b>32,300.00</b>	<b>-347.03</b>	<b>98.93%</b>
<b>System Repairs &amp; Replacement</b>				
Supplies, Pumps & Equipment	14,444.47	22,500.00	-8,055.53	64.2%
Capital Improvements	58,387.51	66,100.00	-7,712.49	88.33%
Tank Replacement	23,421.08	44,000.00	-20,578.92	53.23%
Other Repairs	39,349.40	35,400.00	3,949.40	111.16%
<b>Total System Repairs &amp; Replacement</b>	<b>135,602.46</b>	<b>168,000.00</b>	<b>-32,397.54</b>	<b>80.72%</b>
<b>System Operation</b>				
Utilities	3,935.35	7,200.00	-3,264.65	54.66%
Operating Chemicals	5,319.01	4,000.00	1,319.01	132.98%
Licensed Operator Contractor	81,850.00	82,200.00	-350.00	99.57%
License Compliance & Testing	4,975.00	9,100.00	-4,125.00	54.67%
Vehicle Expense	3,233.41	5,626.00	-2,392.59	57.47%
System Operation - Other	1,352.00	2,200.00	-848.00	61.46%
<b>Total System Operation</b>	<b>100,664.77</b>	<b>110,326.00</b>	<b>-9,661.23</b>	<b>91.24%</b>
<b>Other Expenses</b>				
White Property Expenses	18,000.00	18,000.00	0.00	100.0%
Hook-up Buy Back	11,684.99			
<b>Total Other Expenses</b>	<b>29,684.99</b>	<b>18,000.00</b>	<b>11,684.99</b>	<b>164.92%</b>
<b>Total Expense</b>	<b>297,905.19</b>	<b>328,626.00</b>	<b>-30,720.81</b>	<b>90.65%</b>
<b>Net Ordinary Income</b>	<b>11,577.47</b>	<b>-35,726.00</b>	<b>47,303.47</b>	<b>-32.41%</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
<b>Non-Operating Expenses</b>				
DEQ Loan Principal	49,606.03	49,610.00	-3.97	99.99%
Interest Expense	23,777.57	23,790.00	-12.43	99.95%
<b>Total Non-Operating Expenses</b>	<b>73,383.60</b>	<b>73,400.00</b>	<b>-16.40</b>	<b>99.98%</b>
<b>Total Other Expense</b>	<b>73,383.60</b>	<b>73,400.00</b>	<b>-16.40</b>	<b>99.98%</b>
<b>Net Other Income</b>	<b>-73,383.60</b>	<b>-73,400.00</b>	<b>16.40</b>	<b>99.98%</b>
<b>Net Income</b>	<b>-61,806.13</b>	<b>-109,126.00</b>	<b>47,319.87</b>	<b>56.64%</b>

**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**

12/1/2023 through 12/31/2023

**Summary**

<b>Beginning Balance</b>	\$149,079.63	<b>Fund Number</b>	2660
<b>Contributions</b>	\$662.73	<b>Distribution Yield</b>	5.4174 %
<b>Withdrawals</b>	\$0.00	<b>December Accrued Interest</b>	\$688.98
<b>Ending Balance</b>	\$149,742.36	<b>Average Daily Balance</b>	\$149,742.36

**Detail**

Date	Activity	Status	Type	Amount	Balance
12/01/2023	Beginning Balance				\$149,079.63
12/01/2023	Contribution	Processed	November Reinvestment	\$662.73	\$149,742.36
12/31/2023	Ending Balance				\$149,742.36

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

Page 9

## LGIP Monthly Statement

### Bottle Bay Water & Sewer District

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

### Statement Period

12/1/2023 through 12/31/2023

### Summary

<b>Beginning Balance</b>	\$85,262.76	<b>Fund Number</b>	3613
<b>Contributions</b>	\$379.03	<b>Distribution Yield</b>	5.4175 %
<b>Withdrawals</b>	\$0.00	<b>December Accrued Interest</b>	\$394.05
<b>Ending Balance</b>	\$85,641.79	<b>Average Daily Balance</b>	\$85,641.79

### Detail

Date	Activity	Status	Type	Amount	Balance
12/01/2023	Beginning Balance				\$85,262.76
12/01/2023	Contribution	Processed	November Reinvestment	\$379.03	\$85,641.79
12/31/2023	Ending Balance				\$85,641.79

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.

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

## ACCOUNT SUMMARY

Credit Limit	\$5,000.00
Credit Available	\$3,612.00
Statement Closing Date	December 28, 2023
Days in Billing Cycle	30
Previous Balance	\$0.00
- Payments & Credits	\$0.00
+ Purchases & Other Charges	\$1,387.74
+ FEE CHARGED	\$0.00
+ INTEREST CHARGED	\$0.00
= New Balance	\$1,387.74

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

## PAYMENT INFORMATION

New Balance	\$1,387.74
Minimum Payment Due	\$41.63
Payment Due Date	January 22, 2024

Notice: SEE REVERSE SIDE FOR MORE IMPORTANT INFORMATION

## TRANSACTIONS

Tran Date	Post Date	Reference Number	Transaction Description	Amount
<b>FEES</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>JON M DAVIS</b>				
12/27	12/28	2427539B9S66EZWQK	<b>TOTAL XXXXXXXXXXXX 2102 \$1,338.63</b> GRIPTION TIRES INC 208-2552020 ID MCC: 7538 MERCHANT ZIP: 83864	1,338.63
<b>SUSAN SHEA</b>				
12/11	12/12	2427539ATS66K5HJA	<b>TOTAL XXXXXXXXXXXX 2128 \$49.11</b> GOVPROS SRVC FEE 844-7294468 MI MCC: 9399 MERCHANT ZIP:	1.95
12/11	12/12	2427539ATS66LRH23	BONNER COUNTY COLLECTOR SANDPOINT ID MCC: 9399 MERCHANT ZIP:	47.16

1178 0001 DJJ

002 7 20 231228 0

PAGE 1 of 2

10 3722 0130 IN12

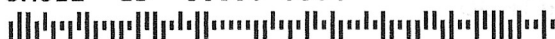
3622

Please detach bottom portion and submit with payment using enclosed envelope



Mountain West Bank  
PO Box 2360  
Omaha NE 68103-2360

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



3622  
R210

Make Check  
Payable to:

Visa  
PO Box 17350  
Denver CO 80217-7350



## PAYMENT INFORMATION

Account number ending in	2934
Payment Due Date	January 22, 2024
New Balance	\$1,387.74
Minimum Payment Due	\$41.63
Past Due Amount	\$0.00

Amount Enclosed:

\$

4988830000012094000041635

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	@XXXXXXXXXX@2094	Statement Dates	12/01/23 thru 12/31/23
Previous Balance	41,585.89	Days in the statement period	31
4 Deposits/Credits	11,393.78	Average Ledger	34,918.77
10 Checks/Debits	21,641.46	Average Collected	34,918.77
Service Charge	.00		
Interest Paid	.00		
Ending Balance	31,338.21		

Deposits and Additions

Date	Description	Deposits
12/08	DDA Regular Deposit	4,582.78
12/15	DDA Regular Deposit	2,211.75
12/22	DDA Regular Deposit	1,887.25
12/29	DDA Regular Deposit	2,712.00

Debits and Withdrawals

Date	Description	Withdrawals
12/01	Bill Paid-JAMES WHITE Conf #150	1,500.00-
12/07	AVISTA COM AUTOP BILL PAY CCD 18031013331 031101113166747	367.57-
12/13	FS BILL PAYMENT PAYMENT CCD 0000 041036045524243	90.00-
12/14	BOTTLE BAY REC AP PPD	8,115.96-
12/14	Bottle Bay Operating BOTTLE BAY REC WEP Xfr PPD	8,947.29-
12/22	Bottle Bay Operation CHECK 500040 ICRMP	1,189.50-

Date 12/29/23 Page 2  
Primary Account @XXXXXXXXXX@2094

TOTALLY FREE BUSINESS CHECKING @XXXXXXXXXX@2094 (Continued)

Debits and Withdrawals

Date	Description		Withdrawals
12/26	CHECK	500041	148.14-
	CO-OP SUPPLY		
12/26	TREASURY SVC ANNUAL REVIEW		35.00-
12/29	Cash Management Monthly Fee		12.00-

Checks in Number Order

12/29	6266	1,236.00	12/22	500040*	1,189.50	12/26	500041	148.14
* Denotes missing check numbers								

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
12/01	40,085.89	12/13	44,211.10	12/22	30,057.35
12/07	39,718.32	12/14	27,147.85	12/26	29,874.21
12/08	44,301.10	12/15	29,359.60	12/29	31,338.21

Date 12/29/23 Page 1  
 Primary Account @XXXXXXXXXX@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	@XXXXXXXXXX@8384	Statement Dates	12/01/23 thru 12/31/23
Previous Balance	13,261.85	Days in the statement period	31
1 Deposits/Credits	8,947.29	Average Ledger	16,681.64
1 Checks/Debits	18,345.90	Average Collected	16,681.64
Service Charge	.00		
Interest Paid	.00		
Ending Balance	3,863.24		

Deposits and Additions

Date	Description		Deposits
12/14	BOTTLE BAY REC	WEP Xfr	8,947.29
		PPD	
	Bottle Bay WEP		

Debits and Withdrawals

Date	Description	Withdrawals
12/29	Bill Paid-WELLS FARGO BANK, NA	18,345.90-
	Conf #29	

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
12/01	13,261.85	12/14	22,209.14	12/29	3,863.24

**Bottle Bay Water & Sewer District**  
**Check Detail**  
 December 20, 2023 through January 16, 2024

Type	Num	Date	Name	Account	Paid Amount
Check	EFT	12/29/2023	ID DEQ	Mountain West Ban...	
				DEQ CWL Loan	-11,545.98
				Interest Expense	-6,799.92
TOTAL					-18,345.90
Check		12/31/2023		Mountain West Bank	
				Administration	-47.00
TOTAL					-47.00
Check	EFT	01/01/2024	White Living Trust	Mountain West Bank	
				White Property Expe...	-1,500.00
TOTAL					-1,500.00
Check	AUTO	01/08/2024	Avista Utilities	Mountain West Bank	
				Utilities	-633.73
TOTAL					-633.73
Bill Pmt -Check	BILLP...	01/12/2024	Co-Op Supply	Mountain West Bank	
Bill	78136	12/10/2023		Vehicle Expense	-43.23
Bill	32310	12/17/2023		Vehicle Expense	-58.44
Bill	33340	12/26/2023		Vehicle Expense	-60.21
				Supplies, Pumps & ...	-62.97
TOTAL					-224.85
Bill Pmt -Check	BILLP...	01/12/2024	Visa	Mountain West Bank	
Bill		12/29/2023		Mountain West Bank...	-1,387.74
TOTAL					-1,387.74
Bill Pmt -Check	ACH	01/16/2024	Andrew T. Platte, CPA	Mountain West Bank	
Bill	10726	12/31/2023		Accounting	-1,312.50
				Administration	-0.66
TOTAL					-1,313.16
Bill Pmt -Check	ACH	01/16/2024	Pelican Corp One Call Inc	Mountain West Bank	
Bill	344	12/31/2023		Administration	-9.10
TOTAL					-9.10
Bill Pmt -Check	ACH	01/16/2024	RuthAnn Zigler	Mountain West Bank	
Bill		01/01/2024		Recording Sec	-150.00
TOTAL					-150.00

11:09 AM

01/12/24

**Bottle Bay Water & Sewer District**  
**Check Detail**  
**December 20, 2023 through January 16, 2024**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	ACH	01/16/2024	Water Systems Management, Inc.	Mountain West Bank	
Bill	113081	01/01/2024		Licensed Operator C...	-6,875.00
TOTAL					-6,875.00

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

	Dec 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Non-Operating Revenue</b>				
Interest Income	1,041.76	3,000.00	-1,958.24	34.7%
Property Tax Levy	1,299.78	35,000.00	-33,700.22	3.7%
WEP Sinking Fund	2,335.79	72,500.00	-70,164.21	3.2%
<b>Total Non-Operating Revenue</b>	4,677.33	110,500.00	-105,822.67	4.2%
<b>Operating Revenues</b>				
County Certified Payments	0.00	1,300.00	-1,300.00	0.0%
Permit Fees & Other Charges	60.25	4,000.00	-3,939.75	1.5%
System Operation Fees-Serviced	3,013.09	113,200.00	-110,186.91	2.7%
System Maintenance Fees-Basic	2,643.22	87,000.00	-84,356.78	3.0%
<b>Total Operating Revenues</b>	5,716.56	205,500.00	-199,783.44	2.8%
<b>Total Income</b>	10,393.89	316,000.00	-305,606.11	3.3%
<b>Gross Profit</b>	10,393.89	316,000.00	-305,606.11	3.3%
<b>Expense</b>				
<b>Administration</b>				
Information Services	0.00	3,000.00	-3,000.00	0.0%
Recording Sec	150.00	3,800.00	-3,650.00	3.9%
Accounting	825.00	12,000.00	-11,175.00	6.9%
Legal Services	0.00	1,100.00	-1,100.00	0.0%
Audit Services	0.00	9,800.00	-9,800.00	0.0%
Insurance	1,189.50	2,200.00	-1,010.50	54.1%
Administration - Other	186.11	4,000.00	-3,813.89	4.7%
<b>Total Administration</b>	2,350.61	35,900.00	-33,549.39	6.5%
<b>System Repairs &amp; Replacement</b>				
General Maintenance & Repair	265.96	37,200.00	-36,934.04	0.7%
Supplies, Pumps & Equipment	54.96	23,600.00	-23,545.04	0.2%
Capital Improvements	0.00	30,000.00	-30,000.00	0.0%
<b>Total System Repairs &amp; Replacement</b>	320.92	90,800.00	-90,479.08	0.4%
<b>System Operation</b>				
Utilities	367.57	7,600.00	-7,232.43	4.8%
Operating Chemicals	0.00	4,200.00	-4,200.00	0.0%
Licensed Operator Contractor	325.00	89,400.00	-89,075.00	0.4%
License Compliance & Testing	0.00	9,600.00	-9,600.00	0.0%
Vehicle Expense	1,431.81	3,000.00	-1,568.19	47.7%
System Operation - Other	0.00	2,200.00	-2,200.00	0.0%
<b>Total System Operation</b>	2,124.38	116,000.00	-113,875.62	1.8%
<b>Other Expenses</b>				
White Property Expenses	1,500.00	18,000.00	-16,500.00	8.3%
<b>Total Other Expenses</b>	1,500.00	18,000.00	-16,500.00	8.3%
<b>Total Expense</b>	6,295.91	260,700.00	-254,404.09	2.4%
<b>Net Ordinary Income</b>	4,097.98	55,300.00	-51,202.02	7.4%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
<b>Non-Operating Expenses</b>				
Interest Expense	6,799.92	73,400.00	-66,600.08	9.3%
<b>Total Non-Operating Expenses</b>	6,799.92	73,400.00	-66,600.08	9.3%
<b>Total Other Expense</b>	6,799.92	73,400.00	-66,600.08	9.3%
<b>Net Other Income</b>	-6,799.92	-73,400.00	66,600.08	9.3%
<b>Net Income</b>	<b>-2,701.94</b>	<b>-18,100.00</b>	<b>15,398.06</b>	<b>14.9%</b>

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

**RESOLUTION ON LETTER OF INTEREST IN DEQ PLANNING GRANT**

**WHEREAS**, the Board desires to engage Ardurra (formerly T-O Engineers) to investigate and report on needed repairs and replacement to the Collection System; and

**WHEREAS**, the Department of Environmental Quality (DEQ) offers competitive grants for facilities planning grants; and

**WHEREAS**, the deadline for submitting a Letter of Interest in a DEQ planning grant was January 12, 2024; now, therefore,

**RESOLVED**, it is hereby approved that the District properly engaged Ardurra to draft a Letter of Interest in a DEQ Planning Grant to investigate and report on updating the Collection System, where Ardurra's estimated cost for such facilities investigation is \$80,000, and where the District would be responsible for 50% of the cost for such investigation should it receive a DEQ grant; and

**FURTHER RESOLVED**, the District is authorized to pay Ardurra the sum of \$2,250.00 for drafting and submitting the Letter of Interest.

**ADOPTED BY THE BOARD ON JANUARY 16, 2024**

---

**William M. Berg, President**



7950 N. Meadowlark Way, Suite A  
Coeur d'Alene, ID 83815  
Ph: (208) 762-3644 • Fax: (208) 762-3708

**Task Order Authorization**  
(Please expedite return of signed form.)

DATE: 12/26/23

Contract/Project No: Task Order #5 Project Name: BBRWSD On-Call Services

Name of Client: Bottle Bay Recreational Water and Sewer District (BBRWSD)

Address: PO Box 304

City/State: Sagle, ID Zip Code: 83860 Telephone: 208-263-1157

Description of Services to be Provided by Consultant: Planning Grant Application described as follows:

1. **Planning Grant Letter of Interest and Application:** Ardurra (formerly T-O Engineers) will assist the Client in preparation of a letter of interest (LOI) and attachments for a planning grant through the Idaho Department of Environmental Quality (IDEQ) Wastewater Planning Grant Program. Ardurra will also coordinate with the Client and IDEQ through the evaluation and ranking process. If ranked high enough for FY25 funding, Ardurra will assist the Client in preparation of a planning grant application.

The following services are specifically excluded from this agreement, but may be added by written authorization of the Client:

- Master planning and/or capital improvement planning.
- Rate or connection fee analysis.
- Ordinance preparation.
- Legal services.
- Design or construction engineering services.
- Environmental studies or assessments.
- Agency submittal fees, review fees or permit fees.
- Client inspired changes or unforeseen changes arising due to regulatory decisions.
- Any services, product or professional responsibility not specifically described above.

Ardurra Billing Reference Description: Task Order #5

Budget Estimate: \$2,250 ☐ T & M (Estimate Only) ☒ T & M (Not to Exceed)  
(Additional services are performed on a time and materials basis unless otherwise shown in writing)



7950 N. Meadowlark Way, Suite A  
Coeur d'Alene, ID 83815  
Ph: (208) 762-3644 • Fax: (208) 762-3708

Service Requested By: William Berg, Chairman


Service Request Rec'd By: Scott McNee, P.E. via ☐ Verbal ☒ Written

Special Conditions: Client will provide supporting documentation to Ardurra for the LOI and application, including but not limited to documentation of sewer main breaks, leaks and/or spills; annual reports; operation and maintenance costs; list of proposed upgrades; and rate and budgetary information.

The Terms and Conditions of the original contract, dated September 17, 2020, are incorporated, and made a part of this Agreement. See current Functional Fee Schedule (Exhibit A).

Offered by Ardurra Group Inc. (Consultant):

Accepted by Client:

  
Signature Date

  
Signature Date

Scott McNee, Project Manager  
Printed Name/Title

William Berg, President  
Printed Name/Title

BBRWSD  
Name of Client

☒ Work will not proceed until authorization is signed by client

☐ Work will proceed based on Client's verbal and or email authorization



**EXHIBIT "A"**  
**FUNCTIONAL FEE SCHEDULE**  
**PROFESSIONAL SERVICES**  
**Effective January 1, 2023**

<b>I. PERSONNEL</b>	
Regional Manager/Director	\$260.00 - \$360.00 /hour
Project Manager	\$150.00 - \$330.00 /hour
Project Engineer	\$140.00 - \$240.00 /hour
Staff Engineer	\$105.00 - \$180.00 /hour
Environmental Specialist	\$105.00 - \$228.00 /hour
Aviation Planner	\$150.00 - \$300.00 /hour
Construction Manager	\$105.00 - \$192.00 /hour
GIS Specialist	\$100.00 - \$156.00 /hour
Inspector/Technician	\$85.00 - \$168.00 /hour
Information Technology	\$115.00 - \$150.00 /hour
Administrative	\$70.00 - \$180.00 /hour
<b>II. LANDSCAPE ARCHITECT</b>	
Landscape Architect	\$105.00 - \$150.00 /hour
<b>III. SURVEYING</b>	
Survey Manager	\$165.00 - \$270.00 /hour
Project Surveyor	\$165.00 - \$198.00 /hour
Survey Technician	\$80.00 - \$186.00 /hour
<b>IV. SURVEY EQUIPMENT</b>	
Aquatic Survey Vessel	\$200.00 /hour
GPS or Robotic Survey Equipment	\$75.00 /hour
Conventional Survey Equipment	\$25.00 /hour
GIS Data Logger	\$15.00 /hour
UAV Flight Charge	\$75.00 /flight
Drill and Generator	\$80.00 /day
<b>V. COMPUTER SOFTWARE</b>	
Property Database Research	\$50.00 /hour
Traffic Modeling Software	\$36.00 /hour
CADD and Other Technical Software	\$10.00 /hour
SMS Software	\$25.00 /hour
<b>VI. REPRODUCTION</b>	
In-House Reproduction	Hourly Labor Rates Apply
Outside Reproduction	Actual Cost + 10%
<b>VII. MILEAGE</b>	
Vehicle	0.65 - 0.75 /mile
ATV Vehicle	\$20.00 /hour
<b>VIII. OTHER DIRECT CHARGES</b>	
Direct costs for material or services incurred for the project	Actual Cost + 10%

- Notes: 1. When employees perform work that requires overtime, the billing rate for that overtime work will be increased to 130% of the rate established above. Overtime shall be defined as any work required of an employee in excess of 40 hours per week.
2. When employees perform work that requires litigation or as a professional witness, the billing rate for that work will be increased to 200% of the rate established above.
3. This fee schedule is subject to periodic adjustment.



# Idaho Department of Environmental Quality

## Wastewater Planning Grant

### Letter of Interest and Rating Form

Fiscal Year 2025

#### Section I. Project Information

Provide complete and accurate answers to receive the highest possible rating for your project. When possible, DEQ recommends working closely with your engineering consultant to complete this form. If you would like help completing this form, please contact DEQ at [grants.loans@deq.idaho.gov](mailto:grants.loans@deq.idaho.gov) to discuss technical assistance opportunities.

#### A. System Identification

System Name: Bottle Bay Recreational Water & Sewer District (BBRWSD)		
System Address: PO Box 304		
City: Sagle	State: ID	Zip: 83860
Is the system located wholly within incorporated city limits?		<input type="radio"/> Yes <input checked="" type="radio"/> No
What City? N/A	County: Bonner County, Idaho	
System Phone: (208) 265-4270	System Email: info@bbsewer.org	
Population Served: 191 connections	Owner's Name: William Berg, President BBRWSD	
Owner's Phone: (208) 755-1063	System Ownership: <input type="radio"/> For Profit <input checked="" type="radio"/> Not-for-Profit	
Name/Title of System contact (if different from owner): William Berg, President BBRWSD		
Contact's Address: 65 Glengary Bay Road		
City: Sagle	State: ID	Zip: 83860
Contact's Phone: (208) 755-1063	Contact's Email: billb@bbsewer.org	
Do you have a predesignated, licensed, designated responsible charge operator for your system as described in the "Wastewater Rules" ( <a href="#">IDAPA 58.01.16.203.</a> )? <input checked="" type="radio"/> Yes <input type="radio"/> No		
Name: Robert Hansen, WSM Inc. License Number: WWC2-13710, WWT2-15575		
<b>Note:</b> If the facility has a National Pollutant Discharge Elimination System (NPDES) permit, Idaho Pollutant Discharge Elimination System (IPDES) permit, wastewater (WW) reuse permit, or a subsurface discharge permit, the permit number(s) must be provided.		
NPDES/IPDES Permit	WW Reuse Permit	Subsurface Permit
N/A	M-015-06	N/A

**B. Project Readiness**

Determine your community's readiness for Clean Water Act funding assistance by answering the following questions. **At a minimum, the planning effort must address problems experienced by your wastewater system.**

- |    |  |   |
|----|--|---|
| 1. | Is your system current with payment of the Idaho Pollutant Discharge Elimination System (IPDES) permit assessments and state revolving fund Loan repayments? | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 2. | Do you need to make improvements or upgrade your wastewater system?  | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 3. | If interested in receiving a planning grant, will you have the 50% required match funds available?   | <input checked="" type="radio"/> Yes <input type="radio"/> No |

**If you answered NO to questions 1, 2 or 3:** you will not be placed on the new fiscal year's priority list. DEQ will notify you when the grants and loans process begins again next year. Do not complete or submit this form to DEQ.

**If you answered YES to questions 1, 2 and 3:** You must also complete all applicable sections of this form.

- |    |  |  |
|----|--|--|
| 4. | Describe the proposed planning effort and any known problems that need to be addressed: Evaluation of the 40-50 year old sewer collection system with recommendations for upgrades and improvements. Specifically pressure collection mains, valves and fittings; the main sewer lift station; and individual septic tanks, effluent pumps and service connections to the collection mains. Make recommendations for phasing and cost of replacement including CIP and rate analysis. See attached LOI Supplemental Information. |  |
|----|--|--|

- |    |   |   |
|----|---|---|
| 5. | Do you intend to complete an inflow and infiltration study as part of this planning effort? | <input checked="" type="radio"/> Yes <input type="radio"/> No |
|----|---|---|

**If you answered YES,** contact DEQ grant and loan program to discuss additional funding opportunities at [grants.loans@deq.idaho.gov](mailto:grants.loans@deq.idaho.gov) prior to submitting this LOI.

- |    |   |  |
|----|---|--|
| 6. | If you already contacted an engineer about your planning effort, indicate your status and provide contact information for the engineer (or firm):               |  |
|    | <input checked="" type="radio"/> Discussed with engineer <input type="radio"/> Obtained quote from engineer <input type="radio"/> Signed contract with engineer |  |

Engineer: Scott McNee, P.E. Ardurra

Address: 7950 N. Meadowlark Way, Ste A

City: Coeur d'Alene

State: ID

Zip: 83815

Phone: (208) 762-3644

Fax:

Email: [smcnee@ardurra.com](mailto:smcnee@ardurra.com)

**C. Project Costs**

1.	<p>What is the estimated cost to prepare your planning document?</p> <p>Total Planning Document Costs: \$ <u>80,000</u></p> <p>DEQ Funding Request: \$ <u>40,000</u></p>
2.	<p>If you plan to design or construct a project with State Revolving Fund (SRF) dollars the State Environmental Review Process (SERP) may be required under the DEQ planning grant process. You may choose to opt-out of the SERP if your system plans to avoid using SRF design/construction funds. Contact DEQ grants and loan program for details. Completion of the SERP is considered grant eligible if you wish to prepare it as part of this planning process..</p> <p>If this planning document will include a SERP, how much of the total planning budget provided above is the estimated cost (DEQ + your match) of preparing for the SERP? \$ <u>12,000</u></p> <p><b>Note:</b> <i>Initial SERP costs need not include agency consultations.</i></p>

**Continue to Section II. Integrated Priority Rating System**

## Section II. Integrated Priority Rating System

*"Rules for Administration of Planning Grants for Drinking Water and Wastewater Facilities" (IDAPA 58.01.22.020.). Projects are identified for placement on priority lists by surveying eligible entities directly on an annual basis. Grant funds are awarded to projects based on priority ratings. Projects are rated by the department on a standard priority rating form using public health, sustainability, water quality criteria, and condition of the existing system.*

Answer the questions below and provide the requested documentation. Applicants or their consultants are encouraged to contact DEQ prior to the submittal deadline for assistance in answering the questions. **Rating will be done based on the answers and documentation provided.**

### A. Public Health Emergency or Hazard — All Projects

IDAPA 58.01.22.020.03.a. Public health emergency or hazard certified by the Idaho Board of Environmental Quality, the Department, a District Health Department, or by a District Board of Health. Up to 150 points.

**Note:** An emergency declaration must come from the DEQ Board or DEQ (i.e., director, water quality administrator, or regional administrators) or health department officials and must explicitly declare an emergency, not incidentally use the word. Emergency declarations dated more than 24 months prior to the LOI may be disqualified.

1. Does an officially declared (as listed above) or designated public health hazard or emergency exist? ☐ Yes ☒ No  
150 points

**If YES,** attach a copy of board documentation or certification.

**Label the attachment Section II.A.1.**

### B. Regulatory Compliance Issues – Point Source Projects/Conventional Wastewater Projects

IDAPA 58.01.12.020.03.b. Regulatory compliance issues (e.g., noncompliance and resulting legal actions relating to infrastructure deficiencies at a wastewater facility). Up to 100 points.

1. Is the system in compliance with all applicable discharge, reuse (wastewater land application), and subsurface discharge permit(s) listed above? ☒ Yes ☐ No

**If NO,** check one:

- ☐ a. **Low-Level Noncompliance:** Includes minor or inconsequential permit violations that will be resolved by the proposed project. 10 points
- ☐ b. **Moderate-Level Noncompliance:** Includes a first state or U.S. Environmental Protection Agency (EPA) warning letter, notice of violation, or equivalent that will be resolved by the proposed project. 25 points
- ☐ c. **High-Level Noncompliance:** Includes a second state or EPA warning letter, compliance agreement schedule, consent order, or equivalent that will be resolved by the proposed project. 50 points

		i.	Has the system avoided formal litigation actions, court filings, or civil or federal court orders by negotiating compliance actions described in B.1.c with DEQ and/or a federal agency to address violations that are directly related to the proposed project? 25 points <input type="radio"/> N/A <input type="radio"/> Yes <input type="radio"/> No
		ii.	Has the wastewater system satisfied all deadlines, milestones, and submittals to date associated with the compliance actions described in B.1.c? 25 points <input type="radio"/> N/A <input type="radio"/> Yes <input type="radio"/> No
2.	Has the system received a draft permit with which compliance will be achieved by the proposed project? 75 points <input type="radio"/> N/A <input type="radio"/> Yes <input checked="" type="radio"/> No		
<b>C. Watershed Restoration – All Projects</b>			
<i>IDAPA 58.01.22.020.03.c. Watershed restoration. e.g., implementation of best management practices or initiation of construction at wastewater collection and treatment facilities as part of an approved total maximum daily load plan, implementation of nonpoint source management actions in protection of threatened water or is part of a special water quality effort. Up to 100 points.</i>			
1.	<p><b>Surface Water:</b> Will your planning study reduce impacts to surface water? 10 points  <input checked="" type="radio"/> Yes   <input type="radio"/> No</p> <p><b>If YES,</b> describe current impacts and how the project will reduce impacts:          See attached LOI Supplemental Information.</p> <p>a. Existing facility discharges to or is believed to be impacting a §303(d) water body. 10 points          Water Body Name: Lake Pend Oreille  <b>Note:</b> 303(d) listed streams can be viewed at:  <a href="https://mapcase.deq.idaho.gov/wq2020/default.html">https://mapcase.deq.idaho.gov/wq2020/default.html</a>. Locate the discharging stream for your planning study and select status to view category. 303(d) listed streams are classified as category 4 or 5 on the map. Contact your regional DEQ office if you are within tribal boundaries to determine impaired status.</p> <p>b. Planning study is for a point source and is expected to reduce a pollutant of concern in the §303(d)-listed water body. 10 points  <input type="radio"/> Yes   <input checked="" type="radio"/> No          List Pollutant:</p> <p>c. Planning study is for a point source that is exceeding the waste load allocation (WLA) listed in the approved TMDL. 10 points  <input type="radio"/> Yes   <input checked="" type="radio"/> No          List TMDL Name and WLA:</p> <p>d. Planning study is for a non-point source (NPS) and is expected to reduce a pollutant of concern in the §303(d)-listed water body. 10 points  <input checked="" type="radio"/> Yes   <input type="radio"/> No          List Pollutant:</p>		

2.	<b>Groundwater:</b> Planning efforts will reduce impacts to groundwater by:	
	a.	Planning study is expected to reduce pollutant concentrations in a designated sole-source aquifer: the Eastern Snake River Plain, Spokane Valley Rathdrum Prairie, or Lewiston Basin. 10 points <span style="float: right;"><input type="radio"/>Yes <input checked="" type="radio"/>No</span> ( <a href="https://www.deq.idaho.gov/water-quality/ground-water/aquifers">https://www.deq.idaho.gov/water-quality/ground-water/aquifers</a> )
	b.	Planning study is expected to reduce nitrate concentrations in a designated Nitrate Priority Area. 10 points <span style="float: right;"><input type="radio"/>Yes <input checked="" type="radio"/>No</span> ( <a href="https://www.deq.idaho.gov/water-quality/ground-water/ground-water-quality">https://www.deq.idaho.gov/water-quality/ground-water/ground-water-quality</a> )
	c.	Planning study is expected to reduce nitrate concentrations in a critical groundwater area. 10 points <span style="float: right;"><input type="radio"/>Yes <input checked="" type="radio"/>No</span> ( <a href="https://www.idwr.idaho.gov/water-rights/critical-groundwater-areas/map/">https://www.idwr.idaho.gov/water-rights/critical-groundwater-areas/map/</a> )
3.	<b>Point source applicants:</b> Would your system owners be willing and able to sponsor an NPS project? 10 points <span style="float: right;"><input type="radio"/>Yes <input checked="" type="radio"/>No</span> See <a href="https://www.deq.idaho.gov/water-quality/grants-and-loans/nonpoint-source-subgrants-in-idaho">https://www.deq.idaho.gov/water-quality/grants-and-loans/nonpoint-source-subgrants-in-idaho</a> or contact the Grants and Loans Bureau for details. Sponsorships are structured so that there is no rate impact to system users.	
4.	<b>Nonpoint Source Projects—Watershed Load Reduction:</b> Points are awarded according to the expected effectiveness of the project and transferability of the demonstrated technologies to other parts of Idaho. The proposed project will either restore designated or existing beneficial uses, reduce the severity of NPS impacts, or promote statewide nonpoint pollution reduction or remediation. Examples might include streambank stabilization, surface water restoration, wetland restoration, or agricultural best practices such as no-till. Will the proposed planning effort analyze the NPS impact overall pollutant loading to the watershed? 25 points <span style="float: right;"><input type="radio"/>Yes <input checked="" type="radio"/>No</span> List 8-digit hydraulic unit code name and number: _____ Provide description:	
<b>D. Watershed Protection From Impacts – All Projects</b>		
<a href="#">IDAPA 58.01.22.020.03.d/e</a> . Preventing impacts to uses (all projects) Watershed protection from impacts (e.g., improvement of beneficial use(s) in a given water body, evidence of community support, or recognition of the special status of the affected water body). Up to 100 points.		
1.	Will your planning effort analyze:	
	<input checked="" type="checkbox"/>	a. Implementing a new or refurbishing an existing reuse system? 50 points
	<input type="checkbox"/>	b. Converting individual septic systems to centralized treatment? 25 points

	<input type="checkbox"/>	c. Refurbishing an existing lagoon? <i>10 points</i>
	<input type="checkbox"/>	d. Removing and disposing biosolids or seepage testing existing lagoon? <i>10 points</i>
2.	Beneficial uses are designated by the "Water Quality Standards" ( <a href="#">IDAPA 58.01.02.100.</a> ). To which of the following beneficial uses listed will the planning effort analyze reducing current or prevent future impacts? A sufficient description would describe each beneficial use designation as listed in 58.01.02, 110, 120, 130, 140, 150, and 160 and explain how the planning effort will address impacts or improve beneficial uses designations. <b>Failure to provide sufficient description(s) will result in no points awarded.</b>	
	<b>Check all that apply:</b>	
	<input checked="" type="checkbox"/>	a. <b>Aquatic life</b> <i>25 points</i> Designation (COLD, SS, SC, WARM, or MOD): COLD, SS Describe impacts prevented or improved: See attached LOI Supplemental Information.
	<input checked="" type="checkbox"/>	b. <b>Recreation</b> <i>15 points</i> Designation (PCR or SCR): PCR Describe impacts prevented or improved: See attached LOI Supplemental Information.
	<input checked="" type="checkbox"/>	c. <b>Other</b> <i>10 points</i> Designation (DWS): DWS Describe impacts prevented or improved: See attached LOI Supplemental Information.
3.	<b>State Priorities:</b> Preference is given to projects based on recognition of the special status of waters or uses of those waters. <i>10 points each</i>	
	<input checked="" type="checkbox"/>	a. Planning document will analyze impacts to water body listed in Chapter 43, Title 67, Idaho Code.
	<input type="checkbox"/>	b. Planning document will analyze impacts to a designated wild and scenic river segment. Idaho ( <a href="https://rivers.gov/idaho">https://rivers.gov/idaho</a> )


Page 8 of 12

	<input type="checkbox"/>	c. A formal asset management system/plan has been or will be implemented and updated routinely. Provide a description of asset management tools and implementation methods:
	<input type="checkbox"/>	d. System is currently an EPA green power partner (submit documentation) or will evaluate becoming one as part of the proposed project.
	<input type="checkbox"/>	e. System will evaluate consolidation with another wastewater system. The system must be reasonably nearby (normally within five miles), and analysis should consider the flows of each system, the cost of merging, and any administrative or operational changes that would result. At least one inquiry must be made to the other system. Identify which system(s) will be evaluated: _____
	<input type="checkbox"/>	f. System will conduct a professional energy audit and intends to implement its findings. Identify the auditor: _____
	<input type="checkbox"/>	g. Planning effort will aid in preparation for adaptation to the long-term effects of climate variation, extreme weather, and drought. Provide a description:
	<input type="checkbox"/>	h. Phosphorus recovery for beneficial reuse.
	<input type="checkbox"/>	i. Significantly reduce or eliminate the use of chemicals in treatment.
	<input type="checkbox"/>	j. Significantly reduce or minimize the volume or toxicity of residuals.
	<input type="checkbox"/>	k. Groundwater recharge by land application of effluent for where there are other cost-effective discharge alternatives.
2.		<p><b>Green Efforts:</b> Attach documentation supporting the green efforts. Green efforts could include the following:</p> <p><input type="checkbox"/> a. Planning effort includes wetlands to improve water quality and/or support sustainable infrastructure efforts. Includes constructed wetlands as integrated into a wastewater treatment unit process.</p> <p><input type="checkbox"/> b. Establishment or restoration of permanent riparian buffers, floodplains, wetlands, and other natural features, including vegetated buffers or soft bioengineered streambanks.</p> <p><input type="checkbox"/> c. Downspout disconnection to remove stormwater from sanitary sewers and separate storm sewers.</p>

	<input type="checkbox"/>	d. Fee simple purchase of land or easements on land that has a direct benefit to water quality, such as riparian and wetland protection or restoration.
3.	<b>Water Conservation Efforts:</b> Attach documentation supporting the water conservation efforts. Water conservation efforts could include the following:	
	<input type="checkbox"/>	a. New wastewater reuse when other alternatives have been considered in the facility planning process, including reclaimed water distribution system (i.e., "purple pipe").
	<input type="checkbox"/>	b. Nonpoint source project will utilize Natural Resources Conservation Service best management practices.
	<input type="checkbox"/>	c. Retrofit or replacement of existing irrigation systems with more efficient irrigation systems.
4.	<b>Energy Conservation Efforts:</b> Attach documentation supporting the energy conservation efforts. Energy conservation efforts could include, but would not be limited to, the following:	
	<input checked="" type="checkbox"/>	a. Variable frequency drive (VFD) pumps.
	<input checked="" type="checkbox"/>	b. Energy-efficient motors that meet National Electrical Manufacturers Association Premium specifications.
	<input type="checkbox"/>	c. Heat pumps that reclaim heat from treated effluent.
	<input type="checkbox"/>	d. High-efficiency lighting/lighting controls.
	<input type="checkbox"/>	e. On-site energy generation such as methane clean combustion, fuel cells, solar, or wind.
	<input type="checkbox"/>	f. Efficient replacements for vacuum dewatering systems.
	<input type="checkbox"/>	g. Aeration improvements such as fine bubble aeration, VFD blowers, or automated dissolved oxygen control.
	<input type="checkbox"/>	h. Tertiary filtration that reduces ultraviolet disinfection power requirements.
	<input checked="" type="checkbox"/>	i. Pressure transmission line replacement resulting in reduced pumping costs.
	<input checked="" type="checkbox"/>	j. Supervisory control and data acquisition system installation.
	<input checked="" type="checkbox"/>	k. Infrastructure improvements that significantly reduce infiltration/inflow or eliminate lift station(s).
	<input type="checkbox"/>	l. Collection system infiltration/inflow detection equipment.
Examples that have been accepted for Idaho projects are found in the Grants and Loans Customer Handbook at <a href="https://www.deq.idaho.gov/SRF">https://www.deq.idaho.gov/SRF</a> .		
<b>F. Affordability / Disadvantaged Status</b>		
<i>IDAPA 58.01.12.020.02.f. Affordability. Points shall be given when current system user charges exceed state affordability guidelines. Up to 10 points</i>		
Provide information for Section II.F. If you qualify as a disadvantaged community, you will receive 10 points.		
1.	How many equivalent dwelling unit (EDU) connections does your system serve? 191	
2.	What is the current average user rate? \$/month/EDU <u>\$90.00</u> Type of rate structure: <input checked="" type="radio"/> Flat fee <input type="radio"/> Consumptive Use <input type="radio"/> Other: _____	
3.	What is the most recent date that user rates have been increased: <u>12/01/2023</u>	

4.	Median household income. Instructions:
a.	Go to <a href="https://censusreporter.org/locate/">https://censusreporter.org/locate/</a> .
b.	Either select “Use your current location” or enter an address for any residence or location in your community and select the choice provided by the application.
c.	Hover your cursor over each item in the list on the left of the screen and view the corresponding green area represented on the map.
d.	Click on the smallest and most representative area for your community either on the map or in the list for the data.
e.	Scroll down to economics and enter the median household income (MHI): \$ <u>81,940</u> <b>If there was N/A for median income, choose the next largest area from the list.)</b>
f.	Provide the data to the DEQ. Either take a screenshot of the data (Label attached documents as “Section II.F, part number(s)”) and include it with your application or provide the citation (scroll to the bottom of the page and copy/paste the information after “Citation”) here: See LOI Attachments
g.	Does the income level generally reflect your community’s average MHI? <input checked="" type="radio"/> <b>Yes</b> , it is generally representative of the community. <input type="radio"/> <b>No</b> , contact the DEQ grant and loan program ( <a href="mailto:grants.loans@deq.idaho.gov">grants.loans@deq.idaho.gov</a> ) for other means to evaluate your community’s MHI.
h.	If the annual residence user does not exceed 2% of the community’s MHI, but exceeds 1.5% of the community’s MHI, you can still qualify if the community’s unemployment rate exceeds the statewide average and the community’s population is decreasing. i. Provide evidence from the U.S. Census Bureau of Labor Statistics, or Idaho Department of Labor showing the area’s unemployment rate and ii. Provide evidence of a declining population such as comparing current census data to previous census data or using the population percent change from the U.S. Census QuickFacts.
<b>Label attached documents as “Section II.F, part number(s)”.</b>	
<b>Note:</b> <i>If the annual residential user rates do not exceed 2% of the community’s MHI, but exceed 1.5% of the community’s MHI, you can still qualify if the community’s unemployment rate exceeds the statewide average and the community’s population is decreasing.</i>	

**Continue to Section III. Authorized Submitter**

**Section III. Authorized Submitter**Are you willing to allow us to share your LOI with other federal funding agencies? ☒ Yes ☐ No
 **I understand that if awarded funding, costs incurred prior to the award are not eligible for reimbursement unless a written request and justification are submitted to and approved by DEQ.**

I certify that, to the best of my knowledge, all information provided here is valid and correct:

Submitter Name: William Berg *Wm M. Berg* Title: President/Chair

Company: Bottle Bay Recreational Water and Sewer District Date: 01/09/2024

If the submitter is different from the system contact, does the submitter have the authority to submit this LOI on behalf of the system contact? ☒ N/A ☐ Yes ☐ No**Return completed form by January 12, 2024, to:**

Idaho Department of Environmental Quality

Attn: LaDonn Kaylor

1410 North Hilton St.

Boise, ID 83706

[grants.loans@deq.idaho.gov](mailto:grants.loans@deq.idaho.gov)

Phone: (208) 373-0556

Fax: (208) 373-0557

## Background

The Bottle Bay Recreational Water and Sewer District (BBRWSD) is located on the northwestern end of Lake Pend Oreille on the south side of the lake around Bottle Bay. The system currently serves 191 connected (Serviced) and 111 not-connected (Un-serviced) customers. BBRWSD has been in existence since 1976 and obtained its first permit for wastewater land application (reuse) in 1989. BBRWSD utilizes two lagoons for the treatment and storage of septic tank effluent from their septic tank effluent pressure (STEP) collection system. Lagoon #1 provides aeration followed by storage in Lagoon #2. Lagoon effluent is then injected with chlorine and pumped to a sprinkler irrigation system for forest land application during the growing season.

Under the terms of the District's bylaws, BBRWSD owns and maintains the sewer collection system beginning at and continuing from the individual septic tanks. Ownership includes the individual effluent pumps, the pressure effluent laterals, the pressure main and all appurtenances related to these portions of the system.

A previous BBRWSD Wastewater Facilities Planning study was completed and approved by IDEQ in 2013. The focus of the previous planning study was upgrade and expansion of the wastewater treatment and land application system to serve projected build-out. Construction of upgrades including additional lagoon storage, upgrades to the irrigation pumping system, additional chlorine contact piping, and additional forest irrigation were completed in 2019. In addition, 28 deteriorated steel septic tanks in the collection system were replaced.

### Section I.A.4. – Proposed Planning Effort and Problems Identified

Now that wastewater treatment capacity has been addressed, BBRWSD would like to start a detailed evaluation of their sewer collection system, many parts of which are approaching 50 years old. This new planning effort will evaluate the pressure collection mains, valves, and fittings; the main sewer lift station; and individual septic tanks, effluent pumps and service connections and make recommendations for upgrades and improvements. A capital improvement plan, budget and rate study will also be completed as part of this planning effort.

Problems currently identified to be evaluated include:

- Almost five (5) miles of pressurized collection mains, installed in 1976, serve the waterfront lots surrounding Lake Pend Oreille's Bottle Bay. These mains, particularly along East Bottle Bay Road, are as close as 40 feet from the lakeshore. The fittings use on these mains and service connections are cast-iron and galvanized and have been found to be very deteriorated and corroded during some recent repairs and replacements. See the following photo showing one such recently replaced service connection.



- While ongoing efforts to identify and eliminate sources of infiltration and inflow (I/I) have resulted in some reduction, the system operators are still noticing increases in flows during precipitation and snowmelt periods. Additional identification and correction of I/I is still needed.
- While the last of the old steel septic tanks, installed in 1976, were replaced in 2023, there are still numerous older septic tanks serving lots throughout the District, which should be evaluated and replaced if found to be deteriorated. High flows during the wet season continue to indicate that I/I may be a problem and deteriorated septic tanks and/or service lines to those tanks are likely a contributing factor.
- Many of the individual septic tanks in the system have old pump control units that don't track pump run-times or notify the operators of pump failures. Upgrades to provide modern control and monitoring systems are needed, which will allow operators to pinpoint water intrusion into the system and respond to failures before a spill or overflow can impact the lake.
- The main wastewater lift station, which receives flow from the entire system, was originally installed in 1976 with upgrades in 2007. The lift station should be re-evaluated related to condition and capacity to determine if upgrades are needed.
- With an obligation to provide service to an additional 111 un-serviced connections, it is important to upgrade the aging collection system to handle the additional load as new homes are constructed.

### Section II.C.1. – Surface Water Impacts

Lake Pend Oreille, which is an impaired 303(d) listed water body, is directly adjacent to almost five (5) miles of pressure sewer collection mains serving waterfront lots with septic tanks and effluent pumps in the District. Lake Pend Oreille is designated for cold-water aquatic life, salmonid spawning, primary contact recreation, domestic water supply, agricultural water supply, industrial water supply, wildlife habitat and aesthetics. Lake Pend Oreille is also a Special Resource Water, which means it is a special body of water recognized by the State as needing intensive protection (IDEQ, December 4, 2009). A Total Maximum Daily Load (TMDL) was developed for the near shore waters of Lake Pend Oreille to mitigate increasing eutrophication along the shoreline (IDEQ, April 2002). The target identified for the TMDL is an average total phosphorus concentration of 9 ug/l.

The portion of the collection system closest to the lake was installed nearly 50 years ago, and numerous deteriorated and leaking fittings have been identified in the sewer mains adjacent to Lake Pend Oreille. The proposed project will evaluate the collection system for repairs, replacements, and upgrades, eliminating potential seepage reaching the lake. This will have a direct positive impact on achieving near

shore TMDL requirements. Development of a capital replacement plan to upgrade sewer mains, septic tanks and control panels within the District will prevent potential catastrophic failure from a pressure main break or septic pump failure causing overflow, which could reach the lake.

#### **Section II.D.1. – Refurbishing Existing Reuse System**

While the existing reuse system was upgraded and expanded in 2019, maintaining a functional and reliable collection system including identification and reduction of I/I will reduce stress on and potential overload of the wastewater treatment and reuse system, resulting additional watershed protection. Evaluation of SCADA and improved monitoring of reuse system components will also be a consideration as described in Section II.E.4.j. below.

#### **Section II.D.2. – Impacts to Beneficial Use**

As described above, proposed improvements are expected to reduce current and/or prevent future impacts to the following beneficial uses:

- Aquatic Life – Lake Pend Oreille
- Recreation – Lake Pend Oreille
- Water Supply – Ground and surface water
- Wildlife Habitats – Lake Pend Oreille
- Aesthetics – Lake Pend Oreille

Potential impacts would primarily be due to additional nutrient loading to the lake from nitrogen and phosphorus in the wastewater reaching groundwater which discharges to the Lake from leaky fittings, or from potential overflow of septic tanks without reliable electrical/control equipment. This could potentially increase algae and other aquatic plant growth impacting the aquatic life, recreation, and aesthetics of Lake Pend Oreille. Impacts to groundwater from sewer main leakage or potential septic tank overflow could affect neighboring groundwater supply wells.

**The Sourdough Point public water system serves 71 connections within BBRWSD and draws and treats its water from Lake Pend Oreille’s Bottle Bay. A pressure sewer main break or septic tank overflow could adversely impact this water supply, which serves an estimated 178 people.**

#### **Section II.E.1. – Sustainability - Management Based Efforts**

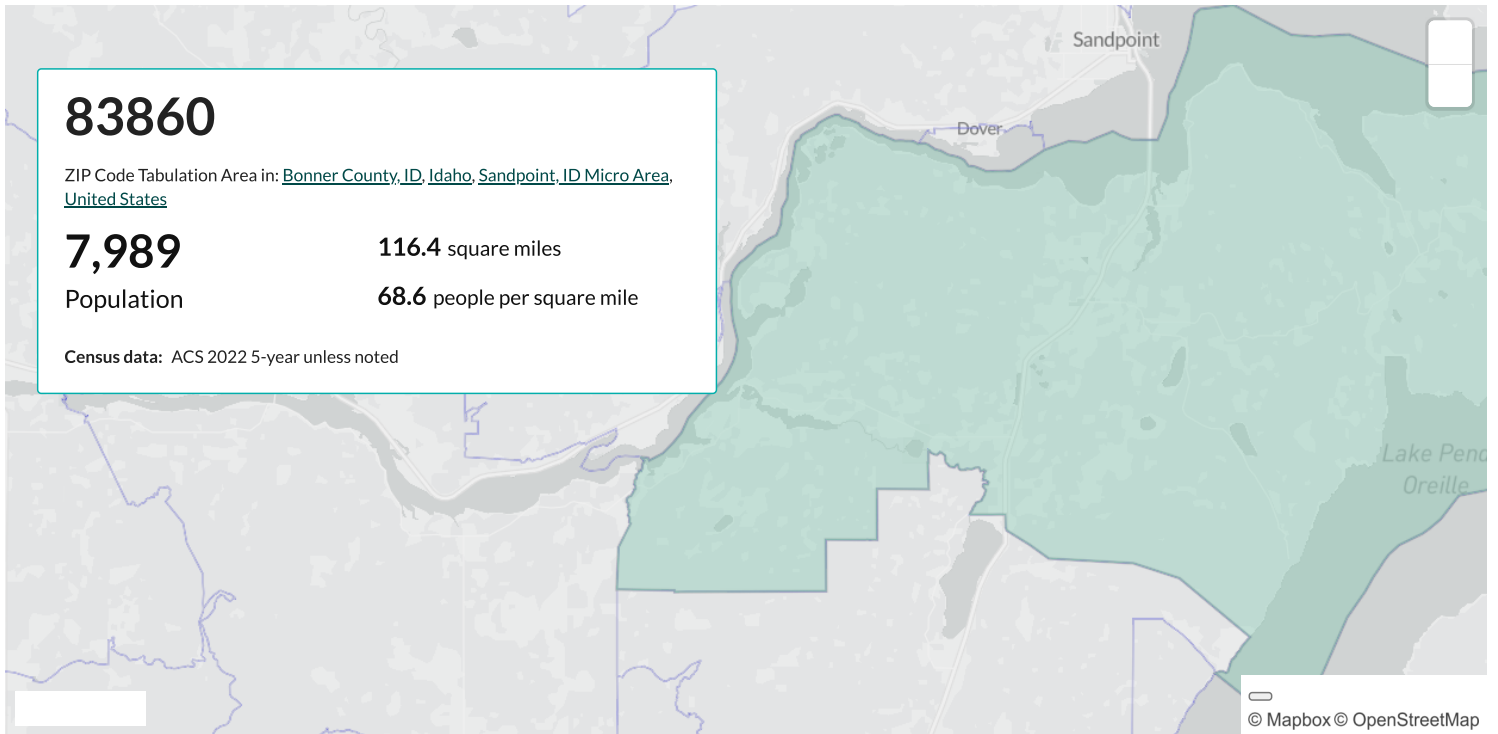
1. Management-based Efforts
  - a. In its July, 2022 meeting, the District Board adopted a 5-year capital improvement program. The District plans to spend an average of \$51,600 per year to improve its aging infrastructure through FY 2027. In FY23 the District spent \$82,000. This is funded through a combination of increased fees and savings. An updated facilities planning study is needed to help prioritize needs and evaluate costs for a longer period of time.
  - b. As part of the facility planning process, the existing rate study analysis for the District will be updated.

**Section II.E.4. – Sustainability - Energy Conservation Efforts**

- a. Variable Frequency Drives (VFDs) for pump motors will be a design consideration for the main lift station.
- b. Energy efficient pumps will be considered as part of an upgraded system design for the main lift station and/or individual pumping systems. Devices such as motors, pumps and their controls will have modern energy efficient and more reliable components.
- i. Evaluation of replacement for pressure sewer mains will consider appropriate sizing to achieve minimum scour velocity while maximizing pumping efficiency.
- j. Supervisory control and data acquisition (SCADA) system installation will be a consideration during the planning process to monitor the main lift station, lagoon levels, lagoon aeration system, and the reuse irrigation pump station.
- k. Control and monitoring upgrades at individual septic tank pumping systems will help operators track potential sources of I/I or customers leaving water running when not at home.

**Section II.F.4. – Affordability**

See attached MHI documentation showing a representative MHI of \$81,940.



Find data for this place

Search by table or column name...

Hover for margins of error and contextual data.

Demographics

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

Age

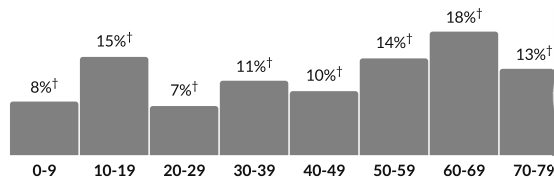
**49.4**

Median age

about the same as the figure in the Sandpoint, ID Micro Area: 48.3

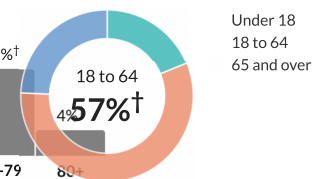
about 1.3 times the figure in Idaho: 36.9

Population by age range



Show data / Embed

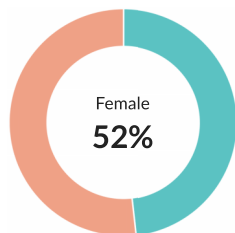
Population by age category



Show data / Embed

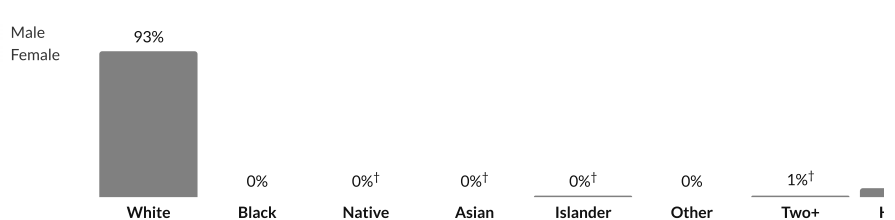
† Margin of error is at least 10 percent of the total value. Take care with this statistic.

Sex



Show data / Embed

Race & Ethnicity



\* Hispanic includes respondents of any race. Other categories are non-Hispanic.

Show data / Embed

Economics

† Margin of error is at least 10 percent of the total

Income

**\$38,763**

**\$81,940**

Household income

21%†

21%†

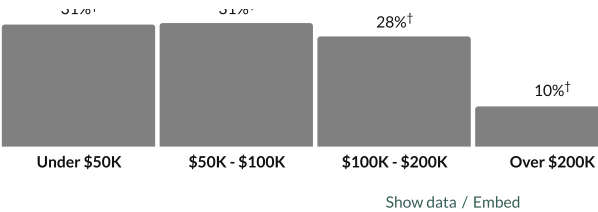
value. Take care with this statistic.

Per capita income

about 10 percent higher than the amount in the Sandpoint, ID Micro Area: \$35,275  
about 10 percent higher than the amount in Idaho: \$34,919

Median household income

about 1.3 times the amount in the Sandpoint, ID Micro Area: \$61,816  
about 20 percent higher than the amount in Idaho: \$70,214



† Margin of error is at least 10 percent of the total value. Take care with this statistic.

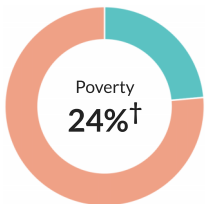
Poverty

9.8%

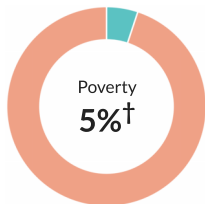
Persons below poverty line

about 80 percent of the rate in the Sandpoint, ID Micro Area: 11.9% †  
about 90 percent of the rate in Idaho: 11%

Children (Under 18)



Seniors (65 and over)



† Margin of error is at least 10 percent of the total value. Take care with this statistic.

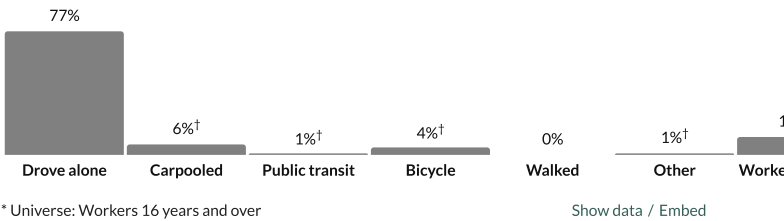
Transportation to work

26.2 minutes

Mean travel time to work

about 10 percent higher than the figure in the Sandpoint, ID Micro Area: 23.9  
about 25 percent higher than the figure in Idaho: 21.4

Means of transportation to work



Families

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

Households

2,836

Number of households

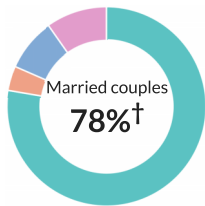
the Sandpoint, ID Micro Area: 19,228  
Idaho: 675,323

2.8

Persons per household

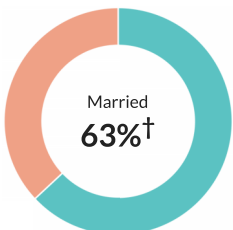
about 10 percent higher than the figure in the Sandpoint, ID Micro Area: 2.5  
a little higher than the figure in Idaho: 2.7 †

Population by household type

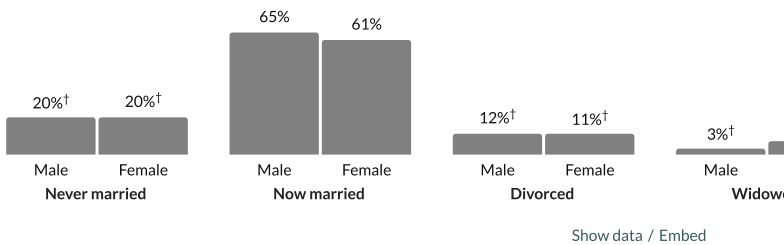


† Margin of error is at least 10 percent of the total value. Take care with this statistic.

Marital status



Marital status, by sex



## Fertility

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

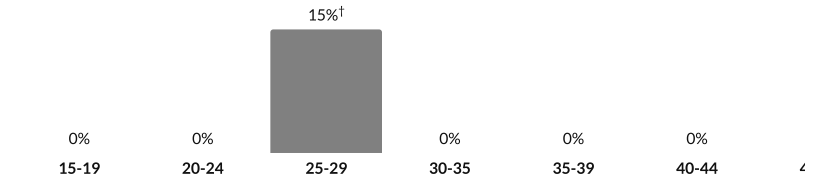
0.9%

Women 15-50 who gave birth during past year

less than a fifth of the rate in the Sandpoint, ID Micro Area: 6% †

less than a fifth of the rate in Idaho: 5.6%

## Women who gave birth during past year, by age group



\* Universe: Women 15 to 50 years

Show data / Embed

## Housing

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

## Units &amp; Occupancy

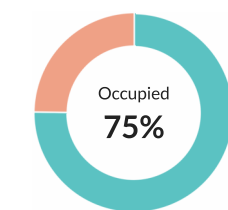
3,771

Number of housing units

the Sandpoint, ID Micro Area: 26,374

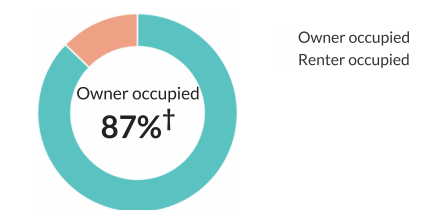
Idaho: 758,877

## Occupied vs. Vacant



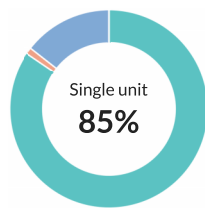
Show data / Embed

## Ownership of occupied units



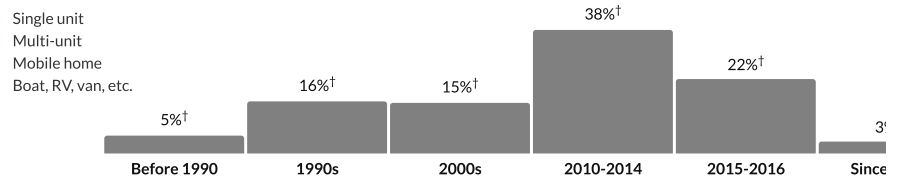
Show data / Embed

## Types of structure



Show data / Embed

## Year moved in, by percentage of population



Show data / Embed

## Value

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

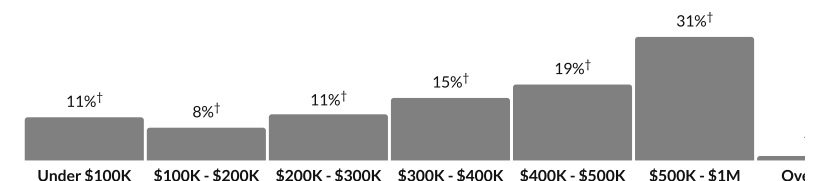
\$425,200

Median value of owner-occupied housing units

about 10 percent higher than the amount in the Sandpoint, ID Micro Area: \$378,200

about 1.3 times the amount in Idaho: \$331,600

## Value of owner-occupied housing units



Show data / Embed

## Geographical mobility

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

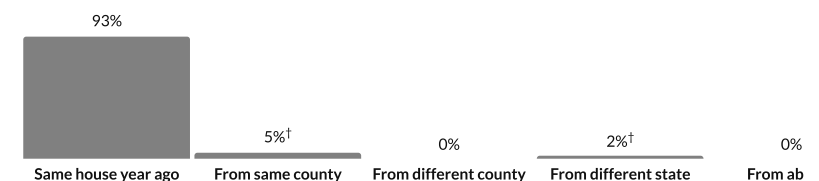
7.4%

Moved since previous year

about three-fifths of the rate in the Sandpoint, ID Micro Area: 12.5% †

about half the rate in Idaho: 16.2%

## Population migration since previous year



Show data / Embed

## Social

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

## Educational attainment

**93.6%**

High school grad or higher

a little higher than the rate in the Sandpoint, ID Micro Area: 91.3%

about the same as the rate in Idaho: 91.4%

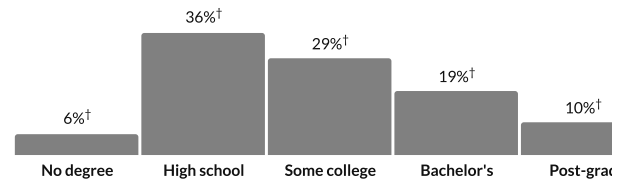
**28.6%**

Bachelor's degree or higher

a little higher than the rate in the Sandpoint, ID Micro Area: 27.2%

a little less than the rate in Idaho: 30.2%

## Population by highest level of education



\* Universe: Population 25 years and over

Show data / Embed

## Language

**N/A**

Persons with language other than English spoken at home

## Language at home, children 5-17

No data available

## Language at home, adults 18+

No data available

## Place of birth

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

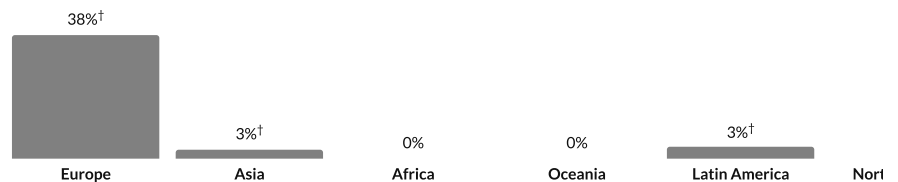
**2.3%**

Foreign-born population

about 20 percent higher than the rate in the Sandpoint, ID Micro Area: 1.9% †

about two-fifths of the rate in Idaho: 5.7% †

## Place of birth for foreign-born population



Show data / Embed

## Veteran status

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

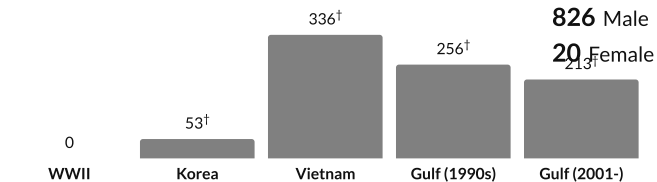
**13.1%**

Population with veteran status

about 20 percent higher than the rate in the Sandpoint, ID Micro Area: 11.3%

about 1.5 times the rate in Idaho: 8.6%

## Veterans by wartime service



\* Civilian veterans who served during wartime only

Show data / Embed

**846** Total veterans

**826** Male

**20** Female

Hover for margins of error and contextual data.

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 Operating Rules and Regulations are 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 the repair and replacement of an additional septic tank(s) and septic pump located upstream from the septic tank located closest to the Force Main or Branch Line.

**ADOPTED BY THE BOARD ON FEBRUARY 20, 2024**

---

**William M. Berg, President**

## BOTTLE BAY RECREATIONAL WATER & SEWER DISTRICT OPERATION REPORT – DECEMBER 2023 -

### 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	<b>TOTALS</b>	<b>18,385,417</b>	<b>19,940,090</b>	<b>6,122,000</b>

\*Irrigation Water Requirement

### COMPARATIVE INFLUENT FLOW DATA

See attached influent flow data summary chart.

### LAGOON STATUS

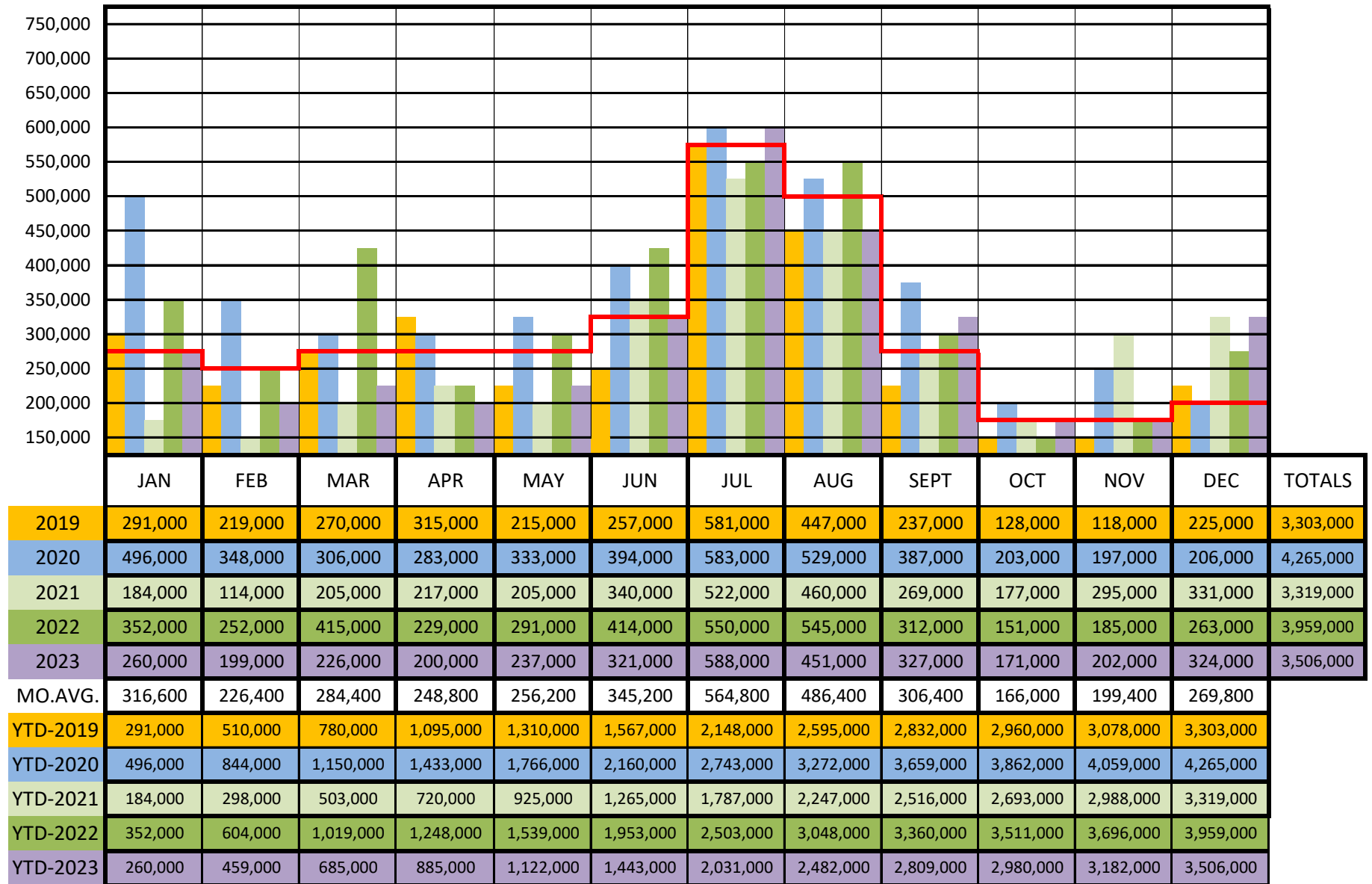
		Total	Buffer
4,060,000 gallons =	Total <u>usable</u> storage volume in aeration lagoon.	5.36	1.3 MG
5,530,000 gallons =	Total <u>usable</u> storage volume in polishing lagoon.	7.73	2.2 MG
<b>9,590,000 gallons</b> =	<b>TOTAL</b> combined available storage volume	<b>13.09</b>	<b>3.5 MG</b>
700,000 gallons =	Estimated volume in aeration lagoon = approx.	17.2%	
550,000 gallons =	Estimated volume in polishing lagoon = approx.	9.9%	
<b>8,340,000 gallons</b> =	<b>TOTAL</b> estimated <u>available</u> storage volume	<b>87.0%</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



WATER SYSTEMS MANAGEMENT  
67 WILD HORSE TRAIL  
SANDPOINT, IDAHO 83864  
DATE: 1/8/24

BBRWSD COLLECTIONS REPORT FOR SERVICES PROVIDED DECEMBER 2023:

COLLECTION SYSTEM

SERVICE CALLS

PUMP:

PLUMBING:

CONTROLS/ ELECTRICAL: 1

FLOAT:

TANK:

ORDER CONTROL DEVICES INSTALLED AT AIRVACS :

NEW CONSTRUCTION / INSTALLATION INSPECTIONS MANAGEMENT:

INSTALLATION INSPECTIONS :

ESCROW INSPECTIONS:

ISOLATIONS:

EEP:

1 EEP INSTALL

ALARM:

OTHER: 1

GROUND DEPRESSIONS AT WORK ON MAIN LINE LOCATIONS (MULTIPLE)

AIRVAC: (SEE CAPITAL IMPROVEMENT PROJECT)

ISOLATION VALVE INSTALL/ REPAIR / REPLACE:

MAIN LINE CONNECTIONS: (SEE CAPITAL IMPROVEMENTS PROJECTS)

CONTRACTOR / PROPERTY OWNER MANAGEMENT:

TELE CONS: MULTIPLE

LOCATES: 2

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: 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

CAPITAL IMPROVEMENT PROGRAM:

Planning for Main Line Upgrades 2024

Planning for Pump Control Upgrades 2024

Planning for Tank Replacements 2024

**CAPITAL IMPROVEMENT PROGRAM: 2023**

**AS OF 10/13/ 2023**

OVERFLOW BASIN PUMP UPGRADE: (COMPLETED)

PUMP CONTROL UPGRADES: 10 (COMPLETED)

AIRVAC UPGRADE (WITH MAIN LINE CONNECTION)  
7 AIRVAC (COMPLETED)\*

MAINLINE CONNECTION UPGRADE  
10 SCHEDULED, 15 COMPLETED : (COMPLETED+)

TANK REPLACEMENT PROGRAM 2023 (COMPLETED)