Bottle Bay Recreational Water & Sewer District

December 1, 2023 to November 30, 2024

	FY2024
Item	**TOTALS**
Revenues	
Basic Fee Income	87,000
System Service Fee Income	113,200
WEP Sinking Fund Income	72,500
Property Tax Levy	35,000
County Payments	1,300
Interest & Investment Income	3,000
Inspection Fees, Fines and Other Revenue	4,100
Total Revenues	316,100
Operating Expenses	
Administration	
Recording Secretary	3,800
Accounting Services	12,000
Audit Services	9,800
Legal Services	1,100
Insurance	2,200
Information Services	3,000
Other Administrative Expenses	4,100
Sub-Total Administration Expenses	36,000
Treatment and Land Application	
Licensed Operator Contract (WSM, Inc.)	89,400
Other Consultant Services	1,200
License Compliance & Testing	9,600
Operating Chemicals	4,200
Other Treatment Expenses	1,200
Sub-Total Treatment & Land Application Expenses	105,600
Collection System	
Supplies, Pumps & Other Equipment	23,600
General Maintenance & Repair	37,200
Utilities	7,600
Vehicle Expenses	3,000
Sub-Total Collection System Expenses	71,400
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Total Operating Expenses	213,000
Capital Expenses	
Debt Service - DEQ Loan	73,400
Debt Service - White Property Loan	18,000

Capital Replacement & Improvement	20,000
Unscheduled Capital Projects	10,000
Total Capital Expenses	121,400
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Total Operating & Capital Expenses	334,400
Total Net Income	(18,100)

Transfer from Contingency Reserve	18,100
Depreciation (Non-Cash Expenditure)	96,200

BOTTLE BAY
RECREATIONAL WATER & SEWER DISTRICT

BOTTLE BAY RECREATIONAL
WATER AND SEWER DISTRICT REGULAR BOARD MEETINGS

August 14, 2023

The Bottle Bay Recreational Water and Sewer District (BBRWSD) Annual & Regular Board meeting held by Zoom, was called to order at 4:03 p.m. by Chair Bill Berg, after verifying the required quorum. Board members present were: Bill Berg, Rob Behrens, Jon Davis and Steve Shearer. Also in attendance were RuthAnn Zigler, Recording Secretary. Absent: Jack Lensing.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Rob Behrens made a motion to approve the July 18, 2023 Regular Board meeting as presented. 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 $60,229.68, Mt. West Bank (8384) account balance is $5,750.50, LGIP1 account balance is $83,788.31 and LGIP2 account balance is $166,198.96.

Operations Report

Status report on irrigation system maintenance: We have sufficient lagoon storage to handling all influent, including precipitation and land application area is sufficient to handle estimated lagoon storage volume and influent. Our flows are up due to all the people that are here.

Collections Report

Capital improvement program: Overflow basin pump upgrade is complete; four (4) pump control upgrades have been completed with six (6) remaining; six (6) Airvac upgrades, with main line connection, have been completed with one (1) remaining; eight (8) mainline connection upgrades have been complete with two (2) remaining; waiting on budget reconciliation to move forward on tank replacement at Newharts.

Permit & Compliance Matters

Oakley project is in process but we still need application and deposit within the next seven (7) days. Whitaker project is in process; completed the installation but contractor had questions and we need a set of “as-builts”.

A second tank was found on the Augustine property that was up the hill from the steel tank we currently installed. The old tank is non-compliant. It was recommended that the District send a letter to the homeowner to inform them that the old tank is non-compliant and we will need to do a bypass of that tank and that they will need to remove the non-compliant tank because it is a safety hazard.

2023-21 Rob Behrens made a made that the District require Augustine to mediate the danger of his old tank and the Sewer District be responsible for rerouting the line from the house to the second tank and put up a warning barrier. Steve Shearer seconded and the motion carried.

Public Hearing FY 2023 and Rate Schedule

No public was present so Public Hearing was closed.

Resolution to adopt FY 2024 budget: A copy of Resolution 2023-22 was distributed to the Board for their review and comments. The proposed resolution is to increase the basic fee by $2.00 from $22.00/month to $24.00/month and increase the service fee by $4.00 from $42.00/month to $46.00/month

2023-22 Steve Shearer made a motion to accept Resolution 2023-22 as presented. Rob Behrens seconded and the motion carried.

Public Hearing for the annual FY 2024 Budget

No public was present so the Public Hearing was closed.

A copy of Resolution 2023-23 to adopt the FY 2024 budget was distributed to the Board for their review and comments.

2023-23 Steve Shearer made a motion to accept the FY 2024 Budget as presented. Rob Behrens seconded the motion and the motion carried.

A copy of the proposed Notice of Ordinance Amendment and Public Hearing was distributed to the Board for their review and comments. The amended ordinance rationalizes how the District charges for extra facilities that are either attached to a dwelling, part of a dwelling or are detached from the dwelling. The full text of the amended ordinance is posted on the door of the Sewer District.

2023-24 Steve Shearer made a motion to publish the amended in Notice of Amended Ordinance as presented. Jon Davis seconded and the motion carried.

Discussion

Amended Rules & Regulations: A copy of the amended Rules & Regulations was distributed to the Board for their review and comments; the Rules & Regulations mimic the ordinances.

New website: Steve reported that the website is functional but if you are using some of the Google searches and other means to get to the site it's not complete yet and shows that the page is not found.

General Administrative Matters

Next meeting: The next meeting is scheduled for Tuesday, September 19, 2023 at 4:00 p.m. by Zoom.

ADJOURNMENT

The meeting was adjourned at 5:09 p.m.