

## MEMORANDUM

**To:** Honorable Board of Directors, Sierra Lakes County Water District  
**From:** Paul A. Schultz, PE, General Manager  
**Subject:** May 2020 Operations and Maintenance Report  
**Date:** June 5, 2020

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### **DSPUD Wastewater Treatment Plant**

There were no permit violations during the month of May 2020 and the wastewater plant is operating as designed. DSPUD took Reactor 1 down for an unscheduled repair of a mud valve. Reactor 2 will serve as a backup. Once the repairs to Reactor 1 are made, Reactor 2 will be brought down for its scheduled service. Here, Reactor 1 will serve as a backup to Reactor 2. Only one reactor will be needed from June through September due to influent temperatures. Discharge of treated effluent is currently to the South Fork of the Yuba River. Sprinkler irrigation of the Soda Springs Ski Hill will begin on July 1 and continue at least through July 31.

The SLCWD General Manager met with the DSPUD General Manager to discuss and resolve issues associated with SLCWD use of the DSPUD Plant Vactor Pad.

In response to the Governor's Covid-19 Emergency Declaration, DSPUD is continuing the implementation of a reduced staffing model. Operations staff are currently working separately and on staggered shifts. Most operations staff are now on-site 8 hours/day, 3 days/week every other week. Supervisory and managerial staff are working remotely to the greatest extent possible. Similar schedules have been implemented at many, if not all, area public utilities.

### **Lake, Land and Facilities Management:**

As of May 29, 2020, District Operations Staff have returned to the regular 40 hour/9-days/2-week work schedule. Staff continues to practice social distancing and wear face coverings as appropriate. One employee requested to have an asymptomatic Covid-19 test after working on the filter replacement project with the contractors at Loprest and Clear Water Services. The District accommodated that request using a free testing service in Kings Beach provided by Placer County. The employee's results were negative.

The District will be supplying one 10 cu. yd. dumpster for Donner Summit Cleanup Day. Cleanup day is scheduled to last a full week this year.

The General Manager has scheduled a total of 8 days of CalFire crews for defensible space work and drainage channel clearing this summer and fall (2 days each in August, September, October and November). One additional day in each of those months has also been requested and will be provided pending CalFire availability.

Annual letters to dock owners have been sent out requiring indemnification and the District being named as an additional insured on dock owners' homeowner's policies where such documentation is not already on file.

The General Manager (GM) has had discussions and has received additional comments from Professor Cobourn regarding the Fertilizer Use BMP memorandum. There is significant uncertainty regarding the controlling and/or limiting constituent(s) in the lakes that are contributing to the lakes' accelerated eutrophication. Professor Cobourn suggests that erosion and micro-fines washing into the lake may be contributing more to the accelerated eutrophication than the contribution of nitrogen and phosphorus from fertilizers. After additional discussions with Director Simpson it is proposed to forgo the June billing insert regarding Proper Fertilizer Use at Serene Lakes until additional information and possible some testing and analysis can be performed.

Professor Cobourn reached out to the Tahoe Environmental Research Center (TERC) on behalf of the District to discuss the possibility of TERC providing advice or assisting in some of the necessary science to advance this project. Those discussions are ongoing. The General Manager has also had discussions with Mr. Sam Steuart, a senior at UC Santa Barbara double-majoring in Hydrologic Science & Policy + Classical Literature, regarding an internship of mutual benefit with the District to also perform some of the science and research. The District's Fiscal Year 2020 – 2021 Draft Budget has been augmented by \$25,000 to cover the expenses associated with this project should the Board decide to continue.

#### **Regulatory Issues:**

The General Manager continues to advance the planning, design and regulatory components of the Well 01 improvements project. Gary Scott from Applied Process Equipment visited Well 01 with the General Manager on May 14th to discuss the particulars of the Isolux Arsenic Filter installation. Due to height limitations in the well house, it was decided that the filters would be installed on the existing unused generator pad and at an angle to allow removal of the media "socks" without modifications to the pump house ceiling. New water samples from Well 01 will be taken in early June for use to determine the final design of the filter media and catalyst. Because the "angled" filter configuration is not an off-the-shelf product for Isolux, approximately 12 weeks of fabrication time will be required for the filters after shop drawing review and approval and approval by the Division of Drinking Water.

The District reported no Sanitary Sewer Overflows (SSOs) in the month of May 2020.

The 2019 Consumer Confidence Report was completed in May and will be included in our June 2020 billing statements to customers.

#### **Operations Issues:**

The General Manager is continuing the process of upgrading the District's SCADA system to Windows 10 as Windows 7 is no longer supported by Microsoft. The new computer and monitors have arrived along with the software licenses. Ken Morgan from Great Basin Controls has come by to pick up the new hardware and software licenses documentation and taken them back to his lab to begin the configuration. The new system installation has been delayed slightly due to some missing hardware and conflicts in Mr. Morgan's schedule, but the project is on track to be completed by early July. The new SCADA system will run in parallel with the old SCADA system during startup and troubleshooting.

Installation of the new Parshall Flume RTU required some fine tuning in May due some software issues with the low-flow cutoff threshold and some rounding errors in the calculations of instantaneous and cumulative flow. Those issues have since been resolved and the RTU is now operating as designed.

The Loprest Filter installation, which began as planned on April 20, 2020, was completed on May 8, 2020. The District used Well 01 to supplement water stored in our Hill and Office Tanks for a total of 10 days during the project. The filter plant was back in full operation and producing water for the community on May 10, 2020. The project was completed on-time and within budget. All change orders executed resulted in savings to the District.

Average daily water and sewer flows (gallons/day) for May 2020 were 62,032 and 92,887 respectively as compared to 65,507 and 101,582 in May 2019. Water use was 3,450 gallons/day less than the five-year (2015-2019) average and sewer flow was 7,079 gallons/day less than the (2015-2019) five-year average. The District's share of the flow through the DSPUD wastewater treatment plant in May 2020 was 43.6%. The District's share in May 2019 was 37.9%. The year-to-year increase is due to the extra flows required for startup of the Filter Plant following installation of the new filters and media. The abrupt increase in sewer flows in May is due to property owners' returning to Serene Lakes following relaxation of Covid-19 restrictions.

Attachments:      May 2020 Daily Water/Sewer Flows  
                            2015-2019 Sewer/Water Flows Comparison through May 2020

**SIERRA LAKES COUNTY WATER DISTRICT  
SEWER & TREATED WATER TOTALS**

Month: May Year: 2020

DATE	DAY	SEWER TOTALS		TREATED WATER TOTALS				REMARKS
		SEWER FLOW	FLOW METER	GALLONS WATER PUMPED	GALLONS WATER USED	BACKWASH GALLONS	*COMBINED TANK TOTAL GALS.	
1	F	96,600		0	53,562	0	672,949	
2	S	96,600		0	62,775	0	619,387	
3	S	96,600		0	61,369	0	556,612	
4	M	82,400		82,240	50,070	0	495,244	Running on Well
5	T	89,600		82,240	67,370	0	527,414	Running on Well
6	W	140,400		8,298	71,225	6,541	542,284	
7	T	84,400		57,428	56,684	3,873	479,357	
8	F	104,000		76,374	58,135	3,570	480,102	
9	S	106,800		80,450	62,669	3,847	498,341	
10	S	89,200		80,842	58,296	3,252	516,122	
11	M	95,400		75,500	59,622	3,104	538,668	
12	T	85,200		53,728	56,170	3,476	554,546	
13	W	84,000		77,360	63,569	3,167	552,104	
14	T	80,800		71,348	59,427	3,622	565,895	
15	F	87,200		73,464	62,922	2,785	577,816	
16	S	87,200		0	74,209	0	588,358	
17	S	137,600		0	67,590	0	514,149	
18	M	113,600		89,508	56,048	3,750	446,559	
19	T	87,600		79,268	60,718	3,356	480,019	
20	W	102,400		99,218	58,998	4,071	498,570	
21	T	57,084		96,804	55,958	4,071	538,790	
22	F	85,948		111,632	71,955	4,223	579,636	
23	S	93,992		0	95,670	0	619,313	
24	S	101,560		101,968	82,382	3,901	523,643	
25	M	90,484		66,856	83,567	3,568	543,229	
26	T	88,276		103,784	61,574	3,473	526,518	
27	W	85,376		120,760	62,691	3,587	568,728	
28	T	80,920		82,174	73,744	4,068	626,796	
29	F	78,308		79,512	72,050	3,775	635,227	
30	S	86,860		0	82,563	0	642,689	
31	S	83,076		72,232	74,468	3,182	560,126	
<b>Total</b>		<b>2,879,484</b>		<b>1,922,988</b>	<b>2,038,050</b>	<b>82,262</b>		
<b>Average</b>		<b>92,887</b>		<b>62,032</b>	<b>65,744</b>	<b>2,654</b>		
<b>Max</b>		<b>140,400</b>		<b>120,760</b>	<b>95,670</b>	<b>6,541</b>		

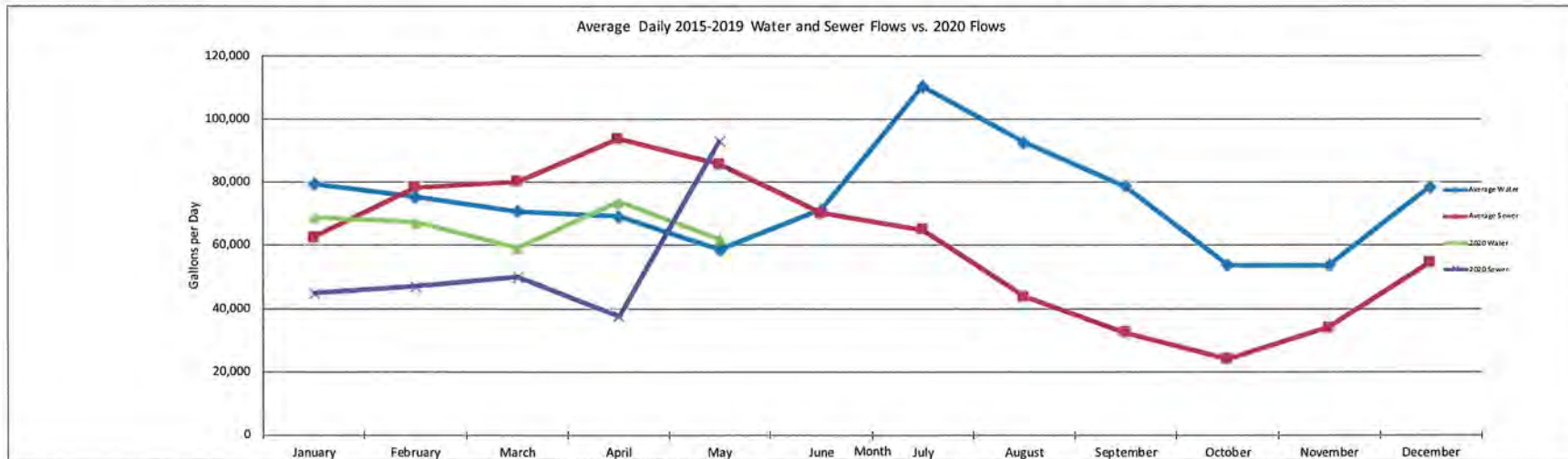
\* Max. combined capacity of both tanks is 744,380 gals.

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Month Data 47460012

**Sierra Lakes County Water District**  
Daily Average Water and Sewer Flows

Month	2015		2016		2017		2018		2019		2020	
	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer
January	95,897	66,382	72,428	67,169	82,724	78,915	57,934	56,074	87,880	44,329	68,997	44,891
February	80,774	85,824	69,691	86,523	84,728	102,596	62,633	53,318	78,934	63,383	67,323	47,084
March	73,647	62,222	64,613	100,429	80,671	89,737	64,510	83,232	70,562	65,446	59,198	49,998
April	61,764	79,719	52,789	97,536	104,155	95,125	54,942	86,645	72,242	109,987	73,847	37,486
May	52,297	70,946	50,414	83,506	82,594	103,648	41,219	61,763	66,385	109,177	62,032	92,887
June	68,224	56,587	74,707	62,327	85,112	81,067	67,307	50,652	60,743	99,969		
July	96,315	61,393	116,675	64,330	127,908	72,376	116,880	55,680	93,686	71,372		
August	92,046	48,765	98,230	36,878	90,608	48,019	100,235	42,146	81,780	43,117		
September	79,588	38,769	89,459	30,429	69,713	33,765	96,910	30,430	57,667	28,795		
October	55,541	25,955	59,326	30,750	44,687	20,983	66,956	22,980	42,107	19,533		
November	53,636	25,628	63,787	47,484	43,994	44,725	57,518	28,357	50,036	23,536		
December	79,820	49,035	106,789	85,423	57,662	46,212	82,744	44,796	66,010	47,714		

Average Water	2015-2019		Average Difference	2020 Water	2020 Sewer	2020 Difference
	Average Water	Average Sewer				
79,373	62,574	16,799	68,997	44,891	24,106	
75,352	78,329	-2,977	67,323	47,084	20,239	
70,801	80,213	-9,413	59,198	49,998	9,200	
69,178	93,802	-24,624	73,847	37,486	36,361	
58,582	85,808	-27,226	62,032	92,887	-30,855	
71,219	70,120	1,098				
110,293	65,030	45,263				
92,580	43,785	48,795				
78,667	32,438	46,230				
53,723	24,040	29,683				
53,794	33,946	19,848				
78,605	54,636	23,969				



**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
SIERRA LAKES COUNTY WATER DISTRICT**

**Date:** Friday May 8, 2020 / **Time:** 6:00 p.m. / **Place:** 7305 Short Road, Serene Lakes, CA

The meeting was teleconferenced as provided by Governor Newsom's Executive Order N-25-20 ("Executive Order"), declared on March 12, 2020. The Executive Order temporarily granted state and local agencies certain powers to aid in the implementation of social distancing measures recommended by state and local public health officials that suspended certain Brown Act requirements.

**I. Open Meeting:**

Roll Call: Directors in attendance at the Sierra Lakes Boardroom were:

Director Karen Heald

Directors in attendance by teleconference:

Director Dick Simpson  
Director Dan Stockton  
Director Bob McCormick  
Director Michael Lindquist

Staff members present: Anna Nickerson, Financial Consultant

Staff present by phone: Paul Schultz, General Manager  
Jeffrey Mitchell, District Counsel

Guests present: Tom Burns

Minute Recorder: Anna Nickerson, Financial Consultant

**II. Public Forum:** An opportunity for members of the public to address the Board on items that were not on the agenda.

Mr. Burns asked that Item VI. Operations be moved up the agenda to be discussed prior to the Public Hearing.

**III. Approve Agenda:** The agenda was presented to the Board for approval.

**A motion was made by Director Simpson and seconded by Director McCormick to approve the agenda as modified, moving the Operations Report ahead of the Public Hearing. The motion passed by a unanimous rollcall vote: Directors McCormick, Simpson, Heald, Stockton and Lindquist.**

**IV. Public Comments:** An opportunity for the Board to consider comments received from the public after the agenda was posted, regarding items on the agenda. Mrs. Nickerson reported that there were no comments received after the agenda was posted.

**VI. Operations:** (Discussed prior to Item V. Public Hearing) Mr. Schultz's operations report was presented to the Board for consideration and possible action. Mr. Schultz summarized the following:

- Although there were only a couple of events that took place in the District in April, the month was very eventful.
- There were no violations at Donner Summit PUD's plant in April 2020.
- Donner Summit PUD continued on their Covid-19 schedule with limited staff and remote managerial duties. He also said he extended Sierra Lakes' Covid-19 schedule to May 20<sup>th</sup> to take it to the end of the Governor's declaration. He said all the utilities operators chipped in even when they were on remote status and Pat Baird was a huge help during the filter replacement project, opting out of his remote status to be onsite to help with the project.
- Comments were received from two of the three reviewers of the Fertilizer Best Management Practices (BMP) paper. He was still waiting for comments from Heidi Kratsch. However, Mr. Cobourn suggested that erosion be considered as a contributing or controlling factor rather than nutrients. Mr. Schultz and Mr. Cobourn planned to meet with researchers from Tahoe Environmental Research Center to discuss phosphorus and nitrate/nitrogen results, which the District already had, to determine if the lakes were nitrogen or phosphorus limited. Erosion contribution would also be discussed.
- Advances in the planning, design and regulatory components of the Well 01 improvements continued. A student from Santa Barbara expressed interest in helping with the project for school credits. A meeting with the student would be scheduled within the next week or so.
- The Electronic Annual Report to the State Division of Drinking Water was nearly complete for submission by the end of the month.
- The SCADA system install was progressing. Mr. Morgan said was installing the software and licenses on the new machine and would be migrating the old graphics.
- Installation of the Parshall Flume RTU was completed and working. The new radio that had been installed was defective so a new radio had to be installed. Since about April 16, 2020, more reliable, up to date, communication was being received from the RTU unit. The information was also in line with Donner Summit PUD's readings. An ultrasonic meter would be installed after the snow melts and a receptacle would be installed to allow generator power in the event of a power outage lasting more than ten days.
- The filter replacement project started on April 20<sup>th</sup> and went very well. During the project, the well was used eight days in April and one day in May. He felt there was enough annual well use available in case the well needed to be used before the installation of the arsenic removal process.
- The filter replacement project was completed and in full operation as of May 8, 2020. The vessels were anchored to the floor with oversized anchor bolts to keep the filters from shifting and/or breaking pipes in the event of an earthquake.

- Water usage was up about 25% in April over March due to an increased number of homeowners coming up to their cabins.

Director Simpson asked if the District had lent Donner Summit PUD a utility operator. He said Mr. Schultz had reported at the April meeting that it was a possibility but didn't see anything in the Operations Report. Mr. Schultz said there had been no request for mutual aid from Donner Summit PUD.

Director Simpson asked if Mr. Schultz no longer anticipated sending the Fertilizer BMP with the billing since it wasn't going to be ready in time. Mr. Schultz said he would probably not be sending the information with the billing unless they find the lakes were phosphorus limited.

Director Simpson asked about the sewer flow numbers. He said the numbers included looked surprisingly clean and uniform but only in the second half of the month and wondered if Mr. Schultz was settling in with the new reporting system. He also said the average sewer flow was low compared to the water usage figures. Mr. Schultz said he too was surprised but the numbers were confirmed by Donner Summit PUD's meter as well.

Director Lindquist asked if Mr. Burns had any questions. Mr. Burns said he wanted to congratulate Mr. Schultz and the staff for use of the time provided by the Covid-19 problems to ease the effects of the filter replacement project on the community.

Director Stockton asked Mr. Schultz to remind him about the nutrient limits; when nitrogen was limiting and when phosphorus was limiting. Mr. Schultz said in some places the ratio was 16:1 but on the Summit the ratio was 6:1. He also said very few lakes on the summit were nitrogen limiting because the lakes were loaded with nitrogen and that it would only take a small amount of phosphorus to cause algae growth.

**V. Public Hearing:** A Public Hearing was held for the Board to consider a draft Ordinance 20-01 to approve amendments to the District's Code. Changes affecting Chapter 1, Division IV – Billing and Collections and Chapter 1, Division V – Discontinuance of Water and Sewer Service. Mr. Mitchell said there were some minor modifications based on board comments.

**Director Lindquist opened the public hearing at 6:24 pm.**

Mr. Mitchell asked if there were any questions from the Board. Director Simpson said he carried on a correspondence with Olivia Clark, who did most of the editing. He said the edits revolved around paragraph 2 of Section 4.01 regarding fees, interest or penalty interest but had given up on whether there was a better way to write it. He then said he had a question about paragraph 4 that had been inserted that read "where a customer demonstrates the household income was less than 200% of the poverty level and so forth". He said "customer was defined as anyone who gets services from the District" and was wondering whether that should be modified to say "where a *residential* customer demonstrates..." because businesses and other customers won't have a household income. Director Heald said she didn't think it was a problems because if someone was living at Royal Gorge as a resident, Royal Gorge would have the account not the tenant. Director Lindquist asked Jeff Mitchell if the language was directly from the changes required by the legislation. Mr. Mitchell said he couldn't say it was word for word but it was definitely required by the new legislation, that the legislation stated "customer" and that the whole legislation was about



residential customers. He didn't know if the legislature felt they needed to make that distinction. Director Heald said if the term "customer" was used, then the customer would have the burden of showing that they meet the standard and it wouldn't matter if it was a business because they wouldn't be able to show the same burden. Mr. Mitchell noted that there were other places in the revisions where just the term "customer" was used so a change to "residential customer" would have to be applied to the whole document. Director Simpson said he had done a check and the other sections where it appeared had headings that reflected "residential discontinuation of service". He said it was clear in the subheadings that it was a residential customer but the section in question was about billing period and payments of bills with nothing in the heading that mentions residential. Mr. Mitchell said he did not feel strongly about it as long as it didn't create some unintended confusion. Director Lindquist said he was supportive of the current language. He was always concerned about unintended consequences and believed the current language was clear. Director McCormick said the ordinance referenced the Senate Bill regarding residential and didn't see how a business would meet a household standard so he didn't think a change was necessary.

Director Lindquist asked Mr. Burns, as a member of the public, if he had any comments. He said he did not have any questions but hoped that everyone paid their bills.

**Director Lindquist closed the public hearing at 6:30 pm.**

**A motion was made by Director Simpson and seconded by Director McCormick to approve the changes outlined in Ordinance 20-01.** The motion passed by a unanimous rollcall vote: Directors McCormick, Stockton, Simpson, Heald and Lindquist.

Director Simpson asked how the District would translate the changes into the multiple languages required. Mr. Mitchell said the requirement was that the notice on the website and notices provided to individuals had to be translated. He would have to look into the requirements and a translation company would have to be located. Director Lindquist asked Mr. Mitchell and Mr. Schultz to complete the required translations.

**VII. Consent Items Calendar:** The Consent Items Calendar was presented to the Board for action. The Consent Items Calendar included the minutes from the April 10, 2020 Regular Meeting; April 2020 Check Register; financial reports for the month ending April 30, 2020; and Disbursements for Board Approval. Mr. Burns was asked if he had any comments. He had none.

**A motion was made by Director Simpson and seconded by Director Stockton to approve the Consent Items Calendar.** The motion passed by a unanimous rollcall vote: Directors Stockton, Simpson, Heald, McCormick and Lindquist.

**VIII. New Business:**

A. The Board was presented with a request from Mr. Yee for a waiver of the late fee assessed on the third quarterly payment of the 2019/2020 Water and Sewer Service Fees that were due February 15, 2020. Mrs. Nickerson said even though she explained to Mr. Yee that the Board previously discussed possible requests for waivers and indicated that waivers would not be approved, he asked that his request be presented to the Board. Director Simpson said he didn't see a reason for asking for a waiver so he was not inclined to grant one without further justification. Director McCormick confirmed that the District hadn't issued many waivers. Director Lindquist

said there was a process in place where people could request a waiver, the Board would thoughtfully consider every request but very rarely approved a waiver. Director Simpson said there was one waiver issued a couple years ago but that was because the homeowner was the victim of one of the massive Northern California wildfires and was dealing with a lot of confusion.

**A motion was made by Director Simpson and seconded by Director Stockton to reject the request for a waiver due to insufficient justification.** The motion passed by a unanimous rollcall vote: Directors Stockton, McCormick, Simpson, Heald, and Lindquist.

B. Draft Resolution 2020-01 – Declaring and Election be Held was presented to the Board for consideration and possible action. Director Simpson asked why the item requiring an all mailed ballot was taken out. Director Heald said Section 30700.6 covered all the issues that relate to the mail in ballots. She said it was easier to use the section reference that covered everything rather than try to detail everything separately. Mr. Mitchell said there was an issue two years ago with the County where a new person took exception to the statement that it would be an “all mailed ballot”. The issue was that there was a set of rules in the election code for an “all mailed ballot” for special districts which was different than what normally happens because there were not enough registered voters in the area to have a polling precinct. In his opinion it was an issue of semantics and chose discretion and agreed not to use the sentence.

**A motion was made by Director McCormick and seconded by Director Stockton to approve Resolution 2020-01 as presented.** The motion passed by a unanimous rollcall vote: Directors McCormick, Stockton, Simpson, Heald, and Lindquist.

C. The Board was presented with a Draft 2020/2021 Operating and Capital Projects Budgets for consideration and possible action. Mr. Schultz said there were only minor changes to the Operating Budget but noted that Utility Operator Salaries were increased to cover cost of living and other adjustments later in the year. He said gasoline/diesel was also adjusted based on the increased use associated with the power outages that occurred during the current year. He said he didn't increase the chemical expense because the higher costs in the current year were based on timing of the purchases; he expected 2020/2021 costs to be lower. He said he didn't make a lot of changes to the operating budget but did move some projects around because there were a couple projects that might not need to be done.

Mr. Schultz then went through the Operating/Capital Projects detailed schedule. He said most of the projects listed were normal projects but specifically noted that he was postponing the repair to the SPS 3 force main. He said it was a major job and wanted to get a better understanding of the location. He said he was concerned about excavating in the area where the lake came into the creek and was considering either a directional drill or a pipe bursting method in order to protect the lake. He also mention that the SPS 4 project was the last pump station that required operators to get inside to perform maintenance and cleaning and that after the upgrades the operators would no longer have to get inside. The new pump station budget included a new wet well that would replace a current wet well.

Mr. Schultz then said he was postponing the system wide leak detection project until 2021/2020 because he wanted to install all the remaining automatic reading meters. He said installing the remaining meters would not only help him get an understanding of zone flows but it would help identify homes with broken stop-n-drain valves. The meters that have already been

installed have helped staff identify a lot of homes with broken or poorly working stop-n-drain valves. He also said he wanted to get the remaining meters installed so that all on the meters were on the same technology; technology that would be supported for a long time. He also didn't anticipate that the District would benefit from a huge jump in technology by waiting a couple years.

Mr. Schultz said the project schedule included re-coating of tanks, as required by the State; cathodic protection was added to the new vessels so he would like to add cathodic protection to the remaining vessel, the clarifier and the green office tank to increase life expectancy. Included in the budget was \$125,000 for the arsenic treatment system at the well but he believed he could get the cost down below \$90,000. The budget also included three new power receptacles that he considered critical or near critical that would provide generator support in long power outages; one to run the well, one to run the base station and one to run the pump. Finally, he said the budget included the replacement of 2003 Chevy pickup with a ¾ ton or 1 ton diesel truck with the capability of pulling the giant generators.

Director Simpson asked if the District had enough generators for the proposed three receptacles or if generators would be rented. Mr. Schultz said the District did have enough generators and that one of them was a rotating generator that could be used where needed. Mr. Schultz also said there might be a need for one small generator for smaller power needs. Director Heald asked Mr. Schultz if he was considering a switch to propane in the future. He said he was but that all the District's current generators were diesel.

Director Lindquist said the most interesting item in the budget was the installation of water meters. He said he concurred with the Board's direction to move slowly and that the recommendation to install the remaining meters, picking the technology and moving forward, was ambitious. Mr. Schultz said the current technology was working well and there were a lot of advantages to moving ahead with the project. The meters would provide usage information, help locate leaks and would provide a project where the three operators could work separately if there was another Covid-19 wave. Director Stockton said more years of usage data available would help with the rate design and that most models required a minimum of two years of data. Director Lindquist said approving the project was truly approving the technology and a direction that the District would live with for 20 years. He said it was a big financial commitment for the District, that it was a hard decision due to the price tag and that he needed to think about it. Director Simpson said by installing the meters now, the District would have a couple years of readings for the entire District and would not have a sampling issue. Director Lindquist said one of the things that caught his attention was that the discussion included both cellular interrogation and drive by due to the poor cellular coverage in the District. He also said another reason given for installing the meters was to provide the customer with early leak detection but for meters that need drive by interrogation, the data might not be as frequently available. Mr. Schultz said he was purchasing an interrogator from Dell Computers that was as good if not better than the more expensive interrogator provided by Badger Meter and that his intention was to have the interrogator in the truck as the operators were driving around the District working. He also said the operators could drive by the areas with cellular issues as part of their daily duties. Mr. Schultz also said a taller antenna could be installed to help in difficult cell coverage areas. Director Lindquist said his concern was, two years from now when someone becomes anxious about the technology, that there was not another technology that could read everyone better without drive-by interrogation.

Mrs. Nickerson was asked if there was any reason not to approve the budget. She said her only concern was that she had not received budget information from Donner Summit PUD. She said the monthly wastewater treatment fees had not been adjusted and thought the budget could be reduced because the District's contribution rate should be lowered based on last year's flows through the plant.

Director Lindquist said approval of the budget would be postponed until the June meeting.

D. The Board was presented with a Claim for Damages from Erik W. Harz. Mr. Schultz said the claim was the result of a blockage in the street on the District's side. The homeowner originally thought it was his problem but it was later discovered that it was the District's. Director Heald said she was reading that the homeowner wanted \$590.00 for the roto roter service but item 10 listed a lot of other potential damage that still needed to be ascertained. Director Heald said she thought Mr. Harz should be reimbursed for the \$590.00 but that the claim would need to be turned over to the insurance company. Director McCormick said Mr. Harz would need to sign a release and that the claim should not be left open. Mr. Mitchell said the District had 45 days from April 17, 2020, the date of the claim, to reject or accept it. If the Board did nothing, the claim would be deemed rejected. Mr. Mitchell also said Mr. Harz only had six months to file a claim. Director McCormick asked if Mr. Harz should be asked to withdraw the claim and resubmit a complete claim. Director Heald asked if the six months started on the date of the accident, February 16, 2020, or on the date the damage was discovered. She asked if a different statute would be triggered if additional damage wasn't discovered until after the snow melted. Mr. Mitchell said he wasn't sure. Director Lindquist said he wanted to make sure the customer was made whole. Director Heald said she agreed with Director Lindquist that the customer should be made whole but she also agreed with Director McCormick that the District would need to get a release. She proposed that Mr. Schultz contact the customer, have him withdraw the claim and refile when the claim was complete.

Mr. Schultz said he would request ACWA/JPIA draft a response rejection letter to Mr. Harz. Mr. Mitchell asked that he be able to review the letter before sending it to Mr. Harz because it should be more informative than a standard rejection letter.

## **IX. Old Business:**

A. The Board was presented with additional information regarding an insurance policy for site pollution and incident legal liability insurance from Alliant. Mr. Mitchell said information was received regarding the District's current policies that were in place and those that were recommended. He said he reviewed the answers to the questions received from Nidia, the District's ACWA/JPIA representative. He also said he confirmed coverage of District employees and Directors and would make sure the final policy specifically included District employees and Directors. He then said he and Mr. Schultz discussed the schedule of locations that included sewer pump station #3 and the wastewater tank. It was determined that the wastewater tank would be covered by the District's current policy in the event of a sudden catastrophe incident, like an earthquake, and agreed that the risk of a slow leak was very minimal since the wastewater tank was very seldom used.

Mr. Mitchell said he felt comfortable with the review of the policies and the coverage in place for District operations and facilities and posed two questions to the Board. First, how

important was the site pollution incident coverage and second, was the \$5,000,000 policy for the dam coverage adequate. Mr. Schultz said he didn't feel the site pollution coverage was necessary. He said the tank could be visually inspected, there were no known leaks and the tank had been used only once or twice every couple of years. Director Simpson said he would feel better if a structural engineer inspected the tank occasionally. Mr. Schultz said he thought that would be overkill since he was qualified to make that examination. Mr. Schultz also said, if a leak were detected, it could be fixed easily for less than the \$10,000/year. Mr. Mitchell said sudden and accidental liability would be covered under the District's existing liability policy. Mr. Schultz noted that the dam insurance was already purchased for \$5,000,000. He also said he didn't see there being any significant damage to the community should the lake rapidly dewater. And, if a foundation experienced damage due to the lake dewatering, it would be due to an issue with the design of the foundation.

**A motion was made by Director Simpson and seconded by Director McCormick to decline the site pollution coverage.** The motion passed by a unanimous rollcall vote: Directors McCormick, Stockton, Heald, Simpson and Lindquist.

**X. Administration:**

A. A list of Follow-up Items from the April 2020 Board meeting was presented to the Board for consideration and possible action.

- Item 1: Pictures/Bios for website – ongoing.
- Item 2: Update District Election process before 2020 election. Mr. Mitchell confirmed the item was complete.
- Item 3: Contact Placer County Election to determine a point of contact. The item was complete with the presented resolution.
- Item 4: Mr. Schultz reported he planned to present his plan for extended power outages at the June meeting.
- Item 5: Mrs. Nickerson confirmed that she sent Director Simpson a word version of the proposed Ordinance.
- Item 6: Mr. Mitchell confirmed that he send Director Heald a copy of the responses to the insurance questions.

B. The Status of Action Items remaining as of the April 10, 2020 meeting was presented to the Board for consideration and possible action:

- Item 1: Fertilizer Application: Best Management Practices – Mr. Schultz said he reduced the percent complete to 75% pending his meeting with Tahoe Environmental Research.
- Item 2: AMR Data Collection and Analysis – On going
- Item 3: Policies & Procedures Review – Approximately 50% complete – due August 2020. Mrs. Nickerson said there had been not progress but was aware of the August deadline
- Item 4: Insurance Coverage Review – Complete
- Item 5: Ownership of the Dam – Mr. Schultz said it was determined that the Land Trust owned the dam and he was looking at carving out the dam site and making it District property by a boundary adjustment. Director McCormick would continue his research to determine if there were any unknown items recorded against the parcel.
- Item 6: Upcoming Meter Rates –No discussion.

**Adjournment** A motion was made by Director Simpson and seconded by Director McCormick to adjourn the meeting. The motion passed by a unanimous vote: Director Lindquist, McCormick, Stockton, Simpson and Heald.

The minutes were approved at the Regular Meeting held on \_\_\_\_\_, 2020, as part of the Consent Items Calendar. A motion was made by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ to approve the Consent Items Calendar. The motion passed by a \_\_\_\_\_ vote.

DRAFT

Sierra Lakes County Water District  
**Check Registers**  
 May 2020

<b><u>1002 - DEMAND Account</u></b>			
<i>RECONCILIATION:</i>			
5/1/2020	Beginning Cash Balance		191,185.47
	Deposits		296,294.07
	Assessments received		150,571.92
	Deposit - Interest		-
	DSPUD Annual MOU		-
	Assessments transferred to Assessment District		(150,571.92)
			<u>(126,380.45)</u>
<i>DEMAND ACCOUNT DISBURSEMENTS:</i>			
5/31/2020	Ending Cash Balance		<u><u>361,099.09</u></u>
<b><u>1031 - GASB 45-OPEB Account</u></b>			
<i>RECONCILIATION:</i>			
5/1/2020	Beginning Cash Balance		163.13
	Deposit - Interest		-
	Funds Transferred To/From Investment Account		-
5/31/2020	Ending Cash Balance		<u><u>163.13</u></u>
<b><u>Placer County Treasurer's Fund</u></b>			
<i>RECONCILIATION:</i>			
5/1/2020	Beginning Cash Balance		2,981,096.59
	Deposit - Interest		3,018.53
	Funds Transferred To/From Investment Account		-
5/31/2020	Ending Cash Balance		<u><u>2,984,115.12</u></u>
<b><u>Local Area Investment Fund (LAIF)</u></b>			
<i>RECONCILIATION:</i>			
5/1/2020	Beginning Cash Balance		687,888.21
	Deposit - Interest		-
	Funds Transferred To/From Investment Account - Annual OPEB Funding		-
5/31/2020	Ending Cash Balance		<u><u>687,888.21</u></u>
<b><u>Assessment District 2011-01</u></b>			
<i>RECONCILIATION:</i>			
5/1/2020	Beginning Cash Balance		413,360.05
	Assessments Received		150,571.92
	Deposit - Interest		3.95
	Disbursements - USDA		-
5/31/2020	Ending Cash Balance		<u><u>563,935.92</u></u>

## Sierra Lakes County Water District

## Check Registers

May 2020

## 1002 - US Bank - Demand

Check	05/21/2020	Sierra Lakes County Water District - Inte	Assessments Received from Placer County	(150,571.92)
Bill Pmt -Check	05/07/2020 21589	Paul A. Schultz, P.E. (Corp)	April 2020 Professional Fees	(21,450.00)
Bill Pmt -Check	05/07/2020 21587	Great Basin Control Systems	Export Flume Repairs: Hydroranger; Transducer, Battery & Radio	(15,469.69)
Bill Pmt -Check	05/07/2020 21588	Loprest	Internal & Media for Filter Project	(14,157.00)
Bill Pmt -Check	05/05/2020 052020MED	Public Employees' Retirement System (Med)	Medical - 1347	(8,725.91)
Liability Check	05/01/2020	QuickBooks Payroll Service	Created by Payroll Service on 04/30/2020	(8,040.35)
Liability Check	05/18/2020	QuickBooks Payroll Service	Created by Payroll Service on 05/15/2020	(7,679.82)
Bill Pmt -Check	05/05/2020 7147	Dell Business Credit	Dell Server w/ Windows Server 2016	(5,999.79)
Bill Pmt -Check	05/20/2020 051820	Anna M. Nickerson	Professional Fees 5/1/20 to 5/15/20	(5,676.00)
Bill Pmt -Check	05/05/2020 7160	Western Nevada Supply Co.	Filter Replacement Project	(5,560.33)
Bill Pmt -Check	05/05/2020 7150-7153	Placer Co. Environmental Health	2020 Hazmat & State Service Fee	(4,566.00)
Bill Pmt -Check	05/05/2020 050520	Anna M. Nickerson	Professional Fees 4-16-20 to 4-30-20	(4,488.00)
Bill Pmt -Check	05/18/2020 7166-7170	Pacific Gas & Electric	Electricity	(4,050.63)
Liability Check	05/15/2020 E-pay	Internal Revenue Service	P/R Taxes: 94-1619513 QB Tracking # 2067488142	(3,562.86)
Liability Check	05/05/2020 042020RET	Public Employees' Retirement System (Ret)	Retirement - 1347	(3,000.44)
Bill Pmt -Check	05/05/2020 7159	U.S. Bank (CC)	Membership fees, Uniform Exp, Computer Service Fees & Gas (\$448.70)	(1,679.86)
Bill Pmt -Check	05/05/2020 7156	Suburban Propane	Propane - Short Rd	(1,265.66)
Bill Pmt -Check	05/18/2020 7176	Western Nevada Supply Co.	Filter Replacement Project	(1,097.24)
Bill Pmt -Check	05/18/2020 7173	Thatcher Company, Inc.	Filter Plant Chemicals	(978.18)
Bill Pmt -Check	05/05/2020 7149	Pacific Gas & Electric	Electricity	(913.12)
Liability Check	05/15/2020 E-pay	Employment Development Department	P/R Taxes: 499-0546-6 QB Tracking # 2067471142	(856.74)
Liability Check	05/12/2020	QuickBooks Payroll Service	Created by Payroll Service on 05/11/2020	(847.40)
Bill Pmt -Check	05/18/2020 7161	AT&T	Telephone	(846.05)
Bill Pmt -Check	05/18/2020 7165	New Leaders	Annual G-Suite fees	(720.00)
Bill Pmt -Check	05/18/2020 7172	Tahoe Truckee Sierra Disposal Co., Inc.	Garbage & Dumpster for Filter Replacement Project	(625.31)
Bill Pmt -Check	05/18/2020 7171	Suburban Propane	Propane	(593.92)
Bill Pmt -Check	05/05/2020 7158	Tahoe Truckee Sierra Disposal Co., Inc.	Garbage	(551.04)
Bill Pmt -Check	05/05/2020 7154	Placer County Human Resources	May 2020 Dental/Vision Premium	(355.60)
Bill Pmt -Check	05/18/2020 7164	Mountain Hardware	Misc Parts and Cutoff Wheels	(343.64)
Check	05/04/2020	BluePay	Merchant Fees	(325.24)
Bill Pmt -Check	05/05/2020 7155	Sierra Mountain Pipe & Supply	Eye wash station rebuild	(324.75)
Bill Pmt -Check	05/18/2020 7174	USA Blue Book	Chlorine Reagent Set & Hand Sanitizer	(269.85)
General Journal	05/31/2020 0520-JK		J Krebill P/R Ded - Water/Sewer Fees	(207.64)
Bill Pmt -Check	05/05/2020 7157	Summit Home Care	Office Cleaning	(200.00)
Bill Pmt -Check	05/18/2020 7163	Cranmer Engineering, Inc.	Filter Plant Testing	(200.00)
Liability Check	05/11/2020 E-pay	Internal Revenue Service	P/R Taxes: 94-1619513 QB Tracking # 1834487142	(198.70)
Bill Pmt -Check	05/18/2020 7162	Badger Meter	May 2020 Cellular Fee - Meter Test Program	(197.58)
Bill Pmt -Check	05/18/2020 7175	Verizon Wireless	Cell phone & iPad service	(71.44)
Check	05/14/2020		Bank Service Charges	(67.53)
Bill Pmt -Check	05/05/2020 0520GASBUFL	Public Employees' Retirement System (Ret)	May 2020 PEPRA UFL	(65.85)
Check	05/29/2020 21590	KELLEY, KATHERINE L	Acct 07275 - Refund Overpayment	(62.30)
Liability Check	05/11/2020 E-pay	Employment Development Department	P/R Taxes: 499-0546-6 QB Tracking # 1834425142	(61.00)
Bill Pmt -Check	05/05/2020 7148	O'Reilly	Oil Filter & brush	(23.79)
Check	05/04/2020	QuickBooks Payroll Service	Created by Direct Deposit Service on 05/01/2020	(1.75)



Sierra Lakes County Water District

Check Registers

May 2020

Check	05/19/2020	QuickBooks Payroll Service	Created by Direct Deposit Service on 05/18/2020	(1.75)
Check	05/12/2020	BluePay	Merchant Fees	(0.70)
Paycheck	05/04/2020 DD696	Jeffery D. Krebill	Direct Deposit: Pay Period Ending 4/30/20	-
Paycheck	05/04/2020 DD697	Matthew M Marriner	Direct Deposit: Pay Period Ending 4/30/20	-
Paycheck	05/04/2020 DD698	Patrick J Baird	Direct Deposit: Pay Period Ending 4/30/20	-
Paycheck	05/13/2020 DD700	Karen Heald {Salary}	Direct Deposit: 5/8/20 Board Meeting	-
Paycheck	05/13/2020 DD701	Michael E Lindquist {Salary}	Direct Deposit: 5/8/20 Board Meeting	-
Paycheck	05/13/2020 DD699	Dan L Stockton {Salary}	Direct Deposit: 5/8/20 Board Meeting	-
Paycheck	05/13/2020 DD702	Richard A Simpson {Salary}	Direct Deposit: 5/8/20 Board Meeting	-
Paycheck	05/13/2020 DD703	Robert M McCormick {Salary}	Direct Deposit: 5/8/20 Board Meeting	-
Paycheck	05/19/2020 DD704	Jeffery D. Krebill	Direct Deposit: Pay Period Ending 5/15/20	-
Paycheck	05/19/2020 DD705	Matthew M Marriner	Direct Deposit: Pay Period Ending 5/15/20	-
Paycheck	05/19/2020 DD706	Patrick J Baird	Direct Deposit: Pay Period Ending 5/15/20	-
Total 1002 - US Bank - Demand				<u>(276,952.37)</u>
<b>TOTAL</b>				<u>(276,952.37)</u>
<b>TOTAL</b>				<u>(276,952.37)</u>

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Sierra Lakes County Water District  
Operating Budget-to-Actual  
Fiscal Year July 1, 2019 to June 30, 2020

	MONTH TO DATE				YEAR TO DATE				ANNUAL BUDGET	
	Month End 5/31/20	Budget	Favorable / (Unfavorable)	% of Budget	YEAR TO DATE	Budget	Favorable / (Unfavorable)	% of Budget	FY 19-20 Budget	% of Budget
<b><u>Water Sewer Revenues</u></b>										
8000-01 · Annual Water Fees	71,427	71,427	-	100%	785,697	785,697	-	100%	857,124	92%
8000-02 · Annual Sewer Fees	99,067	99,067	(0)	100%	1,089,741	1,089,741	-	100%	1,188,808	92%
8030 · Property Taxes	183,535	160,000	23,535	115%	460,428	390,000	70,428	118%	390,000	118%
8050 · Customer Late Fees	19	-	19	100%	6,084	7,500	(1,416)	81%	10,000	61%
8005 · Primary Facilities Fees - Sewer	-	7,800	(7,800)	0%	7,800	23,400	(15,600)	33%	23,400	33%
8006 · Primary Facilities Fees - Water	-	1,828	(1,828)	0%	1,825	5,478	(3,653)	33%	5,475	33%
8052 · GAPVAX Services	-	-	-	0%	-	-	-	0%	-	#DIV/0!
8020 · Other Income	3,188	-	3,188	100%	71,251	-	71,251	100%	-	#DIV/0!
<b>Total Revenues Received:</b>	<b>357,236</b>	<b>340,122</b>	<b>17,114</b>	<b>105%</b>	<b>2,422,827</b>	<b>2,301,816</b>	<b>121,011</b>	<b>105%</b>	<b>2,474,807</b>	<b>98%</b>
<b><u>Controllable Expenses:</u></b>										
<b><u>Salaries:</u></b>										
9001 · Director Salaries	900	1,800	900	50%	9,360	19,800	10,440	47%	21,600	43%
9003 · Maintenance Salaries	-	-	-	0%	-	-	-	0%	-	-
9003-01 - Maint Hourly Regular	20,309	22,959	2,649	88%	248,267	252,544	4,276	98%	275,502	90%
9003-02 - Maint Overtime	1,343	918	(425)	146%	9,141	10,102	961	90%	11,020	83%
9003-03 - Maint Standby	2,300	2,197	(103)	105%	24,360	24,164	(196)	101%	26,360	92%
9003-00 - Maint Salaries - Other	-	-	-	0%	-	1,500	1,500	0%	1,500	0%
9003-04 - Labor Allocated to Projects	(2,512)	-	2,512	100%	(8,208)	-	8,208	100%	-	-
<b>Total 9000 · Salaries</b>	<b>22,340</b>	<b>27,874</b>	<b>5,533</b>	<b>80%</b>	<b>282,920</b>	<b>308,110</b>	<b>25,189</b>	<b>92%</b>	<b>335,982</b>	<b>84%</b>
<b><u>Payroll Expense</u></b>										
9005 · Payroll Expense - SS & Medicare	1,901	2,004	103	95%	22,280	22,045	(235)	101%	24,050	93%
9007 · Payroll Expense- SUI & ETT	-	219	219	0%	827	3,731	2,904	22%	3,950	21%
9008 · Payroll Expense - Retirement	1,565	1,444	(121)	108%	17,431	15,882	(1,549)	110%	17,325	101%
9009 · Payroll Expense - Medical & D/V	9,045	12,250	3,205	74%	92,911	134,750	41,839	69%	147,000	63%
9010 · Payroll Expense - Workers' Comp	-	-	-	0%	7,431	10,425	2,994	71%	13,900	53%
<b>Total 9004 · Payroll Expense</b>	<b>12,511</b>	<b>15,917</b>	<b>3,406</b>	<b>79%</b>	<b>140,880</b>	<b>186,833</b>	<b>45,953</b>	<b>75%</b>	<b>206,225</b>	<b>68%</b>
<b><u>Indirect &amp; G&amp;A</u></b>										
9012 · Legal Expense:	3,011	3,000	(11)	100%	31,820	33,000	1,180	96%	36,000	88%
9013 · Audit Expense	-	-	-	0%	13,300	13,050	(250)	102%	13,050	102%
9014 · Fees & Penalties	99	125	26	79%	1,123	1,375	252	82%	1,500	75%
9016 · Directors' Expense	127	833	707	15%	3,762	9,166	5,404	41%	10,000	38%
9017 · Professional Fees - Operations	20,475	24,500	4,025	84%	237,028	269,500	32,472	88%	294,000	81%
9018 · Professional Fees - Office	9,372	11,440	2,068	82%	97,768	125,840	28,072	78%	137,280	71%
9019 · Staff Travel/Training	327	617	290	53%	3,405	6,784	3,379	50%	7,400	46%
9022 · Election Expense	-	-	-	0%	-	-	-	0%	-	#DIV/0!
9023 · Insurance Expense	-	-	-	0%	13,068	12,250	(818)	107%	20,000	65%
9024 · Membership Expense	110	-	(110)	100%	12,187	12,000	(187)	102%	12,000	102%
9026 · Outside Services	200	274	74	73%	2,350	3,013	663	78%	3,286	72%
9028 · Telephone Expense	914	625	(289)	146%	9,593	6,875	(2,718)	140%	7,500	128%
9029 · Garbage/Hazmat Expense	625	375	(250)	167%	4,692	4,125	(567)	114%	4,500	104%
9030 · Uniform Expense	15	169	154	9%	1,542	1,857	315	83%	2,025	76%
9034 · Propane Expense	594	892	298	67%	8,484	9,809	1,325	86%	10,700	79%

**Sierra Lakes County Water District  
Director's Payroll Summary  
May 2020**

	<u>Dan L Stockton {Salary}</u>	<u>Karen Heald {Salary}</u>	<u>Michael E Lindquist {Sa...</u>	<u>Richard A Simpson {Sal...</u>	<u>Robert M McCormick {...</u>	<u>TOTAL</u>
<b>Employee Wages, Taxes and Adj...</b>						
<b>Gross Pay</b>						
Salary Director	180.00	180.00	180.00	180.00	180.00	900.00
<b>Total Gross Pay</b>	180.00	180.00	180.00	180.00	180.00	900.00
Adjusted Gross Pay	180.00	180.00	180.00	180.00	180.00	900.00
<b>Taxes Withheld</b>						
Federal Withholding	-36.00	0.00	0.00	-25.00	0.00	-61.00
Medicare (Employee)	-2.61	-2.61	-2.61	-2.61	-2.61	-13.05
Social Security (Employee)	-11.16	-11.16	-11.16	-11.16	-11.16	-55.80
State Withholding	-36.00	0.00	0.00	-25.00	0.00	-61.00
Medicare Employee Addl Tax	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Taxes Withheld</b>	-85.77	-13.77	-13.77	-63.77	-13.77	-190.85
<b>Additions to Net Pay</b>						
Director Mileage Reimburse...	0.00	126.50	0.00	0.00	0.00	126.50
<b>Total Additions to Net Pay</b>	0.00	126.50	0.00	0.00	0.00	126.50
<b>Net Pay</b>	<b>94.23</b>	<b>292.73</b>	<b>166.23</b>	<b>116.23</b>	<b>166.23</b>	<b>835.65</b>
<b>Employer Taxes and Contributions</b>						
Medicare (District)	2.61	2.61	2.61	2.61	2.61	13.05
Social Security (District)	11.16	11.16	11.16	11.16	11.16	55.80
<b>Total Employer Taxes and Contr...</b>	<b>13.77</b>	<b>13.77</b>	<b>13.77</b>	<b>13.77</b>	<b>13.77</b>	<b>68.85</b>

Sierra Lakes County Water District  
Operating Budget-to-Actual  
Fiscal Year July 1, 2019 to June 30, 2020

	MONTH TO DATE				YEAR TO DATE				ANNUAL BUDGET	
	Month End 5/31/20	Budget	Favorable / (Unfavorable)	% of Budget	YEAR TO DATE	Budget	Favorable / (Unfavorable)	% of Budget	FY 19-20 Budget	% of Budget
9036 · SCADA System Expense	2,933	1,500	(1,433)	196%	15,527	4,500	(11,027)	345%	4,500	345%
9037 · M&O Asset Mgmt Sys (Lucity)	-	1,500	1,500	0%	3,750	4,500	750	83%	4,500	83%
9040 · Office Expense	1,329	250	(1,079)	532%	2,413	2,750	337	88%	3,000	80%
9041 · Postage Expense	-	-	-	0%	629	1,500	871	42%	2,000	31%
9042 · Postage Meter Expense	-	-	-	0%	830	975	145	85%	1,300	64%
9043 · Copier & Fax Expense	-	80	80	0%	303	875	572	35%	950	32%
9044 · Computer Equipment & Service										
9044-01 · General Expense	53	292	239	18%	1,388	3,209	1,821	43%	3,500	40%
9044-02 · Website Design	158	-	(158)	100%	8,963	8,000	(963)	112%	8,000	112%
9044-03 · Merchant Fees	1,046	1,000	(46)	105%	24,257	19,000	(5,257)	128%	20,000	121%
<b>Total 9011 · Indirect &amp; G&amp;A</b>	<b>41,387</b>	<b>47,472</b>	<b>6,085</b>	<b>87%</b>	<b>498,180</b>	<b>553,953</b>	<b>55,773</b>	<b>90%</b>	<b>606,991</b>	<b>82%</b>
<b><u>MAINTENANCE &amp; OPERATIONS</u></b>										
<b><u>Water Treatment &amp; Filter Plant</u></b>										
9101 · Filter Plant Operations & Maint	-	583	583	0%	7,096	6,416	(680)	111%	7,000	101%
9102 · Filter Plant-Chems, Lab & Equip	1,735	1,250	(485)	139%	21,418	13,750	(7,668)	156%	15,000	143%
9103 · Filter -Water Pumping Plant M&O	-	85	85	0%	940	920	(20)	102%	1,000	94%
9104 · Well Pump Station Expense	-	85	85	0%	205	920	715	22%	1,000	21%
<b>Total 9100 · Water Treatment &amp; Filter Plant</b>	<b>1,735</b>	<b>2,003</b>	<b>268</b>	<b>87%</b>	<b>29,659</b>	<b>22,006</b>	<b>(7,653)</b>	<b>135%</b>	<b>24,000</b>	<b>124%</b>
<b><u>Water Distribution</u></b>										
9201 · Water Dist - General Maint	27	625	598	4%	8,595	6,875	(1,720)	125%	7,500	115%
9202 · Water Dist - Pipes & Fittings	-	165	165	0%	270	1,830	1,560	15%	2,000	13%
9203 · Water Dist - Hydrant Maint	-	-	-	0%	261	500	239	52%	500	52%
9204 · Fees - Water	-	-	-	0%	13,455	13,125	(330)	103%	13,125	103%
9205 · Water Dist - Electricity	2,902	2,800	(102)	104%	27,570	30,800	3,230	90%	33,600	82%
9600 · Water Dist - Meters/Parts	-	500	500	0%	26	1,000	974	3%	1,000	3%
9601 · Water Conservation	-	165	165	0%	500	1,830	1,330	27%	2,000	25%
<b>Total 9200 · Water Distribution</b>	<b>2,929</b>	<b>4,255</b>	<b>1,326</b>	<b>69%</b>	<b>50,677</b>	<b>55,960</b>	<b>5,283</b>	<b>91%</b>	<b>59,725</b>	<b>85%</b>
<b><u>Wastewater Collection System</u></b>										
9301 · Wastewater - General Maint	27	750	723	4%	9,162	8,250	(912)	111%	9,000	102%
9302 · Wastewater - Pipes/Fittings	-	125	125	0%	1,246	1,375	129	91%	1,500	83%
9303 · Wastewater- Enzymes/Lab Testing	-	-	-	0%	2,310	2,500	190	92%	5,000	46%
9304 · Wastewater - Manholes	-	-	-	0%	371	500	129	74%	500	74%
9305 · Fees - Sewer	-	-	-	0%	7,357	7,350	(7)	100%	7,350	100%
9306 · Wastewater - Electricity	1,660	1,355	(305)	123%	13,252	14,915	1,663	89%	16,275	81%
9700-01 · Wastewater Export Service Refund	-	-	-	0%	(97,311)	-	97,311	100%	-	#DIV/0!
9700 · Wastewater- Export Service Exp	30,806	32,210	1,404	96%	338,866	354,310	15,444	96%	386,520	88%
<b>Total 9300 · Wastewater Collection System</b>	<b>32,493</b>	<b>34,440</b>	<b>1,947</b>	<b>94%</b>	<b>275,254</b>	<b>389,200</b>	<b>113,946</b>	<b>71%</b>	<b>426,145</b>	<b>65%</b>
<b><u>Vehicle Expense</u></b>										
9501 · Gasoline/Diesel	453	708	255	64%	10,937	7,791	(3,146)	140%	8,500	129%
9502 · Pickups	-	-	-	0%	5,415	2,500	(2,915)	217%	2,500	217%
9503 · Gapvac	56	500	444	11%	650	3,500	2,851	19%	3,500	19%
9504 · Backhoe	-	1,000	1,000	0%	-	4,000	4,000	0%	4,000	0%

Sierra Lakes County Water District  
Operating Budget-to-Actual  
Fiscal Year July 1, 2019 to June 30, 2020

	MONTH TO DATE				YEAR TO DATE				ANNUAL BUDGET	
	Month End 5/31/20	Budget	Favorable / (Unfavorable)	% of Budget	YEAR TO DATE	Budget	Favorable / (Unfavorable)	% of Budget	FY 19-20 Budget	% of Budget
9505 · Vehicle Maint Supplies	86	300	214	29%	1,522	1,000	(522)	152%	1,000	152%
<b>Total 9500 · Vehicle Expense</b>	<b>595</b>	<b>2,508</b>	<b>1,913</b>	<b>24%</b>	<b>18,524</b>	<b>18,791</b>	<b>267</b>	<b>99%</b>	<b>19,500</b>	<b>95%</b>
<b>Project Expenses</b>										
9812 · Spot Repairs of Sewer Mainline & Laterals	-	4,650	4,650	0%	8,988	51,300	42,312	18%	56,000	16%
9813 · Repair of Sewer Manholes at Various Locations	-	2,685	2,685	0%	-	29,560	29,560	0%	32,250	0%
9815 · Misc Sewer Pump Station Upgrades	-	3,875	3,875	0%	19,705	42,625	22,920	46%	46,500	42%
9816 · Replace Pumps/Controls at #ISPS	-	-	-	0%	333	-	(333)	100%	-	#DIV/0!
9818 · Misc Water System Improvements	-	3,125	3,125	0%	18,684	34,375	15,691	54%	37,500	50%
9819 · Adj Water Valve Boxes to Street Grade	-	250	250	0%	-	2,750	2,750	0%	3,000	0%
9820 · Misc Upgrades Water Pump Stations	2,860	3,540	680	0%	12,223	38,955	26,732	31%	42,500	29%
9821 · Automatic Meter Read System	198	187	(11)	106%	2,127	2,057	(70)	103%	2,243	95%
9822 · Misc Jobs - Safety Tools Bldgs	598	8,835	8,237	7%	10,050	97,170	87,120	10%	106,000	9%
9824 · Lake Management	-	200	200	0%	200	2,275	2,075	9%	2,500	8%
9825 · HOTFaP	-	2,500	2,500	0%	-	10,000	10,000	0%	10,000	0%
9915 · Misc. Projects	-	-	-	0%	-	-	-	0%	-	-
<b>Total 9800 · Project Expenses</b>	<b>3,655</b>	<b>29,847</b>	<b>26,192</b>	<b>12%</b>	<b>72,310</b>	<b>311,067</b>	<b>238,757</b>	<b>23%</b>	<b>338,493</b>	<b>21%</b>
<b>Total Controllable Expenses</b>	<b>117,645</b>	<b>164,316</b>	<b>46,670</b>	<b>72%</b>	<b>1,368,403</b>	<b>1,845,920</b>	<b>477,516</b>	<b>74%</b>	<b>2,017,061</b>	<b>68%</b>
<b>Non-Controllable Expenses:</b>										
9900 · Debt - Interest										
9904 · Interest on SRF Loan	-	-	-	0%	5,362	5,362	(0)	100%	10,267	52%
9906 · USDA Revenue Bonds	-	-	-	0%	125,321	127,000	1,679	99%	127,000	99%
9908 · Int on Assessment-7207 Palisade	-	-	-	0%	243	247	4	98%	247	98%
<b>Total 9900 · Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>130,927</b>	<b>132,609</b>	<b>1,682</b>	<b>99%</b>	<b>137,514</b>	<b>95%</b>
9920 · Depreciation										
9921 · Depreciation - Water	13,111	10,702	(2,409)	123%	115,830	117,722	1,892	98%	128,425	90%
9922 · Depreciation - Sewer	8,097	8,841	744	92%	86,427	97,248	10,821	89%	106,089	81%
<b>Total 9920 · Depreciation</b>	<b>21,208</b>	<b>19,543</b>	<b>(1,665)</b>	<b>109%</b>	<b>202,257</b>	<b>214,970</b>	<b>12,713</b>	<b>94%</b>	<b>234,514</b>	<b>86%</b>
9950 · SLCWD Share - DSPUD Capital Costs						18,000	18,000	0%	18,000	0%
<b>Total Non-Controllable Expenses</b>	<b>21,208</b>	<b>19,543</b>	<b>(1,665)</b>	<b>109%</b>	<b>333,184</b>	<b>365,579</b>	<b>32,395</b>	<b>91%</b>	<b>390,028</b>	<b>85%</b>
<b>TOTAL DISTRICT EXPENSES:</b>	<b>138,854</b>	<b>183,859</b>	<b>45,005</b>	<b>76%</b>	<b>1,701,587</b>	<b>2,211,499</b>	<b>509,911</b>	<b>77%</b>	<b>2,407,089</b>	<b>71%</b>
<b>EARNED REVENUE LESS EXPENSES</b>	<b>218,383</b>	<b>156,264</b>	<b>62,119</b>		<b>721,240</b>	<b>90,317</b>	<b>630,922</b>		<b>67,718</b>	

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SIERRA LAKES COUNTY WATER DISTRICT  
CAPITAL PROJECTS SUMMARY  
FISCAL YEAR JULY 1, 2020 TO JUNE 30, 2021

	PROPOSED BUDGET	Previously Incurred Costs	Costs Incurrec Current Month	Total Costs to Date	VARIANCE Favorable (Unfavorable)
<b>CAPITAL PROJECTS IN PROGRESS:</b>					
Miscellaneous Sewer Pump Station Upgrades	\$ 7,500	\$ -	\$ -	\$ -	\$ 7,500
Miscellaneous Water Distribution System Improvements	24,000	27,128	-	27,128.32	(3,128)
Miscellaneous Water Pump Station/Storage Improvements	310,000	293,305	7,734	301,038.33	8,962
Automatic Meter Read System	52,500	37,100	-	37,100.10	15,400
Purchase Tools/Equipment and Building Improvements	99,940	5,919	-	5,919.00	94,021
Total Capital Projects	\$ 493,940	\$ 363,452	\$ 7,734	\$ 371,186	\$ 122,754

Sierra Lakes County Water District  
Cash Source and Application of Funds  
Operating Budget  
in \$000's

	ACTUAL May-20	Forecast May-20	Forecast Jun-20	Forecast Jul-20	Forecast Aug-20	Forecast Sep-20	Forecast Oct-20	Forecast Nov-20	Forecast Dec-20	Forecast Jan-21	Forecast Feb-21	Forecast Mar-21	Forecast Apr-21
<b>Beginning Operating Cash Balance:</b>	191	191	361	129	234	465	418	303	278	258	403	413	206
<b>Cash Provided/(Used) by Operations:</b>													
<b>Revenues:</b>													
Sewer & Water Service Fees	112	160	95	350	350	225	80	125	130	75	160	150	25
Placer County Taxes	184	-	-	-	20	-	10	-	-	245	-	-	-
Misc Other Income	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Expenses:</b>													
Operating Expenses	(96)	(125)	(100)	(125)	(150)	(150)	(150)	(150)	(150)	(150)	(150)	(150)	(150)
Sierra Plant - Capital Projects	(30)	(95)	(173)	(95)	(60)	(60)	(30)	-	-	-	-	-	-
<b>Net Cash Provided/(Used) by Operations:</b>	170	(60)	(178)	130	160	15	(90)	(25)	(20)	170	10	-	(125)
<b>Cash Provided/(Used) for Financing Activities</b>													
CA Bank & Trust - Qrtly Transfers	-	-	-	(25)	-	-	(25)	-	-	(25)	-	-	(25)
USDA \$5.2 million Revenue Bond	-	-	-	-	-	(62)	-	-	-	-	-	(207)	-
DSPUD Excess Capacity Refund (\$655,000)	-	-	-	-	71	-	-	-	-	-	-	-	-
<b>Total Cash Provided/(Used) by Financing Activities:</b>	-	-	-	(25)	71	(62)	(25)	-	-	(25)	-	(207)	(25)
<b>Cash Provided/(Used) by Investment Activities</b>													
Moved to/from Placer Co. Treasurer's Fund	-	-	-	-	-	-	-	-	-	-	-	-	-
GASB 45 - OPEB Annual Funding	-	-	(54)	-	-	-	-	-	-	-	-	-	-
<b>Total Cash Provided/(Used) by Investment Activities:</b>	-	-	(54)	-	-	-	-	-	-	-	-	-	-
<b>Ending OPERATING ACCOUNT Cash Balance:</b>	361	131	129	234	465	418	303	278	258	403	413	206	56

SIERRA LAKES COUNTY WATER DISTRICT - FIVE YEAR CASH FLOW PROJECTION  
2018/2019 - 2022/2023  
in \$000's

	ACTUAL 2018/2019	FORECAST 2019/2020	Forecast 2020/2021	Forecast 2021/2020	Forecast 2022/2023
<b>Beginning OPERATING Cash Balance:</b>	2,271	519	129	51	102
<b>Cash Provided/(Used) by Operations:</b>					
<b>Revenues:</b>					
Water/Sewer Service Fees	2,072	1,853	2,046	2,046	2,046
PrePaid W/S Service Fees:	229	-	-	-	-
Placer County Tax	436	456	390	390	390
Primary Facilities Fees	25	-	29	29	29
Misc Other Income	-	-	10	10	10
<b>Expenses:</b>					
Operating Expenses	(1,535)	(1,495)	(2,035)	(1,804)	(1,920)
Sierra Plant - Capital Projects	(228)	(352)	(512)	(1,514)	(285)
<b>Net Cash Provided/(Used) by Operations:</b>	999	462	(72)	(843)	270
<b>Cash Provided/(Used) for Financing Activities</b>					
CA Bank & Trust Loan Principal & Interest	(100)	(100)	(100)	(100)	(25)
USDA Revenue Bond Loan	(270)	(269)	(269)	(269)	(269)
Refunded WWTP Costs	73	71	67	67	67
<b>Total Cash Provided/(Used) by Financing Activities:</b>	(297)	(298)	(302)	(302)	(227)
<b>Cash Provided(Used) by Investment Activities</b>					
Total Cash Provided(Used) by Investment Activities:	-	-	-	-	-
Moved to Placer Co. Treasurer's Fund	(2,400)	(500)	350	1,250	-
Annual GASB 45 Funding - OPEB - Moved to LAIF	(54)	(54)	(54)	(54)	(54)
<b>Total Cash Provided(Used) by Investment Activities:</b>	(2,454)	(554)	296	1,196	(54)
<b>Ending OPERATING Cash Balance:</b>	519	129	51	102	91



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SIERRA LAKES COUNTY WATER DISTRICT  
LIST OF DISBURSEMENTS REQUIRING BOARD APPROVAL  
June 2020

<b>Vendor</b>	<b>Inv # / Inv Date</b>		<b>Invoice Amount</b>
<u>Paul A. Schultz, P.E. A CA Prof Corp</u>	Invoice #	200601	# 20,475.00
	Date	6/4/2020	
	For: <u>May 2020 Professional Fees</u>		
<u>Anna Nickerson</u>	Inv#	51520	5,676.00
	Date	4/15/2020	
	For: <u>Professional Fees 5/1 to 5/15/20</u>		
	Inv#	53120	3,696.00
	Date	5/31/2020	
	For: <u>Professional Fees 5/16 to 5/31/20</u>		
<b>TOTAL ANNA NICKERSON</b>			<b>9,372.00</b>
<u>Kronick Moskovitz Tiedemann &amp; Girard</u>	Inv#	297505	3,011.20
	Date		
	For: <u>APR 2020 Legal Fees</u>		
<u>Loprest Division of WRT</u>	Inv#	0520-10	172,872.44
	Date	5/11/2020	
	For: <u>Filter Replacement Project</u>		
<b>TOTAL INVOICES FOR APPROVAL</b>			<b>205,730.64</b>

**Paul A. Schultz, PE.**  
**Civil and Environmental Engineering**



A CALIFORNIA PROFESSIONAL CORPORATION

7299 3<sup>rd</sup> Avenue  
PO Box 269  
Tahoma, CA 96142  
(530) 525-9347  
paschultz@me.com

INVOICE NO. 200601

JUNE 4, 2020

BILL TO	DUE DATE	TERMS
Sierra Lakes County Water District PO Box 1039 Soda Springs, CA 95728	07/15/2020	Net 45

HOURS	DESCRIPTION	UNIT PRICE	TOTAL
126.0	Professional Services for May 2020 (see detail) (126.0 hours overall, 76.0 hours on-site*)	\$162.50/hour	\$20,475.00

ACCOUNT NO 9017 \$ 20,475.00  
CHECK NO.  
CK DATE

APPROVED

Average since July 1, 2019:

On- Site: 1110.0 hrs. / 48.0 weeks = 23.1 hrs./week\*

Overall: 1445.0 hrs. / 48.0 weeks = 30.1 hrs./week

- On-Site Hours reduced due to Covid-19  
Emergency Declaration

TOTAL DUE \$20,475.00

Thank you for your business!

Sierra Lakes County Water District  
Paul A. Schultz, PE  
May 2020 Invoice Detail

Date	Description	Hours
05/01/2020	Check on Well 01 operations. Call K. Morgan at Great Basin Controls regarding call to Wonderware scheduled for May 4 and on-going RTU reporting issue. Review and approve invoices. Review and approve timesheets. Check on Filter Plant construction progress. Send water damage claim for Board Action. Placer County Covid-19 Conference Call. (7.0 hrs. overall, 7.0 hrs. on-site)	7.0
05/04/2020	Transmit and receive monthly sewer flows from DSPUD. Discuss DSPUD monthly plant operation w/ DSPUD General Manager. Wonderware licensing call w/ K. Morgan. Check on Filter Plant construction progress. (8.0 hrs. overall, 6.0 hrs. on-site)	8.0
05/05/2020	Complete CWIQS annual questionnaire. Certify no SSOs in CIWQS for the month of April 2020. Check on Filter Plant construction progress. (8.0 hrs. overall, 6.0 hrs. on-site)	8.0
05/06/2020	Revise on-call and work schedules for next 3 weeks. Discuss available financing programs for improvements w/ PG&E. Loprest here to perform startup of new filters and clarifier. (8.0 hrs. overall, 6.0 hrs. on-site).	8.0
05/07/2020	Discuss "Fertilizer Use" memorandum w/ peer reviewer and discuss possible use of Tahoe Environmental Research Center for help with research and revision of the memorandum. Call w/ District Counsel re: his items for Board Meeting. Call w/ Director McCormick re: his items for Board Meeting. Complete Filter Plant construction. Begin full startup. (8.0 hrs. overall, 6.0 hrs. on-site).	8.0

Sierra Lakes County Water District  
Paul A. Schultz, PE  
May 2020 Invoice Detail

05/08/2020	Complete full startup of filter plant. Begin delivering water. Begin 2019 Consumer Confidence Report (CCR). Perform final inspection for filter vessel installation. Approve Loprest invoice for work. Monthly Board Meeting. (8.0 hrs. overall, 4.0 hrs. on-site)	8.0
05/11/2020	Continue preparation of 2019 CCR. Respond to SLPOS President regarding Hand Sanitizer and Covid-19 Signage. Further discuss "Fertilizer Use" memorandum w/ peer reviewer and discuss possible use of Tahoe Environmental Research Center for help with research and revision of the memorandum. (8.0 hrs. overall, 0.0 hrs. on-site)	8.0
05/12/2020	Discuss possible academic internship with candidate from US Santa Barbara. Call Gary Scott from Applied Equipment regarding a tour of the Well 01 Arsenic Filter location. Check on CCR submittal requirements to the State + languages the announcement must be translated into. Complete CCR. (8.0 hrs. overall, 6.0 hrs. on-site)	8.0
05/13/2020	Arrange for one (1) Asymptomatic Covid-19 test for one employee. Discuss water damage claim w/ District Counsel and ACWA JPIA. Order new voice modem and other misc. hardware for SCADA upgrade. (7.0 hrs. overall, 0.0 hrs. on-site)	7.0
05/14/2020	Meet w/Gary Scott of Applied Equipment to tour Well 01 Arsenic Filter location + get as-built drawings together for Mr. Scott's use during design of the unit. Call K. Morgan re: problem w/ Flume RTU Hydroranger (low level cut-off and rounding up errors). Prepare new on-call schedule through Dec. 31. (8.0 hrs. overall, 8.0 hrs. on-site)	8.0

Sierra Lakes County Water District  
 Paul A. Schultz, PE  
 May 2020 Invoice Detail

05/18/2020	Finalize response and instructions letter to water damage claimant water. Call w/ Samsura re: Alternatives to traditional SCADA information gathering. Discuss DSA Cleanup Day w/ Director Simpson. Further discuss possible academic internship with candidate from US Santa Barbara. (7.0 hrs. overall, 0.0 hrs. on-site)	7.0
05/19/2020	Conference call w/ CalFire to schedule defensible space crews for 2020. Further discuss "Fertilizer Use" memorandum w/ peer reviewer and Director Simpson (separately). (7.0 hrs. overall, 5.0 hrs. on-site)	7.0
05/21/2020	Tour/Inspect District. Identify manholes and valve boxes for repair or replacement. Determine type of repairs necessary. (7.0 hrs. overall, 6.0 hrs. on-site)	7.0
05/22/2020	Begin preparation of summer workplan and schedule. Make determination if an additional laborer is required for summer 2020. (6.5 hrs overall, 0.0 hrs. on-site).	6.5
05/26/2020	Put together the FY 2020-2021 Capital and Maintenance Projects list for crew. Order long-lead meter lids (125 total). Talk to DSPUD GM and Operations Manager about Vactor Pad use. Send out letters requiring indemnification and insurance for dock owners. (7.0 hrs. overall, 6.0 hrs. on-site)	7.0
05/27/2020	Get water sample for Isolux for mineral profile. Prepare draft Vactor Pad Use memo for review and agreement by DSPUD. Send out remaining letters requiring indemnification and insurance for dock owners. Discuss long-lead time on new water meters due to manufacturer's shutdown in China. (7.0 hrs. overall, 6.0 hrs. on-site)	7.0

Sierra Lakes County Water District  
Paul A. Schultz, PE  
May 2020 Invoice Detail

05/28/2020

Meet M. Weid at three locations for water/sewer/fixtures/backwater valve inspection/verification. Put together a master sampling schedule for all tests through Dec. 31. (6.5 hrs. overall, 4.0 hrs. on-site)

6.5

**ANNA NICKERSON  
FINANCIAL CONSULTANT**

16615 Glenshire Dr  
Truckee, CA 96161  
530-330-2724

**INVOICE**

INVOICE NO: 051520  
DATE: May 15, 2020

ACCOUNT NO: 9018 \$ 5,676.00  
CHECK NO: 051820  
CHECK DATE: 5/18/20  
APPROVAL: \_\_\_\_\_

anickerson@sonic.net

TO Sierra Lakes County Water District  
P.O. Box 1039  
Soda Springs, CA 95728  
530-426-7800

DATE	DESCRIPTION	HOURS	UNIT PRICE	TOTAL	Admin	Escrow & Public Requests	FS / Recs / PR / HR / Tax / Budget / Audit	Assmnt District	MEO Support	A/R - Banking	A/P	Mail / email	IT / Website	Board Agenda / Mtg Min / Packets	Total
5/11/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Finished board packet reports and prepared board packets.	7.0	\$88.00	\$ 616.00			3			0.5	1	0.5		2	7
5/4/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Finished month end and cash flow statement and updated customer accounts on website.	7.0	\$88.00	\$ 616.00			4			0.5	0.5	0.5	1.5		7
5/5/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Finalized & posted agenda and filed.	4.0	\$88.00	\$ 352.00	0.5					0.5	1.5	0.5		1	4
5/6/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Reconciled assessments and prepared 2020/21 assessments spreadsheet	4.0	\$88.00	\$ 352.00				2.5		0.5	0.5	0.5			4
5/7/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Reconciled assessments and finished 2020/21 assessments spreadsheet.	4.0	\$88.00	\$ 352.00				2.5		0.5	0.5	0.5			4
5/8/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Filed, reviewed dock/piers paperwork and started letter for missing information. Setup for meeting.	9.5	\$88.00	\$ 836.00	1.5		0.5		3	1	1.5	0.5		1.5	9.5
5/8/2020	Board Meeting	2.5	\$88.00	\$ 220.00										2.5	2.5
5/11/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Processed Director's p/r and started minutes.	7.0	\$88.00	\$ 616.00			1			0.5	0.5	0.5		4.5	7
5/12/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Worked on minutes.	4.0	\$88.00	\$ 352.00						0.5	0.5	0.5		2.5	4
5/13/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Updated website	4.0	\$88.00	\$ 352.00						0.5	0.5	0.5	2.5		4
5/14/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Reconciled & updated customer info on website.	4.0	\$88.00	\$ 352.00						1.5	0.5	0.5	1.5		4
5/15/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Processed payroll, finalized minutes and started recording assessments received.	7.5	\$88.00	\$ 660.00			1		3.5	1	1	0.5		0.5	7.5
64.5	<b>TOTALS</b>			\$ 5,676.00	2.0	0.0	9.5	5.0	6.5	7.5	8.5	5.5	5.5	14.5	64.5
					3%	0%	15%	8%	10%	12%	13%	9%	9%	22%	

**ANNA NICKERSON  
FINANCIAL CONSULTANT**

16615 Glenshire Dr  
Truckee, CA 96161  
530-330-2724

anickerson@sonic.net

**INVOICE**

INVOICE NO: 053120  
DATE: May 31, 2020

ACCOUNT NO: 9018 \$ 3,696.00  
CHECK NO: 060820  
CHECK DATE: 6/8/20  
APPROVAL: \_\_\_\_\_

TO Sierra Lakes County Water District  
P.O. Box 1039  
Soda Springs, CA 95728  
530-426-7800

DATE	DESCRIPTION	HOURS	UNIT PRICE	TOTAL	Admin	Escrow & Public Requests	FS / Recs / PR / HR / Tax / Budget / Audit	Assmnt District	M&O Support	A/R - Banking	A/P	Mail / email	IT / Website	Board Agenda / Mtg Min / Packets	Total
5/18/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Opened new escrow and continued recording assessment payments received.	8.0	\$88.00	\$ 704.00		0.5		3		2	2	0.5			8
5/19/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Update dock schedule and review paperwork status and filed.	4.0	\$88.00	\$ 352.00		0.5			1.5	1	0.5	0.5			4
5/20/2020	Off	0.0	\$88.00	\$ -											0
5/21/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Updated website.	4.0	\$88.00	\$ 352.00						0.5	0.5	0.5	2.5		4
5/22/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Prepared letters to dock owners, opened escrows and working on Policies	7.0	\$88.00	\$ 616.00		1	1		3.5	0.5	0.5	0.5			7
5/25/2020	Holiday	0.0	\$88.00	\$ -											0
5/26/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Process SLPOA request for email and worked on dock/pier letters	4.0	\$88.00	\$ 352.00		0.5			2	0.5	0.5	0.5			4
5/27/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Completed dock/pier letters	4.0	\$88.00	\$ 352.00					2.5	0.5	0.5	0.5			4
5/28/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Budget updates and opened new escrows.	4.0	\$88.00	\$ 352.00		1	1.5			0.5	0.5	0.5			4
5/29/2020	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Start preparations for annual billing and opened new escrow.	7.0	\$88.00	\$ 616.00		0.5	5			0.5	0.5	0.5			7
	<b>TOTALS</b>	<b>42.0</b>		<b>\$ 3,696.00</b>	<b>0.5</b>	<b>3.5</b>	<b>7.5</b>	<b>3.0</b>	<b>9.5</b>	<b>6.0</b>	<b>5.5</b>	<b>4.0</b>	<b>2.5</b>	<b>0.0</b>	<b>42.0</b>
					#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	





400 Capitol Mall, 27th Floor  
 Sacramento, CA 95814  
 T| 916.321.4500  
 F| 916.321.4555

PRIVILEGED AND CONFIDENTIAL  
 ATTORNEY-CLIENT COMMUNICATION

Sierra Lakes County Water District  
 P.O. Box 1039  
 Soda Springs, CA 95728

May 12, 2020  
 Invoice 297505

General

Reference # 4210-001

For Professional Services Through 4/25/2020

Previous Balance		1,754.00
Payments		-1,754.00
<b>Balance Forward</b>		<b>0.00</b>
Current Fees	3,004.00	
Current Disbursements	7.20	
<b>Total Current Charges</b>		<b>3,011.20</b>
<b>Total Due</b>		<b>\$3,011.20</b>

\*\*\* DUE UPON RECEIPT \*\*\*

\*\* PLEASE USE INVOICE NUMBER ABOVE WHEN REMITTING PAYMENT \*\*

Aged Accounts Receivable					
	0-30	31-60	61-90	91+	Total Due
Totals	3,011.20	0.00	0.00	0.00	3,011.20

ACCOUNT NO 9012 \$3,011.20  
 CHECK NO.  
 CK DATE

APPROVED

**Kronick Moskovitz Tiedemann & Girard**

Sierra Lakes County Water District  
Reference # 4210-001 - JAM

May 12, 2020  
Invoice 297505  
Page 2

General

Current Fees 3,004.00  
Current Disbursements 7.20

**Total Current Charges 3,011.20**

**Total Due \$3,011.20**

For Professional Services Through 4/25/2020

**Fees**

Date	Attorney / Description	Rate	Hours	Amount
04/02/2020	Mitchell, Jeffrey A Email to staff and board regarding teleconference meeting rules under Executive Orders.	225.00	0.20	45.00
04/03/2020	Mitchell, Jeffrey A Emails with Michael Lindquist and follow-up on Zoom meeting for Board April 10 meeting.	225.00	0.30	67.50
04/10/2020	Mitchell, Jeffrey A Review agenda packet for April Board meeting (.3); participate in April Board meeting (2.1). (Billed at Half Rate)	112.50 ✓	2.40	270.00
04/10/2020	Mitchell, Jeffrey A Review new Placer County shelter order, call to Paul Schultz.	225.00	0.30	67.50
04/13/2020	Mitchell, Jeffrey A Emails with Maggie Tides (deputy county counsel), Paul Schultz re: prescription rights for snow storage and next steps for final resolution with George Carmen.	225.00	0.30	67.50
04/13/2020	Mitchell, Jeffrey A Follow-up to discussion at Board meeting on insurance review, clarification with Placer County on resolution calling November election.	225.00	0.30	67.50
04/13/2020	Booher, Andreas L Call re various Sierra Lakes CWD projects; review documents and correspondence re insurance coverage; review correspondence re election resolution. <i>estimate 50/50 \$/50.50 Res.</i>	215.00	1.40	301.00
04/14/2020	Mitchell, Jeffrey A Work on ordinance implementing District Code revisions to process for water shutoff.	225.00	0.30	67.50
04/16/2020	Clark, Olivia R Research Government Code, Water Code, and Sierra Lake District Code provisions to determine the proper format and content for adoption of an ordinance amending the District	215.00	3.20	688.00

**Kronick Moskovitz Tiedemann & Girard**

Sierra Lakes County Water District

May 12, 2020

Reference # 4210-001 - JAM

Invoice 297505

Page 3

General

<b>Date</b>	<b>Attorney / Description</b>	<b>Rate</b>	<b>Hours</b>	<b>Amount</b>
	Code; draft same.			
04/16/2020	Booher, Andreas L Work on resolution re calling election for November 3, 2020 general election (0.5); review Placer County regulations and state law re consolidating elections (1.4).	215.00	1.90	408.50
04/17/2020	Clark, Olivia R Revise Ordinance to adopt revisions to the District Code to limit publication and notice provisions.	215.00	0.30	64.50
04/17/2020	Mitchell, Jeffrey A Review and revise ordinance implementing SB 998.	225.00	0.20	45.00
04/17/2020	Booher, Andreas L Correspondence with staff re elections measures and research requirements for providing polling places.	215.00	1.80	387.00
04/20/2020	Booher, Andreas L Finalize draft resolution calling election and send email to A. Nickerson re same.	215.00	0.60	129.00
04/23/2020	Booher, Andreas L Review correspondence re resolution calling election; email to staff re same.	215.00	0.40	86.00
04/24/2020	Mitchell, Jeffrey A Call to Anna Nickerson, discussion with Andreas Booher re: resolution calling election.	225.00	0.30	67.50
04/24/2020	Mitchell, Jeffrey A Email to/fm Anna Nickerson re: noticing consideration of ordinance adopting revisions to procedures for water shut-off (SB 998); reviewing comments from Dick Simpson and discussion re: revisions to procedures.	225.00	0.30	67.50
04/24/2020	Booher, Andreas L Several emails with staff; attempt to call Placer County Elections Office.	215.00	0.50	107.50

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Total Fees For Professional Services	15.00	\$3,004.00
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**Reimbursable Costs**

<b>Date</b>	<b>Description</b>	<b>Units</b>	<b>Amount</b>
	Printing Charges	48	7.20
	Westlaw Research; CLARK,OLIVIA		0.00
<b>Total Costs</b>			<b>\$7.20</b>

**Kronick Moskowitz Tiedemann & Girard**

Sierra Lakes County Water District  
Reference # 4210-001 - JAM

May 12, 2020  
Invoice 297505  
Page 4

General

**Total Current Charges This Invoice 4210-001**

**\$3,011.20**

**Loprest Division of WRT**

2825 Franklin Canyon Road  
 Rodeo, CA 94572  
 Ph 888/228-5982 Fax 510/799-7433

**INVOICE**

DATE	JOB #	INVOICE #
5/11/2020	33639	0520-10

<b>BILL TO</b>
Sierra Lakes County Water District PO Box 1039 Soda Springs, CA 95728

<b>SHIP TO</b>
Sierra Lakes County Water District 7305 Short Road Soda Springs, CA 95728

P.O. NUMBER	SHIP VIA	SHIP DATE	F.O.B.
19-160 CO1	Loprest	5/11/2020	Jobsite

<b>TERMS:</b> Net 30 Days	<b>PHONE</b>	916/426-7802
---------------------------	--------------	--------------

QTY	UNIT	DESCRIPTION	PRICE EACH	AMOUNT
1	Lot	New Filter Media for existing filter and clarifiers	6,244.00	6,244.00T
1	Set	Cathodic Protection Rod	300.00	300.00T
1	Lot	Labor for installation of new filters, R&R old filter media, repaint pipe as required	166,000.00	166,000.00
1	Lot	Change Order 2 - Add lodging, deduct old filter disposal	-146.00	-146.00
		*** Job Revised 04/28/20 *** Sales Tax 7.25% Placer County	7.25%	474.44 ✓

*Thank You!*  
*-Randy Richey*

ACCOUNT NO 3116 \$ 172,872.44  
 CHECK NO.  
 CK DATE  
 APPROVED *[Signature]*

Pay to the order of:LOPREST DIVISION of WRT	<b>Total</b>	\$172,872.44 ✓
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**ORIGINAL**  
 Please Pay Promptly

# Loprest Division of WRT

2825 Franklin Canyon Road  
 Rodeo, CA 94572  
 Ph 888/228-5982 Fax 510/799-7433

# INVOICE

DATE	JOB #	INVOICE #
5/11/2020	33639	0520-10

BILL TO
Sierra Lakes County Water District PO Box 1039 Soda Springs, CA 95728

SHIP TO
Sierra Lakes County Water District 7305 Short Road Soda Springs, CA 95728

P.O. NUMBER	SHIP VIA	SHIP DATE	F.O.B.
19-160 CO1	Loprest	5/11/2020	Jobsite

TERMS: Net 30 Days	PHONE
	916/426-7802

QTY	UNIT	DESCRIPTION	PRICE EACH	AMOUNT
1	Lot	New Filter Media for existing filter and clarifiers	6,244.00	6,244.00T
1	Set	Cathodic Protection Rod	300.00	300.00T
1	Lot	Labor for installation of new filters, R&R old filter media, repaint pipe as required	166,000.00	166,000.00
1	Lot	Change Order 2 - Add lodging, deduct old filter disposal	-146.00	-146.00
		*** Job Revised 04/28/20 *** Sales Tax 7.25% Placer County	7.25%	474.44

*Thank you!  
 -Randy Richey*

Pay to the order of:LOPREST DIVISION of WRT	<b>Total</b>	\$172,872.44
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**ORIGINAL**  
 Please Pay Promptly



April 24, 2020

Sierra Lakes County Water District  
7305 Short Rd.  
Soda Springs, CA 95728

Attention: Paul Schultz, P.E.  
Email: pschultz@slcwd.org

**REFERENCE: SIERRA LAKES COUNTY WATER DISTRICT  
CHANGE ORDER 1 – FILTER & MEDIA INSTALLATION  
LOPREST JOB 33639**

Paul,

I am pleased to offer the following Change Order for your consideration.

- |  |                            |
|--|----------------------------|
| 1. Per Diem Lodging Expense                          | \$ 2,354.00                |
| 2. Remove disposal of old filters from scope of work | < <del>\$ 2,500.00</del> > |
| Total Change Order                                   | <\$ 146.00>                |

Please feel free to contact our office if you any questions

Regards,

*Brad Davidson*

Brad Davidson  
Loprest Division of WRT

**RESOLUTION NO. 2020-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF SIERRA LAKES COUNTY WATER DISTRICT AUTHORIZING THE PLACING OF UNPAID SERVICE FEES FOR SIERRA LAKES COUNTY WATER DISTRICT ON THE 2020-2021 PLACER COUNTY TAX ROLL**

WHEREAS, the Sierra Lakes County Water District (the "District") requests the County of Placer (the "County") collect on the County tax rolls certain charges that have been levied by the District; and

WHEREAS, the County has required as a condition of the collection of these charges that the District warrant the legality of these charges and defend and indemnify the County from any challenge to the legality for them.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Sierra Lakes County Water District (the "Board") as follows:

1. The Board hereby determines, authorizes and requests that the unpaid service fees for 2019-2020, as set forth in the list delivered by District staff to the County Auditor, be placed on the 2020-2021 Placer County Tax Roll.

2. The District warrants and represents that the fees imposed by the District and being requested to be collected by the County comply with all requirements of state law.

3. The District releases and discharges the County and its officers, agents and employees (the "Indemnified Parties"), from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments in any manner arising out of the collection by the County of these service fees on behalf of the District.

4. The District agrees to and shall defend, indemnify and hold harmless the Indemnified Parties from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments, in any manner arising out of the collection by the County of these District service fees, requested to be collected by the County for the District, or in any manner arising out of the District's establishment and imposition of these service fees. The District agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of these service fees, the County may offset the amount of the judgment from any other monies collected by the County on behalf of the District, including property taxes.

5. This resolution shall take effect from and after the date of its passage.



PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Sierra Lakes County Water District on June 12, 2020, by the following vote:

AYES: Directors

NOES: None

ABSENT: None

ABSTAINED: None

---

Michael Lindquist, Board President

ATTEST:

---

Anna Nickerson, Secretary to the Board

**RESOLUTION NO. 2020-03**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF SIERRA LAKES COUNTY WATER DISTRICT AUTHORIZING THE PLACING OF SPECIAL ASSESSMENTS FOR SIERRA LAKES COUNTY WATER DISTRICT ASSESSMENT DISTRICT NO. 2011-1 ON THE 2020-2021 PLACER COUNTY TAX ROLL**

WHEREAS, the Sierra Lakes County Water District (the "District") requests the County of Placer (the "County") collect on the County tax rolls certain charges that have been levied by the District in its Assessment District No. 2011-1; and

WHEREAS, the County has required as a condition of the collection of these charges that the District warrant the legality of these charges and defend and indemnify the County from any challenge to the legality for them.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Sierra Lakes County Water District (the "Board") as follows:

1. The Board hereby determines, authorizes and requests that the special benefit assessment installments for 2020-2021 in the District's Assessment District No. 2011-1, as set forth in the list delivered by District staff to the County Auditor, be placed on the 2020-2021 Placer County Tax Roll.
2. The District warrants and represents that the assessments imposed by the District and being requested to be collected by the County comply with all requirements of state law.
3. The District releases and discharges the County and its officers, agents and employees (the "Indemnified Parties"), from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments in any manner arising out of the collection by the County of these assessments on behalf of the District.
4. The District agrees to and shall defend, indemnify and hold harmless the Indemnified Parties from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments, in any manner arising out of the collection by the County of these District assessments, requested to be collected by the County for the District, or in any manner arising out of the District's establishment and imposition of these assessments. The District agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of these District assessments, the County may offset the amount of the judgment from any other monies collected by the County on behalf of the District, including property taxes.
5. This resolution shall take effect from and after the date of its passage.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Sierra Lakes County Water District on June 12, 2020, by the following vote:

AYES: Directors

NOES: None

ABSENT: None

ABSTAINED: None

---

Michael Lindquist, Board President

ATTEST:

---

Anna Nickerson, Secretary to the Board

John Loll and Jane Bielke-Loll  
Mailing Address: 4788 Peaceful Lane, Pleasanton CA 94566  
Serene Lakes Property Address: 3239 Lake Drive, Soda Springs 95728  
4 June 2020

Sierra Lakes County Water District  
7305 Short Road  
PO Box 1039  
Soda Springs, CA 95728

Dear SLCWD:

This letter represents our application for a permit to install a personal dock on the shore adjoining our lakefront property on 3239 Lake Drive.

For this application, we provide the following:

1. Annual Fee: We agree to pay the annual fee that your rules require. If we are approved, please provide us with the fee amount and remittance details.
2. Indemnity: My wife and I, as owners of the property at 3239 Lake Drive, have signed your indemnity and hold harmless agreement. We have also made arrangements with our insurance to name SLCWD and its affiliates as additional insureds under our homeowner's liability policy. (See attached certificate.)
3. Information about the dock we intend to install:
  - A. We propose to install a newly-purchased removable dock from Pier of d'Nort (used by many other lakefront owners). This dock will have no fixed footing, will be constructed of aluminum, and will adequately function according to the parameters you outline.
  - B. We will professionally powder-coat the aluminum and other reflective materials with a black or dark brown color.
  - C. We will be able to self-install the dock each year without any formalized construction process.
  - D. Construction Plans and installation:
    - i. We intend to install the dock at approximately the middle point between the lakeward extensions of our residential side lot lines. This will provide the maximum set back from our neighbors as is possible from our lot lines. (Please refer to the following location diagram/site plan, with dock indicated in red).



ii. The dock pieces will consist of two segments of 4'x8' attached into one long segment. We will place the shoreline segment on dry ground, one foot from the high-water lake line. (The dock will extend 15 feet lakeward.) Please refer to the following manufacturer's photograph of the dock material BEFORE our application of powder-coating, which illustrates the sections of the dock material:

**This is a manufacturer's image of our proposed Pier of d'Nort Dock. Our unit will consist of two 8' x 4' segments, with the shore-side being set on dry ground one foot inland from the high-water lake line. Before installation, we will have the aluminum/metal pieces professionally powder-coated either a black or dark brown color.**



iii. No construction details are needed since we will self-install the dock without additional construction work.

iv. The dock material is aluminum and looks like the above illustration. The decking material will have a cedar finish, which will look like natural wood. Again, all shiny/reflective material will be powder-coated.

v. Please refer to the following photographs showing the shoreline and location of the intended dock installation — both from the South and the North.



Please let us know if you require more information.

Yours faithfully,  
*John Loll*  
John Loll

*Jane Bielke-Loll*  
Jane Bielke-Loll

**Sierra Lakes County Water District**  
**Division XXX**  
**Indemnity and Hold Harmless Agreement**

This Indemnity and Hold Harmless Agreement (the "Agreement"), dated as of the 4<sup>th</sup> day of JUNE 2020, is entered by and between JOHN LOH & JANE BIELKE-LOH ("Indemnitor"), and the Sierra Lakes County Water District, a California Special District ("Indemnitee"). This Agreement is entered into with respect to and in consideration for the recitals set forth below and constitutes an agreement for indemnity and hold harmless between the parties.

**RECITALS**

- 1.1 On June 4, 2020 Indemnitor requested a permit from Indemnitee for the construction and or use of a pier/dock located at Lake Serena or Dulzura, the underlying property being owned by the Indemnitee. A true and correct copy of that application is attached hereto as Exhibit A and incorporated by reference herein as if fully set forth.
- 1.2 In consideration of being permitted to enter and use the Indemnitee's property for the purpose of constructing, maintaining and using a pier or dock in any way, the undersigned hereby agrees to the following:

**INDEMNITY**

- 2.1 The Indemnitor hereby releases, waives, discharges and covenants not to sue Indemnitee, its directors, officers, employees, or authorized volunteers for all liability for any loss or damage, and any claim or demands therefor on account of injury to any person or property or resulting death, related to the Indemnitor's use of the property for the construction, maintenance and use of a pier/dock.
- 2.2 The Indemnitor hereby agrees to indemnify, defend and hold harmless the Indemnitee and each of them from any loss, liability, damage or cost they may incur due to the presence of the Indemnitor or general public in, upon or about the property or in any way using the pier/dock. The Indemnitee shall have the right to accept or reject any legal representation that Indemnitor proposes to defend the indemnified parties.
- 2.3 The Indemnitor hereby assumes full responsibility for any risk of bodily injury, death or property damage they may incur due to the presence of the Indemnitor or general public upon or about the property or in any way using the pier/dock.
- 2.4 The Indemnitor shall provide proof of liability insurance in the form of a certificate delivered to the Indemnitee. Certificates and insurance policies shall include an endorsement stating that the Indemnitee and its Board, agents, representatives, employees, consultants, and volunteers are named as additional insured. The Indemnitee retains the right to review said liability insurance policy with respect to the terms of coverage.

**GENERAL PROVISIONS**

- 3.1 This Agreement contains the entire agreement between the parties relating to the indemnity of Indemnitee by Indemnitor and all prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged herein.



**Sierra Lakes County Water District  
Division XXX  
Indemnity and Hold Harmless Agreement**

- 3.2 No modification, waiver, amendment, discharge or change of this Agreement shall be valid unless the same is in writing and signed by the party against whom the enforcement of such modification, waiver, amendment, discharge or change is or may be sought.
- 3.3 All of the terms of this Agreement shall be binding upon, inure to the benefit of, and be enforceable by, the parties hereto and their respective legal representatives, successors and assigns. This agreement shall be recorded in the official records of Placer County.
- 3.4 This Agreement shall be construed and enforced in accordance with the laws of the State of California. Venue for any action shall be the Placer County Superior Court. The Indemnitor further expressly agrees that the foregoing Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of California and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.
- 3.5 Each individual executing this Agreement represents, warrants, and covenants that he or she is authorized to execute this agreement on behalf of himself or herself. The undersigned has read and voluntarily signs this Agreement, and further agrees that no oral representations, statements or inducement apart from the foregoing written agreement have been made.
- 3.6 This Agreement may be signed in counterparts.

This agreement is to set forth the terms and conditions concerning the required indemnification.

Dated: 6/4/2020

Indemnitor: JOHN LOLL & JANE B. ELKE LOLL  
as trustees to Jane and John Loll Family Trust

By: [Signature]

Its: TRUSTEES/SELF

Sierra Lakes County Water District, Indemnatee:

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Its: Board President



# EVIDENCE OF PROPERTY INSURANCE

Cert ID 30699

DATE (MM/DD/YYYY)

06/04/2020

THIS EVIDENCE OF PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

AGENCY Aon Private Risk Mgmt - San Francisco 425 Market St, Suite 2800 San Francisco CA 94105		PHONE (A/C. No. Ext): (415) 486-7014	COMPANY Aspen Specialty Insurance Company 175 Capital Boulevard Rocky Hill CT 06067	
FAX (A/C. No):	E-MAIL ADDRESS: peter.duncan@aon.com			
CODE: nex19	SUB CODE:			
AGENCY CUSTOMER ID #: 26853		LOAN NUMBER		POLICY NUMBER AB8805520
INSURED John Loll 4788 Peaceful Lane Pleasanton CA 94566		EFFECTIVE DATE 01/03/2020	EXPIRATION DATE 01/03/2021	<input type="checkbox"/> CONTINUED UNTIL TERMINATED IF CHECKED
THIS REPLACES PRIOR EVIDENCE DATED:				

## PROPERTY INFORMATION

LOCATION/DESCRIPTION 3239 Lake Drive - Soda Springs, CA 95728
--

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

## COVERAGE INFORMATION

PERILS INSURED	BASIC	BROAD	SPECIAL
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COVERAGE / PERILS / FORMS

AMOUNT OF INSURANCE

DEDUCTIBLE

Dwelling	1,800,000	10,000
Personal Property	250,000	
Liability	1,000,000	

## REMARKS (Including Special Conditions)

Additional insured: "Sierra Lakes County Water District, its Board, agents, representatives, employees, consultants, and volunteers"

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

## ADDITIONAL INTEREST

NAME AND ADDRESS  Sierra Lakes County Water District PO Box 1039 Soda Springs CA 95728	<input checked="" type="checkbox"/> ADDITIONAL INSURED	<input type="checkbox"/> LENDER'S LOSS PAYABLE	<input type="checkbox"/> LOSS PAYEE
	<input type="checkbox"/> MORTGAGEE		
	LOAN #		
AUTHORIZED REPRESENTATIVE  <i>Aon Private Risk Management Insurance Agency, Inc.</i>			

ACORD 27 (2016/03)

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**SIERRA LAKES COUNTY WATER DISTRICT**  
**P.O. Box 1039**  
**Soda Springs, CA 95728**  
**(530) 426-7800**  
**Fax: (530) 426-1120**

**MEMORANDUM**

TO: Board of Directors  
FROM: Anna Nickerson  
RE: Request for waiver of Water/Sewer Fees for new construction  
DATE: June 8, 2020

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Mr. Wong contacted the office today in regard to a pro-rated Water/Sewer Service fee invoice that was generated in accordance with Item 7 of the Application for Connection Permit # CP2019-001. As stated in his email, due to the corona virus and a loss of his brother's employment, he has requested that his permit be placed on hold for one to two years.

Staff requests direction from the Board.

**Anna M Nickerson**

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**From:** Leonard Wong <drlwongdc@gmail.com>  
**Sent:** Monday, June 8, 2020 8:45 AM  
**To:** anickerson@slc wd.org  
**Subject:** Sierra lakes acct # 18900-01

Service address 3338 hillside dr soda springs

Due to the unforeseen circumstances of coronavirus and the quarantine, my brother lost his job and we will be unable to build this year. We are hoping to have our application put on hold for the next 1 to 2 years and resume after that period When finances are better. Hopefully our quarterly charges will be waived

Thank you

--

Sent from Iphone. Excuse typos and lack of punctuation, autocorrect is crazy

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# SIERRA LAKES COUNTY WATER DISTRICT

## Operations & Maintenance Office

P.O. Box 120  
7305 Short Road  
Norden, CA 95728-826  
(530) 426-7802  
Facsimile (530) 426-1120

## Administrative & Billing Office

P.O. Box 1039  
7305 Short Road  
Soda Springs, CA 95728 - 1039  
(530) 426-7800  
Facsimile (530) 426-1120

### APPLICATION FOR WATER/SEWER CONNECTION PERMIT

#### FOR DISTRICT USE ONLY:

Connection  
Permit No. CP2019-001  
APN No. 069-410-056

Application Date 6/13/2019

Name JEROME WONG / LEONARD WONG Date Service  
Required \_\_\_\_\_

Mailing Address 1756 PARK OAK DRIVE, ROSEVILLE Number of  
CA 95661 Bedrooms 3

Construction Address/Location 3338 HILLSIDE, SODA SPRINGS Number of  
CA, 95729 Bathrooms 2

Owner Telephone # in case of  
emergency 415 407 7078 / 916 435 1717

Contractor \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_

#### FOR DISTRICT USE ONLY:

Building Permit No. BID19-02164 Expiration Date \_\_\_\_\_ Date Received 10/1/19

Primary Facility Fees: \$ 9625<sup>00</sup> Check # 991 Date Paid 10/1/19

Date Application Approved 09/18/19 by [Signature]  
General Manager

Applicants must complete the following requirements in order to secure a Sierra Lakes County Water District ("SLCWD") Connection Permit:

Updated: February 20, 2018

This institution is an equal opportunity provider / Esta institución es un proveedor de servicios con igualdad de oportunidades

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1. You must submit building plans for plan check review to the Placer County Building Department. Upon submitting building plans, the County will provide you with a Confirmation of Water and Sewer Services/Intent to Serve form ("Intent to Serve") which then must be presented to SLCWD.

2. You must simultaneously submit the Intent to Serve, a set of plans including fire sprinkler system information, a completed "Application for Connection" ("Application"), and payment of the sewer and water primary facility fees as listed below. SLCWD will not accept any of the above items separately.

Sewer Primary Facility Fees	\$7,800.00
Water Primary Facility Fees	<u>1,825.00</u>
Total Charge	\$9,625.00

3. Upon SLCWD receipt of a completed Application, set of plans, and payment of fees, SLCWD will assign a connection permit number and sign off on the "Intent to Serve" confirmation. The connection permit number is specific to the lot for which application is made and cannot be transferred to any other parcel.

4. In order to receive a Connection Permit, you must provide SLCWD with a copy of the completed and approved building permit within ninety (90) days after the date a connection permit number is assigned. Connections to the SLCWD water and sewer systems shall not be made until a Connection Permit is issued. If a copy of the building permit is not submitted to SLCWD within ninety (90) days, the reserved connection permit number will be withdrawn and the primary facility fees will be refunded, less 10% for administrative costs. If your connection permit number has been withdrawn, you must then begin the process anew.


5. Connections to the SLCWD water and sewer systems shall not be made until a Connection Permit is issued. The Connection Permit is valid for the effective period of the building permit, as such may be extended.

6. It is the responsibility of the landowner to design and construct on-site facilities in such a way as to provide adequate slope to the connection point with the District's existing sewer facilities and adequate depth of cover for water lines.

7. Water and sewer service charges will commence on the date of issuance of the County Certificate of Occupancy but not more than one hundred eight (180) days after the issuance of the District Water and Sewer Connection Permit and be prorated based on a three hundred sixty five (365) day year.

8. Parcels participating in SLCWD Assessment District 2011-001 were previously assessed a fee for the construction of the new Wastewater Treatment plant at Donner Summit Public Utility District ("DSPUD"). By participating in the Assessment District, capacity for service was reserved, making the parcel eligible for a sewer connection permit. If a parcel did not participate in the Assessment District, the property owner will be required to purchase capacity in the plant before a connection permit is issued. This will result in an additional fee of \$9,564.64 to fund previously completed improvements and the expansion of the DSPUD wastewater treatment plant facility. Please contact the SLCWD Administrative Office to determine if sewer capacity is available.

By signing this Application, the undersigned agrees to comply with SLCWD's Instructions to the Applicant for Water and Sewer Connection, the above requirements and all SLCWD ordinances, rules and regulations relating to water and/or sewer service.

  
Property Owner Signature Required

**Sierra Lakes County Water District**  
**2020/2021 DRAFT OPERATIONS BUDGET**  
**As of 6/5/2020**

	Actuals 7/1/19 to 5/31/20	2019/2020 Budget	2019/2020 Estimated YE Actual Costs	2020/2021 Proposed Budget	NOTES
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
8000 · Water/Sewer Service					
8000-01 · Annual Water Fees	857,384.28	857,124.00	857,384.28	857,124.00	821 Billable Connections
8000-02 · Annual Sewer Fees	1,189,169.01	1,188,808.00	1,189,169.01	1,188,808.00	821 Billable Connections
<b>Total 8000 · Water/Sewer Service</b>	<b>2,046,553.29</b>	<b>2,045,932.00</b>	<b>2,046,553.29</b>	<b>2,045,932.00</b>	
8050 · Customer Late Fees	6,084.46	10,000.00	8,113.00	10,000.00	No increase proposed
8061 · Other Income					
8005 · Prim Fac Fees - Sewer	7,800.00	23,400.00	7,800.00	23,400.00	3 Sewer connection permits
8006 · Prim Fac Fees - Water	1,825.00	5,478.00	1,825.00	5,475.00	3 Water connection permits
8030 · Placer County Tax	460,428.21	390,000.00	460,428.21	400,000.00	Based on 2018/19 Actual and 2019/20 Estimate
8052 · GAPVAC Services	-	-	-	-	
8062 · Discounts	-	-	-	-	
8061 · Other Income - Other	70,990.04	-	70,990.00	65,000.00	Investment Fund Earnings (LAIF & Placer Co. Treasurer's Fund)
8061A · DSPUD WWTP Excess Capacity	-	-	-	-	
<b>Total 8061 · Other Income</b>	<b>541,043.25</b>	<b>428,878.00</b>	<b>541,043.21</b>	<b>493,875.00</b>	
<b>Total Income</b>	<b>2,593,681.00</b>	<b>2,484,810.00</b>	<b>2,595,709.50</b>	<b>2,549,807.00</b>	
<b>Gross Profit</b>	<b>2,593,681.00</b>	<b>2,484,810.00</b>	<b>2,595,709.50</b>	<b>2,549,807.00</b>	
<b>Expense</b>					
9000 · Salaries					
9001 · Director Salaries	9,360.00	21,600.00	10,211.00	21,600.00	Based on 2 mtgs per month per Director at \$180/mtg.
9003 · Maintenance Salaries					
9003-01 · Hourly Regular (Maint)	248,267.27	275,502.00	275,502.00	283,775.00	Per GM 2020-2021 Operations Budget (proposed 3% increase)
9003-02 · Overtime (Maintenance)	9,140.52	11,020.00	11,020.00	11,020.00	Per GM 2020-2021 Operations Budget (no proposed increase)
9003-03 · Standby (Maintenance)	24,360.00	26,360.00	26,360.00	26,360.00	\$500/week for 52 weeks + \$100 Holidays
9003-04 · Labor Allocated to Projects	(8,207.67)	-	(8,207.67)	-	
9003 · Maint Sal - Other Employee Relations	-	1,500.00	-	-	
<b>Total 9003 · Maintenance Salaries</b>	<b>273,560.12</b>	<b>314,382.00</b>	<b>304,674.33</b>	<b>321,155.00</b>	
<b>Total 9000 · Salaries</b>	<b>282,920.12</b>	<b>335,982.00</b>	<b>314,885.33</b>	<b>342,755.00</b>	
9004 · Payroll Expense					
9005 · Payroll Expense - SS & Medicare	22,280.28	24,050.00	24,717.00	26,221.00	Calculated Based on Budgeted Wages
9007 · Payroll Expense- SUI & ETT	826.57	3,950.00	3,950.00	3,950.00	Calculated Based on Budgeted Wages
9008 · Payroll Expense - Retirement	17,430.99	17,325.00	19,016.00	19,983.00	Estimated Actual + 5% (Includes AUL Payment)
9009 · Payroll Expense - Medical & D/V	92,911.45	147,000.00	104,958.00	125,838.00	Estimated Actual + 10%
9009.01 · OPED Expense	-	-	-	-	
9010 · Payroll Expense - Workers' Comp	7,430.56	13,900.00	9,907.00	13,900.00	No increase proposed
<b>Total 9004 · Payroll Expense</b>	<b>140,879.85</b>	<b>206,225.00</b>	<b>162,548.00</b>	<b>189,892.00</b>	
9011 · Indirect & G&A					
9012 · Legal Expense	31,820.21	36,000.00	34,713.00	36,000.00	No increase proposed
9013 · Audit Expense	13,300.00	13,050.00	13,300.00	13,650.00	Per Auditor Proposal
9014 · Fees & Penalties	1,122.88	1,500.00	1,225.00	1,500.00	Direct Deposit, Recording & Bank Service Fees
9016 · Directors' Expense	3,761.61	10,000.00	4,104.00	10,000.00	No increase proposed
9017 · Professional Fees - Operations	237,028.12	294,000.00	258,576.00	294,000.00	Board approved maximum
9018 · Professional Fees - Office	97,768.00	137,280.00	106,656.00	137,280.00	Board Approved Maximum (30 hrs/wk (1,560 hrs.)
9018A · Academic Intern	-	-	-	25,000.00	Intern for Water System Research
9019 · Staff Travel/Training	3,404.61	7,400.00	3,714.00	7,400.00	Per GM 2020-2021 Operations Budget
9022 · Election Expense	-	-	-	2,000.00	Term Ending for 2 Directors
9023 · Insurance Expense	13,068.00	20,000.00	18,068.00	19,000.00	Estimated Actual + 5%

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Sierra Lakes County Water District  
2020/2021 **DRAFT** OPERATIONS BUDGET  
As of 6/5/2020

	Actuals 7/1/19 to 5/31/20	2019/2020 Budget	2019/2020 Estimated YE Actual Costs	2020/2021 Proposed Budget	NOTES
9024 · Membership Expense	12,187.00	12,000.00	12,187.00	12,000.00	No increase proposed
9026 · Outside Services	2,350.00	3,286.00	2,564.00	3,286.00	No increase proposed
9028 · Telephone Expense	9,593.02	7,500.00	10,465.00	11,000.00	Estimated Actual + 5% (Telephone, Cells phones & iPad)
9029 · Garbage/Hazmat Expense	4,691.85	4,500.00	5,118.00	5,000.00	(weekly pickup, annual Hazardous Disposal & Community Clean-up)
9030 · Uniform Expense	1,526.96	2,025.00	2,025.00	2,025.00	Per GM 2020-2021 Operations Budget
9034 · Propane Expense	8,483.61	10,700.00	9,255.00	10,700.00	No increase proposed
9036 · SCADA System Expense	15,527.20	4,500.00	15,527.00	6,000.00	Per GM 2020-2021 Operations Budget
9037 · Lucity Asset Management System	3,750.00	4,500.00	3,750.00	4,500.00	Per GM 2020-2021 Operations Budget
9040 · Office Expense	2,412.91	3,000.00	2,632.00	3,000.00	No increase proposed
9041 · Postage Expense	1,128.79	2,000.00	2,000.00	2,000.00	No increase proposed
9042 · Postage Meter Expense	829.77	1,300.00	1,106.00	1,300.00	No increase proposed
9043 · Copier & Fax Expense	302.61	950.00	950.00	950.00	No increase proposed
9044 · Computer Equipment, Service & Website					
9044-01 General Expenses	1,335.27	3,500.00	3,500.00	3,500.00	DSL, IT, Supplies, P/R Service & Website fees
9044-02 Website Design	8,804.14	8,000.00	9,000.00	2,000.00	Website Update & Maintenance
9044-03 Merchant Fees	24,256.63	20,000.00	26,462.00	29,108.00	Estimated Actual + 10%
<b>Total 9011 · Indirect &amp; G&amp;A</b>	<b>498,453.19</b>	<b>606,991.00</b>	<b>546,897.00</b>	<b>642,199.00</b>	
<b>9100 · Water Treatment &amp; Filter Plant</b>					
9101 · Filter Plant Operations & Maint	7,095.98	7,000.00	7,741.00	7,000.00	Per GM 2020-2021 Operations Budget
9102 · Filter Plant-Chems, Lab & Equip	21,418.45	15,000.00	23,366.00	15,000.00	Per GM 2020-2021 Operations Budget
9103 · Filter -Water Pumping Plant M&O	939.52	1,000.00	1,025.00	1,000.00	Per GM 2020-2021 Operations Budget
9104 · Filter -Well Pump Station Exp	205.48	1,000.00	224.00	1,000.00	Per GM 2020-2021 Operations Budget
<b>Total 9100 · Water Treatment &amp; Filter Plant</b>	<b>29,659.43</b>	<b>24,000.00</b>	<b>32,356.00</b>	<b>24,000.00</b>	
<b>9200 · Water Distribution</b>					
9201 · Water Dist - General Maint	8,594.97	7,500.00	9,376.00	7,500.00	Per GM 2020-2021 Operations Budget
9202 · Water Dist - Pipes & Fittings	269.66	2,000.00	294.00	2,000.00	Per GM 2020-2021 Operations Budget
9203 · Water Dist - Hydrant Maint	261.44	500.00	285.00	500.00	Per GM 2020-2021 Operations Budget
9204 · Fees - Water	13,454.65	13,125.00	13,933.15	13,125.00	Per GM 2020-2021 Operations Budget
9205 · Water Dist - Electricity	27,570.19	33,600.00	30,077.00	33,600.00	Per GM 2020-2021 Operations Budget
9600 · Water Dist - Meters/Parts	25.96	1,000.00	28.00	1,000.00	Per GM 2020-2021 Operations Budget
9601 · Water Conservation	500.00	2,000.00	625.00	1,000.00	Per GM 2020-2021 Operations Budget
<b>Total 9200 · Water Distribution</b>	<b>50,676.87</b>	<b>59,725.00</b>	<b>54,618.15</b>	<b>58,725.00</b>	
<b>9300 · Wastewater Collection System</b>					
9301 · Wastewater - General Maint	9,162.05	9,000.00	9,995.00	9,000.00	Per GM 2020-2021 Operations Budget
9302 · Wastewater - Pipes/Fittings	1,246.09	1,500.00	1,359.00	1,500.00	Per GM 2020-2021 Operations Budget
9303 · Wastewater- Enzymes/Lab Testing	2,309.68	5,000.00	2,520.00	5,000.00	Per GM 2020-2021 Operations Budget
9304 · Wastewater - Manholes	371.45	500.00	405.00	500.00	Per GM 2020-2021 Operations Budget
9305 · Fees - Sewer	7,357.35	7,350.00	8,026.00	7,350.00	Per GM 2020-2021 Operations Budget
9306 · Wastewater - Electricity	13,251.80	16,275.00	14,457.00	16,275.00	Per GM 2020-2021 Operations Budget
9700 · Wastewater- Export Service Exp					
9700-01 · Wastewater Export Srvc Adjustment	(97,310.59)	-	(97,310.59)	-	
9700 · Wastewater- Export Service Exp - Other	338,866.00	386,520.00	369,672.00	386,520.00	Pending DSPUD's budget & allocation rate modification
<b>Total 9700 · Wastewater- Export Service Exp</b>	<b>241,555.41</b>	<b>386,520.00</b>	<b>272,361.41</b>	<b>386,520.00</b>	
<b>Total 9300 · Wastewater Collection System</b>	<b>275,253.83</b>	<b>426,145.00</b>	<b>309,123.41</b>	<b>426,145.00</b>	
<b>9500 · Vehicle Expense</b>					
9501 · Gasoline/Diesel	10,484.51	8,500.00	11,438.00	15,000.00	Per GM: Excess due to excessive power outages
9502 · Pickups	5,414.64	2,500.00	5,907.00	2,500.00	Per GM 2020-2021 Operations Budget
9503 · Gapvac	649.50	3,500.00	709.00	3,500.00	Per GM 2020-2021 Operations Budget
9504 · Backhoe	-	4,000.00	-	4,000.00	Per GM 2020-2021 Operations Budget
9505 · Vehicle Maint Supplies	1,522.45	1,000.00	1,661.00	1,500.00	Per GM 2020-2021 Operations Budget
<b>Total 9500 · Vehicle Expense</b>	<b>18,071.10</b>	<b>19,500.00</b>	<b>19,715.00</b>	<b>26,500.00</b>	

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Sierra Lakes County Water District  
2020/2021 **DRAFT** OPERATIONS BUDGET  
As of 6/5/2020

	Actuals 7/1/19 to 5/31/20	2019/2020 Budget	2019/2020 Estimated YE Actual Costs	2020/2021 Proposed Budget	NOTES
<b>9800 · Project Expenses</b>					
9812 · Spot Repairs of Sewer Mainline	8,988.00	56,000.00	56,000.00	56,000.00	Per GM 2020-2021 Budget Project Schedule
9813 · Repair Sewer Manholes	-	32,250.00	32,250.00	53,250.00	Per GM 2020-2021 Budget Project Schedule
9815 · Misc Sewer Pump Station Upgrade	19,705.47	46,500.00	46,500.00	31,500.00	Per GM 2020-2021 Budget Project Schedule
9816 · Replace Pumps/Controls @#1 SPS	332.80	-	-	-	Per GM 2020-2021 Budget Project Schedule
9818 · Misc Water System Improvements	18,683.93	37,500.00	37,500.00	24,000.00	Per GM 2020-2021 Budget Project Schedule
9819 · Adj Water Valve Boxes to Grade	-	3,000.00	3,000.00	3,000.00	Per GM 2020-2021 Budget Project Schedule
9820 · Misc Upgrades Water Pump Station	12,222.77	42,500.00	42,500.00	17,300.00	Per GM 2020-2021 Budget Project Schedule
9821 · Automatic Meter Reading System	2,324.69	2,243.00	2,243.00	9,078.00	Per GM 2020-2021 Budget Project Schedule
9822 · Misc Jobs - Safety, Tools, Bldg	10,049.78	106,000.00	106,000.00	-48,500.00	Per GM 2020-2021 Budget Project Schedule
9824 · Lake & Land Management	200.00	2,500.00	2,500.00	-	Per GM 2020-2021 Budget Project Schedule
9825 · HOTFaP	-	10,000.00	-	-	Per GM 2020-2021 Budget Project Schedule
9915 · Misc Projects (includes Website Development)	-	-	-	-	Per GM 2020-2021 Budget Project Schedule
<b>Total 9800 · Project Expenses</b>	<b>72,507.44</b>	<b>338,493.00</b>	<b>328,493.00</b>	<b>242,628.00</b>	
<b>Total Expense</b>	<b>1,368,421.83</b>	<b>2,017,061.00</b>	<b>1,768,635.89</b>	<b>1,952,844.00</b>	
<b>Net Ordinary Income</b>	<b>1,225,259.17</b>	<b>467,749.00</b>	<b>827,073.61</b>	<b>596,963.00</b>	
<b>Other Income/Expense</b>					
<b>Other Income</b>					
<b>8020 · Interest Revenues</b>					
8021 · Interest Revenue - Other	106.45	-	116.00	-	
8029 · CA Bank & Trust - Interest Reve	154.96	-	169.00	-	
<b>Total 8020 · Interest Revenues</b>	<b>261.41</b>	<b>-</b>	<b>285.00</b>	<b>-</b>	
<b>Total Other Income</b>	<b>261.41</b>	<b>-</b>	<b>285.00</b>	<b>-</b>	
<b>Other Expense</b>					
<b>9900 · Debt - Interest</b>					
9904 · Interest on SRF Loan	5,362.22	10,267.00	10,267.00	8,415.00	Per loan amortization schedules
9906 · Interest on USDA Revenue Bond	125,321.40	127,000.00	125,321.40	121,286.00	Per loan amortization schedules
9908 · Int on Assessment - 7207 Palisade	243.00	247.00	243.00	247.00	
<b>Total 9900 · Debt - Interest</b>	<b>130,926.62</b>	<b>137,514.00</b>	<b>135,831.40</b>	<b>129,948.00</b>	
<b>9920 · Depreciation</b>					
9921 · Depreciation - Water	115,829.79	128,425.00	126,360.00	135,000.00	Per Depreciation Schedule
9922 · Depreciation - Sewer	86,427.36	106,089.00	94,284.00	95,000.00	Per Depreciation Schedule
<b>Total 9920 · Depreciation</b>	<b>202,257.15</b>	<b>234,514.00</b>	<b>220,644.00</b>	<b>230,000.00</b>	
<b>9950 · SLCWD's Share DSPUD Capital Costs</b>	<b>-</b>	<b>18,000.00</b>	<b>18,000.00</b>	<b>60,000.00</b>	
<b>Total Other Expense</b>	<b>333,183.77</b>	<b>390,028.00</b>	<b>374,475.40</b>	<b>419,948.00</b>	
<b>Net Other Income</b>	<b>(332,922.36)</b>	<b>(390,028.00)</b>	<b>(374,190.40)</b>	<b>(419,948.00)</b>	
<b>Net Income</b>	<b>892,336.81</b>	<b>77,721.00</b>	<b>452,883.21</b>	<b>177,015.00</b>	

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Sanitary Sewer System

Spot Repairs of Sewer Mainline and Laterals -- Project 9812

Item of Work	Unit	Quantity	Unit Price	FY 2020-2021		FY 2021-2022		FYs 2022-2026
				Operating	Capital	Operating	Capital	
Sanitary sewer lateral repairs	each	3	\$7,500	\$22,500		\$25,000		\$25,000 yearly
Sanitary sewer mainline repairs	each	3	\$9,500	\$28,500		\$30,000		\$30,000 yearly
Replace portion of SPS-3 force/gravity main at SPS-2	lineal feet	250	\$150				\$37,500	
Lower Lake Drive gravity sewer replacement	lineal feet	150	\$150				\$22,500	
Replace SPS-3 force main	lineal feet	250	\$400				\$100,000	
TV Inspection of Mainline	days	2	\$2,500	\$5,000				
<b>Project Total</b>				<b>\$56,000</b>	<b>\$0</b>	<b>\$55,000</b>	<b>\$160,000</b>	

Justification: Lateral and mainline repairs to be identified by camera inspection. Replacement of portion of SPS-3 force main (pump station to Soda Springs Road) due to poor pipe condition, alignment and installation methodology (directional boring or open cut under lake outlet culverts) to be determined. Lower Lake Drive gravity sewer in poor condition based on TV inspection. All work to be done by contractor(s) due to depth of pipe and District staffing and equipment limitations. Yearly TV inspection of portion of mainlines to resume in FY 2021/2022 to locate sources of I&I and verify pipe condition.

Repair/Replace Sewer Manholes at Various Locations -- Project 9813

Item of Work	Unit	Quantity	Unit Price	FY 2020-2021		FY 2021-2022		FYs 2022-2026
				Operating	Capital	Operating	Capital	
Installation of Chimney Seals (locations to be determined)	each	15	\$450	\$6,750		\$6,750		\$5,000 yearly
Cementitious Coating of manhole channels, bases and barrels	vertical foot	25	\$600	\$15,000				
Replace manholes	each	3	\$10,000	\$30,000				\$30,000 every other year
Adjust manholes to grade (locations to be determined)	each	3	\$500	\$1,500		\$1,500		\$2,500 yearly
<b>Project Total</b>				<b>\$53,250</b>		<b>\$8,250</b>		

Justification: Installation of chimney seals to control I&I at frame/cone interface at street level. Degradation of manhole concrete due to sewer offgasing, work will apply cementious coating to surfaces. Replace manholes that have reached end of useful life and are source of inflow and infiltration, assumes three every other year. Adjust manholes to grade as part of annual program. Chimney seals and grade adjustment done by SLCWD Staff, coating and reconstruction done by contractors.

Miscellaneous Sewer Pump Station Upgrades -- Project 9815

Item of Work	Unit	Quantity	Unit Price	FY 2020-2021		FY 2021-2022		FYs 2022-2026
				Operating	Capital	Operating	Capital	
Install backup float control system at SPS-4	each	1	\$10,000	\$10,000				
Install replacement pumps, rail system and wetwell at SPS-4	lump sum	1	\$125,000		\$125,000			
Cementious Coating of walls & floors at SPS-2 and ceiling & walls at SP	vertical foot	20	\$750	\$15,000				
Repair wetwell wall at SPS-2	each	1	\$6,500	\$6,500				
<b>Project Total</b>				<b>\$31,500</b>	<b>\$125,000</b>	<b>\$0</b>	<b>\$0</b>	

Justification: Backup float system at SPS-4 will supplement bubbler level control system, all other stations have backup system except SPS-4. SPS-4 pumps and piping have reached end of service life (installed in 1970's) and are permanently mounted in wetwell, removal for maintenance or repair requires confined space entry and unbolting of mounting and pipe connections. Installation of new pumps, rail system and wetwell will allow Operators to lift pumps in/out with truck mounted crane. Application of coating to walls and floor of SPS-2 wetwell and ceiling and walls of SPS-3 to restore integrity of concrete due to disintegration caused by sewer off-gassing. Wetwell wall at SPS-2 has area of failure (boil) which will require excavation on exterior and installation of concrete patch. All work to be done by contractor(s) due to magnitude of project and/or requirement for specialty equipment.

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Domestic Water System

Water Distribution System Improvements -- Project 9818

Item of Work	Unit	Quantity	Unit Price	FY 2020-2021		FY 2021-2022		FYs 2022-2026
				Operating	Capital	Operating	Capital	
AC Pipe corrosion study follow-up	each	1	\$20,000	\$20,000				
System-wide leak detection	each	1				\$6,000		
Replace Hill Tank distribution gate valve	each	1	\$4,000	\$4,000				
Mainline replacement in areas of high groundwater	lineal feet	2000	\$250			\$500,000		\$500,000 placeholder in 2022
Mainline replacement near SPS-3 creek crossing	lineal feet	250	\$400			\$100,000		
Install distribution gate valves at various intersections	each	8	\$5,000					\$40,000 in 2022
Replacement of lower Lake Drive mainline	each	150	\$200			\$7,500	\$30,000	
Replace fire hydrants at Hillside/Baxter and Bales/Hemlock	each	2	\$12,000		\$24,000			
Replace remaining Dresser Fire Hydrants	each	9	\$12,000					\$108,000 in 2022
Replace service saddles in Serene Subdivisions	each	310	\$3,500					\$1,085,000 split between 2023/2024/2025
<b>Project Total</b>				<b>\$24,000</b>	<b>\$24,000</b>		<b>\$630,000</b>	

Justification: Condition of AC pipe studied in 2007 and found weakening of exterior of pipe due to corrosive ground water. Analysis of 2018 failure of AC pipe at Donner Drive and Lake Drive also showed loss of cement binder due groundwater corrosion. System wide leak detection of distribution system in Fall of 2021 and every other year going forward, last survey was in spring of 2019. Repair of damaged pavement on Donner Drive and Lower Lake Drive due to December 2018 pipeline failures. Budget assumes mainline replacement will be required in some areas due to pipe condition. Replacement of portion of mainline near SPS-3 due to poor pipe condition, alignment and installation methodology (directional boring or open cut) to be determined and project done in conjunction with force main replacement. Gate valve on Hill Tank distribution line on Pahatsi is difficult to operate for complete shut-off, top of valve will be removed to determine if repair is possible otherwise valve will be replaced. Dresser brand fire hydrants are original 1960's and '70's installation and repair parts are no longer available, hydrants at Hillside/Baxter and Bales/Hemlock are very difficult to operate. There are a number of intersections where the configuration of the distribution valving is not sufficient to isolate small sections of system during repairs, project will add valves to industry standard of three per intersection prior to replacement of failing service saddles. Replacement of existing mainline on lower Lake Drive due to previous failures, work in 2021 to eliminate portion under creek and improve ability to isolate the pipe in the event of another failure prior to replacement in 2022. Service saddles in Serene Subdivisions have reached the end of their useful life and require replacement due to corrosion and failure of straps.

Adjust Water Valve Boxes to Street Grade--Project 9819

Item of Work	Unit	Quantity	Unit Price	FY 2020-2021		FY 2021-2022		FYs 2022-2026
				Operating	Capital	Operating	Capital	
Adjust water valve boxes to grade	each	10	\$300	\$3,000		\$3,000		\$3,000 yearly
<b>Project Total</b>				<b>\$3,000</b>		<b>\$3,000</b>		

Justification: Project will continue program to adjust water valve boxes to within 3/8-inch of surrounding asphalt grade to reduce damage to valve boxes from wheel impact loads. Estimate assumes 10 done each year. Project to be completed by SLCWD Staff with exception of paving by outside contractor.



Sierra Lakes County Water District Sierra Lakes County Water District  
 Draft FY 2020-2021 and 2021-2022 Project List

Miscellaneous Water Pump Station/Storage Improvements -- Project 9820				FY 2020-2021		FY 2021-2022		FYs 2022-2026
Item of Work	Unit	Quantity	Unit Price	Operating	Capital	Operating	Capital	
Recoat interior of Office Tank (original construction in 2001)	square feet	9700	\$15					\$145,500 in 2024
Recoat exterior of Office Tank (original construction in 2001)	square feet	7700	\$3					\$23,100 in 2024
Hill and Office Tank Inspections (5 year intervals, last inspected in 2016)	each	1	\$10,000	\$10,000				
Install cathodic protection in Plant Filter #3, Clarifier and Office Tank	lump sum	1	\$6,500	\$6,500				
Insert pH probe upstream of static mixer	each	1	\$10,000		\$10,000			
Replace Hach 1720E Turbidimeters	each	6	\$3,000		\$18,000			
Replace Hach Controllers	each	5	\$2,500		\$12,500			
Replace Chemical Feed Pumps	each	4	\$800					\$1000 in 2022 and 2023
Extend Lake Intake and new structure	lineal feet	100	\$3,000			\$300,000		
Arsenic Treatment System at Well	lump sum	1	\$125,000		\$125,000			
Install Emergency Power to receptacle Well	lump sum	1	\$7,500		\$7,500			
Install Emergency Power receptacle to Base	lump sum	1	\$7,500		\$7,500			
Install Emergency Power receptacle to Flume RTU	lump sum	1	\$7,500		\$7,500			
<b>Project Total</b>				<b>\$16,500</b>	<b>\$188,000</b>	<b>\$0</b>	<b>\$300,000</b>	

Justification: Welded steel water storage tanks require recoating at 25-30 year intervals. State requires inspection of water storage tanks at maximum of five-year intervals. Existing Bales generator fuel tank is double-walled and supply piping will be replaced with double-walled piping along with sealing all existing floor drains to contain any spilled fuel. Office Tank access ladder does not have fall protection device to ensure Operator safety during tank inspection. Installation of cathodic protection on the Clarifier and Filter #3 (installed in 2002) and Office Tank (erected in 2001) will help extend life of pressure vessel/interior piping and interior coating. Installation of pH probe at static mixer with connection to SCADA system will provide real time data and assist in cold water treatment process. Support for turbidimeters will end in 2022 according to manufacturer. Diaphragm style chemical feed pumps are 10 years old with an expected life of 10-15 years and will be replaced with peristaltic style pumps (total of 5 in use) and spare. Extension of the lake intake by +/- 100' to reduce water temperature fluctuations was studied with initial study in 2020 and construction in 2021 or 2022 depending upon environmental review process. Backup well source does not have emergency power connection, installation of manual transfer switch and reverse receptacle on dedicated pole at dead-end of Tamarack would provide redundancy in event of mechanical problem at Bales or contamination of lake water. Manual transfer switches are also planned for the Flume RTU and for the Base generator. Well water arsenic level above allowable limit so considered backup source limited to 15 days/year, installation of arsenic removal system would allow continuous use in event lake source is unavailable due to contamination or mechanical/power malfunction, however well capacity (~80,000 gallons/day) does not meet average day demand during high occupancy periods.

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**Domestic Water System**

**Automatic Meter Read System -- Project 9821**

Item of Work	Unit	Quantity	Unit Price	FY 2020-2021		FY 2021-2022		FYs 2022-2026
				Operating	Capital	Operating	Capital	Capital
Install meters and endpoints	each	750	\$450		\$337,500			
Reset Property Corners	each	50	\$450				\$11,250	
Purchase and Implement Billing Software	each	1	\$15,000				\$15,000	
Monthly Data Fee	each	850	\$0.89	\$9,078		\$9,078		
Install meter pits at homes w/o meters	each	100	\$4,000				\$200,000	
<b>Project Total</b>				<b>\$9,078</b>	<b>\$337,500</b>	<b>\$9,078</b>	<b>\$226,250</b>	

Justification: District will use both "drive-by" and cellular interrogation to read meters due to poor cellular coverage. Budget assumes installation of complete installation of meters in 2020-2021 and purchase of replacement steel pit/lid boxes with composite material. Installation of meters to determine usage and consumption patterns by 2023 will provide information for development of consumption based rate system in advance of January 1, 2025 State Mandate. Installation of pits/boxes at homes that do not have meter equipment due to date of original construction (prior to 1992). Reset of front property corners required at some locations after installation of meter pits.

**Tools / Equipment and Other**

**Purchase Tools/Operations Equipment and Building Improvements -- Project 9822**

Item of Work	Unit	Quantity	Unit Price	FY 2020-2021		FY 2021-2022		FYs 2022-2026
				Operating	Capital	Operating	Capital	Capital
Purchase Emergency By-Pass Equipment (pump, hose and fittings)	feet	500	\$10	\$5,000				
Purchase hand tools and equipment for each vehicle	lump sum	1	\$2,000	\$2,000				
Replace 2007 backhoe	each	1	\$100,000					\$100,000 in 2025
Paint/Stain exterior of Administration Building	lump sum	1	\$10,000			\$10,000		
Recarpet Administration Building	square yards	220	\$75				\$16,500	
Replace 2003 Chevrolet Pickup	each	1	\$70,000		\$70,000			
Replace 2010 F350 Service Truck	each	1	\$70,000					\$70,000 in 2024
Replace roofs at Sewer Pump Stations and Well Building	square feet	2980	\$28				\$83,440	
Pavement Patching and Crackfilling for Placer County Permits	square feet	3500	\$10	\$35,000				
Pipe/Metal locator	each	1	\$2,500	\$2,500				
Utility Locator	each	1	\$4,000	\$4,000				
<b>Project Total</b>				<b>\$48,500</b>	<b>\$70,000</b>	<b>\$10,000</b>	<b>\$99,940</b>	

Justification: By-Pass equipment will allow routing of sewage to next downstream manhole when necessary due to pump station or pipeline failures. Backhoe is 2007 model and is assumed to require replacement when it is 18-20 years old. Exterior of Administration Building last painted/stained in 2012 and should be done at 5-6 year intervals. Carpet in Administration Building has reached end of useful life. The 2003 Chevrolet pickup has >90,000 miles and is only used in District due to reliability concerns. The replacement vehicle should be 3/4-ton or 1-ton diesel for heavy towing of base generator in the event of a power outage and failure of the base generator. The District does not have enough vehicles during the summer to allow each Operator and the summer laborer to work independently. The F350 service truck is assumed to require replacement when it is 15 years old. The sewer pump station roofs were installed in the 1980's and have reached the end of their useful life. Pavement repair in areas of pipeline repairs that were temporarily patched due to weather.

**DSPUD Wastewater Plant -- Capital Project XXXXX**

Item of Work	Unit	Quantity	Unit Price	FY 2020-2021		FY 2021-2022		FYs 2022-2026
				Operating	Capital	Operating	Capital	Capital
Recoating of Reactor Basin #1	lump sum	40%	\$150,000	\$60,000				
<b>Project Total</b>				<b>\$60,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

Justification: During WWTP expansion, Inspectors found that coating on interior walls of reactor basins had reached the end of its useful life. There was insufficient time during the project for General Contractor's painting subcontractor to recoat the basins and bring the plant back on line in the fall of 2015. First basin and exteriors completed in 2016 second basin will be done in 2020. During the winter of 2018-2019 decanting system in solids handling tank failed, cost and scope of repair unknown. District's share of cost based on flow percentage.

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15-21-A 1920 RLV

May 28, 2020

Mr. Paul A. Schultz  
General Manager  
Sierra Lakes County Water District

**Subject: Claim Dated April 17,2020 for Expenses Related to Sewer Blockage**

Dear Mr. Schultz,

I appreciate your letter dated May 19, 2020. Please process the above referenced claim for the total costs associated with the plumbing services totaling \$590.00. I have inspected the crawl space and foundation and noted minor water damage in the sub-floor insulation, but it would be difficult to conclude that the damage was due to the sewer blockage incident that occurred on February 16, 2020. Please let me know if you have any questions or would like to discuss this further. I can be reached at [erikharz@hotmail.com](mailto:erikharz@hotmail.com) or (831) 566-3083.

Sincerely,



Erik Harz

## SIERRA LAKES COUNTY WATER DISTRICT

### Follow-up from May 8, 2020, Board Meeting

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1	Interested Directors	Provide picture and bio for website
2	Paul	Outline of potential issues for the District and the ability to handle week long power outages several times a year.
3	Paul	Have ACWA/JPIA draft a rejection letter to Mr. Harz requesting Mr. Harz to withdraw claim until all costs could be determined.

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**Sierra Lakes County Water District**  
**Action Items**  
*As of June 12, 2020*

	<b>TASK</b>	<b>STATUS</b>	<b>DUE DATE</b>	<b>PROGRESS</b>	<b>ASSIGNED</b>
1	Develop information about best management practices and fertilization for inclusion with billing	Research BMPs and macrophyte plant management options	5/1/2020	75%	Paul
2	AMR Data Collection & Analysis	Collect use data by type of occupancy, project assigned to Operator	Summer 2020	0%	Paul
3	Policies & Procedures Review/Update	Review current policies and procedures for revisions and possible additions.	August 2020	60%	Paul/ Anna/Dick/Bob
4	District's Ownership of Dam	Decide to purchase property from Land Trust	Dec-20	75%	Paul
5	Upcoming Metered Rates	Develop Plan/Schedule to reach Metered Rates by January 2025 (Microsoft Project)	Pending	0%	Paul