BOTTLE BAY
RECREATIONAL WATER & SEWER DISTRICT



REGULAR

BOARD OF DIRECTORS

MEETING

Via Zoom

November 16, 2026

4:00 pm

MEETING AGENDA
Monday, November 16, 2026 4 p.m.
Meeting is via Zoom
Invitation is available on District website: bottlebaydistrict.org;
or send request for invitation to billb@bbsewer.org
Phone into Zoom meeting at (253) 215-8782; meeting ID 882 7045 6511; passcode 307172
Physical meeting place: 65 Glengary Bay Rd, Sagle ID 83860

1. Call to Order -- START VIDEO
2. Announce Quorum Present
3. Introduce Attendees
4. General Comments to the Board
5. Approval of Written Minutes of October 19, 2026 regular meeting (Shearer) – **Action Item**
6. Treasurer's Report (Davis)

   -- Financial reports for October 2026 and YTD
   -- **We have 101 invoices emailed and 144 invoices paid via ACH out of 304 invoices total**.
   -- Status of checking accounts & accounts in Local Govermet Investment Pool
   -- Review paid invoices (invoices attached to agenda email)

7. Motion to adopt Resolution 2026-033 – accepting Water Systems Mgt contract revision #11, effective January 1, 2027 (Davis) - **Action Item**
8. Motion to adopt Resolution 2026-034 - increase RuthAnn's contract fee as recording secretary from $150/mo to $175/mo, effective December 1, 2026. (Steve) – **Action Item.**
9. **Public Hearing** on new Residential System Requirements.
10. Motion to adopt Resolution 2026-032 – Adopting new Residential System Requirements (Behrens) – **Action Item.** (Revisions sent separately via email)
11. Operations Report (Hansen)

    -- Explain any changes as result of DEQ approval letter

    -- Status of license extension talks with DEQ

12. Collections Report (Binnall)

POSTED 11/14/2026

HU#	Landowner	Application Received	Deposit Received	BLP Permit Approved	Construction Started	Inspections Underway	Inspections Completed	"As-Built" Received	Remarks
012	Safe Harbor 17 W Shoreline Lane	✓	✓	✓					Plans summitted; BLP approved. Holding for construction.
024	Evans Gages Road	✓	✓						Holding for details/BLP on home construction
028	Houske Bottle Bay Marina	✓	✓						One lateral reparied; Houske has to start construction on other one or face fines; he has agreed to repair
059	Sorani 487 Bay Drive	✓	✓	✓					Holding for construction
098	Petersen 855 E Bottle Bay Rd	✓	✓	✓	✓	✓			Construction underway
141	Grubb 85 Fawn Drive								Follow-up on lateral scoping
183	Haraf 115 Bel Tane Place	✓	✓	✓	✓	✓			Holding for final inspection; notice sent 8/18/2026
222	Prasil 445 Wishbone Lane	✓	✓	✓	✓				2 bedroom detached ADU
228	Turner 334 Bay Dr	✓	✓	✓	✓				Holding for completion of septic tank install
246	Parkin/Davis-JABS Trust 195 Bay Drive	✓	✓	✓	✓	✓			ADU completed; But need to return grade over lateral; holding final inspection.
271	Alex 44 Alex Alley								Need to Draft Letter on responsibility to reroute lateral in event of failure
280	RTS Develop - Fullmer 40 Stewerts Lane	✓	✓	✓					ADU
310	Wright 489 E. Bottle Bay Rd	✓	✓	✓	✓				Slightly move septic tank, reinstall lateral, new hot-tap

14. General Administrative Matters

- Discussion: Update on request to extend sewer main along Bottle Bay Rd at Sourdough (Shearer)
- Update on Website (Shearer)
- Next meeting, Monday, December 21, 2026 at 4pm via Zoom.

15. Adjourn -- STOP VIDEO

BOTTLE BAY
RECREATIONAL WATER & SEWER DISTRICT

BOTTLE BAY RECREATIONAL
WATER AND SEWER DISTRICT REGULAR BOARD MEETING

October 19, 2026

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

CONSENT AGENDA

Steve Shearer made a motion to approve the September 28, 2026 Regular Board meeting minutes as presented. Rob Behrens seconded and the motion carried.

PUBLIC COMMENTS

There were no public comments.

REPORTS

Treasurers Report

Status of checking accounts and accounts in Local Government Investment Pool: The Mt. West Bank (2094) account balance is $61,787.19; Mt. West Bank (2934) account balance is $90.79. LGIP1 account balance is $97,014.38; and LGIP2 account balance is $116,904.99.

Public Hearing

There was no public in attendance, so the Public Hearing was closed.

FY 2027 Budget: The FY 2027 Budget was distributed to the Board and published after clarificiation.

2026-17 Rob Behrens made a motion to adopt the FY 2027 Budget, Resolution 2026-031. Jon Davis seconded and the motion carried.

Operations Report (September)

We have not heard back from DEQ in response to our request for our permit modification extension.

We are in really good shape for lagoon storage.

Collections Report (September)

Status report on capital and other construction projects: There was two (2) pump replacements, three (3) controls, two (2) floats, one (1) escrow inspection, three (3) isolations, five (5) locates, three (3) alarms, and 12 maintenance inspections.

Capital Improvement Program

There are 15 mainline connection upgrades and five (5) pump control upgrades year-to-date.

Permit & Compliance Matters

Safe Harbor, 17 W. Shoreline Lane, hookup #012 – Plans submitted; BLP was approved. Holding for construction.

Evans, Gages Road, hookup #024 – On hold for details and BLP on home construction.

Houske, Bottle Bay Marina, hookup #028 – One lateral was repaired; Houske has to start construction on second one or face fines and he has agreed to repair.

Sorani, 487 Bay Drive, hookup #059 – Holding for construction.

Petersen, 855 E. Bottle Bay Road, hook #098 – Construction is underway.

Grubb, 85 Fawn Drive, hookup #141 – Lateral scoped and found to be too shallow. Grubb's have recognized there is a problem and have agreed to fix as quickly as possible.

Haraf, 115 Bel Tane Place, hookup #183 – Have not heard from Haraf's for a final inspection; notice was sent on 8/18/2026.

Turner, 334 Bay Drive, hookup #228 – Construction is underway. Waiting for tank and pumps to be installed.

Prasil, 445 Wishbone Lane, hookup #222 – Septic tank being installed on 10/20/2026.

Alex, 44 Alex Alley, hookup #271 – Garage was built over the mainline. A letter will be drafted on responsibility to re-route lateral in event of failure.

Smith, 47 Fawn Drive, hookup #300 – Deposit was returned.

Wright, 489 E. Bottle Bay Road, hook up #310 – Moving forward on construction.

General Administrative Matters

Request to extend sewer main along Bottle Bay to the Sourdough Point Community: We received a call from Kevin Amorebieta, property owner of a lot in Sourdough, off Bottle Bay Road. Kevin's lot is buildable and he, and possibly another neighbor, would like to hook onto Bottle Bay's sewer line and pay for extending our sewer line to their property. If we did that, the rest of the lots would have to hook on when they build (9 or 10 more hookups). Bob confirmed that we would have to change our current permit and do a preliminary engineering report. We are currently permitted for a maximum of 304 hookups. Steve stated that several property owners in Sourdough have expressed interest in hooking up, so if we extend the line, the property owner's that hook on would help share the costs of extending the line. This item will be discussed further when more information is received.

Update on Website: Jon will follow-up with the accountant on how many people are using the website for paying their bill. If anyone has picture's they would like posted on the website, email them to RuthAnn with a description of the picture and she will post them in the carousel.

Next meeting: The next meeting is scheduled for Monday, November 16, 2026 at 4:00 p.m. by zoom.

ADJOURNMENT

The meeting was adjourned at 5:03 p.m.

Bottle Bay Water & Sewer District
Draft Profit & Loss vs Budget
October 2026

	October Actual	October Budget	YTD Actual	Annual Budget	Budget Remaining
Ordinary Income/Expense					
Income					
Basic Fee Income	10,257.00	11,217.58	120,469.74	134,611.00	14,141.26
System Service Fee Income	8,812.13	10,549.17	112,929.15	126,590.00	13,660.85
Inspection Fees, Fines & Other	250.84	41.67	7,628.37	500.00	-7,128.37
County Payments	0.00	166.67	975.38	2,000.00	1,024.62
WEP Sinking Fund Income	5,140.01	5,800.58	61,655.90	69,607.00	7,951.10
Property Tax Levy	164.66	2,844.00	37,256.47	34,128.00	-3,128.47
Interest & Investment Income	687.55	666.67	7,797.75	8,000.00	202.25
Total Income	25,312.19	31,286.34	348,712.76	375,436.00	26,723.24
Expense					
Administration					
Information Services	63.00	333.33	4,010.74	4,000.00	-10.74
Recording Sec	150.00	158.33	1,650.00	1,900.00	250.00
Accounting Services	825.00	1,333.33	10,781.91	16,000.00	5,218.09
Legal Services	0.00	200.00	405.00	2,400.00	1,995.00
Audit Services	0.00	625.00	7,200.00	7,500.00	300.00
Insurance	0.00	458.33	3,126.00	5,500.00	2,374.00
Administration - Other	190.09	833.33	9,626.77	10,000.00	373.23
Total Administration	1,228.09	3,941.65	36,800.42	47,300.00	10,499.58
Collection System					
Vehicle Expense	365.34	375.00	3,387.12	4,500.00	1,112.88
Utilities	687.57	666.67	7,072.90	8,000.00	927.10
General Maintenance & Repair	2,402.00	2,500.00	27,091.10	30,000.00	2,908.90
Supplies, Pumps & Equipment	206.46	1,666.67	8,617.60	20,000.00	11,382.40
Total Collection System	3,661.37	5,208.34	46,168.72	62,500.00	16,331.28
Treatment & Land Application					
Other Treatment Expenses	750.00	83.33	750.00	1,000.00	250.00
Other Consultant Services	0.00	83.33	437.50	1,000.00	562.50
License Compliance & Testing	3,603.32	833.33	8,258.32	10,000.00	1,741.68
Operating Chemicals	0.00	666.66	8,848.78	8,000.00	-848.78
Licensed Operator Contractor	7,775.00	7,779.17	85,075.00	93,350.00	8,275.00
Total Treatment & Land Application	12,128.32	9,445.82	103,369.60	113,350.00	9,980.40
Total Expense	17,017.78	18,595.81	186,338.74	223,150.00	36,811.26
Other Income/Expense					
Capital Expenses					
Debt Service DEQ Loan	18,345.90	18,346.00	73,383.60	73,384.00	0.40
Debt Service - White Property	1,500.00	1,500.00	16,500.00	18,000.00	1,500.00
Capital Improvements	0.00	4,166.67	21,018.23	50,000.00	28,981.77
Unscheduled Capital Projects	0.00	833.33	0.00	10,000.00	10,000.00
Total Capital Expenses	19,845.90	24,846.00	110,901.83	151,384.00	40,482.17
	-11,551.49	**-12,155.47**	**51,472.19**	**902.00**	**-50,570.19**

OFFICE OF THE IDAHO STATE TREASURER

Julie A. Ellsworth, State Treasurer

LGIP Monthly Statement

Bottle Bay Water & Sewer District
Jon Davis
P.O. Box 304
Sagle, Idaho 83860

Statement Period
10/1/2026 through 10/31/2026

Summary

Beginning Balance	$116,904.99	**Fund Number**	2660 - Bottle Bay Water & Sewer District
Contributions	$375.74	**Distribution Yield**	4.0031%
Withdrawals	$0.00	**October Accrued Interest**	$398.74
Ending Balance	$117,280.73	**Average Daily Balance**	$117,280.73

Detail

Date	Activity	Status	Type	Amount	Balance
10/01/2026	Beginning Balance				$116,904.99
10/01/2026	Contribution	Processed	September Reinvestment	$375.74	$117,280.73
10/31/2026	Ending Balance				$117,280.73

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

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

OFFICE OF THE IDAHO STATE TREASURER

Julie A. Ellsworth, State Treasurer

LGIP Monthly Statement

Bottle Bay Water & Sewer District
Jon Davis
P.O. Box 304
Sagle, Idaho 83860

Statement Period
10/1/2026 through 10/31/2026

Summary

Beginning Balance	$97,014.38	**Fund Number**	3613 - Bottle Bay Water & Sewer District - WEP
Contributions	$311.81	**Distribution Yield**	4.0031%
Withdrawals	$0.00	**October Accrued Interest**	$330.90
Ending Balance	$97,326.19	**Average Daily Balance**	$97,326.19

Detail

Date	Activity	Status	Type	Amount	Balance
10/01/2026	Beginning Balance				$97,014.38
10/01/2026	Contribution	Processed	September Reinvestment	$311.81	$97,326.19
10/31/2026	Ending Balance				$97,326.19

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

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Date 10/30/26 Page 1
Primary Account @XXXXXXXXXX@2094

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

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

Account Title: BOTTLE BAY RECREATIONAL WATER & SEWER
DISTRICT

TOTALLY FREE BUSINESS CHECKING		Number of Enclosures	6
Account Number	@XXXXXXXXXX@2094	Statement Dates	10/01/26 thru 11/01/26
Previous Balance	61,787.19	Days in the statement period	32
7 Deposits/Credits	15,813.24	Average Ledger	62,726.91
9 Checks/Debits	21,669.25	Average Collected	62,726.91
Service Charge	.00		
Interest Paid	.00		
Ending Balance	55,931.18		

Deposits and Additions

Date	Description	Deposits
10/02	DDA Regular Deposit	8,610.91
10/07	Idaho Info 5639 CCD BOTTLEBAYWATERS 091000014110851	341.83
10/09	DDA Regular Deposit	3,212.25
10/14	Idaho Info 5647 CCD BOTTLEBAYWATERS 091000014048665	177.00
10/16	Idaho Info 5651 CCD BOTTLEBAYWATERS 091000016388103	663.25
10/19	Idaho Info 5653 CCD BOTTLEBAYWATERS 091000013517186	709.00
10/23	DDA Regular Deposit	2,099.00

Debits and Withdrawals

Date	Description	Withdrawals
10/01	Bill Paid-JAMES WHITE Conf #30 0	1,500.00-
10/02	CHECK 500113 DRAINS PLUS LLC	2,590.00-

TOTALLY FREE BUSINESS CHECKING @XXXXXXXXXX@2094 (Continued)

Debits and Withdrawals

Date	Description	Withdrawals
10/14	AVISTA8002279187 BILL PAY CCD 11006613411 031101117197460	687.57-
10/19	VISA PAYMENT CCD 043000093786822 043305133054070	90.79-
10/19	BOTTLE BAY REC WEP Xfr PPD Bottle Bay Operation	703.58-
10/19	BOTTLE BAY REC AP PPD Bottle Bay Operating	14,863.51-
10/26	CHECK 500115 CO-OP SUPPLY	471.80-
10/27	CHECK 500116 IDAHO DEQ	750.00-
10/30	Cash Management Monthly Fee	12.00-

Checks in Number Order

Date	Check No	Amount	Date	Check No	Amount	Date	Check No	Amount
10/02	500113	2,590.00	10/26	500115*	471.80	10/27	500116	750.00

* Denotes missing check numbers

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
10/01	60,287.19	10/14	69,351.61	10/26	56,693.18
10/02	66,308.10	10/16	70,014.86	10/27	55,943.18
10/07	66,649.93	10/19	55,065.98	10/30	55,931.18
10/09	69,862.18	10/23	57,164.98		

Mountain West Bank
Division of Glacier Bank

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

ACCOUNT SUMMARY

Credit Limit	$5,000.00
Credit Available	$4,767.00
Statement Closing Date	October 28, 2026
Days in Billing Cycle	30
Previous Balance	$90.79
- Payments & Credits	$90.79
+ Purchases & Other Charges	$232.90
+ FEE CHARGED	**$0.00**
+ INTEREST CHARGED	**$0.00**
= New Balance	$232.90

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

PAYMENT INFORMATION

New Balance	$232.90
Minimum Payment Due	**$25.00**
Payment Due Date	**November 22, 2026**

Notice: SEE REVERSE SIDE FOR MORE IMPORTANT INFORMATION

TRANSACTIONS

Tran Date	Post Date	Reference Number	Transaction Description	Amount
			FEES	
			TOTAL FEES FOR THIS PERIOD	**0.00**
			INTEREST CHARGED	
			TOTAL INTEREST FOR THIS PERIOD	**0.00**
			TOTAL XXXXXXXXXXXX 2094 $90.79-	
10/15	10/15	7496656MH00XVF8BY	PAYMENT - THANK YOU	90.79-
		WILLIAM BERG	**TOTAL XXXXXXXXXXXX 2110 $232.90**	
10/03	10/04	2401134M42X91DQY8	ZOOM.COM 888-799-9666 ZOOM.US CA	169.90
			MCC: 4814 MERCHANT ZIP: 95113	
10/12	10/12	2420429MD00SX3RQX	Microsoft-G191243867 701-2817490 WA	63.00
			MCC: 5045 MERCHANT ZIP: 98052	

Totals 2026 Year-to-Date	
Total fees charged in 2026	$0.00
Total interest charged in 2026	$0.00

Please detach bottom portion and submit with payment using enclosed envelope

Mountain West Bank
Division of Glacier Bank

Mountain West Bank
PO Box 2360
Omaha NE 68103-2360

PAYMENT INFORMATION

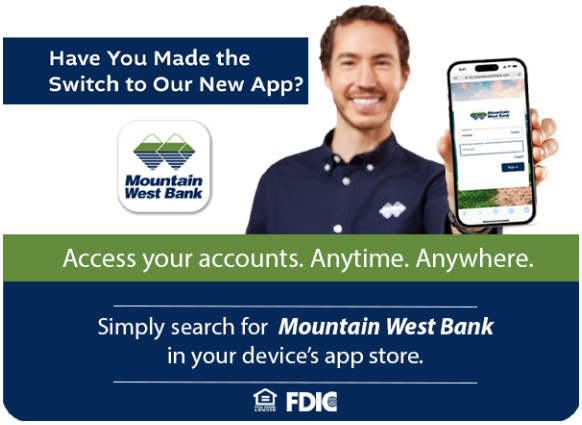
Account number ending in	2934
Payment Due Date	**November 22, 2026**
New Balance	**$232.90**
Minimum Payment Due	$25.00
Past Due Amount	$0.00
Amount Enclosed:	**$**

Make Check Payable to:

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

Visa
PO Box 60596
City of Industry CA 91716-0596

Mountain West Bank
Division of Glacier Bank
PO Box 1059
Coeur d'Alene, ID 83816-1059



148631-03C**015134
BOTTLE BAY RECREATIONAL WATER & SEWER
DISTRICT WASTEWATER EXPANSION PROJECT
PO BOX 304
SAGLE ID 83860-0304

Customer Service: 208-765-0284
Website: www.mountainwestbank.com

Statement of Account

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

Statement Dates 10/01/26 to 11/01/26 (32 days)

TOTALLY FREE BUSINESS CHECKING - XXXXXX8384

Previous Balance	**$18,477.97**	Average Ledger	$439.88
Deposits/Credits (1)	$703.58	Average Collected	$439.88
Checks/Debits (1)	$18,345.90		
Service Charge	$0.00		
Interest Paid	$0.00		
Ending Balance	**$835.65**		

Credit Transactions

Date	Description	Amount
10/19	BOTTLE BAY REC WEP Xfr PPD Bottle Bay WEP	$703.58

Debit Transactions

Date	Description	Amount
10/01	Bill Paid-WELLS FARGO BANK, NA Conf #40	-$18,345.90

Daily Balance

Date	Amount	Date	Amount
10/01	$132.07	10/19	$835.65

8:44 AM
11/13/26

Bottle Bay Water & Sewer District
Check Detail
October 20 through November 16, 2026

Type	Num	Date	Name	Account	Paid Amount
Check		**10/31/2026**		**Mountain West Bank**	
				Administration	-12.00
TOTAL					-12.00
Bill Pmt -Check	**ACH**	**11/12/2026**	**Andrew T. Platte, CPA**	**Mountain West Bank**	
Bill	11254	10/31/2026		Accounting Services	-1,767.17
TOTAL					-1,767.17
Check	**AUTO**	**11/10/2026**	**Avista Utilities**	**Mountain West Bank**	
				Utilities	-645.40
TOTAL					-645.40
Bill Pmt -Check	**BILLPAY**	**11/10/2026**	**Bonner Concrete**	**Mountain West Bank**	
Bill	21569	10/26/2026		Supplies, Pumps & Equipment	-64.00
TOTAL					-64.00
Bill Pmt -Check	**BILLPAY**	**11/10/2026**	**Bonner County Daily Bee**	**Mountain West Bank**	
Bill	FY 2027 Budget	10/02/2026		Administration	-225.40
TOTAL					-225.40
Bill Pmt -Check	**ACH**	**11/12/2026**	**Brent Binnall**	**Mountain West Bank**	
Bill		11/01/2026		Vehicle Expense	-100.00
TOTAL					-100.00
Bill Pmt -Check	**BILLPAY**	**11/10/2026**	**Co-Op Supply**	**Mountain West Bank**	
Bill	34415	10/05/2026		Vehicle Expense	-85.36
Bill	45679	10/08/2026		Vehicle Expense	-83.79
Bill	46424	10/15/2026		Vehicle Expense	-84.13
Bill	71850	10/18/2026		Supplies, Pumps & Equipment	-18.98
Bill	72233	10/23/2026		Vehicle Expense	-47.62
TOTAL					-319.88
Bill Pmt -Check	**BILLPAY**	**11/11/2026**	**Consolidated Supply Co.**	**Mountain West Bank**	
Bill	13125591.001	10/02/2026		Operating Chemicals	-245.94
Bill	13126163.001	10/02/2026		Supplies, Pumps & Equipment	-59.65
TOTAL					-305.59
Bill Pmt -Check	**BILLPAY**	**11/12/2026**	**ICRMP**	**Mountain West Bank**	
Bill	10017-2027-1	08/24/2026		Prepaids	-1,601.50
TOTAL					-1,601.50

8:44 AM
11/13/26

Bottle Bay Water & Sewer District
Check Detail
October 20 through November 16, 2026

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	**ACH**	**11/12/2026**	**One Call Concepts**	**Mountain West Bank**	
Bill	61023007	10/31/2026		Administration	-11.70
TOTAL					-11.70
Bill Pmt -Check	**ACH**	**11/12/2026**	**Practical Mechanics**	**Mountain West Bank**	
Bill	20261022-01	11/02/2026		Capital Improvements	-734.30
TOTAL					-734.30
Bill Pmt -Check	**ACH**	**11/12/2026**	**RuthAnn Zigler**	**Mountain West Bank**	
Bill		11/01/2026		Recording Sec	-150.00
TOTAL					-150.00
Bill Pmt -Check	**ACH**	**11/12/2026**	**Water Systems Manageme...**	**Mountain West Bank**	
Bill	115480	11/01/2026		Licensed Operator Contractor	-7,775.00
				License Compliance & Testing	-302.75
TOTAL					-8,077.75
Check	**EFT**	**11/01/2026**	**White Living Trust**	**Mountain West Bank**	
				Debt Service - White Property	-1,500.00
TOTAL					-1,500.00

Resolution Number 2026-033

WHEREAS Water Systems Mgt., Inc. (WSM) has proposed Revision Number 11 to its standing contract for Licensed Operator and Wastewater Collection Services for calendar year 2027; and

WHEREAS Revision Number 11 proposes to an increased in the monthly fee from $7,775.00 to $8,160 (a 4.95% increase); and

WHEREAS the adopted budgeted amount for Licensed Operator Services in FY 2027 is $95,775; and

WHEREAS the total amount due WSM for FY 2027 under Revision Number 11 would be $97,535 ($1,760 over the budgeted amount); and

WHEREAS WSM is proposing to increase the hourly compensation from $55.50/hour to $58/hour; now, therefore,

RESOLVED, Revision Number 11 to the WSM standing contract is approved for fiscal year 2027

ADOPTED BY THE BOARD on November 16, 2026

_____

William M. Berg, District President

WATER SYSTEMS MGT., INC.
WSM, Inc.
67 Wild Horse Trail
Sandpoint, ID 83864
(208) 265-4270 (phone)
(208) 265-5243 (fax)
wsmibob@aol.com (e-mail)

Water System Management/Operation
Wastewater System Management/Operation
Backflow Prevention Assembly Testing
Cross Connection Control Inspection
Consulting

November 4, 2026

Mr. Bill Berg
Bottle Bay Recreational
Water & Sewer District
P.O. Box 304
Sagle, ID 83860
billb@bbsewer.org

RE: PROPOSED CONTRACT REVISION 11, BOTTLE BAY RECREATIONAL WATER & SEWER DISTRICT

Dear Mr. Berg:

We are requesting Board approval for modification of our existing contract to include fee increases based on estimated inflation for 2026 and continuing increases in DEQ regulatory oversight.

Proposed Revision 11: Increase monthly compensation to Water Systems Management, Inc., From: $7,775.00 – To: $8,160.00; with hourly compensation to increase From: $55.50/hr. To: $58.00/hr. effective January 1, 2027. All other contract terms and conditions remain in force.

Thank you for your consideration.

Sincerely,

Robert (Bob) Hansen

c: Mr. Rob Behrens, BBRWSD – rsbehrens@gmail.com

Resolution Number 2026-034

WHEREAS RuthAnn Zigler is presently under contract as the Board's Recording Secretary; and

WHEREAS RuthAnn has been paid $150/month for many years; and

WHEREAS RuthAnn's work has been exemplary; now, therefore,

RESOLVED, RuthAnn's contract shall be increased from $150/month to $175/month effective December 1, 2027

ADOPTED BY THE BOARD on November 16, 2026

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William M. Berg, District President

Resolution Number 2026-032

WHEREAS the Board desires to revise its Residential System Requirements (RSRs) to conform to the current Idaho Department of Environmental Quality (DEQ) regulations set forth in IDAPA 58.01.03; and

WHEREAS DEQ has approved a draft of the revised RSRs in a letter dated October 27, 2026; and

WHEREAS the District's Operating Rules must be amended to conform to the revised RSRs; and

WHEREAS the revised RSRs, Operating Rules changes, and Notice of Public Hearing were posted for 10 days prior to the Board Meeting; and

WHEREAS a public hearing was held on the date below written; now, therefore,

RESOLVED, the Operating Rules are amended as follows and are effective on and after November 17, 2026.

Section III: Sewer Permits.

3.1 **Sewer Permit Required.** A valid District issued Sewer Permit is required prior to ~~for~~ construction or modification of a Residential Sewer System connection to the Force Main. A Member whose property is serviced at the adoption of these Rules is deemed to hold a valid Sewer Permit.

3.2 **Sewer Permit Application Required.** A Sewer Permit application ~~is required~~ shall be filed with the District prior to the construction or modification of sewer facilities ~~that are intended for connection to the Sewer System, for a modification of existing facilities connected to the Sewer System~~, or when new construction creates a material change to the Residential System as previously permitted including the construction of an additional bedroom(s).

Section VII: Residential System Requirements.

7.1 **Compliance with RSRs.** All new and modified connections shall be designed and constructed in compliance with the District's Residential System Requirements (RSRs) as set forth in Appendix E, Idaho Standards for Public Works Construction, Idaho Department of Environmental Quality (IDAPA 58.01.03 Individual/Subsurvace Sewage Disposal rules, and IDAPA 58.01.16 Wastewater Rules), Idaho State electrical and Plumbing codes, and applicable rules of the Idaho Department of Water Resources. Failure to comply with the RSRs and inspection requirements will subject the Landowner to fines as set forth in the Schedule of Rates and Charges. Appendix C.

7.2 **Compliance with Applicable Standards.** All new and modified connections shall be designed and constructed in compliance with the District's Residential System Requirements (RSRs) as set forth in Appendix E, Idaho Standards for Public Works Construction, Idaho Department of Environmental Quality (IDAPA 58.01.03 Individual/Subsurface Sewage Disposal Rules, and IDAPA 58.01.16 Wastewater Rules), Idaho State Electrical and Plumbing codes, and applicable rules of the Idaho Department of Water Resources.

7.3 **District Approval Required.** Customer plans and specifications conforming to these standards shall be submitted to the District for review and approval prior to installation. Sizing, type of tank, and proposed location shall be included. Vertical elevation from tank to sewer main shall be provided for confirmation of pump sizing.

7.4 **Licensed Contractor / Septic Installer**. The contractor installing the residential system shall have a public works licensure valid in Idaho and shall provide the licensure number prior to starting work. The contractor installing a septic tank shall be a licensed septic installer.

7.5 **Inspections.** The District Operator shall inspect and approve construction and installation of the Residential Sewer System. It is the landowner or its agent's responsibility to call for an inspection prior to the construction or installation of material elements of the Residential Sewer System.

7.6 **Failure to Call for Inspection.** In the event construction or installation of the Residential Sewer System has been completed absent an inspection and approval, the District may, at the landowner's expense, require the installed element(s) to be uncovered or otherwise exposed to inspection.

7.7 **Failure to Comply.** The District shall not accept for connection and service an installation that fails to comply with these Residential System Requirements.

FURTHER RESOLVED, the Residential System Requirement effective September 20, 2023, are rescinded

FURTHER RESOLVED, the attached Residential System Requirements are adopted and are effective on and after November 17, 2026.

ADOPTED BY THE BOARD on November 16, 2026

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William M. Berg, District President

BOTTLE BAY RECREATIONAL WATER & SEWER DITRICT
OPERATION REPORT – OCTOBER 2026 -

The latest **Bottle Bay Recreational Water and Sewer District Reuse Permit, M-015-06,** was issued on May 28, 2021, and expires on May 27, 2028 (7 yrs.) – **Pre-Application Conference is** required within 12 months of permit expiration. – **Permit Renewal Application** is required within 180 days of permit expiration. On March 19, 2026, we requested a minor permit modification to extend the permit expiration date to May 27, 2031.

LAND APPLICATION - INFORMATION

7,454,000 Volume (gal.) of wastewater land applied in 2012.
7,891,000 Volume (gal.) of wastewater land applied in 2013.
7,100,000 Volume (gal.) of wastewater land applied in 2014.
6,201,000 Volume (gal.) of wastewater land applied in 2015.
5,569,000 Volume (gal.) of wastewater land applied in 2016.
7,787,000 Volume (gal.) of wastewater land applied in 2017.
4,904,000 Volume (gal.) of wastewater land applied in 2018.
3,688,000 Volume (gal.) of wastewater land applied in 2019.
5,844,000 Volume (gal.) of wastewater land applied in 2020.
4,906,000 Volume (gal.) of wastewater land applied in 2021.
4,879,000 Volume (gal.) of wastewater land applied in 2022.
6,122,000 Volume (gal.) of wastewater land applied in 2023.
7,630,000 Volume (gal.) of wastewater land applied in 2024.
7,690,000 Volume (gal.) of wastewater land applied in 2025.
6,394.700 Volume (gal.) of wastewater land applied in 2026.

18,377,116 = Maximum target permit volume (gal.) available for land application.

2026 LAND APPLICATION LOADING ACTIVITY

OLD PERMIT PRIOR TO IRRIG. EXPANSION	MONTH	IWR* TARGET LOADING	IWR* CALCULATED LOADING	ACTUAL TOTAL LOADING
396,208	April	960,978		0
1,154,574	May	2,325,098		0
1,838,652	June	3,297,110	4,004,029	1,360,400
2,699,166	July	4,876,631	5,412,343	1,778,100
2,250,337	August	3,984,693	4,644,673	1,734,800
1,241,245	September	2,314,053	2,242,256	960,200
328,110	October	618,553	2,065,526	561,200
9,908,292	**TOTALS**	**18,377,116**	**18,368,827**	**6,394,700**

*Irrigation Water Requirement

COMPARATIVE INFLUENT FLOW DATA

See attached influent flow data summary chart.

LAGOON STATUS

		Total	Buffer
4,060,000 gallons =	Total usable storage volume in aeration lagoon.	5.36	1.3 MG
5,530,000 gallons =	Total usable storage volume in polishing lagoon.	7.73	2.2 MG
9,590,000 gallons =	**TOTAL** combined available storage volume	13.09	3.5 MG
300,000 gallons =	Estimated volume in aeration lagoon = approx.	7.4%	
100,000 gallons =	Estimated volume in polishing lagoon = approx.	1.8%	
9,190,000 gallons =	**TOTAL** estimated **available** storage volume	95.8%	

NOTE: We have been experiencing problems with electrical/communication controls for land application.

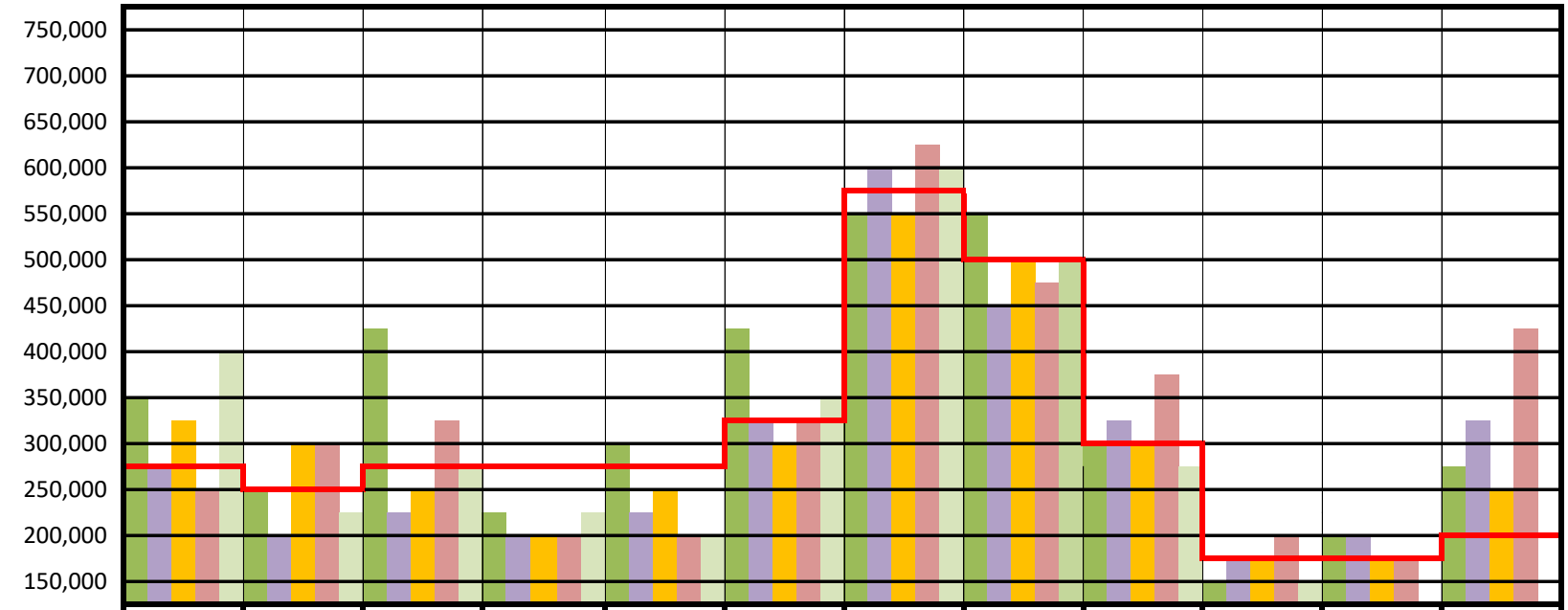
SUMMARY

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

By: Water Systems Management

BOTTLE BAY RECREATIONAL WATER AND SEWER DISTRICT

COMPARATIVE INFLUENT FLOW DATA



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
2022	352,000	252,000	415,000	229,000	291,000	414,000	550,000	545,000	312,000	151,000	185,000	263,000
2023	260,000	199,000	226,000	200,000	237,000	321,000	588,000	451,000	327,000	171,000	202,000	324,000
2024	323,000	307,000	246,000	195,000	243,000	278,000	558,000	512,000	306,000	169,000	163,000	259,000
2025	239,000	295,000	332,000	194,000	204,000	317,000	632,000	468,000	366,000	205,000	174,000	432,000
2026	388,000	227,000	275,000	238,000	211,000	340,000	593,000	498,000	263,000	135,000		
MO.AVG.	312,400	256,000	298,800	211,200	237,200	334,000	584,200	494,800	314,800	166,200	181,000	319,500
YTD-2022	352,000	604,000	1,019,000	1,248,000	1,539,000	1,953,000	2,503,000	3,048,000	3,360,000	3,511,000	3,696,000	3,959,000
YTD-2023	260,000	459,000	685,000	885,000	1,122,000	1,443,000	2,031,000	2,482,000	2,809,000	2,980,000	3,182,000	3,506,000
YTD-2024	323,000	630,000	876,000	1,071,000	1,314,000	1,592,000	2,150,000	2,662,000	2,968,000	3,137,000	3,300,000	3,559,000
YTD-2025	239,000	534,000	866,000	1,060,000	1,264,000	1,581,000	2,213,000	2,681,000	3,047,000	3,252,000	3,426,000	3,858,000
YTD-2026	388,000	615,000	890,000	1,128,000	1,339,000	1,679,000	2,272,000	2,770,000	3,033,000	3,168,000		

By: Water Systems Mgt., Inc.

BOTTLE BAY RECREATIONAL WATER & SEWER DISTRICT
WASTEWATER LAND APPLICATION LOG - OCTOBER 2026

DAILY									WK.	MONTHLY July through October Depth to GW (3' min)								DAILY		
DATE	METER READING	TOTAL VOLUME	VOLUME to:(10.19 ac) MU-01501	VOLUME to: (5.93 ac) MU-01502	VOLUME to: (4.22 ac) MU-01503	Total CL2	TEMP. HIGH	TEMP. LOW	TOTAL COLIF.	MW-1	MW-2	MW-3	MW-4	MW-5	MW-6	MW-7	MW-8			Avg. Prec. 2.62
START	13814600	0																DAY	Prec. Inch	Mo. To Go
1	13893400	78800		45700	33100	15.0	64	41		132	43	37	58	dry	dry	dry	dry	1	0.00	2.62
2	13959100	65700	65700			16.0	71	41										2	0.00	2.62
3	13959100	0																3	0.00	2.62
4	13959100	0																4	0.00	2.62
5	14021100	62000	62000			16.0	73	39	ND									5	0.00	2.62
6	14101600	80500		46600	33900	16.0	69	40										6	0.00	2.62
7	14167800	66200	66200			16.0	73	42										7	0.00	2.62
8	14230800	63000	63000															8	0.00	2.62
9	14312500	81700		47000	34700	16.0	64	42										9	0.00	2.62
10	14312500	0																10		2.62
11	14312500	0																11		2.62
12	14375800	63300	40000	13500	9800	16.0	65	32	2									12	0.00	2.62
13	14375800	0																13		2.62
14	14375800	0																14		2.62
15	14375800	0																15		2.62
16	14375800	0																16		2.62
17	14375800	0																17		2.62
18	14375800	0																18		2.62
19	14375800	0																19		2.62
20	14375800	0																20		2.62
21	14375800	0																21		2.62
22	14375800	0																22		2.62
23	14375800	0																23		2.62
24	14375800	0																24		2.62
25	14375800	0																25		2.62
26	14375800	0																26		2.62
27	14375800	0																27		2.62
28	14375800	0																28		2.62
29	14375800	0																29		2.62
30	14375800	0																30		2.62
31	14375800	0																31		2.62
TOTAL GALLONS		561200	296900	152800	111500		68 AVG.	40 AVG.	See Revised Plan of Operation - HYDRAULIC LOADING									Total Adjust		2.62
TOTAL ACRE INCHE		1.02	1.07	0.95	0.97															
Total Nitrogen - LBS/Acre/mo.			6.96	6.16	6.32															
Total Nitrogen - LBS/Acre/YTD			44.66	27.01	26.93															
Total Phos. - LBS/Acre/mo.			1.21	1.07	1.10															
Total Phos. - LBS/Acre/YTD			9.63	5.58	5.59															

pH (Monthly)	7.44	MONTHLY
Nitrate + Nitrite Nitrogen (Monthly) - mg/L - PQL = 0.1/ea (0.05@ 50%)	0.06	
Total Kjeldahl Nitrogen (Monthly) - mg/L - PQL = 0.09 (0.045 @50%)	28.6	
Total Phosphorus (Monthly) - mg/L - PQL = 0.016 (0.008 %50 %)	5.000	

TARGET HYDRAULIC LOADING,MU-01501	309,885
Mo. End Precip. Adjustment	724,909
Calculated Total Actual IWR	1,034,794
TARGET HYDRAULIC LOADING,MU-01502	180,335
Mo. End Precip. Adjustment	421,856
Calculated Total Actual IWR	602,191
TARGET HYDRAULIC LOADING,MU-01503	128,333
Mo. End Precip. Adjustment	300,208
Calculated Total Actual IWR	428,541

Mo. End Precip. Adj. =27,152.4 x Acres. x Total Adjust

WATER SYSTEMS MANAGEMENT 67 WILD
HORSE TRAIL SANDPOINT, IDAHO 83864
DATE: 11/14/26

BBRWSD COLLECTIONS REPORT FOR SERVICES PROVIDED IN OCTOBER 2026: COLLECTI0N SYSTEM

SERVICE CALLS

PUMP REPLACEMENT: 2

PLUMBING: 1

CONTROLS/ ELECTRICAL: 3

FLOAT: 2

ODER CONTROL DEVICES INSTALLED AT AIRVACS.

ODER CONTROL DEVISE AT PUMP BASIN:

AIR VAC VALVE REPLACEMENT:

NEW CONSTRUCTION / INSTALLATION INSPECTIONS & PROJECT REVIEWS: 3

ESCROW INPECTIONS:

ISLOATIONS: 3

MAIN LIFT STATION:

ALARMS:3

OTHER: LINE CAMERA AT LATERALS FOR MARINA

ISOLATION VALVE INSTALL/ REPAIR / REPLACE:

MANAGEMENT: BILLING (MULITPLE)

LOCATES:3

I&I RESEARCH & MITIGATION: ON GOING

EXERCISE ISOLATION VALVES / AIRVAC VALVES: ON GOING

FACILITIES / EQUIPMENT MAINTENANCE: ON GOING

INVENTORY MANAGEMENT: ON GOING

PERMIT / SITE REVIEW : 3

POWER OUTAGE RESPONSE:

MAINTENANCE INSPECTIONS:

LOCATE REMAINIG SITES FOR MAIN LINE UPGRADE, CONTROL PANEL, TANK REPLACEMENT UPGRADE / REPLACEMENTS: 4

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

MANAGERIAL / FILING (ON GOING)

INVENTORY REPLACEMENT/MANAGEMENT (INVENTORY MAINTAINED AT MIN. LEVEL APPROVED BY JON DAVIS

UPDATE COLLECTION FILES / RECORDS IN MS365 (ON GOING)

CAPITAL IMPROVEMENT PROGRAM UPDATE

MAINLINE CONNECTION UPGRADE :*15 (TOTAL COMPLETED 2026 TO DATE*

PUMP CONTROL UPGRADES: *5 TOTAL COMPLETED 2026 TO DATE*

SPECIAL NOTES: