

MEMORANDUM

To: Board of Directors, Sierra Lakes County Water District
From: Bill Quesnel PE, General Manager
Subject: February 2019 Operations and Maintenance Report
Date: February 26, 2019

DSPUD Wastewater Treatment Plant

No report was available when this memorandum was being prepared.

Lake and Land Management:

Attached is an acknowledged Letter of Understanding (Letter) between the District and the Serene Lakes Property Owners Association (SLPOA) concerning the operation of Lot One. As discussed at previous meetings, the 2010 Lease Agreement did not specifically address improvements (dock, concrete access ramp and diving platform) located partially or fully on the Lake Parcel. Rather than revisit the Lease Agreement, the Board directed Staff and Counsel to prepare the Letter as the method of documenting SLPOA's intent to operate the entire Lot One facility (all land and water based improvements) in accordance with the terms of the Lease. During SLPOA's review of the Letter, a representative asked if it might be appropriate to add Lot One's dock, ramp and diving platform to the facilities identified in the License Agreement. We replied with the following reasons why keeping the Lot One improvements separate from the License facilities was necessary:

- All of the License facilities are *open to property owners in the SLCWD service area* whereas the use of Lot One and its facilities is limited exclusively to *SLPOA members and their guests subject to preexisting easements*. If the Lot One dock, access ramp and diving platform are included in the License, the exclusivity of their use could be challenged, if not negated;
- The License Agreement specifically excludes Lot One, it does not make sense to include a portion of the Lot One infrastructure in the list of License facilities; and
- SLPOA's Certificate of Insurance lists Lot One as a separate facility from the License sites. The General Liability Policy's "Redefinition of Building Property" groups all Lot One land and water based infrastructure together.

Included in the letter is a request by the District that the diving platform be added to the Designation of Premises that is included with the Certificate of Insurance for consistency with the Liability Policy.

As a separate agenda item for the Board's consideration is a proposal by SLPOA to increase the amount of boat storage at both the Bales and Serene/Swiss access sites in 2019. The proposal is to construct new multi-level racks (similar to what's currently installed at Bales and Lot One) at both sites with the goal of providing space for another 20 (two level) to 30 (three level) boats at each location.

Long-time home owner and University of Nevada Cooperative Extension Water Resource Specialist John Cobourn provided me with five articles/publications concerning appropriate landscaping practices, fertilizer use and irrigation for high altitude yards and gardens. I will use

the information to prepare an educational article for the website to help reduce the impacts of improper landscaping practices on Lakes Serena and Dulzura.

Regulatory Issues:

The lake level was approximately three-inches above the spillway crest as of February 25th.



Dam spillway February 25, 2019

Staff submitted a request to the State Water Resources Control Board (SWRCB) Division of Drinking Water (DDW) to reduce the frequency of sampling of 1,2,3-TriChloropropane and Perchlorate to three and nine-year intervals respectively based on non-detect results each of the previous four times the water was sampled for those constituents. We have not received a response yet and will sample for both at the end of March (first quarter) if the waiver is not received. First quarter Disinfection By-Product sampling of the finished water was completed in mid-February and the results indicated low levels of Trihalomethanes (TTHMs) and a higher than average value for Haloacetic Acids (HAA5). The running annual average for TTHMs is less than one-half the Maximum Contaminant Level (MCL) of 80 parts per billion (ppb) while the RAA for HAA5 is 33.3 ppb, slightly more than one-half of the MCL of 60 ppb. The only other sampling due in 2019 is for Nitrate (as Nitrogen) which is done annually.

I prepared a draft of the 2018 Consumer Confidence Report (CCR) and we're waiting from guidance from the DDW as to whether or not to include water quality information for the well as that source was not used in 2018. The CCR must be distributed to customers not later than July 1, 2019 and will be included with the annual utility bill mailing.

Each year all water providers are required to prepare and submit an Annual Report to the DDW on the operation of the treatment and distribution systems. The Report is 23 pages in length this year and includes information on a myriad of topics. I completed a draft of the Report and it will be submitted by the April 29, 2019 deadline.

Forty-five day reminder letters were sent to 11 homeowners re: the requirement for annual backflow device testing; four have complied and the remaining seven are due in March.

The Placer County Environmental Health Department requires the preparation of a Hazardous Materials Business Plan (HMBP) for each of the four District facilities where hazardous materials (propane, diesel fuel, vehicle fluids and water treatment chemicals) are stored and used. The Plans must be updated and submitted annually; this year the County added the requirement

that an Emergency Response Plan be developed for each site. A follow-up annual inspection by Environmental Health is likely to occur in April or May.

The Placer County Director of Community Development Resource Agency and the Deputy Director of Building Services have requested a mid-March meeting with local Utility Providers to “discuss potential paths forward” concerning permitting and inspection of private water and sewer service lines.

Operations Issues:

Average daily water and sewer flows (gallons/day) through February 27, 2019 were 79,599 and 59,724 respectively as compared to 87,880 and 44,329 in January 2019, and 62,633 and 53,318 in February 2018. Water use was 5,396 gallons/day more than the five-year (2014-2018) average and sewer flow was 22,420 gallons/day less than the five-year average. The 8,281 gallons/day decrease in water use from January to February, despite an average daily use of more than 99,200 gallons/day between the 17th and 23rd (President’s Holiday and Ski/Skate Week), was welcomed by the Operators as consumption continues to trend downward. Letters were sent to four property owners with leaks ranging from 135 to 575 gallons/day; all responded quickly (none of the leaks lasted longer than four days) and three of the four leaks were found to be the result of improperly operated stop&drain valves. The District’s share of the flow through the wastewater plant in January 2019 was 17.2% of the total as compared to the five-year (2014-2018) January average of 31.7%. The flow in February 2019 was not available when this memorandum was prepared.

On the first day of March there was one leak (1.2 gallons/hour) reported by the 110 AMR equipped services. The system indicates data has not been received from a total of nine meters; three of which have not communicated in the past 15 days or less.

The lake raw water temperature has decreased to 0.5°C, the pH continues to vary (as low as 5.4 during rain/runoff events) and the turbidity has increased to more than 1.0 NTU. The Operators reduced the pumping rate from 150 gallons per minute to 130 gpm to allow more time for the coagulation/flocculation process to occur in the transmission pipe before the water enters the clarifier. If formation of “floc” doesn’t happen upstream of the clarifier, the “floc” will be created as the water flows through the clarifier causing the filters to remove all of the turbidity and resulting in very short filter runs (i.e. 100-200,000 gallons) between backwashes as compared to 500,000 or more gallons between backwashes when the clarifier is contributing to the treatment process. Frequent filter backwashes use significantly more treated water (15-20,000 gallons) and require more Operator time than if the clarifier is effective in removing the majority of the turbidity. Typically the filters and clarifier are taken off line for two days in April and again in October to thoroughly clean the media (anthracite and sand) but Staff plans to take the clarifier out-of-service next week for a day to remove some of the material that has accumulated on the media.



Clarifier backwash showing material removed from the raw water before it enters the filters

The replacement mixing equipment for the soda ash and polymer has arrived and is being installed by the Operators. The replacement pH probe for Bales should be in place and operational by the second week of March.

The Operators monitor a number of water quality parameters that will help guide the decision on whether or not to extend the lake intake to deeper water. As described previously, small (1/2-inch diameter) tubes have been installed 50-feet and 100-feet beyond the existing intake screen and water from those locations is sampled at approximately one month intervals. The results have shown the water temperature is consistently four degrees warmer, the pH is similar (0.1 to 0.3 lower) and turbidity is slightly higher than the water from the existing intake and the Operators are confident in their ability to treat water from a deeper source to drinking water standards. One water quality parameter that has changed over the winter is the amount of dissolved oxygen (DO) in the sampled water; the Operators have documented levels less than 1 part per million (ppm) in the deeper water (nine-feet and 13-feet) and less than 2 ppm at the existing pipe (seven-feet deep). Although there is no minimum requirement for dissolved oxygen in drinking water, low levels may result in less than desirable taste and odor characteristics and discoloration. This low DO condition is likely not a new occurrence but is new to us as we have not sampled for DO when the water is this cold. There has been research in the upper Midwest and Canada concerning the effects of low dissolved oxygen concentrations on fish populations in shallow eutrophic lakes (as a general rule fish kills occur when the DO level is less than 2-3 ppm for more than a week). One study that seems to be most applicable to Lakes Serena and Dulzura is titled "Oxygen Demand in Ice Covered Lakes as it Pertains to Winter Aeration" by Christopher Ellis and Heinz Stefan published in December 1989. Ellis and Stefan studied 11 lakes in Minnesota and found:

- After the surface freezes, the lake inversely stratifies, the deeper water maintaining temperatures of 3°C to 4°C and the sub-ice water dropping to 0°C. By late winter,

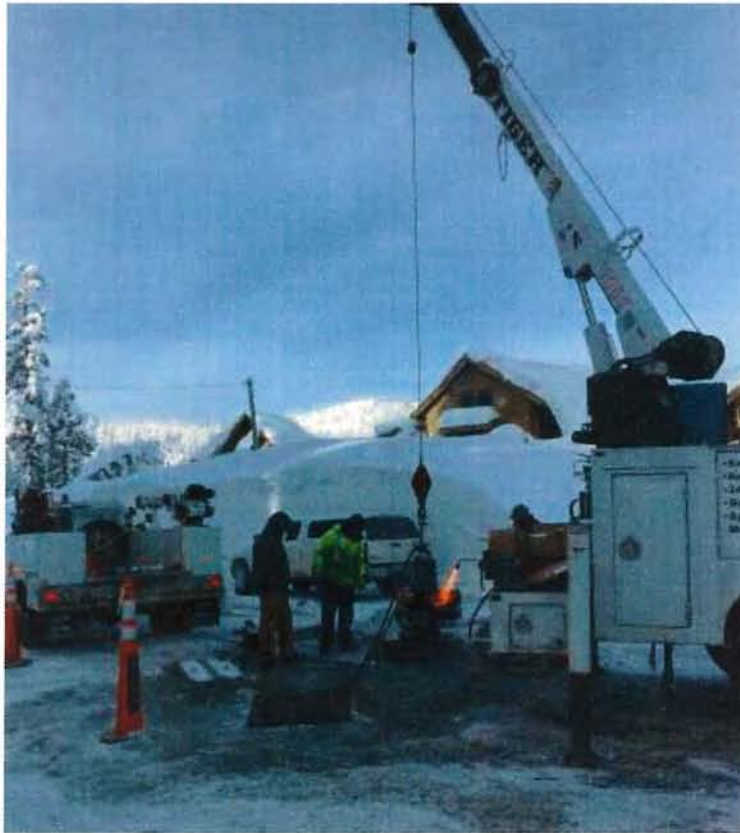
vertical temperature profiles typically show a strong gradient at a distance of three to six feet below the ice and essentially constant temperatures in the deeper water.

- The depth where dissolved oxygen levels decrease from greater than 5 ppm to less than 3 ppm was typically nine to 12-feet below the ice.
- Ice cover prevents any dependable oxygenation of the water through photosynthesis, especially if the ice is covered with snow.
- From a few weeks after a lake freezes over until the lake thaws in the spring, the lake is considered a closed system and oxygen levels over the winter are a function of the initial oxygen level vs. the rate of depletion. Most of the oxygen consumption occurs in the sediment surface layer and to a lesser extent in the water column as a result of bacterial respiration and chemical oxidation. Eutrophication tends to enrich sediments with oxidizable organic materials thus increasing the oxygen consumption and lower DO levels.

The temperature gradient finding (3°-4° warmer three feet below the ice) was very consistent at all 11 lakes and similar to what we've found with our sampling. What we're not sure of, and the Ellis and Stefan data is quite variable, is the distance below the ice where the dissolved oxygen concentration decreases to less than 3 ppm. A better understanding of that dynamic in Lake Serena is very important for the design of a new intake structure; in a low snow year (i.e. ice thickness typically ≤ 5 -feet) a structure in deeper water may be in an anoxic zone but if the structure is in shallower water and the amount of snowfall is significant (ice thickness typically 8-10 feet) the structure may be encased in ice. I am in contact with a recent Stanford PhD graduate water quality engineer concerning the possibility of performing some real time sampling and analysis of the dissolved oxygen profile at various depths in the lake.

The District retained JDH Corrosion Consultants in 2007 and 2008 to look at asbestos cement (AC) mainline and galvanized lateral corrosion throughout the water distribution system. The Report found that soils were not particularly corrosive but the groundwater was very "soft" and actively leaching the cement mortar from the exterior of the AC pipes. Attached is a report from JDH Corrosion Consultants re: the condition of the asbestos cement pipes that failed on lower Lake Drive and Donner Drive in December. The analysis found that approximately 82% of the cement mortar in the Donner pipe and 51% of the Lake pipe's mortar had been leached from the pipe wall due to groundwater chemistry. That was somewhat surprising to Staff as the Lake Drive location is much closer to Lake Dulzura, both horizontally and vertically which intuitively would suggest longer periods of submergence in groundwater and more leaching. However, the attached Pipe Data spreadsheet from the original 2007 investigation showed the oldest AC pipes in system (Ice Lakes 1 Subdivision) had the highest amount of leaching as compared to pipes located in the Ice Lakes 2 and various Serene Subdivisions. In particular, pipe samples from the Allen/Hemlock and Sierra/Soda Springs intersections indicated very similar levels of leaching to the Donner sample which is located geographically between those locations as shown on the attached Figure 1 of the 2007 Report.

As mentioned at the February meeting, the impellers were replaced at SPS-2 on the 7th, since the upgrades the pumps have not experienced an electrical overload due to binding or for that matter any other malfunction.



upgrade of SPS-2 pumps

Attachments: Lot One Letter of Understanding dated February 26, 2019
Preliminary February 2019 Daily Water/Sewer Flows
2014-2019 Sewer/Water Flows Comparison through February 2019
DSPUD WWTP Flows through January 2019
Asbestos Cement Pipe Laboratory Analysis by JDH Corrosion Consultants dated February 19, 2019
Phase II Asbestos-Cement Pipe Data from Phase II A-C Pipe Evaluation by JDH Corrosion Consultants
Figure-1 from Asbestos Cement Pipe Evaluation by JDH Corrosion Consultants dated January 26, 2007

SIERRA LAKES COUNTY WATER DISTRICT

Operations & Maintenance Office

P.O. Box 826
7305 Short Road
Soda Springs, CA 95728-1039
(530) 426-7802
Facsimile (530) 426-1120

Administrative & Billing Office

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(530) 426-7800
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Ms. Diane Scanlon
Serene Lakes Property Owners Association
PO Box 669
Soda Springs, California 95728

February 26, 2019
via email

Re: Operation of Lot 1 Improvements on Lake Parcel

As you are aware, the Serene Lakes Property Owners Association (SLPOA) and Sierra Lakes County Water District (District) signed a 50-year Lease Agreement (Lease) in May, 2010 that allows SLPOA's exclusive use of Lot 1 for *general recreational purposes, including but not limited to, picnicking, volleyball, horseshoes, barbecuing, bathing and boating and uses normally incident thereto and for no other purposes*. The Lease includes the following description of Lot 1: *Serene Lakes Subdivision, Unit No.1, Lot 1*. During the process of revising the License Agreement (License) establishing the terms and conditions of SLPOA's operation of lake access and boat storage facilities, the District's Board of Directors (Directors) noted the Lease language did not identify or describe any of the Lot 1 improvements as being located on the parcel underlying Lake Dulzura (Lake Parcel) as the District did not own the Lake Parcel at the time the Agreement was approved.

The District recently received an updated Certificate of Insurance from SLPOA. The Designation of Premises included with the Certificate lists, in part, the following facilities: *All lake access, boat storage, dock/pier locations insured operates: Lot 1*. The Schedule of Property in the General Liability Policy (PHPK1777067) includes: *beach, lake, playground, diving platform, snackbar and small boat dock*. For consistency, the District requests the diving platform be added to the facilities listed in the Designation of Premises.

The Directors do not desire to revisit or amend the Lease, but have directed District Staff to contact SLPOA and confirm that all improvements (access ramp, dock and diving platform, etc.) located on the Lake Parcel are, and will be, operated under the same terms and conditions as the facilities located on Lot 1. The District respectfully requests an authorized SLPOA representative's signature in the space provided below confirming the Association's intent to operate all Lot 1 improvements in accordance with the terms of the 2010 Lease, regardless of their physical location.

BOARD OF DIRECTORS: ~ Michael Lindquist, President ~ Dan Stockton, Vice-President
~ Karen Heald, Director ~ Bob McCormick, Director ~ Richard Simpson, Director


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Thank you and the SLPOA Board for your collective efforts to "close the loop" on all lake related issues; agreement on the terms of the License, the addition of the diving platform to the Certificate of Insurance and confirmation of the operation of Lot 1. Please do not hesitate to contact me if you have any comments, questions or concerns regarding any of these items.

Sincerely,



Bill Quesnel PE
General Manager


Diane Scanlon
Board President

2/28/19
Date

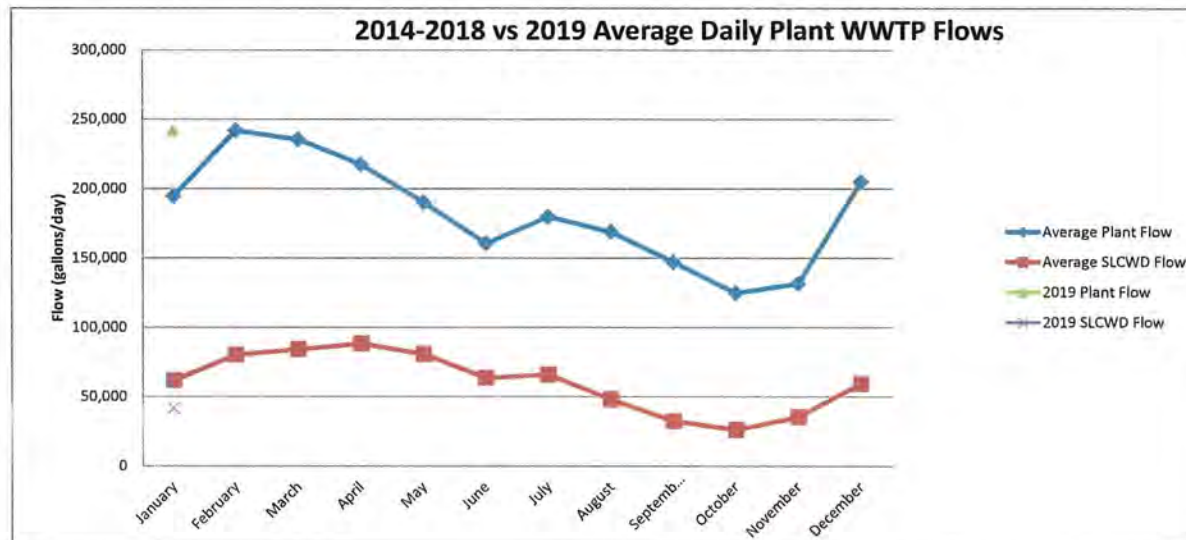
Month: February Year: 2019

* Max. combined capacity of both tanks is 760,000 gals.

H:\Acumen Engineering\SLCWD\Flow Records\February 2019 Preliminary Sewer Water Totals.xlsx

Sierra Lakes County Water District
Average Daily Sewer Flows at WWTP

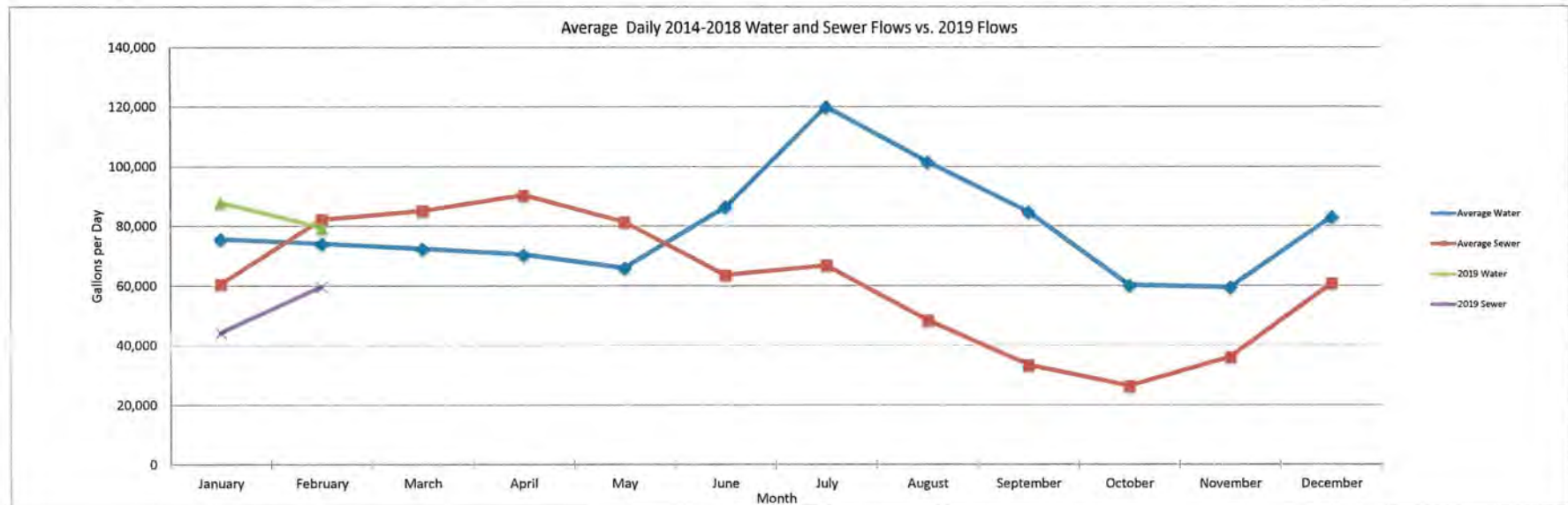
Month	2014		2015		2016		2017		2018		Five Year Average			2019		
	Total	SLCWD	Total	SLCWD	Total	SLCWD	Total	SLCWD	Total	SLCWD	Total	SLCWD	Percent	Total	SLCWD	Percent
January	159,936	34,415	214,581	78,226	175,071	67,161	211,474	77,000	211,452	51,548	194,503	61,670	31.7%	242,258	41,548	17.2%
February	247,393	82,462	282,071	85,821	202,900	80,935	257,360	102,571	220,243	48,825	241,993	80,123	33.1%			#DIV/0!
March	257,891	89,573	177,528	63,950	244,282	100,419	226,620	89,742	269,839	76,129	235,232	83,963	35.7%			#DIV/0!
April	260,333	92,660	139,262	79,733	219,832	91,904	227,684	92,056	240,587	83,839	217,540	88,038	40.5%			#DIV/0!
May	204,581	86,351	131,157	70,935	209,293	83,484	252,484	99,968	153,919	61,774	190,287	80,502	42.3%			#DIV/0!
June	175,133	67,105	122,800	56,600	151,047	62,333	202,727	81,067	151,333	50,652	160,608	63,551	39.6%			#DIV/0!
July	221,710	79,832	154,806	61,387	163,496	64,323	163,496	68,258	194,516	55,677	179,605	65,895	36.7%			#DIV/0!
August	216,258	65,742	136,742	48,710	129,710	36,871	144,871	43,839	217,290	43,894	168,974	47,811	28.3%			#DIV/0!
September	177,100	33,067	120,000	38,767	123,833	30,433	139,767	31,000	173,333	28,333	146,807	32,320	22.0%			#DIV/0!
October	131,065	31,039	92,677	25,968	114,419	30,742	119,355	19,322	165,484	22,968	124,600	26,008	20.9%			#DIV/0!
November	124,001	33,800	81,567	25,633	140,367	47,500	150,367	40,867	161,100	28,367	131,480	35,233	26.8%			#DIV/0!
December	242,521	78,226	145,484	49,032	229,577	85,419	194,581	41,710	212,258	41,452	204,884	59,168	28.9%			#DIV/0!



Sierra Lakes County Water District
Daily Average Water and Sewer Flows

Month	2014		2015		2016		2017		2018		2019	
	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer
January	69,606	34,410	95,897	66,382	72,428	67,169	82,724	78,915	57,934	56,074	87,880	44,329
February	73,191	82,460	80,774	85,824	69,691	86,523	84,728	102,596	62,633	53,318	79,599	59,724
March	78,570	89,570	73,647	62,222	64,613	100,429	80,671	89,737	64,510	83,232		
April	78,717	92,660	61,764	79,719	52,789	97,536	104,155	95,125	54,942	86,645		
May	103,240	86,350	52,297	70,946	50,414	83,506	82,594	103,648	41,219	61,763		
June	135,958	67,105	68,224	56,587	74,707	62,327	85,112	81,067	67,307	50,652		
July	141,906	79,832	96,315	61,393	116,675	64,330	127,908	72,376	116,880	55,680		
August	126,807	65,753	92,046	48,765	98,230	36,878	90,608	48,019	100,235	42,146		
September	87,863	33,080	79,588	38,769	89,459	30,429	69,713	33,765	96,910	30,430		
October	74,301	31,039	55,541	25,955	59,326	30,750	44,687	20,983	66,956	22,980		
November	78,490	33,816	53,636	25,628	63,787	47,484	43,994	44,725	57,518	28,357		
December	88,052	78,230	79,820	49,035	106,789	85,423	57,662	46,212	82,744	44,796		

2014-2018			2019	2019	2019
Average Water	Average Sewer	Average Difference			
75,718	60,590	15,128	87,880	44,329	43,551
74,203	82,144	-7,941	79,599	59,724	19,875
72,402	85,038	-12,636			0
70,473	90,337	-19,864			0
65,953	81,243	-15,290			0
86,262	63,548	22,714			0
119,937	66,722	53,215			0
101,585	48,312	53,273			0
84,707	33,295	51,412			0
60,162	26,341	33,821			0
59,485	36,002	23,483			0
83,013	60,739	22,274			0



February 19, 2019

Sierra Lakes County Water District

P.O. Box 1039
Soda Springs CA 95728

Attention: Mr. Bill Quesnal, P.E.
General Manager

Subject: Asbestos-Cement Pipe Integrity Evaluation Report
4" Pipe from Donner Dr. and 4" Pipe from Lake Dr.
Soda Springs, CA

Dear Mr. Quesnal,

Pursuant to your request, **JDH Corrosion Consultants, Inc.** has conducted phenolphthalein testing of two (2) 4" diameter asbestos-cement (A-C) pipe samples provided to our office that were reportedly removed from the potable water distribution system for the Sierra Lakes County Water District at Donner Dr. and Lake Dr. The test results along with a brief analysis of these results are presented herein for your review.

PURPOSE

This project involves phenolphthalein testing of two (2) 4-inch diameter AC pipe samples that were obtained from a potable water distribution system owned and operated by the Sierra Lakes County Water District. The age of the AC pipe sample that was provided for testing was not provided.

TESTING AND ANALYSIS

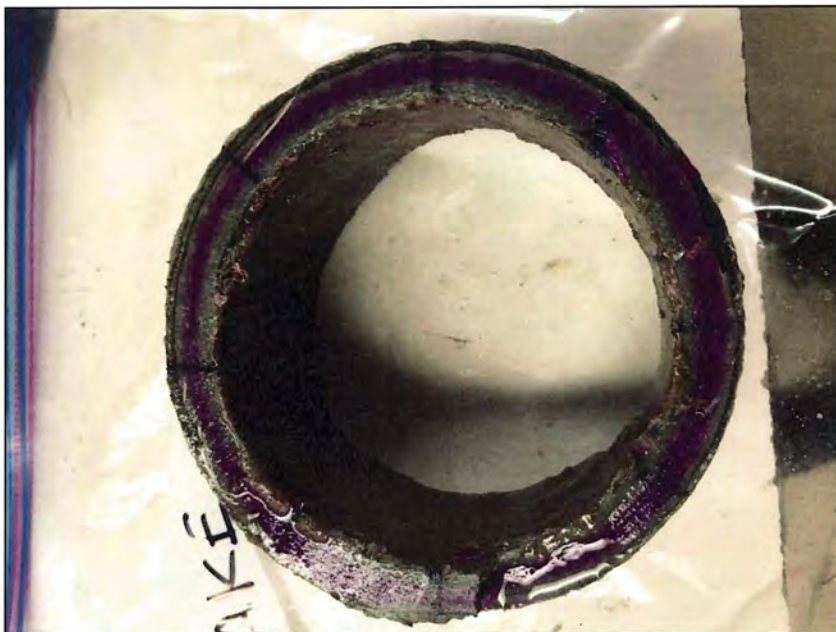
Phenolphthalein Testing

The pH of the pipe sample was tested by applying a phenolphthalein solution over the cross-section of the freshly cut pipe sample. Phenolphthalein solution is a pH indicator that when applied to a test sample will remain colorless below a pH of 8.2 and will activate at a pH of 8.4, by changing the test sample color to pink or red.

Pipe samples that have not experienced leaching of the cement mortar will activate the phenolphthalein solution and turn the pipe pink or red because of the high alkalinity and the high pH of the pipe. The phenolphthalein solution will not activate when the pH of the pipe drops below 8.2 because of the decrease in pipe alkalinity due to leaching of the cement mortar. The attached photos show the results of the phenolphthalein test for the sample. The area of the sample activated by the phenolphthalein varied between each sample. This area was measured on each sample and recorded in the attached data sheet as the "Activated Layer". The percent area of the activated area to total cross sectional area was calculated and recorded as "Activated Area %" and the remainder of the cross sectional area is labeled as "% Loss".



Donner Dr. – 82.0% Loss of Active Area



Lake Dr. – 50.8% Loss of Active Area

**Asbestos-Cement Pipe Testing
Sierra Lakes County Water District**

The results from the phenolphthalein stain for the 4" AC pipe samples are presented in the table below.

Donner Dr						Total Cross-Section	Cross-Section	Active Area		
	Thickness	ID	OD	Active Area	% Active	% Loss	Area	Active Area	%	% Loss
1	10.510	2.810	5.010	2.690	26					
2	11.520	3.120	5.090	3.310	29					
3	12.290	4.780	5.450	2.060	17					
4	11.490	3.630	6.650	1.210	11					
5	11.270	3.270	6.440	1.560	14					
6	11.110	2.440	6.540	2.130	19					
7	11.000	5.780	3.080	2.140	19					
8	10.740	3.900	4.250	2.590	24					
Average	11.24125	3.71625	5.31375	2.21125	20	80	673.33	121.35	18.0	82.0
Min	10.51	2.44	3.08							
Max	12.29	5.78	6.65							
Std Dev	0.547943	1.097828	1.244404							
Lake Dr						Total Cross-Section	Cross-Section	Active Area		
	Thickness	ID	OD	Active Area	% Active	% Loss	Area	Active Area	%	% Loss
1	14.350	5.430	3.310	5.610	39					
2	13.830	4.320	1.750	7.760	56					
3	15.000	5.510	3.990	5.500	37					
4	14.120	4.160	2.780	7.180	51					
5	14.340	4.570	2.060	7.710	54					
6	13.800	4.390	3.640	5.770	42					
7	13.740	5.760	3.750	4.230	31					
8	14.190	4.550	2.050	7.590	53					
Average	14.17125	4.83625	2.91625	6.41875	45	55	979.28	482.27	49.2	50.8
Min	13.74	4.16	1.75							
Max	15	5.76	3.99							
Std Dev	0.412395	0.625139	0.87743							

The stain test was conducted on two pieces of the AC pipe sample as shown in the photos. The results of the stain tests indicate that the Donner Dr. sample exhibited a loss of Active Area of 82.0% and the Lake Dr. sample exhibited a loss of Active Area of 50.8%.

Asbestos-Cement Pipe Testing
Sierra Lakes County Water District



Donner Dr. Sample



Lake Dr. Sample

CONCLUSIONS

1. The results of the stain tests indicate that the Donner Dr. sample exhibited a loss of Active Area of 82.0% and the Lake Dr. sample exhibited a loss of Active Area of 50.8%.

LIMITATIONS

The conclusions and recommendations contained in this report are based on the information and assumptions referenced herein. All services provided herein were performed by persons who are experienced and skilled in providing these types of services and in accordance with the standards of workmanship in this profession. No other warranties expressed or implied are provided.

We appreciate the opportunity to be of service to the **Sierra Lakes County Water District** on this project and trust that you find the analysis and conclusions contained herein satisfactory. If you have any questions concerning the contents of this report or if we can be of any additional assistance, please do not hesitate to contact us at (925) 927-6630.

Respectfully submitted,

J. Darby Howard, Jr.



J. Darby Howard, Jr., P.E.
JDH CORROSION CONSULTANTS, INC.
Principal

cc: File 19025

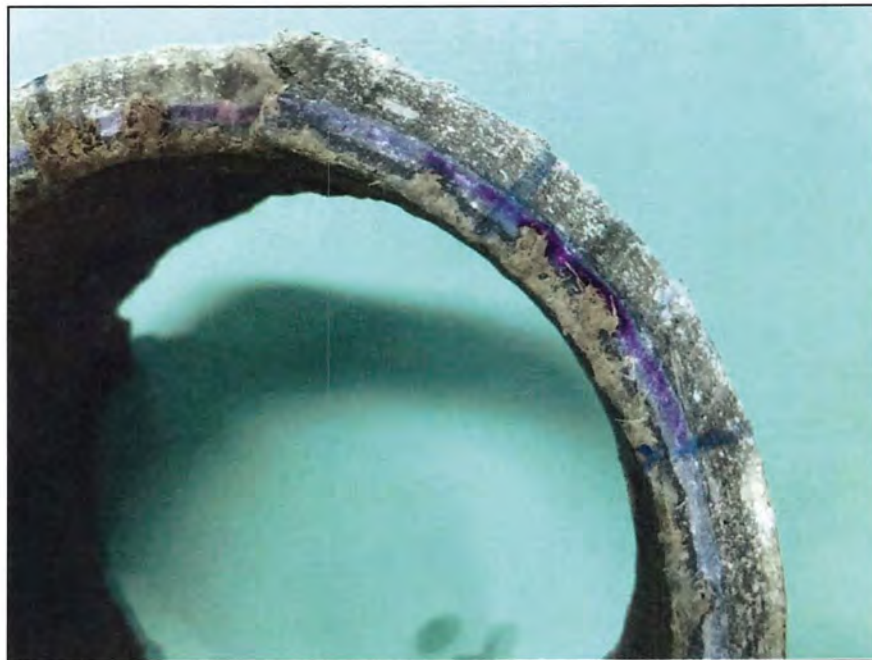
REFERENCES

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Appendix A Phenolphthalein Analysis Photos



Donner Dr. Stain Top Left

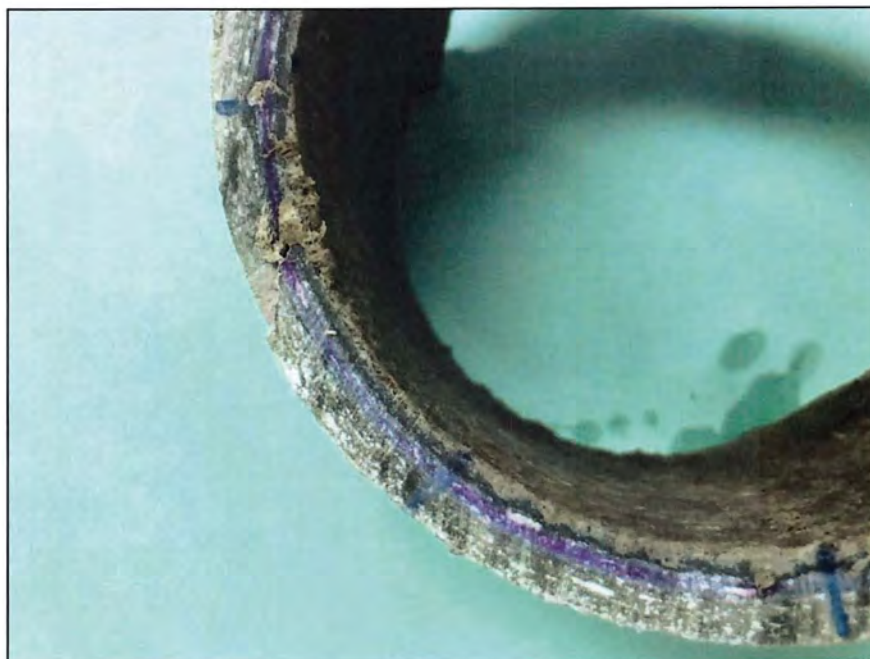


Donner Dr. Stain Top Right

Asbestos-Cement Pipe Testing
Sierra Lakes County Water District

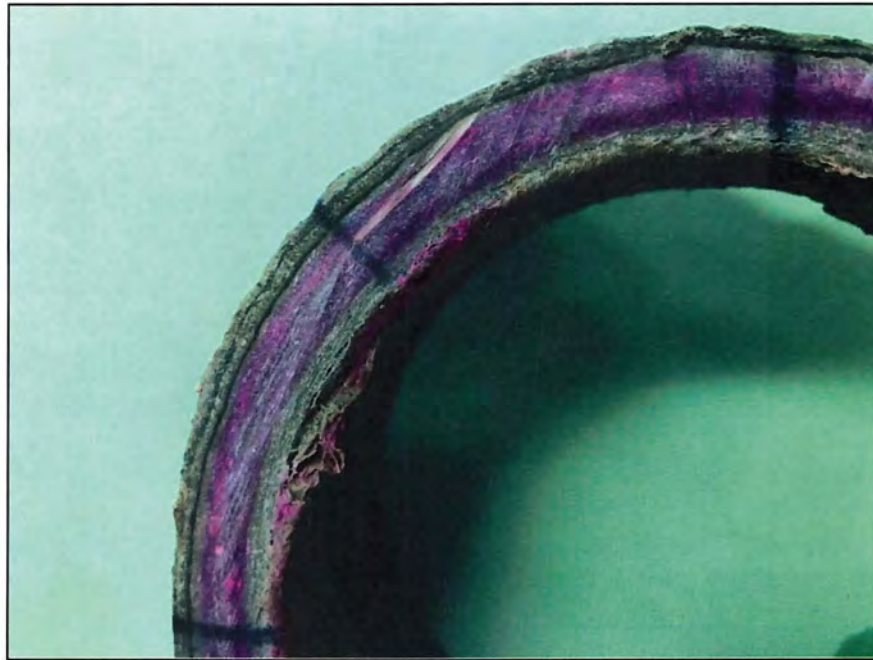


Donner Dr. Stain Bottom Right Left



Donner Dr. Stain Bottom Left

Asbestos-Cement Pipe Testing
Sierra Lakes County Water District



Lake Dr. Stain Top Left



Lake Dr. Stain Top Right



Lake Dr. Stain Bottom Left



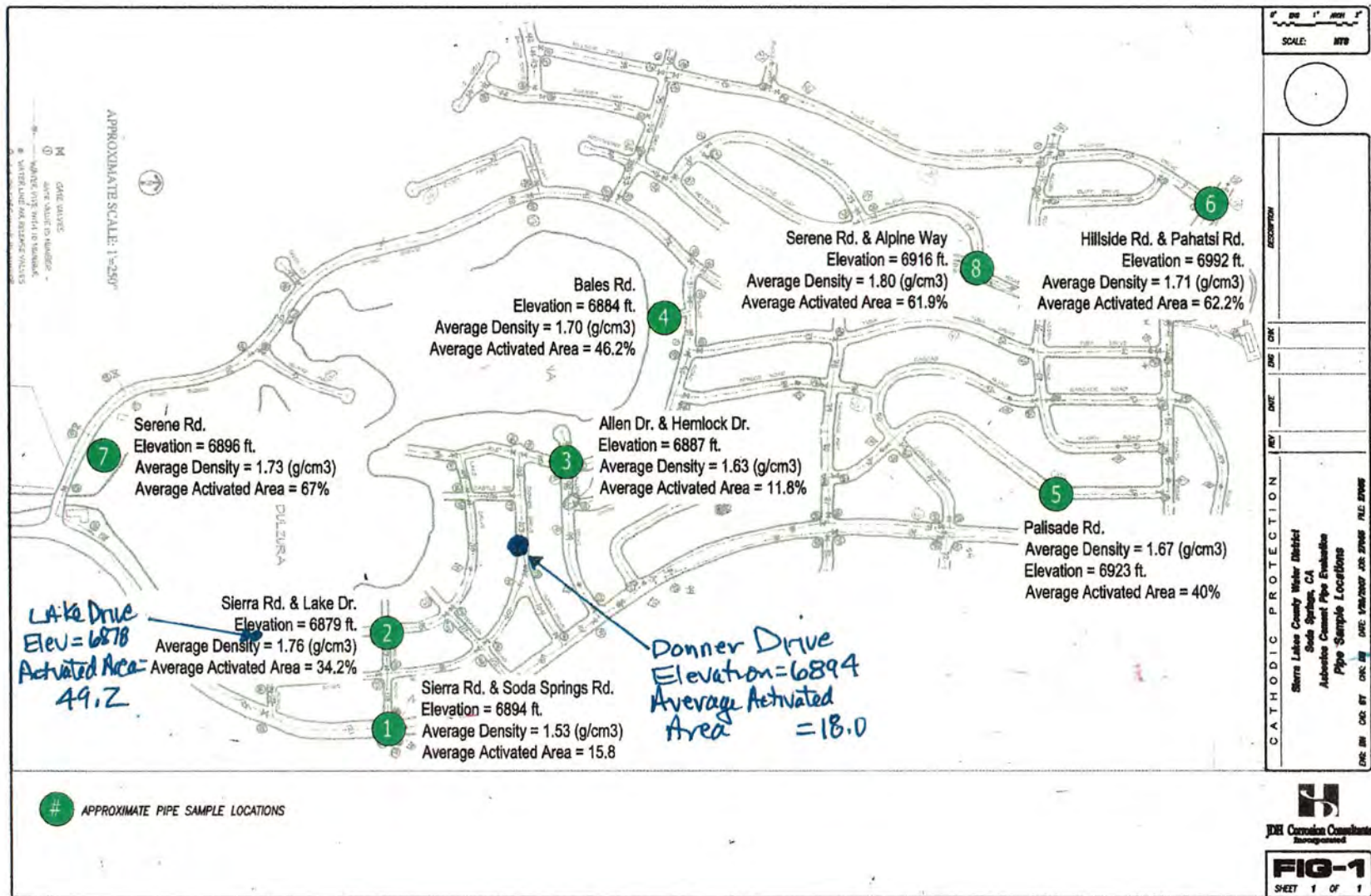
Lake Dr. Stain Bottom Right

Sierra Lakes County Water District - Phase II A-C Pipe Evaluation

Phase II - Asbestos-Cement Pipe Data

PIPE LOCATION	Sample No.	Year of Installation	Elevation (ft)	Density (g/cm ³)	Total Sample Thickness (inch)	Outer Non-Activated Layer (inch)	Activated Layer* (inch)	Inner Non-Activated Layer (inch)	Activated Area %
Soda Springs Rd. & Sierra Rd.	1	1960	6894	1.51	0.576	0.305	0.102	0.169	17.7
Soda Springs Rd. & Sierra Rd.	2	1960	6894	1.54	0.558	0.326	0.077	0.155	13.8
Palisade Rd.	1	1960	6923	1.65	0.602	0.2	0.222	0.18	36.9
Palisade Rd.	2	1960	6923	1.68	0.605	0.131	0.26	0.214	43.0
Allen Dr. & Hemlock Dr.	1	1960	6887	1.72	0.518	0.259	0.068	0.191	13.1
Allen Dr. & Hemlock Dr.	2	1960	6887	1.53	0.519	0.338	0.055	0.126	10.6
Lake Dr. & Sierra Rd.	1	1960	6879	1.78	0.56	0.232	0.189	0.139	33.8
Lake Dr. & Sierra Rd.	2	1960	6879	1.73	0.557	0.221	0.192	0.144	34.5
1960 Average				1.64	0.562	0.252	0.146	0.165	25.4
1960 Standard Deviation				0.10	0.033	0.070	0.079	0.029	12.9
Serene Rd.	1	1968	6896	1.72	0.755	0.136	0.497	0.122	65.8
Serene Rd.	2	1968	6896	1.73	0.757	0.101	0.516	0.14	68.2
1968 Average				1.73	0.76	0.12	0.51	0.13	67.00
1968 Standard Deviation				0.01	0.00	0.02	0.01	0.01	1.65
Serene Rd. & Alpine Way	1	1973	6916	1.97	0.707	0.123	0.428	0.156	60.5
Serene Rd. & Alpine Way	2	1973	6916	1.62	0.712	0.095	0.45	0.167	63.2
Hillside Rd. & Pahatsi Rd.	1	1973	6992	1.7	0.776	0.121	0.529	0.126	68.2
Hillside Rd. & Pahatsi Rd.	2	1973	6992	1.72	0.766	0.208	0.43	0.128	56.1
1973 Average				1.75	0.74	0.14	0.46	0.14	62.01
1973 Standard Deviation				0.15	0.04	0.05	0.05	0.02	5.03
Bales Rd.	1	1960/1968	6884	1.64	0.715	0.185	0.32	0.21	44.8
Bales Rd.	2	1960/1968	6884	1.75	0.674	0.205	0.32	0.149	47.5
Pipe C	1	Unknown	Unknown	1.72	0.532	0.189	0.18	0.163	33.8
Pipe C	2	Unknown	Unknown	1.77	0.538	0.231	0.139	0.168	25.8
Pipe D	1	Unknown	Unknown	1.95	0.544	0.272	0.151	0.121	27.8
Pipe D	2	Unknown	Unknown	1.77	0.519	0.22	0.164	0.135	31.6
Total Average				1.71	0.62	0.20	0.26	0.16	39.83
Total Standard Deviation				0.12	0.10	0.07	0.16	0.03	19.01

*A pH of 8.4 will activate the Phenolphthalein solution on the pipe sample



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

Date: Friday February 8, 2019 / **Time:** 6:00 p.m. / **Place:** 7305 Short Road, Serene Lakes, CA

I. Open Meeting:

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

Director Michael Lindquist
Director Dan Stockton
Director Richard Simpson

The meeting was teleconferenced pursuant to Government Code Section 54953 to allow attendance by:

1. Director Karen Heald from 1520 E Covell Blvd 5B #262, Davis, CA.
2. Director Bob McCormick from 400 Capitol Mall, 27th Floor, Sacramento CA

Staff members present: Bill Quesnel, General Manager
Anna Nickerson, Financial Consultant

Staff present by phone: Jeff Mitchell, District Counsel

Guests present: Jeff Krebill and Patrick Baird

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. Krebill, resident and utility operator for the District, addressed the Board. He made the following comments:

- He had been seeing changes in water quality in the lakes that needed attention. He also mentioned the detection of E.coli at the Bales access point.
- He mentioned upcoming projects like the extension of the lake intake at Bales and the possible disruption to boat storage. He suggested that the District might allow boat storage at the vacant lot across the street.
- He mentioned providing a bathroom at the Bales access point, possibly at the vacant lot across the street, for both public and employee use. That way staff wouldn't have to come back to the filter plant to use the bathroom.
- He suggested that an arsenic removal system be added to the well that serves as the District's backup water system. He voiced his concern about dumping well water, with high levels of arsenic, into the lake when running the well on a monthly basis.
- He said the subdivision was seeing improvements after the Land Trust purchase but was concerned the lakes could die if something wasn't done like dredging the lakes.

Director Lindquist asked, in the interest of time, that Mr. Krebill put his suggestions in writing for the Board's review.

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

A motion was made by Director Stockton and seconded by Director Simpson to approve the agenda as presented. The motion passed by a roll call vote. Ayes: Directors Lindquist, Stockton, Simpson, Heald and McCormick. Noes: none. Abstentions: none. Absent: none.

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. There were no public comments received after the agenda was posted.

V. Operations: Mr. Quesnel's operations report was presented to the Board for consideration and possible action. Mr. Quesnel asked how the Board wanted to respond the SLPOA's request for additional boat storage. He also said that, as of that morning, there were only seven meters not reporting usage instead of the previous 11. Director Simpson said he thought one of the meters might be dead since it hadn't registered a reading 354 days. Mr. Quesnel said he was sure the meter wasn't dead, it just wasn't talking.

Mr. Quesnel then reported that staff was able to get the two sewer pump impellers changed and anticipated that the new impellers would alleviate a lot of the challenges with that pump station. He also reported that water use was down a little but still higher than normal. He then suggested putting together a brochure to be sent to homeowners that rent out their homes explaining proper use of the stopndrain valve, in addition to posting a video on the website.

Mr. Quesnel reported that staff was continuing to monitor the deep water extension of the lake intake at Bales. He said, although the water was warmer at the deeper level, the amount of dissolved oxygen (DO) didn't make sense. He said he has asked to borrow a sampler from Donner Summit PUD to double check that the District's equipment was working properly. He also said, if the very low DO levels continued, the District may need to consult with someone that had an understanding of lake water and stratification. The temperature of the deep water was good, pH level was comparable and the turbidity was only slightly higher. It was the lack of DO that was concerning. Director Simpson asked if organic materials would deplete the DO. Mr. Quesnel said it would but with water temperatures between 3°C to 4°C, he thought the decomposition process would be slowed. Director McCormick asked why a lack of DO was a problem. Mr. Quesnel said the general consensus was that with DO levels lower than 3 parts/million, 3mg/liter, for more than a couple weeks, fish would die the lake would more or less die causing a taste and odor problem and a decrease in water quality. Mr. Quesnel said before extending the intake, it was necessary to have an understanding of the effects of stratification and lower DO.

Director McCormick asked about discontinuance of service for not testing a backflow device. He wanted to know if it was a test the District was doing or if it was the homeowner's responsibility. Mr. Quesnel explained that it was a State requirement to test backflow devices annually and that the District's code mimicked that State requirement. He said the District tracks the annual testing and sends reminder letters to homeowners but that it was the homeowner's responsibility to have the backflow device tested by a qualified provider. He said the District provides a list of four providers that perform the majority of the tests in the area. Mr. Quesnel said, based on a note made by the State inspector, the District has become very aggressive with its monitoring of backflow tests, to the point of discontinuing service. He explained that the purpose

of a backflow device was to protect the water distribution system in the event of a drop in water pressure. For example, in the event that the water pressure in the District's distribution system dropped below the water pressure in a house, a backflow device would stop glycol from getting into the distribution system.

Director Simpson asked if there were additional credits that needed to be claimed, in addition to the reduction of the January payment to Donner Summit PUD. Mr. Quesnel said there were not.

Director Simpson then said he thought SLPOA's two requests would require changes to the license agreement. First, the license agreement stated SLPOA has a pier at Sierra and now they wanted to substitute the pier with a dock. Second, the number of boats stored at Bales and Swiss were written into Exhibit B of the license agreement. He felt it made sense to hold off on the discussion on adding capacity until after the license agreement was in place unless the Board wanted to modify the license agreement, to which he had additional concerns. Mr. Quesnel said the terms pier and dock were considered interchangeable, one floated and one didn't, as long as the size and materials were correct. As for the additional boat storage, he felt it was going to take some time to get an understanding of the need and availability. Mr. Quesnel also felt the license agreement should be completed and changes could be made to the Exhibits if and when additional boat storage was approved. Director Simpson said he still had a problem with Lot 1.

Director Simpson asked what the backflow test providers response was to the request to be more proactive. Mr. Quesnel said the test provider accepted his request to be more proactive. He also said the District needed to be more forceful by telling people their water would be discontinued. For example, there was an instance where several requests for a backflow test was sent to a homeowner with no response. It wasn't until staff showed with the backhoe to dig up the meter to shut the water off before the homeowner understood the urgency of the matter and agreed to have the test done immediately.

Director Simpson said, in reference to the imbalance between water and sewer flows, the District seemed to be losing a lot of water; about 30 gallons/minute. He said he had a hard time believing it was all stop&drain valves. Mr. Quesnel said he felt the increase was due to the influx of people over the Martin Luther King holiday not operating their stop&drain valves correctly. He also said it was easy to get to that number by projecting information from the letters sent to homeowners regarding leaks along with the amount of time spent by the staff going over to houses where the 110 automatically reporting meters were installed. Director Simpson said, if his stop&drain valve was leaking he would have water running out of the front of the house. Mr. Quesnel said that wasn't necessarily true; there was a house on Pahatsi that had almost a gallon/minute leak for five days with nothing visible because the water was running under the garage slab.

Director Simpson asked if the problem with the pump at SPS 2 could be brought up to date. Mr. Quesnel said, with the break in the weather the day before, the company from Vacaville was able to send a guy up with overhaul kits and repaired the pumps. Director Simpson said the question was, would there be more junk flowing through SPS 2 and would there be an effect on SPS 1? Mr. Quesnel said at SPS 2, there was an old style impellor and that when the technician took the impellor apart he was able to show how big the gaps were that let in the junk. The other pump stations were not experiencing the same problems.

Director Heald said she didn't have any questions regarding the operations report but she did have concerns about expanding boat storage at Bales. She encouraged the Board to go back through the minutes of the lake management plan specifically regarding the amount of boat storage at each location. She said staff had made some strong recommendations, especially about Bales. She added that after the first year, SLPOA wanted to increase boat storage at Bales but Mr. Quesnel had some very good reasons not to make a change. Director Simpson asked that the information be available for the March meeting. Mr. Quesnel said he would be happy to compile the information for review at the March meeting. Director Lindquist asked that he list the advantages and disadvantages of additional boat storage. Director McCormick suggested that SLPOA have a representative at the March meeting. Mr. Quesnel said he would send SLPOA an invitation to the March meeting.

VI. Consent Items Calendar:

The Consent Items Calendar was presented to the Board for action. The Consent Items Calendar included the minutes from the January 11, 2019 Regular Meetings; the January 2019 Check Register; Disbursements for Board Approval; and financial reports for the month ending January 31, 2019. Director Lindquist asked if anyone wanted to pull anything off the consent calendar.

A motion was made by Director Stockton and seconded by Director Simpson to approve the Consent Items Calendar. The motion passed by a roll call vote. Ayes: Directors Lindquist, Stockton, Simpson, Heald and McCormick. Noes: none. Abstentions: none. Absent: none.

VII. New Business:

A. Dana Merryman's request for a late fee waiver was presented to the Board for consideration and possible action. Director Simpson said the penalty was there to urge people not to forget and therefore he felt he needed to reject the request. Director Lindquist agreed with Director McCormick's comment that there was a cost to the other rate payers when someone doesn't pay on time. The late fee was to reimburse the other rate payers for that cost. Director McCormick was told that a waiver was only issued once to someone who lost their primary residence in the Santa Rosa wild files and then missed a water payment. Director Heald said that was one of the reasons the Board wanted to provide an online payment option. Director Stockton added that allowing exceptions would require new rules that would be hard to define.

A motion was made by Director Stockton and seconded by Director Simpson to reject the request for waiver of the penalty. The motion passed by a roll call vote. Ayes: Directors Lindquist, Stockton, Simpson, Heald and McCormick. Noes: none. Abstentions: none. Absent: none.

VIII. Old Business:

A. SLPOA License Agreement was presented to the Board for consideration and possible action. Mr. Mitchell said, before starting the discussion, there should be a record of Director McCormick recusing himself from the discussion. Mr. Quesnel said the renewal of the

license agreement was in the best interest of both parties. There were discussions between the two parties regarding language and insurance requirements culminating with a meeting at Mr. Mitchell's office. The parties came to an agreement, the Board reviewed the agreed upon language at the December meeting, SLPOA reviewed and agreed to the language and the agreement was signed by SLPOA's President at the end of January. Staff's recommendation was for the Board to approve the agreement and authorize signature by the Board President. Mr. Quesnel also said, after the agreement was in place, the Board could then move on to possible changes to boat storage at Sierra and Bales and the issue at Lot 1.

A motion was made by Director Lindquist and seconded by Director Stockton to approve the SLPOA license agreement as presented for signature by the Board President.

Director Simpson said he has been concerned with the Lot 1 situation and asked for an update from Mr. Quesnel. Director Simpson said he assumed both the license agreement and the letter regarding Lot 1 water activities would be presented at the same time. Mr. Quesnel said he understood they would be handled one at a time. He also said he and Mr. Mitchell had some discussion about sending the letter, after the license agreement was signed. The letter would outline the confirmation of the terms, including the lake bottom and floating things not described in the original agreement. It was his goal to have the Lot 1 issue to the Board at the March meeting. Director Heald said she thought it was made clear at the January meeting that the Board wanted to finish the license agreement and then move on to the Lot 1 issue. She said she was ready to approve the license agreement. Director Stockton said he too was ready to approve the license agreement. Director Simpson said he was ready to vote and that he would not vote for it. He wanted to see Lot 1 added into Exhibits A and B of the license agreement. He said every time he reads the document he basically agrees with it except for the omission of Lot 1.

The motion passed by a roll call vote: Ayes: Directors Lindquist, Stockton and Heald. Noes: Director Simpson. Abstentions: none. Absent: none. Director McCormick recused himself.

B. The topic of General Manager Recruitment was on the agenda for discussion and possible action. Just before to the meeting the Board was provided a memorandum from Director Lindquist regarding the General Manager Recruitment. The Board was given a few minutes to read the two page outline. Director Heald asked Mr. Quesnel if the list covered everything he did. Mr. Quesnel said the job description was pretty close. Director Heald then asked about supervising employees including the District's Financial Consultant. Mr. Quesnel referred to item 1.b. of Job Summary paragraph regarding the supervision of employees but agreed that it did not talk specifically about supervising Anna. He said "honestly I don't supervise Anna". Director Lindquist said it would be good to have something about supervising the Office Manager in the job description should something change in the future.

Director Lindquist said there were a couple overlying philosophies that lead to the information contained in the General Manager Recruitment memorandum. One was the thought that the preferred candidate might not have all eleven qualifications and that the first thing to be removed from the list would be engineering and then some of the construction management. Director McCormick asked if a job description was available for industries that managed water systems or if the District was unique. Director Lindquist said the District's uniqueness was its size. Director Simpson said he found a couple of job descriptions but they didn't fit the size of the District. He said they would need to tailor the description to fit the situation. Director Stockton said he reviewed the information and found it to be complete. He also said he received feedback

from staff that it would be helpful if the General Manager could be onsite more often; it would make their jobs easier. Director Lindquist said he feels the person should be a good people person.

Director Lindquist said he would like to have an open recruitment. He also said there were lots of publications, job boards, word of mouth etc. for posting the job notice and Mr. Quesnel said a post on CWEA would run about \$100 and a post on Brown & Caldwell would run about \$200. Mr. Quesnel also said the last two advertisements he placed in newspapers for operators were a waste of money and recommended posting with Brown & Caldwell and CWEA.

Mr. Quesnel said the description lacked information about salary, benefits and whether or not it was going to be a contract or an employee position with CalPERS benefits. He said it was his experience that those were the first questions asked when someone enquired about a position with the District. Director Lindquist agreed that that was the next step.

Director Lindquist then said the two fundamental choices were a contract employee or a permanent full-time position. He said it could also be a permanent part-time position with benefits. Director Stockton asked if it mattered having a benefited employee vs. a contract employee. He also asked if the job could be described both ways. Director Lindquist said if the Board decided to make it a permanent position then the applicant would probably be someone who was currently in a public position so they could continue their current benefits. Otherwise, the contract employee position would attract someone already in business for themselves. Director Heald was concerned about the long-term liability associated with CalPERS benefits. Director Lindquist said with the new PEPPRA, established in 2012, the long-term liability would be more manageable. Director Heald also said, from a recruitment perspective, a full-time position would be much more attractive. Director Stockton agreed. Jeffrey Mitchell suggested the Board focus on whether the position would be full-time or part-time because if the Board determined that it would be a full-time position, then that person would have to be an employee, the Board would not be able to hire a full-time contract employee because of the employment rules in California. Director Heald confirmed that the rules for contract employees had been tighten-up in the past year or so. When asked, Mr. Quesnel said he felt the position should be full-time. When he started 10 years ago, it was supposed to be a 10 hours a week position. Since then, there was a shift to become Operations Manager and then another shift to General Manager. He felt it was at least a 30 hour per week position.

Director Simpson suggested that it be a full-time permanent position but that the District would discuss a contracted position if requested. Mr. Quesnel said there were big firms that provide Public Works Directors for towns giving the Board the option of a contracted position. The concern would be having a designated person. Jeffrey Mitchell said when public agencies or cities look for a new city attorney, it was not uncommon for the RFP to say "they would consider either a firm or an individual". Director Simpson said he was concerned about the firm approach because the general manager could be a different person from week to week. Director Lindquist said, with a firm, the District could not restrict who the person had to be, the agreement would have to require Board approval before any change. Director Heald said she wanted to have a qualified person regardless if it were an employee or contractor.

Director Lindquist said next, he would like to reach out to the industry to see if there were any firms interested in the position. He said one possibility was to go out as a contract position and see what happens. If the result were not good then go out again as a permanent position. His preference was to reach out to the industry to see if there was any interest. Director Simpson asked

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if Mr. Quesnel would be available for support during the transition. Mr. Quesnel said he expected to provide support to the new person or firm for at least six months but his time needed to start dropping off as of June 1, 2019.

At the March 2019 meeting, Director Lindquist anticipated having a recruitment plan for the Board's review. Director Simpson said the Board needed to keep Mr. Quesnel's schedule in mind since a recruitment plan won't be available until March. He also said the plan would needed to be ready to implement in order to meet the June 1st deadline. Director Lindquist agreed and said he knew that it would be three solid months from the date of advertisement before having a candidate.

IX. Administration:

A. A list of Follow-up Items from the January 2019, board meeting was presented to the Board for consideration and possible action. Mr. Quesnel said he sent the letter to SLPOA and Director Lindquist suggested removing the item regarding a District weather station

B. The Status of Action Items remaining as of the February 2019 board meeting was presented to the Board for consideration and possible action.

- Office Procedures Manual – in process
- Stop&drain valve program – in process. Mr. Quesnel said, from staff's perspective, the video would work. He then asked if the Board was interested in preparing a brochure, teepee or laminated card that could be distributed to all property owners, especially those that rent their homes. Director Lindquist suggested, and Director Simpson agreed, that it could be a great project for an Eagle Scout; public outreach, making a video etc.
- Best Management Practices – in process. Mr. Quesnel said his goal was to talk to John Cobourn to get some information.
- AMR Data Collection – in process.
- Policies & Procedures review – in process.
- Insurance Policies review – in process. Mr. Mitchell said he was in the process of wrapping it up.
- Urgent Matter Protocol – in process. Mr. Mitchell had a start of something but was working on it.

X. Adjournment

A motion was made by Director Stockton and seconded by Director Simpson to adjourn the meeting. The motion passed by a roll call vote. Ayes: Directors Lindquist, Stockton, Simpson, Heald and McCormick. Noes: none. Abstentions: none. Absent: none.

The minutes were approved at the Regular Meeting held on March 8, 2019, 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:

Sierra Lakes County Water District
Check Registers
February 2019

Type	Date	Num	Name	Memo	Amount
1002 - DEMAND Account					
RECONCILIATION:					
	2/1/2019		Beginning Cash Balance		343,524.26
			Deposits		144,761.42
			Deposit - Interest		7.45
			Funds Transferred To/From Investment Account		
DEMAND ACCOUNT DISBURSEMENTS:					(111,044.49)
	2/28/2019		Ending Cash Balance		<u>377,248.64</u>
1031 - GASB 45-OPEB Account					
RECONCILIATION:					
	2/1/2019		Beginning Cash Balance		163.13
			Deposit - Interest		-
			Funds Transferred To/From Investment Account		-
	2/28/2019		Ending Cash Balance		<u>163.13</u>
Placer County Treasurer's Fund					
RECONCILIATION:					
	2/1/2019		Beginning Cash Balance		2,508,910.73
			Deposit - Interest		3,629.73
			Funds Transferred To/From Investment Account		-
	2/28/2019		Ending Cash Balance		<u>2,512,540.46</u>
Local Area Investment Fund (LAIF)					
RECONCILIATION:					
	2/1/2019		Beginning Cash Balance		614,205.01
			Deposit - Interest		-
			Funds Transferred To/From Investment Account		-
	2/28/2019		Ending Cash Balance		<u>614,205.01</u>
Assessment District 2011-01					
RECONCILIATION:					
	2/1/2019		Beginning Cash Balance		477,246.69
			Assessments Received		457.00
			Deposit - Interest		9.15
			Disbursements - USDA Assessment Loan Payment		
	2/28/2019		Ending Cash Balance		<u>477,712.84</u>

1002 - US Bank - Demand

Bill Pmt -Check	02/08/2019	21509	Donner Summit Public Utility District	Feb 2019 Wastewater Treatment Fees	(38,600.00)
Bill Pmt -Check	02/08/2019	MED022019	Public Employees' Retirement System (Med)	Medical - 1347	(8,819.71)
Liability Check	02/01/2019	013119PR	QuickBooks Payroll Service	Created by Payroll Service on 01/31/2019	(8,276.18)
Liability Check	02/15/2019	021518PR	QuickBooks Payroll Service	Created by Payroll Service on 02/14/2019	(7,510.62)
Bill Pmt -Check	02/08/2019	21502	Acumen Engineering Company	Jan 2019 Professional Fees	(7,202.46)

Sierra Lakes County Water District
Check Registers
February 2019

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	02/08/2019	6672-6677	Pacific Gas & Electric	Electricity	(4,288.68)
Bill Pmt -Check	02/22/2019	6686	Anna M. Nickerson	Professional Fees 2-1-19 to 2-15-19	(4,000.00)
Bill Pmt -Check	02/08/2019	21506	Kronick Moskovitz Tiedemann & Girard	Dec 2018 Legal Fees	(3,549.30)
Liability Check	02/14/2019	E-pay	Internal Revenue Service	P/R Taxes: 94-1619513 QB Tracking # 365359326	(3,342.64)
Bill Pmt -Check	02/08/2019	21503	Anna M. Nickerson	Professional Fees 1/16/19 to 1/31/19	(2,880.00)
Bill Pmt -Check	02/08/2019	6684	USA Blue Book	Turbidimeter, pH sensor & Salt Bridge & Fill Solution, Lab Supplies	(2,855.01)
Bill Pmt -Check	02/22/2019	6695	USA Blue Book	Drum Mount Mixer	(2,833.88)
Liability Check	02/08/2019	RET0119	Public Employees' Retirement System (Ret)	Retirement - 1347	(2,723.81)
Bill Pmt -Check	02/08/2019	6680	Suburban Propane	Propane	(1,881.72)
Bill Pmt -Check	02/08/2019	21504	Ferguson Waterworks	EZ Street asphalt	(1,177.18)
Bill Pmt -Check	02/08/2019	21507	Patrick Baird (Reimbursement)	CDL Training & Mileage Reimbursement	(1,053.02)
Bill Pmt -Check	02/22/2019	6691	Pacific Gas & Electric	Electricity	(962.63)
Bill Pmt -Check	02/22/2019	6689	Kronick Moskovitz Tiedemann & Girard	Jan 2019 Legal Fees	(849.60)
Liability Check	02/14/2019	E-pay	Employment Development Department	P/R Taxes: 499-0546-6 QB Tracking # 365346326	(782.65)
Liability Check	02/12/2019	020819PR	QuickBooks Payroll Service	Created by Payroll Service on 02/08/2019	(711.90)
Bill Pmt -Check	02/22/2019	6688	AT&T	Telephone	(611.96)
Check	02/04/2019	020419	BluePay	Merchant Fees	(590.60)
Bill Pmt -Check	02/08/2019	6669	Hazardous Disposal Specialists, Inc.	Cubic Yard Box Disposal	(566.38)
Check	02/15/2019	021519	Reserve Account	Postage	(500.00)
Bill Pmt -Check	02/08/2019	6671	Napa Sierra	Oil	(472.44)
Check	02/12/2019	021218	Sierra Lakes County Water District	7207 Palisade - 2018/19 Assessment	(457.00)
General Journal	02/28/2019	022819-JK		J Krebill P/R Ded - Water/Sewer Fees	(394.50)
Bill Pmt -Check	02/22/2019	6694	Thatcher Company, Inc.	Filter Plant Chemicals	(337.86)
Bill Pmt -Check	02/08/2019	6670	Mountain Hardware	Duct tape, Filter, Respirator & Ice melt	(326.87)
Bill Pmt -Check	02/22/2019	6693	Tahoe Truckee Sierra Disposal Co., Inc.	Garbage	(286.29)
Bill Pmt -Check	02/08/2019	21508	Placer County Human Resources	Feb 2019 Dental/Vision Premium	(282.80)
Bill Pmt -Check	02/08/2019	6668	Cranmer Engineering, Inc.	Filter Plant Testing	(205.00)
Bill Pmt -Check	02/08/2019	6681	Summit Home Care	Office Cleaning	(200.00)
Liability Check	02/08/2019	E-pay	Internal Revenue Service	P/R Taxes: 94-1619513 QB Tracking # 97356326	(198.70)
Bill Pmt -Check	02/08/2019	6682	Tahoe Supply Company	Bleach, Cleaning supplies & paper products	(191.75)
Bill Pmt -Check	02/22/2019	6692	Patrick Baird (Reimbursement)	On-Call Mileage Reimbursement	(186.39)
Bill Pmt -Check	02/13/2019	DD522	Dan L Stockton (Director)	Mileage to 2/8/19 Board Meeting	(174.00)
Bill Pmt -Check	02/13/2019	DD523	Lindquist, Michael (Director)	Mileage to 2/8/19 Board Meeting	(121.80)
Bill Pmt -Check	02/08/2019	6683	The Office Boss	Office, Computer & Boardroom Supplies and copy paper	(114.76)
Bill Pmt -Check	02/08/2019	6678	Safety-Kleen Systems, Inc.	Used Oil Disposal	(114.40)
Bill Pmt -Check	02/22/2019	6687	Aramark	New Employee Shirts	(113.20)
Bill Pmt -Check	02/08/2019	6667	Badger Meter	Feb 2019 Cellular Fee - Meter Test Program	(98.79)
Bill Pmt -Check	02/08/2019	6685	Verizon Wireless	Cell Phone & On-Call iPad	(73.75)
Liability Check	02/08/2019	E-pay	Employment Development Department	P/R Taxes: 499-0546-6 QB Tracking # 97353326	(70.00)
Check	02/07/2019	020719	BluePay	Merchant Fees	(30.35)
Bill Pmt -Check	02/08/2019	6679	Sierra Mountain Pipe & Supply	Idler	(14.51)
Bill Pmt -Check	02/22/2019	6690	Napa Sierra	Lock Pins	(5.90)
Check	02/12/2019		QuickBooks Payroll Service	Created by Direct Deposit Service on 02/08/2019	(3.50)
Paycheck	02/04/2019	DD510	Jeffery D. Krebill	Direct Deposit: Pay Period Ending 01/31/19	-

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Sierra Lakes County Water District
Check Registers
February 2019

Type	Date	Num	Name	Memo	Amount
Paycheck	02/04/2019	DD511	Matthew M Marriner	Direct Deposit: Pay Period Ending 01/31/19	-
Paycheck	02/04/2019	DD512	Patrick J Baird	Direct Deposit: Pay Period Ending 01/31/19	-
Paycheck	02/13/2019	DD517	Robert M McCormick {Salary}	Direct Deposit: 2/8/19 Board Meeting	-
Paycheck	02/13/2019	DD513	Dan L Stockton {Salary}	Direct Deposit: 2/8/19 Board Meeting	-
Paycheck	02/13/2019	DD514	Karen Heald {Salary}	Direct Deposit: 2/8/19 Board Meeting	-
Paycheck	02/13/2019	DD515	Michael E Lindquist {Salary}	Direct Deposit: 2/8/19 Board Meeting	-
Paycheck	02/13/2019	DD516	Richard A Simpson {Salary}	Direct Deposit: 2/8/19 Board Meeting	-
Paycheck	02/19/2019	DD519	Jeffery D. Krebill	Direct Deposit: Pay Period Ending 02/15/19	-
Paycheck	02/19/2019	DD520	Matthew M Marriner	Direct Deposit: Pay Period Ending 02/15/19	-
Paycheck	02/19/2019	DD521	Patrick J Baird	Direct Deposit: Pay Period Ending 02/15/19	-
Paycheck	02/19/2019	DD518	Brian Lundgren	Direct Deposit: Pay Period Ending 02/15/19	-
Total 1002 - US Bank - Demand					(111,044.49)
TOTAL					(111,044.49)

10:21 AM
03/01/19

Sierra Lakes County Water District
Payroll Summary
February 2019

	Dan L Stockton {Salary}	Karen Heald {Salary}	Michael E Lindquist {Sa...	Richard A Simpson {Sal...	Robert M McCormick {...	TOTAL
Employee Wages, Taxes and Adj...						
Gross Pay						
Salary Director	180.00	180.00	180.00	180.00	180.00	900.00
Total Gross Pay	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
Taxes Withheld						
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
SDI (Employee)	-1.80	-1.80	-1.80	-1.80	-1.80	-9.00
Medicare Employee Addl Tax	0.00	0.00	0.00	0.00	0.00	0.00
Total Taxes Withheld	-87.57	-15.57	-15.57	-65.57	-15.57	-199.85
Deductions from Net Pay						
Medical Insurance (Employee)	0.00	0.00	0.00	0.00	0.00	0.00
Total Deductions from Net Pay	0.00	0.00	0.00	0.00	0.00	0.00
Net Pay	92.43	164.43	164.43	114.43	164.43	700.15
Employer Taxes and Contributions						
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
SUI (District)	8.82	8.82	8.82	8.82	8.82	44.10
ETT (District)	0.18	0.18	0.18	0.18	0.18	0.90
Total Employer Taxes and Contr...	22.77	22.77	22.77	22.77	22.77	113.85

Sierra Lakes County Water District
Operating Budget-to-Actual
Fiscal Year July 1, 2017 to June 30, 2018

	MONTH TO DATE				YEAR TO DATE				ANNUAL BUDGET	
	Month End 2/28/19	Budget	Favorable / (Unfavorable)	% of Budget	YEAR TO DATE	Budget	Favorable / (Unfavorable)	% of Budget	FY 18-19 Budget	% of Budget
<u>Water Sewer Revenues</u>										
8000-01 · Annual Water Fees	71,079	71,079	-	100%	568,632	568,632	-	100%	852,948	67%
8000-02 · Annual Sewer Fees	98,585	98,585	(0)	100%	788,677	788,677	-	100%	1,183,016	67%
8030 · Property Taxes	229,903		229,903	100%	259,879	250,000	9,879	104%	390,000	67%
8050 · Customer Late Fees	(62)		(62)	100%	5,172	5,000	172	103%	10,000	52%
8005 · Primary Facilities Fees - Sewer	-	-	-	0%	780	-	780	100%	23,400	3%
8006 · Primary Facilities Fees - Water	-	-	-	0%	183	-	183	100%	5,475	3%
8052 · GAPVAX Services	-	-	-	0%	-	-	-	0%	-	0%
8020 · Other Income	3,644	-	3,644	100%	26,853	-	26,853	100%	-	-100%
Total Revenues Received:	403,148	169,664	233,485	238%	1,650,176	1,612,309	37,866	102%	2,464,839	67%
<u>Controllable Expenses:</u>										
<u>Salaries:</u>										
9001 · Director Salaries	900	1,800	900	50%	7,200	14,400	7,200	50%	21,600	33%
9002 · Office Salaries	-	-	-	0%	-	-	-	0%	-	0%
9002-01 Office Hourly Regular	-	-	-	0%	-	-	-	0%	-	0%
9003 · Maintenance Salaries	17,655	21,350	3,695	83%	166,590	170,800	4,210	98%	257,387	65%
9003-01 - Maint Hourly Regular	1,525	536	(989)	284%	8,785	4,290	(4,495)	205%	6,435	137%
9003-02 - Maint Overtime	2,040	2,167	127	94%	17,440	17,333	(107)	101%	26,000	67%
9003-03 - Maint Standby	-	-	-	0%	-	-	-	0%	1,500	0%
9003-00 - Maint Salaries - Other	-	-	-	0%	-	-	-	0%	-	-
9003-04 - Labor Allocated to Projects	-	-	-	0%	-	-	-	0%	-	-
Total 9000 · Salaries	22,120	25,853	3,733	86%	200,015	206,823	6,808	97%	312,922	64%
<u>Payroll Expense</u>										
9005 · Payroll Expense - SS & Medicare	1,692	1,857	165	91%	15,301	14,857	(444)	103%	22,286	69%
9007 · Payroll Expense- SUI & ETT	70	329	259	21%	2,233	2,633	400	85%	3,950	57%
9008 · Payroll Expense - Retirement	1,244	3,827	2,583	33%	10,313	30,614	20,301	34%	45,921	22%
9009 · Payroll Expense - Medical & D/V	7,157	12,250	5,093	58%	65,084	98,000	32,916	66%	147,000	44%
9010 · Payroll Expense - Workers' Comp	-	-	-	0%	5,397	6,950	1,553	78%	13,900	39%
Total 9004 · Payroll Expense	10,163	18,263	8,100	56%	98,328	153,055	54,727	64%	233,057	42%
<u>Indirect & G&A</u>										
9012 · Legal Expense:	850	3,000	2,150		19,602	24,000	4,398	82%	36,000	54%
9013 · Audit Expense	-	-	-	0%	12,250	12,250	-	100%	12,250	100%
9014 · Fees & Penalties	44	125	82	35%	450	1,000	550	45%	1,500	30%
9016 · Directors' Expense	296	833	538	35%	3,220	6,667	3,447	48%	10,000	32%
9017 · Professional Fees - Operations	12,470	12,083	(387)	103%	90,225	96,667	6,442	93%	145,000	62%
9018 · Professional Fees - Office	6,000	10,400	4,400	58%	66,880	83,200	16,320	80%	124,800	54%
9019 · Staff Travel/Training	947	167	(780)	568%	7,051	1,333	(5,718)	529%	2,000	353%
9022 · Election Expense	-	-	-	0%	-	2,500	2,500	0%	2,500	0%
9023 · Insurance Expense	-	-	-	0%	11,216	15,000	3,784	75%	20,000	56%
9024 · Membership Expense	188	-	(188)	100%	9,391	9,450	59	99%	12,000	78%
9026 · Outside Services	70	240	170	29%	2,073	1,920	(153)	108%	2,880	72%
9028 · Telephone Expense	686	625	(61)	110%	4,507	5,000	493	90%	7,500	60%
9029 · Garbage/Hazmat Expense	286	375	89	76%	2,903	3,000	97	97%	4,500	65%

Sierra Lakes County Water District
Operating Budget-to-Actual
Fiscal Year July 1, 2017 to June 30, 2018

	MONTH TO DATE				YEAR TO DATE				ANNUAL BUDGET	
	Month End 2/28/19	Budget	Favorable / (Unfavorable)	% of Budget	YEAR TO DATE	Budget	Favorable / (Unfavorable)	% of Budget	FY 18-19 Budget	% of Budget
9030 • Uniform Expense	113	169	56	67%	716	1,350	634	53%	2,025	35%
9034 • Propane Expense	6,045	1,075	(4,970)	562%	7,646	7,500	(146)	102%	10,700	71%
9036 • SCADA System Expense	-	290	290	0%	3,555	2,330	(1,225)	153%	3,500	102%
9037 • M&O Asset Mgmt Sys (SLAMS)	-	375	375	0%	3,750	3,000	(750)	125%	4,500	83%
9040 • Office Expense	92	250	158	37%	1,428	2,000	572	71%	3,000	48%
9041 • Postage Expense	500	225	(275)	222%	528	1,800	1,272	29%	2,700	20%
9042 • Postage Meter Expense	277	-	(277)	100%	862	650	(212)	133%	1,300	66%
9043 • Copier & Fax Expense	44	79	35	56%	335	633	298	53%	950	35%
9044 • Computer Equipment & Service	-	-	(840)	0%	-	7,000	(13,894)	298%	7,000	0%
9044-01 • General Expense	111	-	-	100%	1,196	-	-	-	-	-
9044-02 • Website Design	-	-	-	-	6,024	-	-	-	-	-
9044-03 • Merchant Fees	729	-	-	-	13,674	-	-	-	-	-
Total 9011 • Indirect & G&A	29,746	30,311	565	98%	269,483	288,250	18,766	93%	416,605	65%
<u>MAINTENANCE & OPERATIONS</u>										
<u>Water Treatment & Filter Plant</u>										
9101 • Filter Plant Operations & Maint	-	375	375	0%	6,319	3,000	(3,319)	211%	4,500	140%
9102 • Filter Plant-Chems, Lab & Equip	2,019	625	(1,394)	323%	9,150	10,000	850	92%	15,000	61%
9103 • Filter -Water Pumping Plant M&O	-	83	83	0%	284	667	383	43%	1,000	28%
9104 • Well Pump Station Expense	-	-	-	0%	220	-	(220)	100%	-	-100%
Total 9100 • Water Treatment & Filter Plant	2,019	1,083	(936)	186%	15,973	13,667	(2,306)	117%	20,500	78%
<u>Water Distribution</u>										
9201 • Water Dist - General Maint	225	500	275	45%	7,025	4,000	(3,025)	176%	6,000	117%
9202 • Water Dist - Pipes & Fittings	-	208	208	0%	1,190	1,667	477	71%	2,500	48%
9203 • Water Dist - Hydrant Maint	28	63	34	45%	28	500	472	6%	750	4%
9204 • Fees - Water	-	1,042	1,042	0%	6,869	8,333	1,464	82%	12,500	55%
9205 • Water Dist - Electricity	3,557	2,667	(890)	133%	21,084	21,333	249	99%	32,000	66%
9600 • Water Dist - Meters/Parts	-	83	83	0%	442	667	225	66%	1,000	44%
9601 • Water Conservation	-	208	208	0%	875	1,667	792	53%	2,500	35%
Total 9200 • Water Distribution	3,810	4,771	961	80%	37,514	38,167	653	98%	57,250	66%
<u>Wastewater Collection System</u>										
9301 • Wastewater - General Maint	225	708	483	32%	6,837	5,667	(1,171)	121%	8,000	85%
9302 • Wastewater - Pipes/Fittings	-	83	83	0%	823	667	(156)	123%	1,000	82%
9303 • Wastewater- Enzymes/Lab Testing	-	417	417	0%	2,304	3,333	1,030	69%	5,000	46%
9304 • Wastewater - Manholes	-	-	-	0%	-	500	500	0%	500	0%
9305 • Fees - Sewer	-	583	583	0%	3,765	4,667	901	81%	7,000	54%
9306 • Wastewater - Electricity	1,694	1,292	(403)	131%	8,968	10,333	1,366	87%	15,500	58%
9700-01 • Wastewater Export Service Refund	-	-	-	0%	(68,123)	-	68,123	100%	-	0%
9700 • Wastewater- Export Service Exp	38,600	38,600	-	100%	308,800	308,800	-	100%	463,200	67%
Total 9300 • Wastewater Collection System	40,520	41,683	1,164	97%	263,374	333,967	70,593	79%	500,200	53%
<u>Vehicle Expense</u>										
9501 • Gasoline/Diesel	193	708	515	27%	5,571	5,667	96	98%	8,500	66%
9502 • Pickups	-	167	167	0%	934	1,333	399	70%	2,000	47%

Sierra Lakes County Water District
Operating Budget-to-Actual
Fiscal Year July 1, 2017 to June 30, 2018

	MONTH TO DATE				YEAR TO DATE				ANNUAL BUDGET	
	Month End 2/28/19	Budget	Favorable / (Unfavorable)	% of Budget	YEAR TO DATE	Budget	Favorable / (Unfavorable)	% of Budget	FY 18-19 Budget	% of Budget
9503 · Gapvac	-	292	292	0%	2,856	2,333	(523)	122%	3,500	82%
9504 · Backhoe	114	167	52	69%	956	1,333	378	72%	2,000	48%
9505 · Vehicle Maint Supplies	472	83	(389)	567%	669	667	(2)	100%	1,000	67%
Total 9500 · Vehicle Expense	780	1,417	637	55%	10,985	11,333	349	97%	17,000	65%
Project Expenses										
9812 · Spot Repairs of Sewer Mainline & Laterals	-	-	-	0%	52,002	44,500	(7,502)	117%	44,500	117%
9813 · Repair of Sewer Manholes at Various Locations	-	-	-	0%	36,910	41,500	4,590	89%	41,500	89%
9815 · Misc Sewer Pump Station Upgrades	-	-	-	0%	14,166	13,500	(666)	105%	13,500	105%
9818 · Misc Water System Improvements	1,045	-	(1,045)	100%	46,850	33,400	(13,450)	140%	33,400	140%
9819 · Adj Water Valve Boxes to Street Grade	-	-	-	0%	459	3,000	2,541	15%	3,000	15%
9820 · Misc Upgrades Water Pump Stations	6,485	-	(6,485)	100%	11,130	21,400	10,270	52%	21,400	52%
9821 · Automatic Meter Read System	99	248	149	40%	689	1,983	1,294	35%	2,975	23%
9822 · Misc Jobs - Safety Tools Bldgs	118	2,800	2,682	4%	27,839	33,600	5,761	83%	33,600	83%
9824 · Lake Management	-	208	208	0%	538	1,667	1,128	32%	2,500	22%
9825 · HOTFaP	-	-	-	0%	5,338	30,000	24,663	18%	30,000	18%
9915 · Misc. Projects	-	-	-	0%	-	-	-	0%	-	-
Total 9800 · Project Expenses	7,747	3,256	(4,491)	238%	195,921	224,550	28,629	87%	226,375	87%
Total Controllable Expenses	116,904	126,637	9,733	92%	1,091,593	1,269,811	178,218	86%	1,783,909	61%
Non-Controllable Expenses:										
9900 · Debt - Interest										
9904 · Interest on SRF Loan	-	-	-	0%	6,260	6,261	1	100%	12,075	52%
9906 · USDA Revenue Bonds	-	-	-		64,566	65,000	434	99%	130,000	50%
9908 · Int on Assessment-7207 Palisade	247	-	(247)	100%	247	765	518	32%	765	0%
Total 9900 · Debt - Interest	247	-	(247)	100%	71,073	72,026	953	99%	142,840	50%
9920 · Depreciation										
9921 · Depreciation - Water	10,018	10,390	373	96%	80,141	83,123	2,981	96%	124,684	64%
9922 · Depreciation - Sewer	8,035	8,583	548	94%	64,020	68,666	4,647	93%	102,999	62%
Total 9920 · Depreciation	18,052	18,974	921	95%	144,161	151,789	7,628	95%	227,683	63%
9950 · SLCWD Share - DSPUD Capital Costs					38,753					
Total Non-Controllable Expenses	18,299	18,974	674	96%	253,987	223,815	8,580	113%	370,523	69%
TOTAL DISTRICT EXPENSES:	135,204	145,611	10,407	93%	1,345,580	1,493,626	186,799	90%	2,154,432	62%
EARNED REVENUE LESS EXPENSES	267,944	24,053	243,892		304,596	118,684	185,912		310,407	

SIERRA LAKES COUNTY WATER DISTRICT
CAPITAL PROJECTS SUMMARY
FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019

	For Period 7/1/2018 to 6/30/2019				
	PROPOSED BUDGET	Previously Incurred Costs	Costs Incurrec Current Month	Total Costs to Date	VARIANCE Favorable (Unfavorable)
CAPITAL PROJECTS IN PROGRESS:					
Miscellaneous Sewer Pump Station Upgrades	\$ 16,500	\$ 17,106		\$ 17,106	\$ (606)
Miscellaneous Water Pump Station/Storage Improvements	75,000	65,884		\$ 65,884	9,116
DSPUD Water Plant	50,000	-	-	\$ -	50,000
Total Capital Projects	\$ 141,500	\$ 82,990.00	\$ -	\$ 82,990	\$ 58,510

Sierra Lakes County Water District
Cash Flow Projection
in \$000's

	ACTUAL Feb-19	Forecast Feb-19	Forecast Mar-19	Forecast Apr-19	Forecast May-19	Forecast Jun-19	Forecast Jul-19	Forecast Aug-19	Forecast Sep-19	Forecast Oct-19	Forecast Nov-19	Forecast Dec-19	Forecast Jan-20
Beginning Operating Cash Balance:	344	344	377	171	81	147	102	482	727	637	542	562	532
Cash Provided/(Used) by Operations:													
Revenues:													
Sewer & Water Service Fees	144	170	170	60	100	76	500	400	200	60	150	100	100
Misc Other Income		29	6	-	-	5	-	-	-	-	-	-	-
Placer County Taxes		-	-	-	91	-	-	-	-	-	-	-	-
Expenses:													
Operating Expenses	(111)	(120)	(125)	(125)	(125)	(126)	(120)	(130)	(130)	(130)	(130)	(130)	(130)
Sierra Plant - Capital Projects		-	-	-	-	-	-	(95)	-	-	-	-	-
Net Cash Provided/(Used) by Operations:	33	79	51	(65)	66	(45)	380	270	(25)	(70)	20	(30)	(30)
Cash Provided/(Used) for Financing Activities													
CA Bank & Trust - Qrtly Transfers	-	-	-	(25)	-	-	-	(25)	-	(25)	-	-	(25)
USDA \$5.2 million Revenue Bond	-	-	(203)	-	-	-	-	-	(65)	-	-	-	-
DSPUD Excess Capacity Refund (\$655,000)	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Provided/(Used) by Financing Activities:	-	-	(203)	(25)	-	-	-	(25)	(65)	(25)	-	-	(25)
Cash Provided(Used) by Investment Activities													
Lump Sum Prepayment: Pensions		-	-	-	-	-	-	-	-	-	-	-	-
GASB 45 - OPEB Annual Funding		-	(54)	-	-	-	-	-	-	-	-	-	-
Total Cash Provided(Used) by Investment Activities:	-	-	(54)	-	-	-	-	-	-	-	-	-	-
Ending OPERATING ACCOUNT Cash Balance:	377	423	171	81	147	102	482	727	637	542	562	532	477

SIERRA LAKES COUNTY WATER DISTRICT - FIVE YEAR CASH FLOW PROJECTION
2017/2018 - 2021/2022
in \$000's

Beginning OPERATING Cash Balance:

Cash Provided/(Used) by Operations:

Revenues:

Water/Sewer Service Fees

Placer County Tax

Primary Facilities Fees

Misc Other Income

Expenses:

Operating Expenses

Sierra Plant - Capital Projects

Net Cash Provided/(Used) by Operations:

Cash Provided/(Used) for Financing Activities

CA Bank & Trust Loan Principal & Interest

USDA Revenue Bond Loan

Refunded WWTP Costs

Total Cash Provided/(Used) by Financing Activities:

Cash Provided(Used) by Investment Activities

Total Cash Provided(Used) by Investment Activities:

Moved to Placer Co. Treasurer's Fund

Annual GASB 45 Funding - OPEB - Moved to LAIF

Total Cash Provided(Used) by Investment Activities:

Ending OPERATING Cash Balance:

ACTUAL 2017/2018	FORECAST 2018/2019	Forecast 2019/2020	Forecast 2020/2021	Forecast 2021/2022
2,299	2,271	102	301	418
2,112	2,034	2,036	2,036	2,036
406	350	390	390	390
	40	29	29	29
10	-	40	40	40
(1,460)	(1,516)	(1,561)	(1,608)	(1,657)
(260)	(228)	(380)	(664)	(453)
808	680	554	223	385
-	-	-	-	-
(100)	(100)	(100)	(100)	(100)
(269)	(268)	(268)	(268)	(268)
75	73	67	67	67
(294)	(295)	(301)	(301)	(301)
(488)	(2,500)		250	
(54)	(54)	(54)	(54)	(54)
(542)	(2,554)	(54)	196	(54)
2,271	102	301	418	449

amn
3/1/2019
12:23 PM

SIERRA LAKES COUNTY WATER DISTRICT
LIST OF DISBURSEMENTS REQUIRING BOARD APPROVAL
March 2019

Vendor	Inv # / Inv Date		Invoice Amount
<u>Acumen Engineering</u>	Invoice #	149	12,470.00
	Date	2/1/2019	
	For: <u>Jan 2019 Professional Fees</u>		
<u>Anna Nickerson</u>	Inv#	21519	4,000.00
	Date	2/15/2019	
	For: <u>Professional Fees 2/1 to 2/15/19</u>		
	Inv#	22819	2,000.00
	Date	2/28/2019	
	For: <u>Professional Fees 2/16 to 2/28/19</u>		
TOTAL ANNA NICKERSON			6,000.00
<u>Kronick Moskovitz Tiedemann & Girard</u>	Inv#	292925	
	Inv#	292931	
	Date	1/15/2019	
	For: <u>Dec 2018 Legal Fees</u>		
TOTAL Kronick Moskovitz Tiedemann & Girard			-
TOTAL INVOICES FOR APPROVAL			18,470.00

ACUMEN ENGINEERING

C O M P A N Y

PO Box 3497
Truckee, California 96160

Invoice

DATE	INVOICE #
3/1/2019	149

BILL TO

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

TERMS	DUE DATE	PROJECT
Net 30	3/31/2019	

DESCRIPTION	QTY	RATE	AMOUNT
Principal Engineer in February 2019 per attached detail	86	145.00	12,470.00
Total			\$12,470.00

**Sierra Lakes County Water District
Acumen Engineering Monthly Invoice Detail
February 2019**

Date	Engineering Task Description	Hours
2/1/2019	Drive to District; meet with Operators re: treatment plant and SPS-2 pumps; telephone Tom Skjelstad re: DSPUD WWTP operation; telephone SCADA service vendor re: pH probe and programming; finish Board Memos; research chemical mixing equipment; Placer Environmental Health Hazardous Materials Business Plan preparation. O&M hours: 5.5	5.5
2/4/2019	Placer Environmental Health HMBP update and Emergency Plan preparation; review State Water Resources Control Board Division of Drinking Water sampling schedule; review 2017 Consumer Confidence Report for 2018 update; employee annual reviews; information on website re: stop&drain valve operation. O&M hours: 6.0	6.0
2/5/2019	Website article re: stop&drain valve operation; review draft GM qualifications from President Lindquist; waiver to SWRCB DDW for Perchlorate and 1,2,3-TCP sampling; update project schedule; coordinate site visit with SCADA vendor; coordinate with Flygt re: SPS-2 pump repairs; print updated HMBP for Operator review. O&M hours: 5.5	5.5
2/6/2019	Letter to property owner re: leak; 2019 emergency generator run-time logs; drive to District; review/plan SPS-2 pump repairs with Operators; telephone Truckee Sanitary District re: GM recruitment; water/sewer flows to DSPUD. O&M hours: 5.0	5.0
2/7/2019	Drive to District; SPS-2 pump repairs; review invoices with Anna; follow-up correspondence with property owners re: leaks; prepare eight backflow test reminder letters; telephone SWRCB DDW and laboratories re: lake sampling source (raw or treated) and submittal of results. O&M hours: 5.0	5.0
2/8/2019	Research Dissolved Oxygen levels in lake; contact SWRCB DDW re: sampling of lake source; prepare three backflow test reminder letters; employee annual reviews; Board Meeting. 6.0	6.0
2/11/2019	Draft letter re: SLPOA Lot One improvements; contact SLPOA re: insurance certificate and License Agreement signatures; JPIA General Manager information to Directors Lindquist and Stockton; contact John Cobourn re: BMP information; print old policy documents and start review. O&M hours: 3.5	3.5
2/12/2019	Drive to District; meet with Operators re: snow removal and water treatment plant; review invoices with Anna; SLPOA insurance certificate. O&M hours: 1.5	1.5
2/13/2019	Review Memos and Board Meeting minutes re: boat storage at Bales and Serene/Swiss; employee annual reviews; letters to property owners re: leaks. O&M hours: 3.0	3.0
2/14/2019	Drive to District; review plant operation with Operators; Disinfection By-Product sample for laboratory; SLPOA Lot One improvements letter to President Scanlon. O&M hours: 3.0	3.0
2/15/2019	Telephone John Cobourn re: Fertilizer BMPS documents; employee annual reviews. O&M hours: 2.0	2.0

**Sierra Lakes County Water District
Acumen Engineering Monthly Invoice Detail
February 2019**

Date	Engineering Task Description	Hours
2/18/2019	2018 Consumer Confidence Report; 2018 Annual DDW Report; work/project schedules; review additional information from John Cobourn re: irrigation. O&M hours: 5.0	5.0
2/19/2019	Continue preparation of 2018 CCR and Annual DDW Report; employee annual reviews; project list and assignments. O&M hours: 3.5	3.5
2/20/2019	Correspondence with property owners re: leaks; contact SLPOA re: Lot One improvements and Bales and Serene/Swiss boat storage; email DDW re: 2018 CCR well data; review files and Lake Management Plan meeting minutes re: boat storage; research lake dissolved oxygen levels. O&M hours: 4.5	4.5
2/21/2019	Drive to District; staff meeting; review status of fee waivers; contact DSPUD and Truckee Fire re: training; contact Architect re: treatment plant capacity assessment; reschedule SCADA vendor re: pH probe installation and programming. O&M hours: 5.0	5.0
2/22/2019	Drive to District; review water treatment with Operators; review Dissolved Oxygen research papers; contact Badger Meter re: fees; contact Architect re: treatment plant assessment transfer process. O&M hours: 2.5	2.5
2/25/2019	Drive to District; information re: GM advertisement options to Directors Lindquist and Stockton; drive to District; staff meeting re: water treatment and clarifier operation; review March Meeting agenda with Anna; letter to property owner re: leak; contact property owner re: backflow test deadline; review AC pipe laboratory results; review insurance coverage memo from KMTG; contact SLPOA re: Lot One improvements. O&M hours: 6.0	6.0
2/26/2019	Correspondence with SLPOA re: Lot One; backflow test reminder letter; review backflow test results; review AC pipe study results and correspondence with testing firm re: findings; review meeting minutes re: boat storage at Bales and Serene/Swiss. O&M hours: 4.0	4.0
2/27/2019	Telephone with Operators re: no access to District buildings due to snow and operation of treatment plant; preparation of O&M and Boat Storage memos. O&M hours: 4.5	4.5
2/28/2019	Drive to District; staff meeting re: snow removal, operation of filter plant and Lake Serena water quality, Board Meeting agenda; preparation of O&M and Boat Storage memos. O&M hours: 5.0	5.0
Total O&M: 86.0 hours		86.0

ANNA NICKERSON
FINANCIAL CONSULTANT

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

anickerson@sonic.net

INVOICE

INVOICE NO: 021519
 DATE: February 15, 2019

ACCOUNT NO: 9018 \$ 4,000.00
 CHECK NO: 6686
 CHECK DATE: 2-22-19
 APPROVAL:

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

Billing Rate: \$80.00

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	Board Agenda / Mtg Min / Packets	Total
2/1/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Finished month end and prepared board packets.	7.0	\$80.00	\$ 560.00			3			0.5	0.5	0.5		2.5	7
2/4/2019	Road Closed	0.0	\$80.00	\$ -											0
2/5/2019	Road Closed	0.0	\$80.00	\$ -											0
2/6/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Opened an escrow and filed.	3.0	\$80.00	\$ 240.00	0.5	0.5				0.5	1	0.5			3
2/7/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Closed escrows, updated website and filed.	7.0	\$80.00	\$ 560.00	0.5	1				1.5	2	0.5	1.5		7
2/8/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Started budget, recorded assessments and filed.	10.5	\$80.00	\$ 840.00	1		3	4		0.5	0.5	0.5		1	10.5
2/8/2019	Board Meeting	2.0	\$80.00	\$ 160.00										2	2
2/11/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Updated website customer accounts and filed	3.5	\$80.00	\$ 280.00	0.5					1	0.5	0.5	1		3.5
2/12/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails.	7.5	\$80.00	\$ 600.00					6	0.5	0.5	0.5			7.5
2/13/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Started minutes.	2.5	\$80.00	\$ 200.00						0.5	0.5	0.5		1	2.5
2/14/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Processed payroll, finished month end reports, updated website w/s fee payments and filed.	7.0	\$80.00	\$ 560.00	1		3.5			0.5	0.5	0.5	1		7
2/15/2019	Road Closed	0.0	\$80.00	\$ -											0
		50.0	TOTALS	\$ 4,000.00	3.5	1.5	9.5	4.0	6.0	5.5	6.0	4.0	3.5	6.5	50.0
					7%	3%	19%	8%	12%	11%	12%	8%	7%	13%	

**ANNA NICKERSON
FINANCIAL CONSULTANT**

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

anickerson@sonic.net

INVOICE

INVOICE NO: 022819
DATE: February 28, 2019

ACCOUNT NO: 9018 \$ 2,000.00
CHECK NO: _____
CHECK DATE: _____
APPROVAL: _____

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

Billing Rate: \$80.00

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	Board Agenda / Mtg Min / Packets	Total
2/18/2019	Holiday	0.0	\$80.00	\$ -											0
2/19/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Finished payroll reports,	4.0	\$80.00	\$ 320.00			1			1	1	0.5	0.5		4
2/20/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails.	4.0	\$80.00	\$ 320.00					0.5	1	0.5	0.5	1.5		4
2/21/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Worked on budget, connections/construction status and filed.	6.5	\$80.00	\$ 520.00	0.5		4.5			0.5	0.5	0.5			6.5
2/22/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Opened an escrow.	3.0	\$80.00	\$ 240.00		0.5				1	1	0.5			3
2/25/2019	Picked up and processed mail, processed accounts receivables & accounts payables, read and answered emails. Worked on budget and meeting minutes	7.5	\$80.00	\$ 600.00			3			0.5	0.5	0.5		3	7.5
2/26/2019	Road Closed	0.0	\$80.00	\$ -											0
2/27/2019	Road Closed	0.0	\$80.00	\$ -											0
2/28/2019	Road Conditions	0.0	\$80.00	\$ -											0
	TOTALS	25.0		\$ 2,000.00	0.5	0.5	8.5	0.0	0.5	4.0	3.5	2.5	2.0	3.0	25.0
					2%	2%	34%	0%	2%	16%	14%	10%	8%	12%	

MEMORANDUM

To: Board of Directors, Sierra Lakes County Water District
From: Bill Quesnel PE, General Manager
Subject: SLPOA Proposal for Increased Boat Storage
Date: February 27, 2019

Attached is a proposal from the Serene Lakes Property Owners Association (SLPOA) to increase the amount of boat storage at the Bales and Serene/Swiss lake access locations. The Association is requesting District approval to construct multi-level racks at both locations to add capacity for 20-30 more boats per site. The recently approved License Agreement allows the storage of 84 boats seasonally at Bales and 30 (combination of seasonal and short-term) at Serene/Swiss.

The number of boats allowed to remain overnight (seasonally and/or short-term) at the six access sites with storage was discussed by the Directors, SLPOA and the public during the development of the Lake Management Plan and following the summers of 2014 and 2015. A brief history of boat storage at the Bales and Serene/Swiss sites is provided below:

- July 2013: Staff presentation to the Citizen's Committee concerning boat storage around the lakes with a recommendation of 40 boats on racks at Bales and 40 boats on racks at Serene/Swiss as part of a total overnight storage capacity (not including Lot One) of 140 boats;
- February 2014: Staff recommends a total of 54 spaces at Bales (24 seasonal (racks) & 30 short-term (ground)) and 26 total spaces at Serene/Swiss (16 seasonal (racks) & 10 short-term (ground)). This recommendation was implemented (no racks) for the 2014 season;
- December 2014: Following input from users and discussions with the Placer County Planning Department re: permitting and CEQA compliance, Staff recommends total of 70 spaces at Bales (50 seasonal on racks and 20 short-term (ground)) and 34 total spaces at Serene/Swiss (all on the ground).
- March 2015: SLPOA proposes to operate the lake access sites (storage and docks) with 95 seasonal spaces on racks at Bales and 24 total ground spaces at Serene/Swiss. Staff recommended a total of 95 spaces (75 seasonal on racks and 20 short-term (ground)) at Bales with a suggestion that racks only be used at the Bales site because of aesthetic concerns (neighbor impacts) and in keeping with the "minimalist approach" discussed with Placer County. The License Agreement approved by the Directors and SLPOA lists 95 seasonal storage spaces (racks) plus ground space for an undefined number of short-term boats at Bales and 24 total spaces (ground) for a combination of seasonal and short-term storage at the Serene/Swiss site;
- April 2015: Staff Report to Board summarizing changes to Lake Management Plan for the 2015 season lists 72 seasonal spaces at Bales (the rack capacity is 80 boats);
- February 2016: Staff recommends storage at Bales be increased to 84 (seasonal only on racks) and an increase of the Serene/Swiss storage to 30 total ground spaces; and
- February 2019: Revised License Agreement approved, maximum storage at Bales is 84 seasonal boats on racks (no short-term storage) and a maximum of 30 boats at Serene/Swiss, all on the ground.

When considering increases in boat storage at Lake Serena, Staff remains concerned about protecting the community's drinking water, to the maximum extent possible, from body contact. Logically, the more boats stored at a site the higher number of launches and retrievals and the increased opportunity, whether inadvertent or intentional, for a person and/or pet to be in the water. As none of the "protective measures" that would be required if body contact was allowed in Lake Serena are in place, any method of limiting the amount of contact, including controlling the amount of users, is an important barrier to the introduction of E.coli bacteria in the Lake.

That said, Staff could support an increase at Bales up to a total of 95 seasonal spaces (consistent with the March 2015 recommendation) and an increase at Serene/Swiss up to a total of 40 spaces because of its location in relation to Bales under the following conditions:

- Bales:
 - Continued prohibition of short-term storage based on the assumption that the expected number of launches/retrievals is less with seasonal storage than short-term; and
 - Extension of the existing rack and/or construction of a second smaller rack north of the gravel walkway (southwest of the existing rack) to minimize visual impacts to adjacent private properties and remain clear of the area that could be considered the "strip".
- Serene/Swiss:
 - Use of ground-based storage at a location providing maximum screening by native vegetation to minimize visual impacts to the homes on the west side of Serene Road and north side of Island Way to be consistent with the 2015 Placer County conversations/understanding.

Attachment: SLPOA *Proposal for Expansion of Serene Lakes Boat Storage* dated January 30, 2019

Proposal for Expansion of Serene Lakes Seasonal Boat Storage

Proposed by SLPOA

1/30/19

SLPOA has successfully been managing the boat storage at Serene Lakes for the last 4 years under the auspices of SLCWD. During that time there have been increasing requests for additional seasonal storage from property owners, especially at the north end of the community.

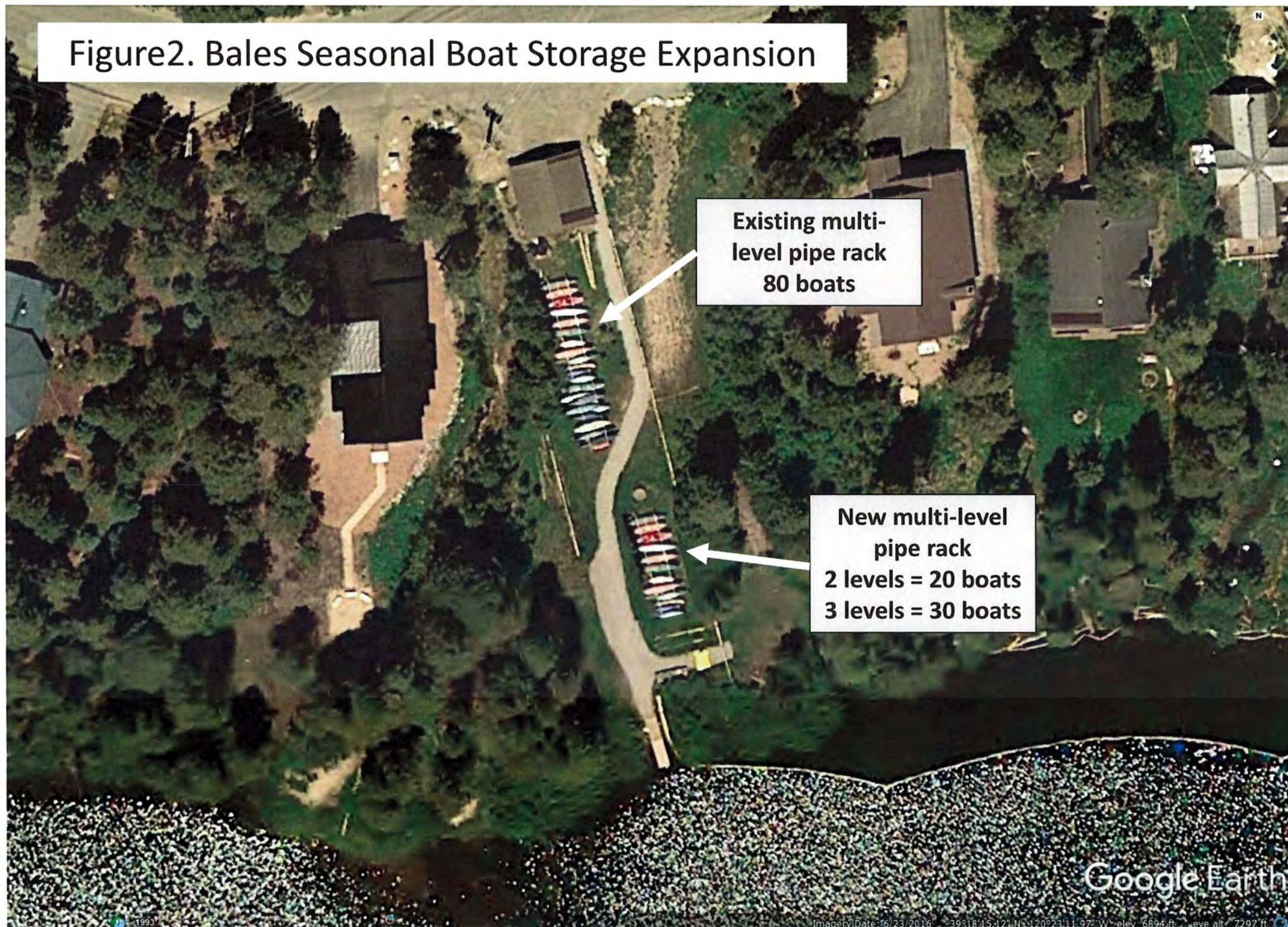
In order to provide additional seasonal storage, SLPOA is proposing that additional multi-level racks be added at the Bales and Swiss Ct access points. The racks would be the same construction as the existing rack at Bales with a footprint of approximately 30'x10'. As the figures show, there is sufficient room at both locations to add this size rack. A three level rack would provide added capacity for 30 additional boats at each site and is the preferred option for SLPOA. While a 2 level rack would be lower profile, it would be a less efficient use of the footprint that would be created.

If these new racks are approved, SLPOA would like to install them this spring as soon as the ground at the access points dries out. SLPOA would like to meet with SLCWD representatives to discuss the details of this proposal.

Figure 1. Swiss Ct Seasonal Boat Storage Expansion



Figure2. Bales Seasonal Boat Storage Expansion



March 5, 2019

Board of Directors
Sierra Lakes County Water District
Attention: Michael Lindquist, Board Chair

RE: GENERAL MANAGER RECRUITMENT (Agenda Item VIII.B)

Dear Board of Directors,

I am writing you as a current Serene Lakes property owner (vacant lot at 8161 Soda Springs Road), former full-time Serene Lakes homeowner and resident (1997-2011), and past SLCWD Board Member (2002-2006). I am also the current General Manager of the Truckee Sanitary District and sit on the Board of the Tahoe-Truckee Sanitation Agency.

The purpose of this letter is to respectfully provide you with my thoughts on the transition facing SLCWD associated with the impending retirement of Bill Quesnel. Bill's hiring was one of my last and definitely one of the best actions I took on the SLCWD Board. Bill has proven to be an incredibly valuable resource and finding a good solution going forward is certainly a challenge. That said, I believe the Serene Lakes community would best be served by considering the following actions:

- Recruit for a part-time Operations or General Manager on a contract basis. I believe there are qualified individuals in the Donner Summit/Truckee area that could perform this function. Use of a contract GM would provide the Board with greater flexibility. While I am not familiar with the current day-to-day work load at SLCWD, based on my experience, it doesn't seem like a full-time GM would be required. I would focus my search on candidates that have O&M and Management experience. Engineering services can be relatively easily contracted out on an as-needed project by project basis.
- Investigate the possibility of consolidating the SLCWD with the DSPUD. While the relationship between the two districts have a checkered history and there was ample evidence to resist such a consolidation in the past, I think the time is good now for looking into consolidation. I believe consolidation would save property owners money, result more reliable service, and help improve the sense of community on the summit. This process would like take 1 to 2 years.
- Lastly, as a hybrid of the two above, I would recommend reaching out to DSPUD and see if they would be willing to manage SLCWD on a contract basis. DSPUD already has qualified management, operations, maintenance, and administrative personnel on staff in the area.

I appreciate your consideration of these items and the work you do to serve our community.

Sincerely,

Blake R. Tresan, PE
btresan@truckeesan.org
Cell (530) 913-0013

44A

SIERRA LAKES COUNTY WATER DISTRICT

Follow-up from January 11, 2019, Board Meeting

- | | | |
|---|-------------------------|---|
| 1 | Bill Q | Look into options for a District weather station |
| 2 | Interested
Directors | Provide picture and bio for website |
| 3 | Mr. Mitchell | Update on the District election status through Placer County (Before next scheduled election in 2020) |

Future discussion topics or agenda items:

1)

Sierra Lakes County Water District
Action Items
As of March 2019

	TASK	STATUS	DUE DATE	PROGRESS	ASSIGNED
1	Office Procedures Manual	3 sections left to complete	In Process	85%	Anna
2	Proper Operation of Stop & Drain Valves Program	equipment modified, coordinating production of video	In Process	60%	Bill Q.
3	Develop information about best management practices and fertilization for inclusion with billing	Research BMPs and macrophyte plant management options	Spring 2019	10%	Bill Q.
4	AMR Data Collection & Analysis	Collect use data by type of occupancy	Summer 2019	0%	Bill Q.
5	Policies & Procedures Review/Update	Review current policies and procedures for revisions and possible additions.	Spring 2019	10%	Bill Q./ Anna/Dick/Bob
6	Insurance Coverage Review	JPIA Liability, Property and Workers Comp policies submitted to KMTG for review	Spring 2019	90%	Bill Q./Jeff M
7	Urgent Matter Protocol	Review current policies and procedures for revisions and possible additions to agenda.	Spring 2019	Started	Bill Q.