Amador Regional Sanitation Authority

"Servicing Amador City, Martell, & Sutter Creek"

AGENDA DECEMBER 5, 2023 3:00 P.M. Special Meeting 33 Church Street, Sutter Creek CA 95685 The Agenda can be found on the City of Sutter Creek's Website: www.cityofsuttercreek.org

1. CALL TO ORDER AND ESTABLISH A QUORUM

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. PUBLIC FORUM

Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of the Amador Regional Sanitation Authority; however, any matter that requires action may be referred to staff and/or Committee for a report and recommendation for possible action at a subsequent Board meeting. Please note – there is a five (5) minute limit per topic.

4. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL- PENDING LITIGATION

Pursuant to Gov. Code § 54956.9(d)(1): Amador Regional Sanitation Authority v. City of Ione, et al. (Case No. 22-CV-12824)

5. REPORT FROM CLOSED SESSION

6. CONSENT AGENDA

- A. Minutes of October 25, 2023 for approval
- B. Approval of Warrants for approval
- C. Budget Update- -for information only
- D. Reservoir report- for information only

7. ADMINISTRATIVE AGENDA

- A. 2024 Meeting Schedule action item
- B. Evaluate Process and Implications to Dissolve ARSA- action item

8. GENERAL MANAGER'S REPORT- informational

A. Update on Castle Oaks Recycled Water Facility

9. ADJOURN

"Servicing Amador City, Martell, & Sutter Creek"

MINUTES MEETING OF THE BOARD OF DIRECTORS October 25, 2023

Present: Jim Swift, Chairman Richard Forster, Vice Chairman Bruce Sherrill, Board Member Claire Gunselman, Board Member Absent: Frank Axe, Board Member Staff Present: Sandy Spelliscy, ARSA GM Karen Darrow, ARSA Secretary Frank Splendorio, ARSA Attorney

1. REGULAR MEETING: CALL TO ORDER AND ESTABLISH A QUORUM Meeting called to order by Chairman Swift at 2:17 P.M.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

Chairman Swift led the Pledge of Allegiance.

3. PUBLIC FORUM- None

4. CLOSED SESSION

A. **CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION** Pursuant to Gov. Code § 54956.9(d)(1): Amador Regional Sanitation Authority v. City of Ione, et al.

Adjourned into Closed Session.

5. REPORT FROM CLOSED SESSION - No reportable action

6. APPROVAL OF MINUTES

A. Minutes of September 19, 2023 Recommendation: Approve Minutes of September 19, 2023

M/S Forster/Gunselman to Approve the Minutes of September 19, 2023, as presented.

AYES:	Forster, Gunselman, Sherrill and Swift					
NOES:	None					
ABSTAIN:	None					
ABSENT:	Axe					
	MOTION CARRIED					

7. ADMINISTRATIVE AGENDA

A. ARSA/City of Sutter Creek Spray Easement Agreement - Discussion and possible action

General Manager Spelliscy presented the memo suggesting that the statute of limitations had run out on the agreement and a reasonable resolution would be for both parties to relinquish their rights.

Board member Forster noted that he and former Board member Bragstad have been asking when Sutter Creek would start paying interest on the loan. He also noted that he would have to run this by the county before he could move forward but that he would d advocate that it is probably the way to go.

Chairman Swift noted that all entities would benefit from a tertiary plant in Sutter Creek.

Chairman Swift suggested that the Board allow Board members Forster and Sherrill to get direction from their agencies and bring it back to ARSA for a vote.

8. GENERAL MANAGER'S REPORT - informational

A. Reservoir report

General Manager Spelliscy presented the report and noted that if Ione had taken the water they were supposed to last year ARSA would be in better shape and due to reservoir levels expects to get a notice from the Regional Board.

9. FINANCIAL REPORT- informational

General Manager Spelliscy distributed report.

General Manager Spelliscy noted that this would be her last meeting as ARSA General Manager.

ADJOURN

The meeting was adjourned at 3:30 p.m.

Karen Darrow, Secretary

James Swift, Chairman

Date Approved:

7:48 AM 11/30/23

Amador Regional Sanitation Authority (ARSA) **Check Detail**

Item 6B

November 2023

Date	Name	Num	Paid Amount	
Date	Name	Туре	Num	Faid Amount
11/08/2023	Best Best & Krieger, LLP	Check	1026	
10/10/2023	Legal	Bill		-3,189.62
10/10/2023	Legal	Bill		-1,291.68
TOTAL				-4,481.30
11/08/2023	Calif Special Districts Association	Check	1027	
10/16/2023	Membership Dues	Bill		-1,281.00
TOTAL				-1,281.00
11/08/2023	City of Sutter Creek	Check	1028	
11/08/2023	Contract with COSC	Bill		-16,611.55
11/08/2023	Overtime	Bill		-3,840.45
11/08/2023	Repairs & Maintenance	Bill		-901.73
TOTAL				-21,353.73
11/08/2023	Hunt & Sons, Inc.	Check	1029	
10/17/2023	Fuel	Bill	649097	-1,440.76
10/19/2023	Fuel	Bill	668676	-2,384.91
10/31/2023	Fuel	Bill	713367	-213.89
11/06/2023	Fuel	Bill	692869	-1,555.39
TOTAL				-5,594.95
11/08/2023	Rain For Rent	Check	1030	
10/03/2023	O&M Equipment	Bill	1929822	-4,782.28
10/13/2023	O&M Equipment	Bill	1933407	-5,646.38
TOTAL				-10,428.66
11/08/2023	Weber, Ghio & Associates, Inc.	Check	1031	
10/10/2023	Engineering	Bill	12332	-1,163.10
TOTAL				-1,163.10

Amador Regional Sanitation Authority (ARSA) Budget vs. Actual July through October 2023

	July th	rough Octobe	2023	
	Budget	Jul - Oct 23	% of Budget	YE Projections
inary Income/Expense				
Income				
Interest Income	50.00	40.14	80.28%	50.00
Reimbursed Expenses	19,000.00	0.00	0.0%	19,000.00
Use Fee Revenue				
Amador City	20,224.00	5,056.00	25.0%	20,224.00
Amador Water Agency	95,207.00	23,801.75	25.0%	95,207.00
City of Sutter Creek	426,752.00	106,688.00	25.0%	426,752.00
Total Use Fee Revenue	542,183.00	135,545.75	25.0%	542,183.00
Total Income	561,233.00	135,585.89	24.16%	561,233.00
Expense				
Employee Services				
Contract with COSC	243,599.00	45,636.77	18.73%	243,599.00
Overtime	10,000.00	12,542.45	125.43%	12,542.45
Operations				
Audit & Accounting	6,000.00	900.00	15.0%	6,000.00
Contingency	50,000.00	0.00	0.0%	50,000.00
Engineering				
Inundation mapping	7,000.00	0.00	0.0%	7,000.00
Engineering - Other	80,000.00	5,786.58	7.23%	80,000.00
Flood Control	1,500.00	0.00	0.0%	1,500.00
Fuel	19,000.00	4,054.69	21.34%	19,000.00
General Supplies	500.00	223.10	44.62%	500.00
Legal	100,000.00	19,180.88	19.18%	100,000.00
Membership Dues	1,600.00	1,646.12	102.88%	1,646.12
O&M Building/Structures	1,500.00	0.00	0.0%	1,500.00
O&M Equipment	54,000.00	86,599.15	160.37%	86,599.15
Professional Services	41,000.00	0.00	0.0%	41,000.00
Repairs & Maintenance	15,000.00	1,949.95	13.0%	15,000.00
Risk Management - Liabilty	21,000.00	25,046.92	119.27%	25,046.92
Taxes/Fees/Licenses	68,000.00	265.97	0.39%	68,000.00
Tertiary Treatment Fees	125,000.00	0.00	0.0%	125,000.00
Vehicle Maintenance	4,000.00	420.10	10.5%	4,000.00
Weed Control	1,500.00	0.00	0.0%	1,500.00
Total Expense	850,199.00	204,252.68	24.02%	850,199.00

8:04 AM 11/30/23 Accrual Basis

Amador Regional Sanitation Authority (ARSA) Balance Sheet As of October 31, 2023

Oct 31, 23 ASSETS **Current Assets Checking/Savings** 10000 · Checking - Umpqua 79.49 10001 · Checking - Bank of Marin 209,811.91 10011 · Savings - Bank of Marin 348,928.94 558,820.34 **Total Checking/Savings Accounts Receivable** 11000 · Accounts Receivable 406,637.25 **Total Accounts Receivable** 406,637.25 **Total Current Assets** 965,457.59 **Fixed Assets** 150620 · Long Term Assets Structures 1,884,800.13 150621 · Long Term Assets Structures Dep -1,884,800.15150630 · Long Term Assets Equipment 151.00 150631 · Long Term Assets Equipment Depr -151.00 35000 · Investment in Capital Assets 841,648.00 **Total Fixed Assets** 841,647.98 Other Assets 120000 · Note Receivable 450,000.00 120100 · Accrued Interest Receivable 116,311.40 566,311.40 **Total Other Assets** 2,373,416.97 **TOTAL ASSETS** LIABILITIES & EQUITY Liabilities **Current Liabilities Accounts Payable** 20000 · Accounts Payable 72,371.87 72,371.87 **Total Accounts Payable Total Current Liabilities** 72,371.87 **Total Liabilities** 72,371.87 Equity 30000 · Opening Balance Equity 2,597,881.14 32000 · Retained Earnings -596,420.13 **Net Income** 299,584.09 **Total Equity** 2,301,045.10 **TOTAL LIABILITIES & EQUITY** 2,373,416.97

ARSA RESERVOIRS and IRRIGATION												
Nov-23	Sutter Creek Effluent Flow (gals) ¹	Bowers Irrigation (gals)	Henderson Reservoir Freeboard (ft)	Henderson Reservoir Volume (ac/ft)	Hoskins Irrigation (gals)	Preston Forebay (FT)	Preston Forebay Volume (ac/ft)	Flow Into Preston Reservoir (GPM)	Temp Preston Irrigation (Est/gals)	Preston Reservoir (FT)	Preston Reservoir Volume (ac ft)	Flow from Preston To Ione WWTF (ON/OFF)
11/1/2023	349,656	0	19'10"	46.3	Off	12'8"	19.3	50	Off	16'2"	47.99	Off
11/2/2023	386,860	0	19'10"	46.3	Off	12'8"	19.3	50	Off	16'2"	47.99	Off
11/3/2023	381,792	0	19'10"	46.3	Off	13'2"	16.8	50	Off	16'2"	47.99	Off
11/4/2023	342,374	0	19'10"	46.3	Off	13'4"	16.7	50	Off	16'2"	47.99	Off
11/5/2023	356,019	0	19'10"	46.3	Off	14'0"	16.0	50	Off	16'2"	47.99	Off
11/6/2023	392,784	0	19'9"	47.1	Off	14'0"	16.0	50	Off	16'1"	48.66	Off
11/7/2023	349,712	0	19'8"	48.0	Off	14'0"	16.0	50	Off	16'1"	48.66	Off
11/8/2023	340,591	0	19'7"	48.8	Off	14'2"	15.8	50	Off	16'1"	48.66	Off
11/9/2023	356,977	0	19'6"	49.7	Off	14'4"	15.7	50	Off	16'1"	48.66	Off
11/10/2023	345,601	0	19'6"	49.7	Off	14'6"	15.5	50	Off	16'1"	48.66	Off
11/11/2023	312,927	0	19'6"	49.7	Off	14'8"	15.3	50	Off	16'1"	48.66	Off
11/12/2023	378,804	0	19'5"	50.6	Off	14'6"	15.5	50	Off	16'1"	48.66	Off
11/13/2023	378,804	0	19'4"	51.5	Off	14'6"	15.5	50	Off	16'1"	48.66	Off
11/14/2023	346,300	0	19'3"	52.4	Off	14'4"	15.7	50	Off	16'1"	48.66	Off
11/15/2023	346,423	0	19'3"	52.4	Off	14'4"	15.7	50	Off	16'1"	48.66	Off
11/16/2023	366,622	0	19'3"	52.4	Off	14'1"	15.7	50	Off	16'0"	49.34	Off
11/17/2023	359,661	0	19'2"	53.3	Off	13'10"	16.2	50	Off	16'0"	49.34	Off
11/18/2023	379,770	0	19'2"	53.3	Off	13'8"	16.3	50	Off	16'0"	49.34	Off
11/19/2023	337,479	0	19'0"	55.1	Off	13'6"	16.5	50	Off	16'0"	49.34	Off
11/20/2023	323,533	0	19'0"	55.1	Off	13'4"	16.7	50	Off	16'0"	49.34	Off
11/21/2023	323,459	0	19'0"	55.1	Off	13'0"	17.0	75	Off	16'0"	49.34	Off
11/22/2023	353,200	0	18'11"	56.0	Off	12'10"	17.2	75	Off	15'11"	50.02	Off
11/23/2023	276,494	0	18'10"	56.9	Off	12'8"	17.3	75	Off	15'11"	50.02	Off
11/24/2023	349,589	0	18'10"	56.9	Off	12'6"	17.5	75	Off	15'11"	50.02	Off
11/25/2023	310,689	0	18'10"	56.9	Off	12'6"	17.5	75	Off	15'11"	50.02	Off
11/26/2023	310,469	0	18'9"	57.8	Off	12'6"	17.5	75	Off	15'11"	50.02	Off
11/27/2023	307,228	0	18'9"	57.8	Off	12'6"	17.5	75	Off	15'11"	50.02	Off
11/28/2023	340,780	0	18'9"	57.8	Off	12'6"	17.5	75	Off	15'11"	50.02	Off
11/29/2023		0	18'8"	58.8	Off	12'8"	17.3	75	Off	15'11"	50.02	Off
11/30/2023												
	Sutter Creek Total Flow											
otal	9,704,597	0			0				0			
laximum	392,784											
linimum	276,494											
verage Daily	346,593											

¹ The Infulent flow meter was used for these numbers due to a malfunction effluent flow meter.

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Item 6D