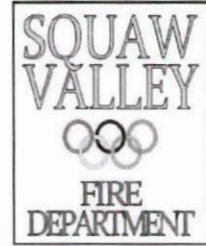




SQUAW VALLEY PUBLIC SERVICE DISTRICT



BOARD OF DIRECTORS MEETING AGENDA

Tuesday, March 31, 2020 at 8:30 A.M.

Teleconference + Video Conference: Phone Number: 1 (646) 749-3112, Access Code: 146-370-749. Please also join via the computer for webcam and chat access: <https://www.gotomeet.me/SVPSD/33120-svpsd-board-meeting>

Finance Committee on Friday, March 20, 2020 at 8:30 A.M.

The Committee will review finance-related items on this agenda.

Teleconference + Video Conference: Phone Number: 1 (786) 535-3211 Access Code: 274-895-509. Please also join via the computer for webcam and chat access: <https://www.gotomeet.me/SVPSD/svpsd-finance-committee>

See [SVPSD guidance](#), available online here, on further details about how to use GoToMeeting and Rules for the Board Meeting.

Pursuant to the Governor's Executive Order N-29-20, issued March 17, 2020, the Squaw Valley Public Service District Community Room will not be accessible to the public for this Board meeting. The meeting will be accessible via teleconference only. Public comments will be accepted by the Board and should be submitted to the Board Secretary at info@svpsd.org, by mail at P.O. Box 2026, Olympic Valley, California 96146 (the final mail collection prior to the meeting will be Monday March 30, 2020 at 2:00 p.m.), and via teleconference on any item on the agenda until the close of public comment on the item.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board Secretary at 530-583-4692 at least 48 hours preceding the meeting.

Documents presented for an open session to the governing body after distribution of the agenda packet are available for public inspection at the District office during normal District business hours and at the meeting.

Times are approximate. The District's Board of Directors may take formal action on any item.

A. Call to Order, Roll Call & Pledge of Allegiance.

B. Community Informational Items. These non-action agenda items are dedicated to facilitate communications and share information within the Olympic Valley. The organizations include, but are not limited to:

- | | |
|-----------------------------------|--|
| B-1 Friends of Squaw Creek | B-6 Squaw Valley Property Owners Assn. |
| B-2 Friends of Squaw Valley | B-7 Mountain Housing Council |
| B-3 Squaw Valley Design Review | B-8 Tahoe Truckee Sanitation Agency |
| B-4 Squaw Valley MAC | B-9 Capital Projects Advisory (CAP) |
| B-5 Squaw Valley Mutual Water Co. | B-10 Firewise Community |

C. Public Comment / Presentation. Members of the public may address the board on items not on this agenda for up to three minutes; however, any matter that requires action by the governing body will, unless an emergency exists, be referred to staff for a report and possible action at a subsequent Board meeting.

D. Financial Consent Agenda. All items listed under this agenda item will be approved by one motion. These items are routine, non-controversial, and the finance-related items have been reviewed by the Finance Committee. There will be no separate discussion of these items unless a member of the audience, board or staff requests removal of an item for separate consideration. Any item removed for discussion will be considered after approval of the remaining Consent Agenda items.

- D-1 Operating Account Check Register
- D-2 Operations Enterprise Fund, Revenue vs. Expenditure/Balance Sheet
- D-3 Fire Government Fund, Revenue vs. Expenditure/Balance Sheet
- D-4 Capital Reserve Fund Balance Sheet/Income Statement
- D-5 Combined Revenues/Expenditures/Balance Sheet
- D-6 Fund Balance Statement
- D-7 Bike Trail Snow Removal, Revenue vs. Expenditure
- D-8 T-TSD Payment – 3rd Quarter
- D-9 Progress Payment – Andregg Psomas - Truckee River Siphon Easement

E. Approve Minutes.

- E-1 Minutes for the Regular Board of Directors meeting of February 25, 2020

F. Old and New Business. Members of the public may address the board on each agenda item, up to three minutes or longer based on direction from the Board President.

F-1 Community Update – SVPSD Response to COVID-19
Information Only: Review item and accept public comment.

8:30 a.m. or as soon as the matter may be heard

F-2 PUBLIC HEARING: Ordinance 2020-01 “Adopting a Fire and Life Safety Cost Recovery Schedule.”
Proposed Action: Review item, accept public comment and adopt Ordinance 2020-01 adopting a Fire and Life Safety Cost Recovery Schedule.

8:30 a.m. or as soon as the matter may be heard

F-3 Revisions to the District Administrative Code Chapter 2– Sanitary Sewer Service Code.

A. Sewer Lateral Pressure Testing Implementation Plan.

Proposed Action: Review item, accept public comment and authorize staff to require and perform sewer lateral pressure testing in accordance with the proposed implementation plan.

B. PUBLIC HEARING: Ordinance 2020-02 “Adopting Revisions to the District Administrative Code Chapter 2– Sanitary Sewer Service Code.”

Proposed Action: Review item, accept public comment and adopt Ordinance 2020-02 approving revisions to the District Administrative Code Chapter 2– Sanitary Sewer Service Code.

- F-4 Resolution 2020-05 “Adopting Revisions to the Sewer Technical Specifications.”**
Proposed Action: Review item, accept public comment and adopt Resolution 2020-05.
- F-5 Award contract for Portable Sewer Emergency Bypass Pump Contract Award.**
Proposed Action: Review item, accept public comment, approve contract and authorize the General Manager to execute all contractual documents.
- F-6 Fire Department Annual Report.**
Information Only: Review item and accept public comment.
- F-7 Adopt Resolution 2020-06 Acknowledging Receipt of Annual Fire Inspection Services Required by the California Health & Safety Code.**
Proposed Action: Review item, accept public comment and Adopt Resolution 2020-06.
- F-8 First Draft of FY 2020-2021 Budget and Rates.**
Information Only: Review item and accept public comment.
- F-9 Records Retention Schedule Revision.**
Proposed Action: Review item, accept public comment and pass motion approving revisions to the records retention schedule for audio files.
- F-10 Records Destruction Request.**
Proposed Action: Review item, accept public comment and authorize destruction of records by adoption of Resolution 2020-07.
- F-11 Mountain Housing Council – MHC 2.0 Partner Request**
Proposed Action: Review item, accept public comment, and approve Partner Request for MHC Funding.

G. Management Status Reports.

- G-1 Fire Department Report
- G-2 Water & Sewer Operations Report
- G-3 Engineering Report
- G-4 Administration & Office Report
- G-5 General Manager Report
- G-6 Legal Report (verbal)
- G-7 Directors’ Comments (verbal)

H. Adjourn.

Tahoe-Truckee Sanitation Agency
 Monitoring and Reporting Program No. 2002-0030
 WDID Number 6A290011000
 Flow Monitoring Within Collection System: Flow Measurement
 Squaw Valley Public Service District

DATE	<i>February 2020</i>		
	SVPSD Daily Flow MG	SVPSD 7 day Avg Flow MGD	SVPSD Peak Flow MGD
02/01/2020	0.367	0.267	0.778
02/02/2020	0.286	0.260	0.629
02/03/2020	0.220	0.257	0.384
02/04/2020	0.203	0.256	0.339
02/05/2020	0.217	0.256	0.421
02/06/2020	0.243	0.258	0.504
02/07/2020	0.294	0.261	0.542
02/08/2020	0.370	0.262	0.754
02/09/2020	0.290	0.263	0.634
02/10/2020	0.218	0.262	0.389
02/11/2020	0.201	0.262	0.421
02/12/2020	0.205	0.260	0.399
02/13/2020	0.215	0.256	0.361
02/14/2020	0.267	0.252	0.463
02/15/2020	0.367	0.252	0.815
02/16/2020	0.382	0.265	0.819
02/17/2020	0.349	0.284	0.740
02/18/2020	0.295	0.297	0.542
02/19/2020	0.303	0.311	0.567
02/20/2020	0.324	0.327	0.727
02/21/2020	0.347	0.338	0.639
02/22/2020	0.372	0.339	0.713
02/23/2020	0.282	0.324	0.605
02/24/2020	0.220	0.306	0.352
02/25/2020	0.209	0.294	0.509
02/26/2020	0.208	0.280	0.384
02/27/2020	0.211	0.264	0.356
02/28/2020	0.254	0.251	0.513
02/29/2020	0.329	0.244	0.655
SUMMARY			
AVG	0.278	0.276	0.550
MAX	0.382	0.339	0.819
MIN	0.201	0.244	0.339



SQUAW VALLEY PUBLIC SERVICE DISTRICT

Operating Account Check Register

March 31, 2020

Check Register for Board Packet:



Check #	Check Date	Name	Module	Amount
47840	2/21/2020	Allied 100	AP	115.59
47841	2/21/2020	AT&T Mobility	AP	69.39
47842	2/21/2020	California Dep of Tax and Fee Administration	AP	132.80
47843	2/21/2020	Cruz Construction Company, Inc	AP	164,981.95
47844	2/21/2020	L. N. Curtis & Sons	AP	22.03
47845	2/21/2020	CWEA Renewal	AP	94.00
47846	2/21/2020	Hach Company	AP	104.15
47847	2/21/2020	Holdrege & Kull Consulting	AP	1,608.25
47848	2/21/2020	Life Assist	AP	109.59
47849	2/21/2020	Professional Pipe Services	AP	5,355.45
47850	2/21/2020	Squaw Valley Business Association	AP	3,000.00
47851	2/21/2020	SuddenLink	AP	167.45
47852	3/6/2020	Air Filter Sales & Service	AP	440.33
47853	3/6/2020	Amerigas	AP	5,152.34
47854	3/6/2020	Jessica Asher	AP	50.73
47855	3/6/2020	AT&T	AP	1,258.30
47856	3/6/2020	Atomic Printing	AP	1,329.22
47857	3/6/2020	John Bergmann	AP	724.23
47858	3/6/2020	California Rural Water Assoc.	AP	816.00
47859	3/6/2020	Capitol Elevator Company, Inc.	AP	512.00
47860	3/6/2020	Coffee Connexion	AP	42.50
47861	3/6/2020	Angela M Costamagna	AP	1,350.00
47862	3/6/2020	Cranmer Engineering, Inc.	AP	105.00
47863	3/6/2020	L. N. Curtis & Sons	AP	1,474.69
47864	3/6/2020	CWEA Renewal	AP	192.00
47865	3/6/2020	Delta Fire Systems, Inc.	AP	460.00
47866	3/6/2020	Farr West Engineering	AP	2,483.50
47867	3/6/2020	W.W. Grainger, Inc.	AP	2,573.74
47868	3/6/2020	Scott Halterman	AP	528.78
47869	3/6/2020	Hi-Tech Emergency Vehicle	AP	6,312.34
47870	3/6/2020	Hunt & Sons, Inc.	AP	1,559.33
47872	3/6/2020	Kansas City Life Group Benefits	AP	2,092.52
47873	3/6/2020	Life Assist	AP	121.14
47874	3/6/2020	LINA	AP	186.78
47875	3/6/2020	LINA	AP	109.63
47876	3/6/2020	Tyler Livezey	AP	36.89
47877	3/6/2020	Nicolas Massetani	AP	212.82
47878	3/6/2020	Office Depot	AP	109.99
47879	3/6/2020	Professional Communications	AP	42.40
47880	3/6/2020	Peter Rexer	AP	400.00

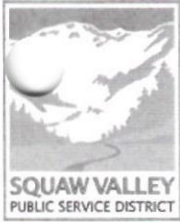


SQUAW VALLEY PUBLIC SERVICE DISTRICT
Operating Account Check Register
March 31, 2020



Check Register for Board Packet:

Check #	Check Date	Name	Module	Amount
47881	3/6/2020	Silver State International	AP	43.81
47882	3/6/2020	Springbrook Software, Inc	AP	3,439.50
47883	3/6/2020	Standard Insurance Company	AP	483.48
47884	3/6/2020	Standard Insurance Company	AP	352.92
47885	3/6/2020	Sunset Printing & Advertising	AP	252.48
47886	3/6/2020	Tahoe Supply Company LLC	AP	222.28
47887	3/6/2020	Thatcher Company, Inc.	AP	6,109.00
47888	3/6/2020	Thomas S Archer	AP	3,320.00
47889	3/6/2020	U.S. Bank Corp Payment System	AP	3,555.99
47890	3/6/2020	USA BlueBook	AP	263.15
47891	3/6/2020	VF Outdoors, LLC	AP	1,853.24
47892	3/6/2020	Mike Wright	AP	137.85
47893	3/6/2020	Independent Technologies	AP	4,845.25
47894	3/6/2020	Puliz Records Mgt Reno	AP	25.00
47895	3/24/2020	Andregg Psomas	AP	340.00
47896	3/24/2020	AT&T	AP	550.46
47897	3/24/2020	AT&T Mobility	AP	42.42
47898	3/24/2020	Coffee Connexion	AP	85.00
47899	3/24/2020	Renee Deinken	AP	52.50
47900	3/24/2020	Dept of Forestry & Fire Prot.	AP	9,762.46
47901	3/24/2020	Farr West Engineering	AP	2,473.00
47902	3/24/2020	Kurt Gooding	AP	126.40
47903	3/24/2020	W.W. Grainger, Inc.	AP	349.56
47904	3/24/2020	Dave Hunt	AP	116.55
47905	3/24/2020	Hunt & Sons, Inc.	AP	2,204.15
47906	3/24/2020	KME Fire Apparatus- Cali Branch	AP	598.19
47907	3/24/2020	Konica Minolta Business Solutions USA, Inc.	AP	256.15
47908	3/24/2020	Liberty Utilities	AP	5,849.32
47909	3/24/2020	Maverick Networks	AP	120.00
47910	3/24/2020	Mountain Hardware & Sports	AP	330.45
47911	3/24/2020	Nevada Seal & Pump	AP	43.95
47912	3/24/2020	North Tahoe Firefighters Association	AP	367.50
47913	3/24/2020	Office Depot	AP	729.61
47914	3/24/2020	Pitney Bowes, Inc	AP	193.05
47915	3/24/2020	Schneider Electric USA, Inc.	AP	1,184.04
47916	3/24/2020	Silver State International	AP	61.26
47917	3/24/2020	SuddenLink	AP	167.45
47918	3/24/2020	SuddenLink	AP	188.61
47919	3/24/2020	Tahoe Forest Health System	AP	75.08
47920	3/24/2020	Tahoe Supply Company LLC	AP	238.99
47921	3/24/2020	Tahoe Truckee Sierra Disposal	AP	65,270.22
47922	3/24/2020	U.S. Bank Corp Payment System	AP	1,265.46
47923	3/24/2020	U.S. Bank Corp Payment System	AP	2,794.74
47924	3/24/2020	U.S. Bank Corp Payment System	AP	74.95



SQUAW VALLEY PUBLIC SERVICE DISTRICT
 Operating Account Check Register
 March 31, 2020



Check Register for Board Packet:

Check #	Check Date	Name	Module	Amount
47925	3/24/2020	U.S. Bank Corp Payment System	AP	978.60
47926	3/24/2020	U.S. Bank Corp Payment System	AP	931.99
47927	3/24/2020	USA BlueBook	AP	433.83
47928	3/24/2020	Verizon Wireless	AP	437.87
47929	3/24/2020	Western Nevada Supply Co.	AP	672.46
47930	3/24/2020	Thomas Wilson	AP	877.27
47931	3/24/2020	Zoll Medical Corporation	AP	217.02
				331,802.36

Note: check number 47871 has been voided.

331,802.36
91

Electronic/ ACH Payments

3/6/20	Payroll Taxes	42,060.84
3/6/20	Payroll Direct Deposits	76,739.59
3/6/20	BRI- Café Plan Payment	1,355.77
3/6/20	Union Dues Payment	465.26
3/6/20	CalPERS 457 Payment	2,610.00
3/6/20	CalPERS Pension Payment	27,139.87
3/6/20	MassMutual 457 Payment	5,651.93
3/9/20	CalPERS Medical Insurance March	27,865.60
3/20/20	Payroll Taxes	45,377.97
3/20/20	Payroll Direct Deposits	84,731.74
3/20/20	BRI- Café Plan Payment	1,355.77
3/20/20	Union Dues Payment	465.88
3/20/20	CalPERS 457 Payment	2,685.00
3/20/20	CalPERS Pension Payment	27,784.12
3/20/20	MassMutual 457 Payment	5,751.93
		352,041.27

Total Cash Disbursements

683,843.63



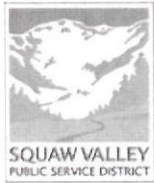
SQUAW VALLEY PUBLIC SERVICE DISTRICT
REVENUES & EXPENDITURES
February 29, 2020

	ENTERPRISE OPERATIONS						CONSOLIDATED				YTD Prior Year	Over/(under) from PY			
	Water Actual YTD Feb-20	Water Budget YTD Feb-20	Over/(under) YTD	Sewer Actual YTD Feb-20	Sewer Budget YTD Feb-20	Over/(under) YTD	Garbage Actual YTD Feb-20	Garbage Budget YTD Feb-20	Over/(under) YTD	Actual YTD			Total Budget	Remaining Budget	YTD % to Budget
Rate Revenue	1,946,566	1,960,538	(13,972)	1,476,772	1,472,857	3,915	268,197	268,193	4	3,691,535	3,701,588	10,053	99.7%	3,467,665	223,870
Tax Revenue	6,667	6,667	-	6,667	6,667	-	-	-	-	13,333	20,000	6,667	66.7%	78,333	(65,000)
Rental Revenue	21,205	21,100	106	21,205	21,100	106	-	-	-	42,410	63,299	20,889	67.0%	38,984	3,427
Bike Trail	14,362	14,636	(274)	14,362	14,636	(274)	-	-	-	28,724	46,000	17,276	62.4%	29,271	(547)
Mutual Water Company	67,068	68,341	(1,273)	-	-	-	-	-	-	67,068	102,512	35,444	65.4%	70,456	(3,388)
Billable Wages & Capital Labor	22,055	20,828	1,227	49,708	20,828	28,880	-	-	-	71,763	62,485	(9,278)	114.8%	52,513	19,250
Grants	810	-	810	-	-	-	-	-	-	810	16,667	15,857	4.9%	-	810
Administration	9,517	31,528	(22,011)	9,517	31,528	(22,011)	-	-	-	19,034	94,583	75,549	20.1%	11,469	7,565
Dedications	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	167,596	(167,596)
Total Revenue	2,088,250	2,123,638	(35,388)	1,578,231	1,567,615	10,615	268,197	268,193	4	3,934,678	4,107,134	172,457	95.8%	3,916,288	18,390
Salaries & Wages	494,892	455,290	39,602	410,783	435,290	(24,507)	1,005	-	1,005	906,680	1,335,870	429,190	67.9%	834,723	71,958
Employee Benefits	373,033	364,043	8,991	343,948	357,561	(13,613)	266	-	266	717,248	1,082,404	365,156	66.3%	774,518	(57,270)
Billable Wages & Capital Labor	22,055	20,828	1,227	49,708	20,828	28,880	-	-	-	71,763	62,485	(9,278)	114.8%	52,513	19,250
Materials & Supplies	49,846	26,667	23,180	7,935	8,000	(65)	-	-	-	57,781	52,000	(5,781)	111.1%	35,323	22,458
Maintenance Equipment	12,363	13,233	(870)	3,219	5,900	(2,681)	-	-	-	15,582	28,700	13,118	54.3%	15,598	(16)
Facilities: Maintenance & Repairs	13,578	23,261	(9,683)	8,339	12,028	(3,689)	-	-	-	21,917	52,934	31,017	41.4%	27,530	(5,613)
Training & Memberships	11,930	10,567	1,363	7,600	2,033	5,567	-	-	-	19,529	24,200	4,671	80.7%	15,780	3,749
Vehicle Repair/Maintenance	13,995	13,967	29	13,430	13,967	(537)	-	-	-	27,425	41,900	14,475	65.5%	22,338	5,087
Garbage Contract	-	-	-	-	-	-	173,201	172,039	1,161	173,201	258,059	84,858	67.1%	163,369	9,832
Board Expenses	16,205	18,600	(2,395)	16,205	18,600	(2,395)	-	-	-	32,411	55,800	23,389	58.1%	24,879	7,532
Consulting	18,626	34,953	(16,327)	18,626	34,953	(16,327)	-	-	-	37,252	104,860	67,608	35.5%	32,789	4,463
Insurance	16,511	16,862	(351)	16,511	16,862	(351)	-	-	-	33,022	50,586	17,564	65.3%	33,228	(206)
Rents/Licenses & Permits	13,690	13,256	434	13,690	13,256	434	-	-	-	27,379	39,768	12,389	68.8%	22,197	5,182
Office Expenses	16,061	17,601	(1,540)	16,061	17,601	(1,540)	-	-	-	32,122	52,802	20,680	60.8%	22,583	9,539
Travel, Meetings & Recruitment	2,938	5,550	(2,612)	2,938	5,550	(2,612)	-	-	-	5,876	16,650	10,774	35.3%	4,816	1,060
Utilities	48,467	51,584	(3,117)	24,406	21,664	2,742	-	-	-	72,873	109,872	36,999	66.3%	66,577	6,295
Park & Bike Trail	12,691	7,204	5,487	12,691	7,204	5,487	-	-	-	25,381	21,612	(3,769)	117.4%	15,788	9,593
Interest & Misc	11,816	12,261	(445)	11,816	12,261	(445)	-	-	-	23,631	36,782	13,151	64.2%	26,291	(2,660)
Transfer to/from Capital Resv	-	-	-	-	-	-	-	-	-	-	-	-	0.0%	-	-
Total Expenses	1,148,698	1,105,726	42,972	977,905	1,007,091	(29,187)	174,472	172,039	2,433	2,301,075	3,427,284	1,126,209	67.1%	2,190,840	110,235
Operating Surplus (Deficit)	939,552	1,017,912	(78,360)	600,326	560,524	39,802	93,725	96,154	(2,429)	1,633,603	679,850			1,725,448	(91,845)
Depreciation	208,889	217,177	(8,288)	208,889	217,177	(8,288)	-	-	-	417,779	651,531	233,752	64.1%	449,045	(31,266)
Net Surplus (Deficit)	730,663	800,735	(70,072)	391,436	343,347	48,089	93,725	96,154	(2,429)	1,215,824	28,319			1,276,402	(60,579)

66.7% of the Budgeted Year Expended

Highlights

- **Revenue** year to date is at \$3.9 million. This is an increase of prior year by approximately \$18K, mostly due to rate increases. There was also a water line dedication in the prior year which is not a regular occurrence.
- **Salaries & Wages** Are over budget in the Water Department and under budget in the Sewer Department. In total we are over budget. This is due to the hiring of an additional Operations Trainee that was not planned. Billable wages are reimbursable. Capital Labor relates to capital projects and are not expensed. Year to date we have billed out or capitalized more labor costs than plan, mostly due to the Siphon project. Wages spent on OMP are included in salaries in wages. Year to date we have spent \$9,443 in labor.
- **Materials and Supplies** relates primarily to caustic soda purchases. Caustic soda purchases and delivery fees have increased since the prior provider was bought out.
- **Trainings and Memberships** consist of annual fees such as SWRCB and AWWA as well as training and certifications for operators. Some of these trainings are being reimbursed by Placer County.
- **Rents/Licenses & Permits** consists of bank fees as well as many contracts such as accounting software, CSDA, Vueworks and our copier.
- **Park & Bike Trail** consists of legal fees and meeting expenses related to the Olympic Meadow Property which was not budgeted. There was also \$12,373 related to bike trail.
- **Interest & Misc** consists of interest due on the building loan as well as payments we make for the toilet rebate.
- In total we are 67% through the year. Revenues are at 96% of the budget and expenses are at 67%. Compared to prior year at this time, our net surplus is \$61K lower.



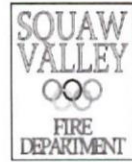
SQUAW VALLEY PUBLIC SERVICE DISTRICT
ENTERPRISE BALANCE SHEET
 February 29, 2020



	Balance Feb-20	Balance Jan-20	Change Prior Month	Balance Feb-19	Change Prior Year
ASSETS					
Current Assets					
Cash	483,880	627,894	(144,015)	587,497	(103,618)
Accounts Receivable	162,122	143,275	18,847	136,670	25,453
Prepaid Expenses	231,055	285,401	(54,346)	252,988	(21,932)
Total Current Assets	877,057	1,056,571	(179,514)	977,154	(100,098)
Noncurrent Assets					
Open Projects	2,487,415	2,306,373	181,042	936,789	1,550,626
Property, Plant, & Equipment	25,409,409	25,409,409	-	25,179,092	230,318
Accumulated Depreciation	(17,409,798)	(17,357,576)	(52,222)	(16,950,560)	(459,239)
Intercompany	762,584	1,017,845	(255,262)	2,411,568	(1,648,984)
Total Noncurrent Assets	11,249,610	11,376,052	(126,442)	11,576,889	(327,279)
Deferred Outflows					
Deferred Outflows - Pension	1,274,214	1,274,214	-	903,146	371,068
Deferred Outflows - OPEB	10,507	10,507	-	9,551	955
Total Deferred Outflows	1,284,720	1,284,720	-	912,697	372,023
Total Assets	13,411,387	13,717,343	(305,956)	13,466,741	(55,353)
LIABILITIES					
Current Liabilities					
Accounts Payable	40,937	93,255	(52,317)	115,667	(74,730)
Accrued Expenses	240,597	213,245	27,352	239,674	923
Payroll Liabilities	268,600	264,659	3,941	211,532	57,068
Current Portion-Building loan	91,097	91,097	-	88,161	2,936
Total Current Liabilities	641,231	662,255	(21,024)	655,033	(13,802)
Long-Term Liabilities					
Building & Land Loans	846,905	846,905	-	938,002	(91,097)
PERS LT Liability	2,650,101	2,650,101	-	2,697,379	(47,278)
Other Post Employment Benefits	344,576	344,576	-	337,316	7,260
Total LT Liabilities	3,841,582	3,841,582	-	3,972,697	(131,115)
Deferred Inflows					
Deferred Inflows - Pension	185,521	185,521	-	150,759	34,763
Deferred Inflows - OPEB	11,147	11,147	-	-	11,147
Total Deferred Inflows	196,669	196,669	-	150,759	45,910
Total Liabilities	4,679,482	4,700,506	(21,024)	4,778,489	(99,007)
NET POSITION					
Investment in Capital Assets	7,516,082	7,516,082	-	7,411,849	104,233
Current Year Net Income	1,215,824	1,500,755	(284,931)	1,276,402	(60,579)
Total Net Position	8,731,905	9,016,837	(284,931)	8,688,251	43,654
Total Liabilities and Net Position	13,411,387	13,717,343	(305,956)	13,466,741	(55,353)



SQUAW VALLEY PUBLIC SERVICE DISTRICT
REVENUES & EXPENDITURES
February 29, 2020



FIRE DEPARTMENT OPERATIONS

	Actual YTD Feb-20	Budget YTD Feb-20	Over/ (under) YTD	Total Budget	Remaining Budget	YTD % to Budget	Actual YTD Feb-19	Over/ (under) to PY
Rate Revenue	-	-	\$ -		\$ -	0.0%	-	\$ -
Tax Revenue	\$ 2,360,817	\$ 2,360,817	\$ (0)	\$ 3,541,225	\$ 1,180,408	66.7%	\$ 2,275,331	\$ 85,485
Strike Team/ /Station 22 Revenue	\$ 42,748	\$ 33,333	\$ 9,414	\$ 50,000	\$ 7,252	85.5%	\$ 462,516	\$ (419,768)
Rental Revenue	\$ 20,889	\$ 21,100	\$ (211)	\$ 31,650	\$ 10,761	66.0%	\$ 19,201	\$ 1,688
Administration	\$ 2,424	\$ 6,992	\$ (4,568)	\$ 10,488	\$ 8,064	23.1%	\$ 740	\$ 1,684
Total Revenue	\$ 2,426,878	\$ 2,422,242	\$ 4,636	\$ 3,633,363	\$ 1,206,485	66.8%	\$ 2,757,788	\$ (330,911)
Salaries & Wages	\$ 1,133,244	\$ 1,081,257	\$ 51,986	\$ 1,606,216	\$ 472,972	70.6%	\$ 1,011,900	\$ 121,343
Employee Benefits	\$ 789,666	\$ 796,969	\$ (7,302)	\$ 1,192,089	\$ 402,423	66.2%	\$ 878,337	\$ (88,671)
Billable Wages & Benefits	\$ 36,390	\$ -	\$ 36,390	\$ -	\$ -	0.0%	\$ 330,191	\$ (293,802)
Admin Salaries & Benefits	\$ 209,796	\$ 204,987	\$ 4,808	\$ 307,481	\$ 97,685	68.2%	\$ 198,710	\$ 11,085
Materials & Supplies	\$ 10,354	\$ 19,683	\$ (9,329)	\$ 29,525	\$ 19,171	35.1%	\$ 16,367	\$ (6,012)
Maintenance Equipment	\$ 6,669	\$ 12,623	\$ (5,955)	\$ 18,935	\$ 12,266	35.2%	\$ 8,171	\$ (1,502)
Facilities: Maintenance & Repairs	\$ 16,613	\$ 21,900	\$ (5,287)	\$ 32,850	\$ 16,237	50.6%	\$ 21,197	\$ (4,584)
Training & Memberships	\$ 18,983	\$ 29,480	\$ (10,497)	\$ 44,220	\$ 25,237	42.9%	\$ 26,255	\$ (7,272)
Vehicle Repair/Maintenance	\$ 18,040	\$ 20,200	\$ (2,160)	\$ 30,300	\$ 12,260	59.5%	\$ 14,334	\$ 3,706
Board Expenses	\$ 10,804	\$ 12,400	\$ (1,596)	\$ 18,600	\$ 7,796	58.1%	\$ 8,232	\$ 2,571
Consulting	\$ 15,149	\$ 16,491	\$ (1,342)	\$ 24,736	\$ 9,587	61.2%	\$ 11,322	\$ 3,827
Insurance	\$ 23,078	\$ 20,086	\$ 2,992	\$ 30,129	\$ 7,051	76.6%	\$ 19,451	\$ 3,627
Rents/Licenses & Permits	\$ 36,164	\$ 46,157	\$ (9,992)	\$ 69,235	\$ 33,071	52.2%	\$ 30,531	\$ 5,633
Office Expenses	\$ 14,351	\$ 11,067	\$ 3,284	\$ 16,600	\$ 2,249	86.5%	\$ 7,269	\$ 7,082
Travel, Meetings & Recruitment	\$ 14,053	\$ 16,000	\$ (1,947)	\$ 24,000	\$ 9,947	58.6%	\$ 5,767	\$ 8,286
Utilities	\$ 28,372	\$ 28,618	\$ (246)	\$ 42,927	\$ 14,555	66.1%	\$ 28,063	\$ 309
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -
Total Expenses	\$ 2,381,725	\$ 2,337,918	\$ 43,807	\$ 3,487,843	\$ 1,142,508	68.3%	\$ 2,616,098	\$ (234,373)
Operating Surplus (Deficit)	\$ 45,152	\$ 84,324	\$ (39,172)	\$ 145,520			\$ 141,690	\$ (96,538)
Depreciation	\$ 163,107	\$ 158,056	\$ 5,051	\$ 237,084	\$ 73,977	68.8%	\$ 153,515	\$ 9,592
Net Surplus (Deficit)	\$ (117,954)	\$ (73,732)	\$ (44,222)	\$ (91,564)			\$ (11,825)	\$ (106,129)

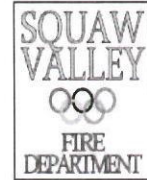
66.7% of the Budgeted Year Expended

Highlights

- Revenue is at \$2.4M for the year. This is on plan and \$331K less than prior year due to fewer strike teams year to date.
 - Salaries & Wages are over budget mostly due to overtime. We have less part-time available staff which requires Full-Time staff to cover.
 - Employee Benefits are in line with budget.
 - Admin Salaries & Benefits: One third of the administration salaries are allocated to the Fire Department.
 - Insurance consists of our property and liability insurance with SDRMA. Rates increased this year by 11%.
 - Office Expenses are over budget year to date mostly due to timing. The fire department replaced two computers.
 - In total we are 67% through the year. Revenues are at 67% of the budget and expenses are at 68%.
- Compared to prior year at this time, our net surplus is \$106K lower. This is mostly due to not assisting in wildland fires year to date.



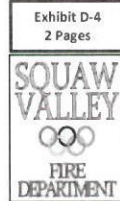
SQUAW VALLEY PUBLIC SERVICE DISTRICT
GOVERNMENTAL BALANCE SHEET
February 29, 2020



	Balance Feb-20	Balance Jan-20	Change Prior Month	Balance Feb-19	Change Prior Year
ASSETS					
Current Assets					
Cash	-	-	-	200	(200)
Accounts Receivable	(4,000)	(4,000)	-	391,835	(395,835)
Prepaid Expenses	177,763	219,612	(41,848)	245,258	(67,495)
Total Current Assets	173,763	215,612	(41,848)	637,293	(463,530)
Noncurrent Assets					
Open Projects	6,055	4,580	1,475	91,643	(85,588)
Property, Plant, & Equipment	8,190,803	8,190,803	-	8,139,312	51,490
Accumulated Depreciation	(3,241,636)	(3,221,247)	(20,388)	(3,074,947)	(166,689)
Intercompany	693,413	637,864	55,548	276,075	417,338
Total Noncurrent Assets	5,648,634	5,612,000	36,635	5,432,083	216,551
Deferred Outflows					
Deferred Outflows - Pension	1,455,619	1,455,619	-	1,300,432	155,187
Deferred Outflows - OPEB	3,967	3,967	-	3,860	107
Total Deferred Outflows	1,459,586	1,459,586	-	1,304,292	155,293
Total Assets	7,281,983	7,287,197	(5,214)	7,373,669	(91,686)
LIABILITIES					
Current Liabilities					
Accounts Payable	20,982	23,039	(2,057)	17,205	3,777
Accrued Expenses	-	-	-	-	-
Payroll Liabilities	456,078	452,304	3,774	436,397	19,681
Current Portion-LT Debt	-	-	-	-	-
Total Current Liabilities	477,060	475,343	1,717	453,602	23,458
Long-Term Liabilities					
Building and Land Loans	-	-	-	-	-
PERS LT Liability	3,076,605	3,076,605	-	3,031,127	45,478
Other Post Employment Benefits	281,926	281,926	-	279,216	2,710
Total LT Liabilities	3,358,531	3,358,531	-	3,310,343	48,188
Deferred Inflows					
Deferred Inflows - Pension	76,537	76,537	-	79,901	(3,364)
Deferred Inflows - OPEB	18,188	18,188	-	-	18,188
Total Deferred Inflows	94,724	94,724	-	79,901	14,823
Total Liabilities	3,930,316	3,928,598	1,717	3,843,847	86,469
NET POSITION					
Investment in Capital Assets	3,469,622	3,469,622	-	3,541,647	(72,025)
Current Year Net Income	(117,954)	(111,024)	(6,931)	(11,825)	(106,129)
Total Net Position	3,351,668	3,358,598	(6,931)	3,529,822	(178,154)
Total Liabilities and Net Position	7,281,983	7,287,197	(5,214)	7,373,669	(91,686)



SQUAW VALLEY PUBLIC SERVICE DISTRICT
REVENUES & EXPENDITURES
 February 29, 2020



CAPITAL RESERVES OPERATIONS

	YTD Actual Feb-20	YTD Budget Feb-20	Over/ (under) to Budget	Annual Budget	Remaining Budget	YTD % to Budget	YTD Prior Yr Feb-19	Over/ (under) to Prior Yr
Connection Fees	443,220	113,431	329,789	170,146	(273,074)	260.5%	123,272	319,948
Placer Cty Tax	2,054,762	1,978,458	76,303	3,597,197	1,542,435	57.12%	2,004,465	50,297
HOPTR	12,527	23,981	(11,454)	35,972	23,445	34.8%	12,802	(275)
Interest	102,356	55,410	46,946	83,115	(19,241)	123.1%	92,200	10,156
Total Revenue	2,612,865	2,171,280	441,584	3,886,430	1,273,565	67.2%	2,232,738	380,127
Transfers to Utility and Fire	2,374,150	2,374,150	-	3,561,225	1,187,075	66.7%	2,353,665	20,485
Capital Reserve Expenditures	69,846	71,944	(2,098)	71,944	2,098	97.1%	69,154	693
Total Expenses	2,443,996	2,446,094	(2,098)	3,633,169	1,189,173	67.3%	2,422,818	21,178
Net Surplus (Deficit)	168,868	(274,814)	443,682	253,261	84,393		(190,080)	358,949

66.7% of the Budgeted Year Expended

Highlights

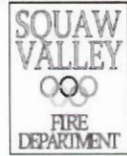
- Transfers to Utility and Fire relate to budgeted tax revenue that we allocate to each department.
 - Capital Reserve Expenditures relate to fees from Placer County to administer our Ad Valorem revenues.
 - The District has received the Estimated Allocation of Property Taxes for Fiscal Year 2020, also known as the "September Surprise". The total anticipated tax revenue, less any fees from the county is estimated to be \$3,616,000.
- This is an increase over the prior year actual revenue received by \$48,000 or %1.34. It is \$55,000 greater than the budgeted amount.



SQUAW VALLEY PUBLIC SERVICE DISTRICT
CAPITAL RESERVES
BALANCE SHEET
 February 29, 2020



	Balance Feb-20	Balance Jan-20	Change Prior Month	Balance Feb-19	Change Prior Year
ASSETS					
Current Assets					
Cash	8,248,717	8,574,674	(325,956)	8,319,700	(70,982)
Accounts Receivable	2,704	2,704	-	-	2,704
Prepaid Expenses	-	-	-	-	-
Total Current Assets	8,251,422	8,577,378	(325,956)	8,319,700	(68,278)
Noncurrent Assets					
Open Projects	-	-	-	-	-
Property, Plant, & Equipment	-	-	-	-	-
Accumulated Depreciation	-	-	-	-	-
Intercompany	(1,455,996)	(1,655,710)	199,713	(2,687,643)	1,231,646
Total Noncurrent Assets	(1,455,996)	(1,655,710)	199,713	(2,687,643)	1,231,646
Deferred Outflows					
Deferred Outflows - Pension	-	-	-	-	-
Deferred Outflows - OPEB	-	-	-	-	-
Total Deferred Outflows	-	-	-	-	-
Total Assets	6,795,425	6,921,668	(126,243)	5,632,057	1,163,368
LIABILITIES					
Current Liabilities					
Accounts Payable	-	-	-	-	-
Accrued Expenses	-	-	-	-	-
Payroll Liabilities	-	-	-	-	-
Customer Deposits	-	-	-	-	-
Current Portion-LT Debt	-	-	-	-	-
Total Current Liabilities	-	-	-	-	-
Long-Term Liabilities					
Building & Land Loans	-	-	-	-	-
PERS LT Liability	-	-	-	-	-
Other Post Employment Benefits	-	-	-	-	-
Total LT Liabilities	-	-	-	-	-
Deferred Inflows					
Deferred Inflows - Pension	-	-	-	-	-
Deferred Inflows - OPEB	-	-	-	-	-
Total Deferred Inflows	-	-	-	-	-
Total Liabilities	-	-	-	-	-
NET POSITION					
Investment in Capital Assets	(0)	(0)	-	-	(0)
Water Capital	692,605	692,605	-	590,599	102,006
Sewer Capital	162,015	162,015	-	157,844	4,171
Fire Capital	23,792	23,792	-	2,450	21,342
Water FARF	1,196,772	1,196,772	-	809,010	387,762
Sewer FARF	3,788,521	3,788,521	-	3,574,073	214,448
Garbage FARF	192,902	192,902	-	186,216	6,686
Fire FARF	569,182	569,182	-	501,944	67,238
Bike Trail Snow Removal FARF	767	767	-	-	767
Current Year Net Income	168,868	295,112	(126,243)	(190,080)	358,949
Total Net Position	6,795,425	6,921,668	(126,243)	5,632,057	1,163,368
Total Liabilities and Net Position	6,795,425	6,921,668	(126,243)	5,632,057	1,163,368



SQUAW VALLEY PUBLIC SERVICE DISTRICT
REVENUES & EXPENDITURES - INTERNAL USE ONLY
February 29, 2020

COMBINED OPERATIONS

	Actual YTD Feb-20	Budget YTD Feb-20	Over/ (under) YTD	Total Budget	Remaining Budget	YTD % to Budget	Actual YTD Feb-19	Over/ (under) to PY
Rate Revenue	\$ 3,691,535	\$ 3,701,588	\$ (10,053)	\$ 3,701,588	\$ 10,053	99.7%	\$ 3,467,665	\$ 223,870
Tax Revenue	\$ 2,067,289	\$ 2,002,440	\$ 64,849	\$ 3,633,169	\$ 1,565,880	56.9%	\$ 2,017,266	\$ 50,022
Connection Fees	\$ 443,220	\$ 113,431	\$ 329,789	\$ 170,146	\$ (273,074)	260.5%	\$ 123,272	\$ 319,948
Rental Revenue	\$ 63,299	\$ 63,299	\$ (0)	\$ 94,949	\$ 31,650	66.7%	\$ 58,185	\$ 5,114
Bike Trail	\$ 28,724	\$ 29,273	\$ (549)	\$ 46,000	\$ 17,276	62.4%	\$ 29,271	\$ (547)
Mutual Water Company	\$ 67,068	\$ 68,341	\$ (1,273)	\$ 102,512	\$ 35,444	65.4%	\$ 70,456	\$ (3,388)
Billable Wages & Capital Labor	\$ 114,511	\$ 74,989	\$ 39,522	\$ 112,485	\$ (2,026)	101.8%	\$ 515,029	\$ (400,518)
Grants	\$ 810	\$ -	\$ 810	\$ 16,667	\$ 15,857	4.9%	\$ -	\$ 810
Administration & Interest	\$ 123,814	\$ 125,457	\$ (1,643)	\$ 188,186	\$ 64,372	65.8%	\$ 104,409	\$ 19,405
Dedications	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ 167,596	\$ (167,596)
Total Revenue	\$ 6,600,270	\$ 6,178,818	\$ 421,452	\$ 8,065,702	\$ 1,465,432	81.8%	\$ 6,553,149	\$ 47,121
Salaries & Wages	\$ 2,039,924	\$ 1,971,837	\$ 68,087	\$ 2,942,086	\$ 902,162	69.3%	\$ 1,846,623	\$ 193,301
Employee Benefits	\$ 1,506,914	\$ 1,518,573	\$ (11,658)	\$ 2,274,493	\$ 767,579	66.3%	\$ 1,652,855	\$ (145,940)
Billable Wages & Capital Labor	\$ 108,153	\$ 41,656	\$ 66,497	\$ 62,485	\$ (45,668)	173.1%	\$ 382,704	\$ (274,551)
Admin Salaries & Benefits	\$ 209,796	\$ 204,987	\$ 4,808	\$ 307,481	\$ 97,685	68.2%	\$ 198,710	\$ 11,085
Materials & Supplies	\$ 68,135	\$ 54,350	\$ 13,785	\$ 81,525	\$ 13,390	83.6%	\$ 51,690	\$ 16,446
Maintenance Equipment	\$ 22,251	\$ 31,757	\$ (9,506)	\$ 47,635	\$ 25,384	46.7%	\$ 23,769	\$ (1,518)
Facilities: Maintenance & Repairs	\$ 38,530	\$ 57,189	\$ (18,659)	\$ 85,784	\$ 47,254	44.9%	\$ 48,727	\$ (10,197)
Training & Memberships	\$ 38,513	\$ 45,613	\$ (7,101)	\$ 68,420	\$ 29,907	56.3%	\$ 42,035	\$ (3,522)
Garbage	\$ 173,201	\$ 172,039	\$ 1,161	\$ 258,059	\$ 84,858	67.1%	\$ 163,369	\$ 9,832
Vehicle Repair/Maintenance	\$ 45,465	\$ 48,133	\$ (2,668)	\$ 72,200	\$ 26,735	63.0%	\$ 36,671	\$ 8,794
Board Expenses	\$ 43,214	\$ 49,600	\$ (6,386)	\$ 74,400	\$ 31,186	58.1%	\$ 33,111	\$ 10,103
Consulting	\$ 52,401	\$ 86,397	\$ (33,996)	\$ 129,596	\$ 77,195	40.4%	\$ 44,111	\$ 8,290
Insurance	\$ 56,100	\$ 53,810	\$ 2,290	\$ 80,715	\$ 24,615	69.5%	\$ 52,679	\$ 3,421
Rents/Licenses & Permits	\$ 63,544	\$ 72,669	\$ (9,125)	\$ 109,003	\$ 45,459	58.3%	\$ 52,728	\$ 10,815
Office Expenses	\$ 46,472	\$ 46,268	\$ 204	\$ 69,402	\$ 22,930	67.0%	\$ 29,852	\$ 16,621
Travel, Meetings & Recruitment	\$ 19,929	\$ 27,100	\$ (7,171)	\$ 40,650	\$ 20,721	49.0%	\$ 10,583	\$ 9,346
Utilities	\$ 101,245	\$ 101,866	\$ (621)	\$ 152,799	\$ 51,554	66.3%	\$ 94,640	\$ 6,605
Bike Trail	\$ 25,381	\$ 14,408	\$ 10,973	\$ 21,612	\$ (3,769)	117.4%	\$ 15,788	\$ 9,593
Interest	\$ 93,478	\$ 96,465	\$ (2,988)	\$ 108,726	\$ 15,248	86.0%	\$ 95,445	\$ (1,967)
Total Expenses	\$ 4,752,647	\$ 4,694,718	\$ 57,928	\$ 6,987,071	\$ 2,234,425	68.0%	\$ 4,876,092	\$ (123,445)
Operating Surplus (Deficit)	\$ 1,847,623	\$ 1,484,100	\$ 363,523	\$ 1,078,631			\$ 1,677,057	\$ 170,566
Depreciation	\$ 580,886	\$ 592,410	\$ (11,525)	\$ 888,615	\$ 307,730	65.4%	\$ 602,560	\$ (21,674)
Net Surplus (Deficit)	\$ 1,266,738	\$ 891,690	\$ 375,048	\$ 190,016			\$ 1,074,497	\$ 192,241

66.7% of the Budgeted Year Expended



SQUAW VALLEY PUBLIC SERVICE DISTRICT
COMBINED BALANCE SHEET - INTERNAL USE ONLY
 February 29, 2020



	Balance Feb-20	Balance Jan-20	Change Prior Month	Balance Feb-19	Change Prior Year
ASSETS					
Current Assets					
Cash	8,732,597	9,202,568	(469,971)	8,907,397	(174,800)
Accounts Receivable	160,826	141,979	18,847	528,505	(367,679)
Prepaid Expenses	408,818	505,013	(96,194)	498,245	(89,427)
Total Current Assets	9,302,242	9,849,560	(547,319)	9,934,147	(631,906)
Noncurrent Assets					
Open Projects	2,493,470	2,310,953	182,517	1,028,433	1,465,038
Property, Plant, & Equipment	33,600,212	33,600,212	-	33,318,404	281,808
Accumulated Depreciation	(20,651,434)	(20,578,823)	(72,611)	(20,025,507)	(625,927)
Intercompany	-	-	-	-	-
Total Noncurrent Assets	15,442,248	15,332,342	109,906	14,321,330	1,120,919
Deferred Outflows					
Deferred Outflows - Pension	2,729,832	2,729,832	-	2,203,578	526,254
Deferred Outflows - OPEB	14,474	14,474	-	13,412	1,062
Total Deferred Outflows	2,744,306	2,744,306	-	2,216,990	527,316
Total Assets	27,488,796	27,926,208	(437,412)	26,472,466	1,016,329
LIABILITIES					
Current Liabilities					
Accounts Payable	61,919	116,294	(54,374)	132,873	(70,953)
Accrued Expenses	240,597	213,245	27,352	239,674	923
Payroll Liabilities	724,678	716,963	7,715	647,929	76,749
Current Portion-LT Debt	91,097	91,097	-	88,161	2,936
Total Current Liabilities	1,118,291	1,137,598	(19,307)	1,108,636	9,656
Long-Term Liabilities					
Building Loan	846,905	846,905	-	938,002	(91,097)
PERS LT Liability	5,726,706	5,726,706	-	5,728,506	(1,800)
Other Post Employment Benefits	626,502	626,502	-	616,532	9,970
Total LT Liabilities	7,200,113	7,200,113	-	7,283,040	(82,927)
Deferred Inflows					
Deferred Inflows - Pension	262,058	262,058	-	230,660	31,398
Deferred Inflows - OPEB	29,335	29,335	-	-	29,335
Total Deferred Inflows	291,393	291,393	-	230,660	60,733
Total Liabilities	8,609,797	8,629,104	(19,307)	8,622,336	(12,538)
NET POSITION					
Investment in Capital Assets	10,985,704	10,985,704	-	10,953,496	32,208
Water Capital	692,605	692,605	-	590,599	102,006
Sewer Capital	162,015	162,015	-	157,844	4,171
Fire Capital	23,792	23,792	-	2,450	21,342
Water FARF	1,196,772	1,196,772	-	809,010	387,762
Sewer FARF	3,788,521	3,788,521	-	3,574,073	214,448
Garbage FARF	192,902	192,902	-	186,216	6,686
Fire FARF	569,182	569,182	-	501,944	67,238
Bike Trail Snow Removal FARF	767	767	-	-	767
Current Year Net Income	1,266,738	1,684,843	(418,105)	1,074,497	192,241
Total Net Position	18,878,998	19,297,104	(418,105)	17,850,131	1,028,868
Total Liabilities and Net Position	27,488,796	27,926,208	(437,412)	26,472,466	1,016,329



Squaw Valley Public Service District



Fund Balance Statement February 29th, 2020

	February 2020	Yield Rate February 2020	February 2019	Yield Rate February 2019
Operating Funds - Water & Sewer:				
Bank of the West-Checking	\$649,899		\$502,954	
Bank of the West-Petty Cash	\$0		\$200	
Office Petty Cash	\$200		\$200	
L.A.I.F.	\$20,017	1.912%	\$19,417	2.392%
Total Operating Funds: Water & Sewer	\$670,116		\$522,771	
Operating Funds - Fire Dept:				
Bank of the West-Petty Cash	\$0		\$200	
Total Operating Funds: Fire Dept.	\$0		\$200	
Capital Reserve Funds:				
Bank of the West-Money Market Capital	\$291,819	0.07%	\$409,613	0.07%
ProEquities - Certificate of Deposit	\$257,190	2.40%	\$249,958	2.40%
ProEquities - Certificate of Deposit #2	\$246,000	3.10%	\$246,000	3.10%
ProEquities - Certificate of Deposit #3	\$246,000	2.70%	\$0	0.00%
Placer County- FD30144	\$3,319,968	1.880%	\$2,699,390	2.090%
Placer County-FD30146	\$3,677,091	1.880%	\$4,481,568	2.090%
Placer County - Investment Fund FD32004	\$205,860	1.803%	\$200,821	1.777%
L.A.I.F. Fire Capital	\$4,790	1.912%	\$4,790	2.392%
Total Capital Reserve Funds:	\$8,248,717		\$8,292,140	
Total Funds On Deposit:	\$8,918,834		\$8,815,110	

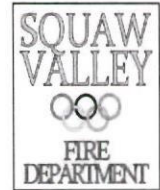
Investments are in compliance with adopted Investment Policies

As of the board packet preparation date, all February statements were received.



Squaw Valley Public Service District
 Bike Trail Snow Removal-Project Summary
 As of February 29,2020

Exh: D-7



Revenue	Budget	Billed YTD	Received YTD	Remaining Budget	YTD % to Budget
Total Revenue Placer County	\$ 46,000	\$ 29,274	\$ 20,911	\$ 25,089	45%

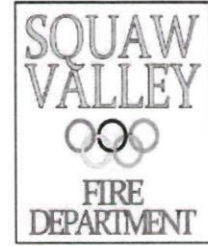
Expenses	Budget	Expensed YTD	Remaining Budget	YTD % to Budget
Snow blower - payment to FARF	\$ 25,000	\$ 25,000	\$ -	100%
Labor, Materials, Fuel, etc.	21,000	12,373	8,627	59%
Total Expenses	\$ 46,000	\$ 37,373	\$ 8,627	81%
Net Surplus (Deficit)	\$ -	\$ (8,099)		

64% of the Budgeted Year Expended

Currently in Reserves	\$ 767
Anticipated left over at end of season	\$ 25,000
Total Surplus (Deficit) at end of season	\$ 25,767



SQUAW VALLEY PUBLIC SERVICE DISTRICT



ANNUAL GARBAGE BILLING –3rd Quarter 2019/2020

DATE: March 31, 2020

TO: District Board Members

FROM: Danielle Grindle, Finance & Administration Manager

SUBJECT: Recap of Amounts Due and Payments to Tahoe Truckee Sierra Disposal Company

BACKGROUND: The District has contracted with Tahoe Truckee Sierra Disposal Company for weekly pickup of refuse from residential units. For the fiscal year July 2019 – June 2020 the residential dwelling unit rate is \$21.57/month. This cost is charged to the customer by the District in our annual billing. Each quarter the district submits payment to TTSD based on the number of active residential units utilizing this service. Any changes in units will be communicated to TTSD along with the appropriate address.

DISCUSSION: This quarter payment to TTSD is due after March 31st. Based on current records we have 999 residential dwelling units amounting to payment of \$64,645.29 for the period of January – March. See breakdown below:

1st Quarter Payment September 2019.

July:	994 Residential Dwelling Units @ \$21.57/mo =	\$21,440.58
August:	994 Residential Dwelling Units @ \$21.57/mo =	\$21,440.58
September:	994 Residential Dwelling Units @ \$21.57/mo =	\$21,440.58
	Adjust for Butze 1743 Christy (no pickup for 6 mo in FY2019)	<u>\$(175.33)</u>
	Total Paid:	\$64,146.41

2nd Quarter Payment December 2019.

October:	994 Residential Dwelling Units @ \$21.57/mo =	\$21,440.58
November:	999 Residential Dwelling Units @ \$21.57/mo =	\$21,548.43
December:	999 Residential Dwelling Units @ \$21.57/mo =	<u>\$21,548.43</u>
	Total Paid:	\$64,537.44

3rd Quarter Payment March 2020.

January:	999 Residential Dwelling Units @ \$21.57/mo =	\$21,548.43
November:	999 Residential Dwelling Units @ \$21.57/mo =	\$21,548.43
December:	999 Residential Dwelling Units @ \$21.57/mo =	<u>\$21,548.43</u>
Total Paid:		\$64,645.29

Adjustments

07/01/19	Koch	260 Hidden Lake	+1	Full Yr.
07/01/19	Palisades	256 Palisades	+1	Full Yr.
07/01/19	Palisades	260 Palisades	+1	Full Yr.
07/01/19	Palisades	264 Palisades	+1	Full Yr.
07/01/19	Palisades	268 Palisades	+1	Full Yr.
07/01/19	Palisades	272 Palisades	+1	Full Yr.
07/01/19	Palisades	276 Palisades	+1	Full Yr.
07/01/19	Palisades	397 Palisades	+1	Full Yr.
07/01/19	Titi	220 Smiley	+1	Full Yr.
07/01/19	Ammenti	154 Tiger Tail	+1	Full Yr.
07/01/19	Poulsen	120 Smiley	+1	Full Yr.
07/01/19	Poulsen	160 Smiley	+1	Full Yr.
07/01/19	Riley	1282 Sandy Way	-1	Full Yr.
07/01/19	McKinney	1853 Apache Ct	-1	Full Yr.
07/01/19	Sierra	1241 Sandy	-2	Full Yr.

Total July – September: 994

11/01/19	Hopper	230 Forest Glen	-1	Full Yr.
11/01/19	Blair	309 Forest Glen	-1	Full Yr.
11/01/19	Leipheimer	433 Creeks End	+1	Full Yr.
11/01/19	Wickland	215 Winding Creek	+1	Full Yr.
11/01/19	Palisades	240 Palisades	+1	Full Yr.
11/01/19	Palisades	244 Palisades	+1	Full Yr.
11/01/19	Palisades	245 Palisades	+1	Full Yr.
11/01/19	Palisades	377 Palisades	+1	Full Yr.
11/01/19	Palisades	385 Palisades	+1	Full Yr.

Total October – December: 999

- ALTERNATIVES:**
1. Approve payment of \$64,645.29 for services rendered for the third quarter of fiscal year 2020.
 2. Do not approve payment.

FISCAL/RESOURCE IMPACTS: The source of funds is provided by each customer utilizing garbage removal. The annual bill sent in July includes a garbage portion to cover one year of service.

RECOMMENDATION: Approve payment of the quarterly payment per our contract and avoid stopping services.

ATTACHMENTS: None.

DATE PREPARED: March 26,2020

SQUAW VALLEY PUBLIC SERVICE DISTRICT

PROGRESS PAYMENT REPORT

EXHIBIT # D - 9
 2 Pages

PROJECT TITLE: Truckee River Siphon Replacement Project
 Easement Revision
 PROJECT NUMBER: 1000150048-sewer
 CONTRACTOR NAME: **Andregg Psomas**
 & ADDRESS: **Po Box 51463**
Los Angeles, CA 90051-5763

DATE: 02/20/2020
 PAYMENT ESTIMATE #: 3
 PERIOD: February 2020

BID AMOUNT: \$ 1,320.00
 NET CHANGE ORDERS: \$0.00
 ADJUSTED CONTRACT AMOUNT: \$1,320.00
 WORK COMPLETED: \$1,315.00
 % WORK COMPLETED: 100%

ORIGINAL TIME: N/A
 REVISED TIME: _____
 TIME ELAPSED: _____
 % TIME ELAPSED: _____

	<u>PREVIOUS</u>	<u>CURRENT</u>	<u>TO DATE</u>
EARNINGS:			
Work Completed	\$ 975.00	\$ 340.00	\$ 1,315.00
Retention on Work Completed	\$ -	\$ -	\$ -
Net Earnings on Work Completed	\$ 975.00	\$ 340.00	\$ 1,315.00
Materials on Hand			\$ -
Retention on Materials	\$ -	\$ -	\$ -
Net Earnings On Materials	\$ -	\$ -	\$ -
TOTAL NET EARNINGS	\$ 975.00	\$ 340.00	\$ 1,315.00
DEDUCTIONS:			
1.			\$ -
2.			\$ -
3.			\$ -
<i>Total Deductions</i>	\$ -	\$ -	\$ -
OTHER ADJUSTMENTS:			
1. Release Retention			\$ -
2.			\$ -
3.			\$ -
Total Adjustments	\$ -	\$ -	\$ -
TOTAL ADJUSTED EARNINGS	\$ 975.00	\$ 340.00	\$ 1,315.00
LESS PREVIOUS PAYMENTS			\$ (975.00)
PAYMENT DUE THIS ESTIMATE			\$ 340.00

REVIEWED BY: _____
David Hunt, District Engineer

PROVED BY: _____
Michael T. Geary, General Manager



Invoice

PO Box 51463, Los Angeles, CA 90051-5763
 888.203.3311 fax: 310.703.1388
 www.Psomas.com

Mr. Dave Hunt
 District Engineer
 Squaw Valley Public Service District
 P.O. Box 2026
 Olympic Valley, CA 96146-2026

Invoice Date: February 20, 2020
 Project No: 0001507201
 Invoice No: 160060

Total this Invoice: \$340.00

SVPSD Truckee River Siphon Easements

Professional Services from December 27, 2019 to January 30, 2020

 Task 00002 Easement Update - Nov. 2019
 Office work to make edits per client comments. Sign and stamp original easement document package and send to client for recording.

Professional Personnel

	Hours	Rate	Amount	
Project Manager II	2.00	170.00	340.00	
Totals	2.00		340.00	
Total Labor				340.00

Total this Task \$340.00

Total this Invoice \$340.00 *DH*

Outstanding Invoices

Number	Date	Balance
158376	12/13/2019	170.00
159179	1/15/2020	805.00
Total Outstanding		975.00
Account Balance		\$1,315.00

**SQUAW VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #866
FEBRUARY 25, 2020**

*Agenda with board packet and staff reports is available at the following link:
<https://www.svpsd.org/board-agenda-february-2020>*

A. Call to Order, Roll Call and Pledge of Allegiance. President Dale Cox called the meeting to order at 8:30 a.m.

Directors Present: Directors: Dale Cox, Katy Hover-Smoot, Bill Hudson, Fred Ilfeld, and Victoria Mercer

Directors Absent: None

Staff Present: Thomas Archer, District Counsel; Jessica Asher, Board Secretary; Brandon Burks, Operations Superintendent; Mike Geary, General Manager; Danielle Grindle, Finance & Administration Manager; Jessica Grunst, Account Clerk II and Human Resources Specialist; Fabienne Gueissaz, Office Supervisor; Dave Hunt, District Engineer; Allen Riley, Fire Chief; Tyler Trojan, Junior Engineer.

Others Present: Bruce Hutchinson, Jean Lange

President Cox asked Jean Lange to lead the Pledge of Allegiance.

B. Community Informational Items.

B-1 Friends of Squaw Creek (FOSC) – None.

B-2 Friends of Squaw Valley (FOSV) – None.

B-3 Squaw Valley Design Review Committee (SVDRC) – None.

B-4 Squaw Valley Municipal Advisory Council (SVMAC) – None.

B-5 Squaw Valley Mutual Water Company (SVMWC) – None.

B-6 Squaw Valley Property Owners Association (SVPOA) – None.

B-7 Mountain Housing Council of Tahoe Truckee (MHC) – None.

B-8 Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox provided a brief update and noted that the SVPSD Board and administration staff would tour the T-TSA facility today.

B-9 Capital Projects Advisory Committee (CAP) – Ms. Grindle stated that the Committee would meet at 4:30 on Thursday 2/27/20 to discuss a 3rd round of project funding.

B-10 Firewise Community – Chief Riley and Mr. Geary provided background on the requirements to become a Firewise Community. The community risk assessment is being performed now and once complete, a 5-year action plan will be written.

C. Public Comment/Presentation.

None.

D. Financial Consent Agenda Items.

Directors Hover-Smoot and Mercer convened with staff on February 24, 2020 from approximately 4:00 – 4:45 p.m. to review items D-1 through D-10 and other finance related items

on the agenda. Director Mercer provided a summary.

Mr. Burks stated that the two employees classified as “Operations Trainee” have been participating in an apprenticeship program which will provide reimbursement for some of their training. Mr. Burks provided a brief summary of the program. Director Mercer said she is happy with the staff’s efforts to meet and exceed training expectations.

Director Hudson asked if there were any budget concerns as the Fiscal Year approaches an end. Ms. Grindle responded that generally she did not have concerns, but that this topic will be discussed at length during the March Board Meeting as part of the first budget review.

Public Comment –

Jean Lange asked for information on the Operations Department on-call policy during an emergency. Mr. Burks explained that there is always one person on-call, other employees would respond to an emergency on a voluntary basis.

Director Hover-Smoot made a motion to approve the financial consent agenda which was seconded by Director Ilfeld. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

E. Approve Minutes.

E-1 Minutes for the Board of Directors Regular Meeting of January 28, 2020.

The Board reviewed the minutes, accepted public comment, and approved the minutes for the Board of Directors regular meeting of January 28, 2020.

Director Hover-Smoot made a motion to approve the minutes for the Board of Directors meeting of January 28, 2020 which was seconded by Director Hudson. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F. Old & New Business.

F-1 Introduce Ordinance 2020-01 “Adopting a Fire and Life Safety Cost Recovery Schedule”

The Board reviewed the item, waived the first reading of Ordinance 2020-01 and accepted public comment.

Chief Riley and Ms. Asher reviewed proposed Ordinance 2020-01 to adopt a Fire and Life Safety Cost Recovery Schedule.

Staff clarified that previously the District has not tracked or billed these expenses. A Director noted concern that Chief Riley would be performing most, if not all, of these inspections. Chief Riley responded that he is the only person legally able to perform many of the inspections.

Public Comment – None.

Director Ilfeld made a motion to waive the reading of Ordinance 2020-01, which was seconded by Director Hudson. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-2 Introduce Ordinance 2020-02 “Adopting Revisions to the District Administrative Code Chapter 2– Sanitary Sewer Service Code”

The Board reviewed the item, formally waived the first reading of Ordinance 2020-02 and accepted public comment.

Mr. Geary reviewed proposed Ordinance 2020-02 to adopt revisions to the District Administrative Code- Chapter 2 – Sanitary Sewer Service Code which was reviewed with the Water and Sewer Committee on February 21, 2020. The primary proposed changes include updating definitions within the Sewer Code to align with the Water Code, providing clarification on sewer connection fee charges and ensuring consistency with state laws regarding accessory dwelling units (ADUs), and implementing additional testing requirements for private sanitary sewer facilities. Mr. Geary discussed the importance of each of these proposed changes.

The Directors expressed that lateral pressure testing at the transfer of ownership is sensible but that there are concerns related to testing private property on a regular schedule (every 10 years), specifically the proposed language of Item 9 within Section 10.02, *“At the discretion of the General Manager, all building laterals may be tested every ten (10) years.”*

Mr. Archer clarified that the Ordinance as proposed does not allow unrestricted access to private property by District personnel but includes activities that prompt when pressure testing would be required.

There was a discussion about the test procedure, and the range of costs associated with performing the tests, installing cleanouts, finding laterals, and repairing or replacing laterals.

The Board requested staff return to the Board with more information including: the cost of testing; the cost to prepare a home for testing (i.e., installing cleanouts); the costs in the event of

a failed test (i.e. unit costs of spot repair through linear costs of lateral replacement); the percentage of laterals that pass sewer lateral pressure tests based on age of home; the age of homes in the Valley; the frequency of house ownership transfer; and an expanded explanation regarding the concerns and related costs if action is delayed.

There was a discussion about the public health and safety concerns associated with the threats this program would aim to reduce including infiltration and inflow, exfiltration, and sanitary sewer overflows.

The Board said it is important that we not “penalize” homeowners because the District has not required sewer lateral pressure testing at the transfer of home ownership until this point and suggested that staff monetize the need to test now and how the lack of testing may come back in the form of higher rates or taxes when there are more issues. Mr. Geary explained that the cost to the District argument is likely the least compelling of the reasons to implement a testing program.

A specific concern was expressed regarding the word “discretionary” in Item 9 within Section 10.02. Mr. Geary said he would remove this item entirely.

The consensus from the Board was to start requiring sewer lateral testing at transfers of homeownership only and to further discuss the implementation plan in conjunction with the information requested to evaluate the advantages and disadvantages of being more proactive. Mr. Geary said that the proposed Ordinance, if passed, would give the District the authority to conduct sewer lateral tests and that staff would commit to providing the Board further information and seeking authorization from the Board to initiate an implementation plan for testing homes *not* in the process of a transfer of ownership.

Public Comment –

Jean Lange asked if homeowners would notice a problem in a sewer lateral. Mr. Geary responded that it would depend on the problem. For example, root intrusion could create a stoppage which could result in a sewer overflow, which would be noticed; however, infiltration and inflow would go unnoticed.

Jean Lange asked how the agencies know there is infiltration and inflow (I&I). Mr. Geary responded that agencies track flow data daily and dry weather base flows are compared to wet weather peak flows. Mr. Burks explained the procedures the Operations Department implements to find I&I including monitoring flow meters for sub-drainage areas and manually inspecting manholes during rain events. Mr. Burks also provided detail on the concerns related to I&I including sanitary sewer overflows, exceedance of conveyance capacity, and increased treatment costs.

Jean Lange asked about homeowners using camera technology compared with pressure testing. Mr. Geary and Mr. Burks explained that a pressure test is the most accurate and least expensive way to determine if there is an issue and then a camera can be used to identify

what and where the issue might be. TV cameras alone are not as effective for private laterals.

Bruce Hutchinson asked how many homes in the valley are estimated to not have cleanouts and for an estimate of the cost to install one. The consensus was that there are likely many homes without cleanouts.

Mr. Hutchinson asked if it was known how much I&I was coming from the District system vs. private systems. Staff responded that this information is not known.

Director Hudson made a motion to waive the reading of Ordinance 2020-02, which was seconded by Director Mercer. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-3 Award contract for 1810 Facility Roof Replacement Project

The Board reviewed the item, accepted public comment, approved the contract with Mountain Valley Roofing in an amount not to exceed \$151,842.50 and authorized the General Manager to execute all contractual documents. The Board also approved amendments to the fiscal year 2020 sewer, water, fire and garbage fixed asset replacement funds (FARFs) in the amount of \$20,000.

Mr. Trojan reviewed the staff report. The roofs of the Administration Building and Fire Station at 1810 Squaw Valley Road are approximately 30 years old and in failing condition. The scope of the project encompasses the overlaying of a new Styrene-Butadiene-Styrene (SBS) and A-Tactical Polypropylene (APP) modified asphalt roof over the existing asphalt built up roofing system that is currently in place on both buildings and is further described in the agreement.

Mr. Trojan provided project history which included soliciting bids in 2015 and 2019, however the bids at that time were unacceptable. Over the winter months staff again solicited bids from local roofing companies. Mountain Valley Roofing's (MVR) bid was in the amount of \$151,842.50. The proposal included all repairs of existing soft spots in the current roof's base as well as a torch down roofing system backed by a 20-year warranty.

Anticipating the need for roof replacement staff included a line item in the budget in the amount of \$150,000 from the Fixed Asset Replacement Fund (FARF). This line item included \$12,500 for consulting services for design and construction inspection, as well as \$137,500 for construction costs. With MVR's proposal of \$151,842.50 a budget amendment will be necessary to complete this project. Staff requested a budget amendment in the amount of \$20,000 to cover the additional costs for construction as well as additional contingency to cover unforeseen circumstances during construction.

Mountain Valley Roofing, with a principal office in Gardnerville NV, would begin project field work after April 1, 2020 (likely starting in mid-April) and would complete the work within 45 days from the commencement of field work, and no later than June 30, 2020.

The board discussed the impact to the budget, the project cost, the type of roof construction and the resiliency of the composition.

Public Comment – None.

Director Mercer made a motion to Accept the proposal from MVR in the amount of \$151,842.50 and authorize the General Manager to execute all contractual documents; and approve an amendment to the FY20 Sewer, Water, Fire, and Garbage FARF's in the amount of \$20,000, which was seconded by Director Ilfeld. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

F-4 Budget Preparation Schedule.

The Board reviewed the item and accepted public comment.

Mr. Grindle reviewed the staff report. The only change from the published staff report is that the finance committee will meet on March 20th rather than March 19th. In contrast to previous years, the Ordinance to approve the budget, rates and charges will be introduced in May and have only one public hearing in June, rather than hosting two public hearings.

Public Comment – None.

F-5 California Special Districts Association (CSDA) – Board of Directors Nominations Seat C

The Board reviewed the item, accepted public comment and did not nominate a candidate.

Ms. Asher reviewed the staff report.

Public Comment – none

F-6 Parental Leave Laws and Policies

The Board reviewed the item and accepted public comment.

Mr. Geary introduced the item and Ms. Grunst reviewed the staff report and exhibits.

Ms. Hover-Smoot said that she is happy to be located in a progressive state with better state parental leave policies than much of the County, and is happy to hear that the District allows for flexible use of the policies, in accordance with state and federal laws.

Director Mercer would like to have staff consider the possibility of flexible hours to support both new parents and other staff. Mr. Geary responded that a flexible schedule and telecommuting are available at the General Managers discretion.

Public Comment – none

G-1 Fire Department Report

Chief Riley reviewed the report.

G-2 Water & Sewer Operations Report

Mr. Burks reviewed the report.

G-3 Engineering Report

Mr. Hunt reviewed the report, discussed active engineering projects as summarized in the staff report and upon request provided background on the PlumpJack Well Project. Mr. Geary provided an update on the prioritization of the water supply capital projects.

G-4 Administration & Office Report

Ms. Asher reviewed the report. There was a discussion on the retention schedule for audio files with the general consensus that retaining audio files for one-year would strike a balance between the minimum requirement of one-month, the Secretary of State's recommendation of three-months and the current practice of ten years.

G-5 General Manager Report

Mr. Geary reviewed the report.

G-6 Legal Report (verbal)

Mr. Archer had no comments

G-7 Directors' Comments (verbal)

Director Ilfeld discussed that the Centers for Disease Control and Prevention (CDC) has announced that the Coronavirus is likely to become a national issue. Dr. Ilfeld would like staff to talk with public health officials at the County and potentially at the state-level about precautions and the vulnerabilities of our area and to use the District's communications tools as needed to provide information to the community.

H. Adjourn.

Director Mercer made a motion, seconded by Director Hover-Smoot to adjourn at 11:36 a.m. The motion passed.

Cox – Yes

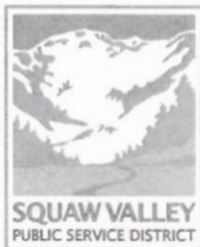
Hover-Smoot – Yes

Hudson – Yes

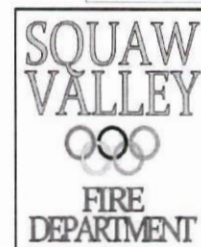
Ilfeld – Yes

Mercer – Yes

By, J. Asher



SQUAW VALLEY PUBLIC SERVICE DISTRICT



Fire Department – Ordinance 2020-01 Adopting a Fire and Life Safety Cost Recovery Schedule

DATE: March 31, 2020

TO: District Board Members

FROM: Allen Riley, Fire Chief

SUBJECT: Public Hearing for Ordinance 2020-01 adopting a Fire and Life Safety Cost Recovery schedule for the Fire Department.

BACKGROUND: The Fire Prevention Code serves as a supplement to the California Building Code, California Fire Code, and National Fire Protection Association (“NFPA”) Standards in situations where local government finds a need to require a different construction standard to address unique local conditions. The 2019 Fire Code was adopted by the SVPSD Board by Ordinance 2019-02, ratified by the Placer County Board of Supervisors, and is in effect. Section 113.2 “Schedule of Permit Fees” of the 2019 Fire Code states “the Fire Chief shall charge and receive such fees and charges for services and permits for cost recovery of fire and life safety activities.”

Additionally, Section 13916 of the Health and Safety Code permits a district to charge a fee to cover the cost of any service of which the district provides or the cost of enforcing any regulation for which the fee is charged, provided that no fee exceeds the cost reasonably borne by the district in providing the service.

DISCUSSION: The District has made a determination that the costs of providing Fire Prevention Services, as set forth on Exhibit A represent the costs reasonably borne by the District in providing the identified fire protection services or enforcing the regulation for which the fee is charged. Supporting data has been attached to this Board Report.

A Proposition 218 notice is not required for the Fire and Life Safety Cost Recovery Schedule to become effective. Proposition 218 affects property related fees that are imposed as an “incident of property ownership.”

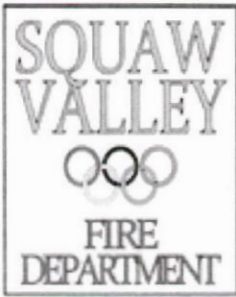
- ALTERNATIVES:**
1. Adopt Ordinance 2020-01 adopting a Fire and Life Safety Cost Recovery schedule for the Fire Department.
 2. Do not adopt Ordinance 2020-01.
 3. Direct staff to make modifications to Ordinance 2020-01 and take the steps necessary to bring the Ordinance back to the Board.

FISCAL/RESOURCE IMPACTS: The adoption of a Fire and Life Safety Cost Recovery schedule will increase revenue to the Fire Department in an amount that is equal to the direct costs to perform the services. Example services include reviewing plans, performing inspections and issuing permits. The net annual increase in revenue is not known as the Department has not historically recorded the frequency with which these activities are requested and performed. However, no additional staff is required to perform the duties set out in Exhibit B and administration time to manage billing will be at a minimum. The additional revenues generated by the Fire Department will be used to offset operating costs.

RECOMMENDATION: Adopt Ordinance 2020-01.

ATTACHMENTS: Supporting Cost Data; Draft Ordinance 2020-01 "Adopting a Fire and Life Safety Cost Recovery Schedule."

DATE PREPARED: March 6, 2020



FIRE AND LIFE SAFETY COST RECOVERY SCHEDULE SUPPORTING COST DATA

ALL CHARGES ARE A BILLED A MINIMUM OF ONE HOUR. AFTER ONE HOUR, FEES ARE BILLED IN ½ HOUR INCREMENTS,
UNLESS OTHERWISE NOTED.

BUILDING & CONSTRUCTION		Est. Hours	Hourly Rate	Hourly Fee
EPP	Engineering (site) Plan Check & Inspection	1	\$ 117.20	\$117.20
TIP	Tenant Improvement Plan Check & Inspection	1	\$ 117.20	\$117.20
TBU	Temporary Building Use & Inspection	1	\$ 117.20	\$117.20
EPR	External Plan Review, Consultation, Etc. 3rd Party review cost + 10% Admin Fee	Varies		
SDR	Subdivision or other Site Design Approval Plan Review - less than 9 parcels	1	\$ 117.20	\$117.20
SDP	Subdivision or other Site Design Approval Plan Review - greater than 9 parcels (2 hour min.)	2	\$ 117.20	\$234.40
ARI	Additional Re-Inspection (Sprinklers, LPG, etc.)	1	\$ 117.20	\$117.20
BUI	Business Inspections: (2 inspections included) 3 or more inspections subject to hourly rate/additional fines. (Per SVPSD Fire Code 110.4 fines of up to \$1000/day may apply for non-compliance)	1	\$ 117.20	\$117.20
SPRINKLER & FIRE ALARM SYSTEM				
SPR	Sprinkler Plan Check (includes 2 inspections) less than 50 heads	3	\$ 117.20	\$351.60
SPA	Sprinkler Inspection (additional after initial 2 inspections above)	1	\$ 117.20	\$117.20
FAL	Fire Alarm System Plan Check (includes 2 inspections)	3	\$ 117.20	\$351.60
FAA	Fire Alarm Inspection (additional after 2 inspections)	1	\$ 117.20	\$117.20
UGS	Underground Fire Systems	1	\$ 117.20	\$117.20
EPR	External Plan Review (50+ heads), Consult, Inspections, Etc. 3rd party costs plus 10% admin	Varies		
HDP	Hood & Duct System Plan Check & Inspection (per system)	2	\$ 117.20	\$234.40
EVENTS				
TNT	Tents, Canopies, Temporary Structure Plan Check & Inspection	1	\$ 117.20	\$117.20
FWK	Fireworks (Pyrotechnics) Review/Event Inspection	1	\$ 117.20	\$117.20
ENS	Fire Engine Standby - CA OES Engine Rate (3 Hour Minimum)*			\$253.62
SPE	Special Events, EMS Plan Review	1	\$ 117.20	\$117.20
LPG & TANK INSTALLATION				
LPG	Residential Propane Tank Installation (Above/Underground)	1	\$ 117.20	\$117.20
UGT	Underground Flammable/Combustible Liquid Tank/Cylinders	1	\$ 117.20	\$117.20
AGT	Above-Ground Flammable/Combustible Liquid Tank/Cylinders	1	\$ 117.20	\$117.20
MISCELLANEOUS FEES				
DSI	Defensible Space Inspection (After 2nd Inspection)	1	\$ 117.20	\$117.20
EXP	Rush/Expedited Fee (150%)	1.5	\$ 117.20	\$175.80
REP	Report Request (Direct Cost of Duplication)	Varies		
INR	Investigation Report (Direct Cost of Duplication)	Varies		
HZM	Hazardous Materials Inventory/Storage Review	1	\$ 117.20	\$117.20
OSN	Other Services Not Covered Above may be subject to hourly fees at Fire Marshall Discretion	Varies		

SQUAW VALLEY FIRE DEPARTMENT PERSONNEL WAGE COSTS - CHIEF RILEY (AS OF 2/12/2020)	
Regular Wage	\$ 85.89
Workers Compensation	\$ 4.38
Unemployment Insurance	\$ 1.89
CA Governors Office of Emergency Services (CAL OES) Administrative Fee	\$ 25.04
Total Hourly Wage Cost	\$ 117.20

FIRE ENGINE STANDBY - CA OES ENGINE RATE (3 HOUR MINIMUM)	
Engine	\$ 85.00
Captain Hourly Rate + Overtime	\$ 62.79
Engineer Hourly Rate + Overtime	\$ 58.11
Firefighter Hourly Rate + Overtime	\$ 47.72
Total Hourly Cost	\$ 253.62

ORDINANCE 2020-01

AN ORDINANCE OF THE SQUAW VALLEY PUBLIC SERVICE DISTRICT ADOPTING A FIRE AND LIFE SAFETY COST RECOVERY SCHEDULE

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE SQUAW VALLEY PUBLIC SERVICE DISTRICT AS FOLLOWS:

1. The Board of Directors adopts a Fire and Life Safety Cost Recovery schedule for services and costs of enforcement of regulations as set forth on Exhibit A attached hereto and incorporated herein by reference.
2. Section 113.2 "Schedule of Permit Fees" of the 2019 Fire Code, adopted by Ordinance 2019-02, states "the Fire Chief shall charge and receive such fees and charges for services and permits for cost recovery of fire and life safety activities."
3. The Squaw Valley Fire Department of Placer County is a division of the Squaw Valley Public Service District (hereafter "District") organized and existing pursuant to Health and Safety Code Sections 13800 et. seq. Section 13916 of the Health and Safety Code permits a district to charge a fee to cover the cost of any service of which the district provides or the cost of enforcing any regulation for which the fee is charged, provided that no fee exceeds the cost reasonably borne by the district in providing the service.
4. The Board of Directors finds that the fees and charges of providing Fire Prevention Services, as set forth on Exhibit A attached hereto and incorporated herein by reference, are fairly allocated to the person or entity to be charged for the services to be provided, and that the fees and charges do not exceed the reasonable costs to the District for providing such services.
5. The geographic limits for collection of the Fire and Life Safety Cost Recovery schedule are hereby established as all territory within the boundaries of the Squaw Valley Fire Department of Placer County, as shown on Exhibit B.
6. The Board of Directors shall consider adjusting the fees identified in Exhibit "A" annually to reflect the actual rate of the individual providing and/or overseeing the service. Approval by the Board of Directors shall be by Ordinance, adopted at a regularly scheduled meeting of the Board prior to enactment of the increase after proper notice and public comment. Nothing herein contained shall be construed to limit the authority of the Board of Directors to amend, supplement, or change this ordinance or any regulations applicable thereto from time to time.
7. To the extent that the terms and provisions of this ordinance may be inconsistent or in conflict with the terms and conditions of any prior District ordinances, resolutions, rules, regulations or policies governing the same subject, the terms of this ordinance shall prevail with respect to the subject matter thereof and such inconsistent and conflicting provisions of prior ordinances, resolutions, rules, regulations and policies are hereby repealed.

8. That if any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board of Directors hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.
9. That nothing in this Ordinance hereby adopted shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any other cause or causes of action acquired or existing, under any act or Ordinance hereby repealed as cited in Section IV of this Ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.
10. This Ordinance shall take effect and be in force from 30 days after adoption by the SVPSD Board of Directors, until it is amended, suspended, and/or rescinded by the Board of Directors. The Board Secretary is directed to post and publish this Ordinance as required by law.

EXHIBIT A: Fire and Life Safety Cost Recovery Schedule
EXHIBIT B: Boundary Map

Ordinance 2020-01 was introduced, and the reading was waived, at a regular meeting of the Board of Directors of the Squaw Valley Public Service District on February 25, 2020.

PASSED AND ADOPTED this 31st day of March 2020 at a regular meeting of the Board of Directors of the Squaw Valley Public Service District by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Dale Cox, Board President

ATTEST:

Jessica Asher, Board Secretary



FIRE & LIFE SAFETY COST RECOVERY SCHEDULE

Date:
 Project Title:
 Project Address:
 APN:
 County Permit #:
 Fees Paid:

Contact:
 Telephone:
 Email:
 Application Submitted:
 Date of Final:

ALL CHARGES ARE A BILLED A MINIMUM OF ONE HOUR. AFTER ONE HOUR, FEES ARE BILLED IN ½ HOUR INCREMENTS, UNLESS OTHERWISE NOTED.

BUILDING & CONSTRUCTION		Fee	Qty.	Total	Paid
EPP	Engineering (site) Plan Check & Inspection	\$117.20			
TIP	Tenant Improvement Plan Check & Inspection	\$117.20			
TBU	Temporary Building Use & Inspection	\$117.20			
EPR	External Plan Review, Consultation, Etc. 3rd Party review cost + 10% Admin Fee				
SDR	Subdivision or other Site Design Approval Plan Review - less than 9 parcels	\$117.20			
SDP	Subdivision or other Site Design Approval Plan Review - greater than 9 parcels (2 hour min.)	\$234.40			
ARI	Additional Re-Inspection (Sprinklers, LPG, etc.)	\$117.20			
BUI	Business Inspections: (2 inspections included) 3 or more inspections subject to hourly rate/additional fines. (Per SVPSD Fire Code 110.4 fines of up to \$1000/day may apply for non-compliance)	\$117.20			
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FAA	Fire Alarm Inspection (additional after 2 inspections)	\$117.20			
UGS	Underground Fire Systems	\$117.20			
EPR	External Plan Review (50+ heads), Consult, Inspections, Etc. 3rd party costs plus 10% admin				
HDP	Hood & Duct System Plan Check & Inspection (per system)	\$234.40			
EVENTS					
TNT	Tents, Canopies, Temporary Structure Plan Check & Inspection	\$117.20			
FWK	Fireworks (Pyrotechnics) Review/Event Inspection	\$117.20			
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LPG & TANK INSTALLATION					
LPG	Residential Propane Tank Installation (Above/Underground)	\$117.20			
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AGT	Above-Ground Flammable/Combustible Liquid Tank/Cylinders	\$117.20			
MISCELLANEOUS FEES					
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EXP	Rush/Expedited Fee (150%)	\$175.80			
REP	Report Request (Direct Cost of Duplication)				
IR	Investigation Report (Direct Cost of Duplication)				
HZM	Hazardous Materials Inventory/Storage Review	\$117.20			
OSN	Other Services Not Covered Above may be subject to hourly fees at Fire Marshall Discretion				

EXHIBIT B. SVFD BOUNDARY MAP

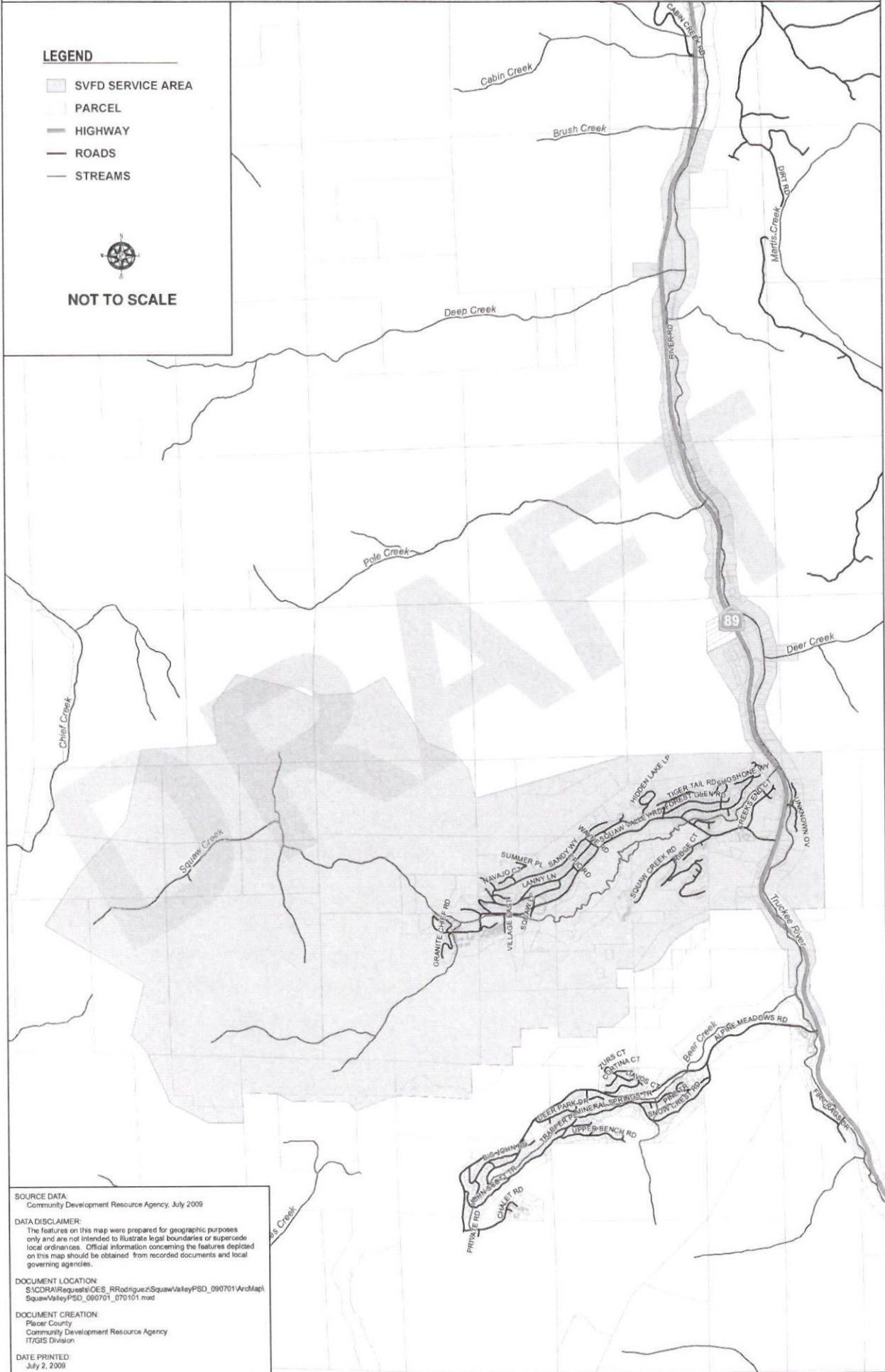
SQUAW VALLEY FIRE DEPARTMENT SERVICE AREA

LEGEND

-  SVFD SERVICE AREA
-  PARCEL
-  HIGHWAY
-  ROADS
-  STREAMS



NOT TO SCALE



SOURCE DATA:
Community Development Resource Agency, July 2009

DATA DISCLAIMER:
The features on this map were prepared for geographic purposes only and are not intended to illustrate legal boundaries or supercede local ordinances. Official information concerning the features depicted on this map should be obtained from recorded documents and local governing agencies.

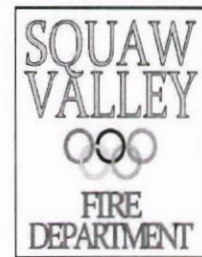
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DOCUMENT CREATION:
Placer County
Community Development Resource Agency
IT/GIS Division

DATE PRINTED:
July 2, 2009



SQUAW VALLEY PUBLIC SERVICE DISTRICT



Sewer Lateral Pressure Test Implementation Plan

DATE: March 31, 2020

TO: District Board Members

FROM: Mike Geary, General Manager and Dave Hunt, District Engineer

SUBJECT: Testing Private Sewer Facilities – Implementation Plan

BACKGROUND: At today's meeting, the Board of Directors is asked to consider approval of Ordinance 2020-02, revisions and updates to the Sanitary Sewer Service Code, Chapter Two of the District's Administrative Code. Among the updates and revisions proposed are provisions for the pressure testing of private sewer facilities.

What is a Sewer Lateral Pressure Test?

A Sewer Pressure Test is performed to ensure there are no leaks or cracks in the sewer lateral between your home and the property line cleanout. A leaking sewer lateral can cause inflow and infiltration (I&I) into the District's sewer system, which results in increased treatment costs to T-TSA and the District's customers. Infiltration also increases the probability of a sewer system overflow due to a stoppage in the sewer system or during a flood or rain-on-snow event.

A third-party contractor hired by the property owner typically perform the tests on behalf of the property owners. District personnel are scheduled to be on-site to observe the test and certify the results.

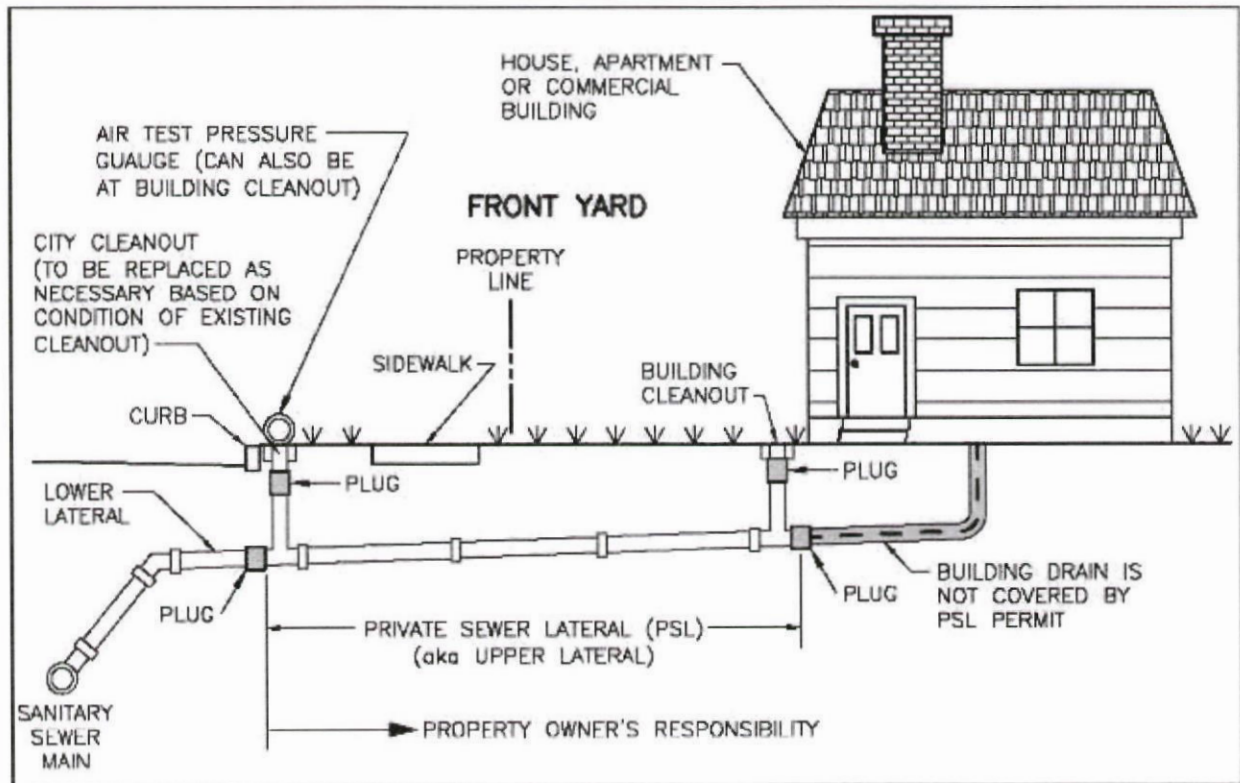
The test is performed by inserting two inflatable pipe plugs into the two ends of the property's building lateral; one in the house cleanout and the other in the property line cleanout. The space between the two plugs is the building lateral under test. The air pressure in that space is increased to 4 psi. The lateral passes the test if the pressure does not drop more than ½ psi in 5 minutes.



Inflatable Pipe Plugs



Inflatable Pipe Plug



Sewer Lateral Pressure Testing – Standard Drawing

In order to perform the test, property owners are required to install new cleanouts if they do not currently exist. Cleanouts are necessary to access the two ends of the building lateral for testing and cleaning purposes.

If the low-pressure test fails, the property owner is required to determine the cause of the leak and repair it. A television inspection (TVI) of the building lateral is a common method to determine the location of problems.

Conditions for Pressure Testing

Currently, District staff require building laterals be pressure tested under the following conditions (numbering is the same as the proposed changes to the Section 10.02 of the Sewer Code - *Conditions Requiring Testing of Sanitary Sewer Facilities*):

1. Connecting a new structure to the District's sewer system.
2. Remodeling of the house, building or property served by the District's sewer system.
3. The addition of living quarters, such as ADUs.
4. Installation of additional plumbing fixtures in the house or property served and/or installation of an additional building lateral pipeline.
5. Change of use of the house, building, or property serviced from residential to business or commercial, or from non-restaurant commercial to restaurant commercial.
6. Upon repair or replacement of all or part of the building or house service laterals.

Although staff does not actively enforce these provisions, the current Code does require building laterals be pressure tested under the following conditions:

8. Where inflow or infiltration is suspected, or if a defect in the building lateral is suspected based upon observation by the District.
9. Upon determination of the General Manager that testing or sanitary sewer replacement is required for the protection of the public health, safety, and welfare.

The only *new* condition requiring testing included in the updates and revisions proposed to the Sewer Code is the requirement that building laterals be pressure tested:

7. Prior to the close of escrow upon the sale of a house, building or property served, or by private transfer of a house, building or property served, unless the house, building or property served has been tested within the previous five (5) years. However, if the building lateral is new or has been completely replaced within the prior ten (10) years, is constructed out of allowable pipe material, includes a double-wye cleanout, and was tested and passed when the system was installed, a pressure test will not be required prior to the close of escrow.

Based on feedback from the Board at its February Meeting, the provision that read, "At the discretion of the General Manager, all building laterals shall be tested every ten (10) years at a minimum", was deleted and is not proposed at this time.

Relevant Data and Estimated Costs

The Board requested staff provide estimated costs to perform a pressure test as well as costs to repair defective private sewer facilities. Data on the rate of ownership changes of single-family residences (SFRs) is also provided as requested.

Homes in Squaw Valley (data from 2010-2019):

- Total number of SFRs: 700
- Number of SFRs transferring ownership per year: 25
- Estimated number of SFRs missing property line cleanouts: ~ 55%
- SFR average age: 37 years old
- Oldest SFR was built in 1950 and is 70 years old

It's estimated that the entire inventory of SFRs in Olympic Valley will transfer ownership within 28 years. It will take that long to test all of the SFRs in the Valley without proactively testing older SFRs.

Costs:

- Performance of a sewer lateral pressure test by contractor:
 - \$300 – if both property and building cleanouts exist and can be found
 - \$550 – if CCTV is required to locate the cleanouts and perform a pressure test
 - \$1,750 – if CCTV is required to locate the cleanouts, raise them to grade, and perform a pressure test
- Installation of a property line double-cleanout: \$1,350
- Installation of a building cleanout: \$1,000
- Unit cost for spot repair:
 - \$1,000 – for excavation
 - \$125 / linear-foot (LF) – for pipe replacement
 - \$100 / LF – for cured-in-place-pipe (CIPP) spot repair (if no sag).
- Repair / replace a building lateral: \$125 / LF – for a depth of less than five-feet; added cost for additional depth or steep slopes.

While staff assumes that older homes are more likely to fail a pressure test, data is not readily available to show such a relationship. Further analysis of available data may allow staff to establish a correlation between a home's age and the probability of its building lateral to pass a test.

Staff strongly supports pressure testing private sewer facilities including building laterals of Single-Family residences to reduce I&I entering into the District's collection system and to identify potential blockages and sewer overflows. However, the financial impact to the District's customers to correct defective building laterals is a legitimate consideration in any decision to expand pressure testing requirements.

The additional testing requirements are ultimately aimed at preventing sanitary sewer overflows (SSOs) and infiltration and inflow (I&I) caused by failed building laterals. Many older homes still rely on original building laterals that have become cracked, disjointed, or damaged by earth settlement or blockages. Unmaintained building laterals that become blocked or failed can contribute to SSOs of the public sewer system or to sewage backups into the building served by the lateral.

DISCUSSION: This current (March, 2020) version of the Sewer Lateral Pressure Test Implementation Plan proposes to limit expansion to current testing requirements to solely those properties transferring ownership.

With the experiential benefit of administering additional testing in 2020, staff will refine and update the Implementation Plan for the Board's future consideration and approval.

While the information provided in the *Background* section above responds to questions asked by the Directors during its February, 2020 Meeting, additional information will benefit the Board in its consideration of approving any future changes to the scope currently proposed with this Plan.

Additional information to be presented with proposed updates to the Plan will include:

- District's efforts to reduce I&I in the sewer collection system
- Estimates of the District's I&I flows
- Relative / contextual assessment of the District's I&I
- Financial implications of excessive infiltration
- Environmental risks of excessive infiltration (exfiltration, increased probability of SSOs)
- Implications of extra treatment at T-TSA

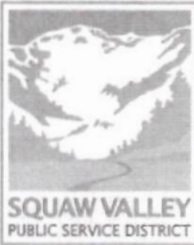
- ALTERNATIVES:**
1. Approve the scope of this March 31, 2020 version of the *Sewer Lateral Pressure Testing Implementation Plan* and limit expansion to current testing requirements to only those properties transferring ownership.
 2. Direct staff to make changes to this version of the *Sewer Lateral Pressure Testing Implementation Plan*.
 3. Do not approve this version of the *Sewer Lateral Pressure Testing Implementation Plan*.

FISCAL/RESOURCE IMPACTS: No fiscal impact to the District. There will be a slight impact to labor resources by witnessing additional sewer lateral pressure tests.

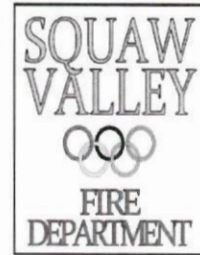
RECOMMENDATION: Approve the scope of this March 31, 2020 version of the *Sewer Lateral Pressure Testing Implementation Plan* and limit expansion to current testing requirements to only those properties transferring ownership.

ATTACHMENTS: None

DATE PREPARED: March 27, 2020



SQUAW VALLEY PUBLIC SERVICE DISTRICT



Public Hearing District Administrative Code – Sewer Code Revisions

DATE: March 31, 2020
TO: District Board Members
FROM: Mike Geary, General Manager
SUBJECT: Public Hearing – Revisions to the District Sewer Code – Building Lateral Pressure Testing – Connection Fee Clarifications

BACKGROUND: This is the public hearing and second reading of Ordinance 2020-02 which proposes to amend the Sewer Code as described in the attached 4-page Board Report dated February 25, 2020.

DISCUSSION: A *Sewer Lateral Pressure Testing Implementation Program* was presented to the Board for its consideration and approval at this meeting.

A revision was made to a part of section 10.02.7. The old DRAFT version presented in February read:

. . . . However, if the building lateral is new or has been completely replaced within the prior ten (10) years, is constructed out of allowable pipe material, includes a double-wye cleanout, and has been tested within the prior ten (10) years, a pressure test will not be required prior to the close of escrow.

The current DRAFT version reads:

. . . . However, if the building lateral is new or has been completely replaced within the prior ten (10) years, is constructed out of allowable pipe material, includes a double-wye cleanout, and was tested and passed when the system was installed, a pressure test will not be required prior to the close of escrow.

The introduction and first reading of Ordinance 2020-02 on February 25, 2020 generated discussion over one of the several conditions for which pressure testing of private sewer facilities would be required. The *DRAFT* version read that building laterals may be tested every ten (10) years at the discretion of the General Manager. That condition has since been removed from the proposed revisions. There were ten (10) conditions that would warrant a building lateral pressure test; now there are only nine (9).

- ALTERNATIVES:**
1. Adopt Ordinance 2020-02 amending the Sanitary Sewer Service Code in the District's Administrative Code as proposed.
 2. Direct staff to make changes to the proposed updates and revisions to the District's Sanitary Sewer Service Code.
 3. Do not adopt Ordinance 2020-02.

FISCAL/RESOURCE IMPACTS: No fiscal impact to the District. There will be a slight impact to labor resources by witnessing additional sewer lateral pressure tests.

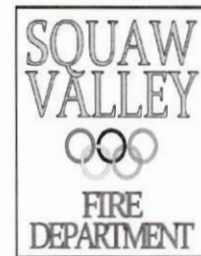
RECOMMENDATION: Adopt Ordinance 2020-02 amending the Sanitary Sewer Service Code as proposed.

- ATTACHMENTS:**
- Board Report dated February 25, 2020 (4 pages)
 - Summary of Ordinance 2020-02 (1 page)
 - DRAFT Ordinance 2020-02 (2 pages)
 - *****
 - Sewer Code Index – Proposed (Draft) (5 pages)
 - Sewer Code, Division II – Definitions – Proposed (Draft) (10 pages)
 - Sewer Code, Division III – General Provisions and Regulations – Proposed (Draft) (4 pages)
 - Sewer Code, Division VI – Fees and Charges – Proposed (Draft) (9 pages)
 - Sewer Code, Division X – Maintenance – Proposed (Draft) (4 pages)
 - Sewer Code, Division XII – Construction of Sewer Lines – Proposed (Draft) (3 pages)
 - Sewer Code, Schedule A – 2019-20 Sewer Rates Revised – Proposed (Draft) (2 pages)
 - *****
 - Sewer Code Index – Current with Tracked Changes (6 pages)
 - Sewer Code, Division II – Definitions – Current with Tracked Changes (16 pages)
 - Sewer Code, Division III – General Provisions and Regulations – Current with Tracked Changes (5 pages)
 - Sewer Code, Division VI – Fees and Charges – Current with Tracked Changes (11 pages)
 - Sewer Code, Division X – Maintenance – Current with Tracked Changes (4 pages)
 - Sewer Code, Division XII – Construction of Sewer Lines – Current with Tracked Changes (3 pages)
 - Sewer Code, Schedule A – 2019-20 Sewer Rates – Current with Tracked Changes (3 pages)

DATE PREPARED: March 24, 2020



SQUAW VALLEY PUBLIC SERVICE DISTRICT



District Administrative Code – Sewer Code Revisions

DATE: February 25, 2020

TO: District Board Members

FROM: Dave Hunt, District Engineer

SUBJECT: Revisions to the District Sewer Code – Building Lateral Pressure Testing – Connection Fee clarifications

BACKGROUND: This is an introduction and first reading of Ordinance 2020-02 which proposes to amend the Sewer Code as discussed below.

The revisions proposed at this time address several issues:

- Update Division II - Definitions to align with the definitions of the Water Code, specifically regarding customer type definitions.
- Revise Division VI – Rates and Fees to provide clarification on the application of sewer connection fee charges, specifically to multi-family residential and accessory dwelling units (ADU).
- Update Divisions III, VI, X, and XII to define additional testing requirements for private sanitary sewer facilities, including building sewer laterals and house sewer laterals.
- Revise Sewer Code Schedule A to more clearly define connection charges for all residential services, including ADUs.

DISCUSSION: The revisions proposed at this time address testing requirements for private sanitary sewer facilities, including building sewer laterals, and clarifications on sewer connection fee charges.

Building Sewer Lateral Testing

Staff is proposing to expand the testing requirements for existing building sewer laterals by requiring pressure testing prior to the close of escrow upon the sale of a house, building, or property being served, and at least every ten (10) years at the discretion of the General Manager. Testing of private sanitary sewer facilities is currently addressed in Section 3.16 and Section 6.11(E). The District is currently the only utility in the Tahoe basin that does not require testing under these circumstances. The Sewer Code changes proposed herein align with the

requirements imposed by our neighboring sewer agencies.

The Sewer Code defines both a Service Lateral and Building Lateral. A Service Lateral includes that portion of sewer pipe that extends from the District's main pipeline to its point of service (usually the property line or sewer easement line cleanout) and is a District-owned asset. A Building Lateral is the sewer pipe that extends from the building or house foundation to the *point of service* cleanout and is a privately owned sewer facility. The additional testing requirement proposed in the code change specifically target Building Laterals, which are the responsibility of the property owner.

The additional testing requirements are ultimately aimed at preventing sanitary sewer overflows (SSOs) and infiltration and inflow (I&I) caused by failed building laterals. Many older homes still rely on original building laterals that have become cracked, disjointed, or damaged by earth settlement or blockages. Unmaintained building laterals that become blocked or failed can contribute to SSOs of the public sewer system or to sewage backups into the building served by the lateral.

The proposed Sewer Code changes would require pressure testing of private laterals as outlined in Division X – Maintenance and Testing of Facilities, Section 10.02. The conditions requiring testing of building laterals and other private sanitary sewer facilities are listed below. The District currently requires testing on all occasions except for items 7 and 9.

1. Connecting a new structure to the District's sewer system.
2. Remodeling of the house, building or property served by the District's sewer system.
3. The addition of living quarters, such as ADUs.
4. Installation of additional plumbing fixtures in the house or property served and/or installation of an additional building lateral pipeline.
5. Change of use of the house, building, or property serviced from residential to business or commercial, or from non-restaurant commercial to restaurant commercial.
6. Upon repair or replacement of all or part of the building or house service laterals.
7. *Prior to the close of escrow upon the sale of a house, building or property served, or by private transfer of a house, building or property served, unless the house, building or property served has been tested within the previous five (5) years. However, if the building lateral is new or has been completely replaced, is constructed out of allowable pipe material, includes a double-wye cleanout, and has been tested within the previous ten (10) years, a pressure test will not be required prior to the close of escrow.*
8. Where inflow or infiltration is suspected, or if a defect in the building lateral is suspected based upon observation by the District.

9. *At the discretion of the General Manager, all building laterals shall be tested every ten (10) years at a minimum.*
10. Upon determination of the General Manager that testing or sanitary sewer replacement is required for the protection of the public health, safety, and welfare.

In order for a building lateral to be tested, there must be sewer cleanouts installed at the building foundation and point of service. If these cleanouts do not exist when a building lateral test is required, then it will be the property owner's responsibility to install the facilities necessary to perform a pressure test.

Division X also defines the requirements for testing when weather conditions or excavation restrictions prohibit testing. In these cases, the property owner would provide the District with a cash deposit, or escrow funds in an amount equal to 125% of the estimated cost to clean, test, repair, and/or replace the building lateral until such time that weather permits the work to be performed. If the building lateral fails the pressure test, the property owner would be required to repair or replace the lateral at their own expense.

Fees and Charges

In February 2018, the Board adopted Ordinance 2018-01 which updated Water Code Division II – Definitions, Division VI – Fees and Charges, and Schedule A to align with the *Squaw Valley Public Service District Water and Sewer Connection Fees* report (HDR April 2017).

This proposed Sewer Code update aims to align the same Sewer Code divisions with the Water Code to provide clarity and consistency for how units are defined and how the District charges connection fees to the specific types of development (i.e. single family residential, multi-family residential, ADUs, etc.). There are no changes proposed in Schedule A to the actual connection or annual service charges, as such a Proposition 218 Notice is not required.

ALTERNATIVES: This report is for information only and no action is requested of the Board.

FISCAL/RESOURCE IMPACTS: No fiscal impact to the District. There will be a slight impact to labor resources by witnessing additional sewer lateral pressure tests.

RECOMMENDATION: This report is for information only.

ATTACHMENTS:

- DRAFT Ordinance 2020-02 (2 pages)
- Sewer Code Index – Proposed (Draft) (5 pages)
- Sewer Code Index – Current (Original - redlined) (6 pages)
- Sewer Code, Division II – Definitions – Proposed (DRAFT) (10 pages)

- Sewer Code, Division II – Definitions – Current with Tracked Changes (16 pages)
- Sewer Code, Division III – General Provisions and Regulations – Proposed (Draft) (4 pages)
- Sewer Code, Division III – General Provisions and Regulations – Current with Tracked Changes (5 pages)
- Sewer Code, Division VI – Fees and Charges – Proposed (Draft) (9 pages)
- Sewer Code, Division VI – Fees and Charges – Current with Tracked Changes (11 pages)
- Sewer Code, Division X – Maintenance – Proposed (Draft) (4 pages)
- Sewer Code, Division X – Maintenance – Current with Tracked Changes (4 pages)
- Sewer Code, Division XII – Construction of Sewer Lines – Proposed (Draft) (3 pages)
- Sewer Code, Division XII – Construction of Sewer Lines – Current with Tracked Changes (3 pages)
- Sewer Code, Schedule A – 2019-20 Sewer Rates Revised – Proposed (Draft) (2 pages)
- Sewer Code, Schedule A – 2019-20 Sewer Rates – Current (Original - redlined) (3 pages)

DATE PREPARED: February 24, 2020

SQUAW VALLEY PUBLIC SERVICE DISTRICT

**ADOPTING REVISIONS TO DISTRICT ADMINISTRATIVE CODE CHAPTER 2
(SANITARY SEWER SERVICE CODE)
SUMMARY OF PROPOSED ORDINANCE 2020-02
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Squaw Valley Public Service District (SVPSD) of Placer County is considering the adoption of an ordinance that would amend Chapter 2 (Sanitary Sewer Service Code) of the District Administrative Code. A public hearing on this matter will be held to review, explain, and allow for public input on the intended revisions.

HEARING DATE: March 31, 2020
HEARING TIME: 8:30 a.m., or as soon as the matter may be heard
PLACE: TELECONFERENCE – NO PUBLIC LOCATION
DIAL-IN INFORMATION WILL BE PUBLISHED WITH THE MEETING AGENDA

Ordinance 2020-02, if adopted, would revise the District's regulations to address testing requirements for private sanitary sewer facilities, including building sewer laterals, and would provide clarifications on sewer connection fee charges.

A copy of the Sanitary Sewer Service Code and the proposed Ordinance adopting revisions are on file with the Board Secretary, are open to public inspection and are available on the District's website. For additional information contact the District at 530-583-4692.

If you wish to be heard on this matter, a public hearing will be held at the time and place described above. Public comments will be accepted by the Board and should be submitted to the Board Secretary at info@svpsd.org, by mail at P.O. Box 2026, Olympic Valley, California 96146 (the final mail collection prior to the meeting will be Monday March 30, 2020 at 2:00 p.m.), and via teleconference on any item on the agenda until the close of public comment on the item.

Pursuant to the Governor's Executive Order N-29-20, issued March 17, 2020, the Squaw Valley Public Service District Community Room will not be accessible to the public for this Board meeting. The meeting will be accessible to the public via teleconference only.

ORDINANCE 2020-02

**AN ORDINANCE OF THE SQUAW VALLEY PUBLIC SERVICE DISTRICT
ADOPTING REVISIONS TO DISTRICT ADMINISTRATIVE CODE CHAPTER 2,
(SANITARY SEWER SERVICE CODE)**

**BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE SQUAW VALLEY PUBLIC
SERVICE DISTRICT AS FOLLOWS:**

1. The Board of Directors of the Squaw Valley Public Service District does hereby adopt revisions to the District's Administrative Code, Chapter 2, Sewer Code as set out on Exhibit A, attached and incorporated herein. This Ordinance shall take effect and be in force from May 1st, 2020, until it is amended, suspended, and/or rescinded by the Board of Directors. The Board Secretary is directed to post and publish this Ordinance as required by law.
2. This ordinance shall be posted in two (2) conspicuous places located within the boundaries of the Squaw Valley Public Service District.
3. That if any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board of Directors hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.
4. To the extent that the terms and provisions of this ordinance may be inconsistent or in conflict with the terms and conditions of any prior District ordinances, resolutions, rules, regulations or policies governing the same subject, the terms of this ordinance shall prevail with respect to the subject matter thereof and such inconsistent and conflicting provisions of prior ordinances, resolutions, rules, regulations and policies are hereby repealed.
5. That nothing in this Ordinance hereby adopted shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any other cause or causes of action acquired or existing, under any act or Ordinance hereby repealed as cited in Section IV of this Ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.
6. Nothing herein contained shall be construed to limit the authority of the Board of Directors to amend, supplement, or change this ordinance or any regulations applicable thereto from time to time.

EXHIBIT A: Proposed District Administrative Code Chapter 2 (Sewer Code)

EXHIBIT B: Proposed Changes to District Administrative Code Chapter 2 (Sewer Code)

Ordinance 2020-02 was introduced, and the reading was waived, at a regular meeting of the Board of Directors of the Squaw Valley Public Service District on February 25, 2020.

PASSED AND ADOPTED this 31st day of March, 2020 at a meeting of the Board of Directors of the Squaw Valley Public Service District by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Dale Cox, Board President

ATTEST:

Jessica Asher, Board Secretary

**EXHIBIT A:
PROPOSED DISTRICT ADMINISTRATIVE CODE CHAPTER 2 (SEWER CODE)**

**SQUAW VALLEY PUBLIC SERVICE DISTRICT CODE
CHAPTER 2 SANITARY SEWER SERVICE CODE**

All Sections of this Code Chapter have been adopted by Ordinance 88-2, unless noted otherwise

DIVISION I	ADMINISTRATION	
Section 1.01	Title	1
Section 1.02	Scope	1
Section 1.03	Amendments	1
DIVISION II	DEFINITIONS	
Section 2.01	Scope	1
Section 2.02	Accessory Dwelling Unit (ADU)	1
Section 2.03	Apartment	1
Section 2.04	Board	2
Section 2.05	Building Lateral	2
Section 2.06	Building Sewer	2
Section 2.07	Collection System	2
Section 2.08	Commercial	2
Section 2.09	Condominium – Commercial	2
Section 2.10	Condominium – Residential (Sole Ownership)	2
Section 2.11	Cooking Facilities	3
Section 2.12	County Health Officer	3
Section 2.13	Customer	3
Section 2.14	District	3
Section 2.15	District Manager	3
Section 2.16	Domestic Sewage	3
Section 2.17	Duplex	3
Section 2.18	Effluent	4
Section 2.19	Fixture Units	4
Section 2.20	Frontage	4
Section 2.21	Halfplex	4
Section 2.22	Hotel / Motel Unit (Also includes Bed & Breakfast Establishments)	4
Section 2.23	Industrial Waste	5
Section 2.24	Inspector	5
Section 2.25	Interceptor	5
Section 2.26	Kitchenette	5
Section 2.27	Licensed Contractor	5
Section 2.28	Lock-Off Unit	5
Section 2.29	Lot	6
Section 2.30	Main Line Sewer or Force Main Sewer	6
Section 2.31	Mixed Use Facilities	6
Section 2.32	Multiple “Single Family Units”	6
Section 2.33	Ordinance	6
Section 2.34	Owner	6

Section 2.35	Permittee	6
Section 2.36	Person	6
Section 2.37	Pollution of Underground or Surface Waters	7
Section 2.38	Point of Service	7
Section 2.39	Premises	7
Section 2.40	Private Fixtures	7
Section 2.41	Private Sanitary Sewer Facilities	7
Section 2.42	Private Sewer	7
Section 2.43	Public Fixtures	7
Section 2.44	Public Sewer	7
Section 2.45	Residential Condominium	7
Section 2.46	Saddle	8
Section 2.47	Section	8
Section 2.48	Seepage Pit	8
Section 2.49	Septic Tank	8
Section 2.50	Service Lateral	8
Section 2.51	Sewage	8
Section 2.52	Sewage Pumping Plant	8
Section 2.53	Single Family Dwelling Unit	8
Section 2.54	Street Property Line	8
Section 2.55	Swimming Pool	9
Section 2.56	Tapping	9
Section 2.57	Tee or T	9
Section 2.58	User Fees	9
Section 2.59	Wye or Y	9
DIVISION III	GENERAL PROVISIONS AND REGULATIONS	
Section 3.01	Amendments	1
Section 3.02	Delegation of Powers	1
Section 3.03	Validity	1
Section 3.04	Enforcement	1
Section 3.05	Minimum Standards	1
Section 3.06	Penalty for Violation	1
Section 3.07	Continued Violation	1
Section 3.08	Notice	1
Section 3.09	Time Limits	1
Section 3.10	Identification	2
Section 3.11	Maintenance Inspections	2
Section 3.12	Access Requirements	2
Section 3.13	Interference with Inspectors	2
Section 3.14	Maintenance of Plants, Interceptors, and Other Facilities	2
Section 3.15	Operation and Maintenance Responsibilities	2
Section 3.16	Pool, Rain and Surface Water Drainage	3
Section 3.17	Notice to Stop Work	3

Section 3.18	Mandatory Sewer Connections.....	3
Section 3.19	Location of Service Lateral Inconsistent With District Record Maps.....	4
Section 3.20	Non-existent Service Laterals Shown on Record Maps	4

DIVISION IV	GENERAL POWERS AND DUTIES	
Section 4.01	Record of Fees.....	1
Section 4.02	Estimated Valuations.....	1
Section 4.03	Joint Action with other Public Agencies	1
Section 4.04	District Manager to Issue Permit.....	1
Section 4.05	Certificate of Final Inspection	1

DIVISION V	PERMITS	
Section 5.01	Permit Request.....	1
Section 5.02	When Written Contract Required.....	1
Section 5.03	When Permit Not Required.....	1
Section 5.04	Validity of Permits.....	1
Section 5.05	Application for Permit	3
Section 5.06	Renewal of Existing Permit.....	4
Section 5.07	No Refunds	4
Section 5.08	Sewer Mains in Public Ways	4
Section 5.09	Plan Approval Required.....	4
Section 5.10	Pumping Plants	4
Section 5.11	Excessive Discharge of Sewage	5
Section 5.12	Pre-Plan Check Policy.....	5
Section 5.13	Variance	5

DIVISION VI	FEES AND CHARGES	
Section 6.01	Plan Checking Fees	1
Section 6.02	Sewer Construction Permit Fee.....	1
Section 6.03	Connection Fee.....	1
Section 6.04	Billing for Sewer Service.....	3
Section 6.05	Fee For Processing Sewer Line Easements.....	3
Section 6.06	Application Fee.....	3
Section 6.07	Fees for Preparing Or Checking Special Studies.....	4
Section 6.08	Septic Tank, Cesspool and Holding Tank Discharge Prohibited	4
Section 6.09	Collection of Fees Charged	4
Section 6.10	Rates and Charges for Sewer Service	4
Section 6.11	Billing Procedures	6
Section 6.12	Collection of Sewer Use, Service Charges and Rates.....	7
Section 6.13	Deposit.....	9

DIVISION VIII	INSPECTION	
Section 8.01	Inspection by District Manager or Designee	1
Section 8.02	Notification When Ready For Inspection.....	1
Section 8.03	Work Shall be Uncovered and Convenient	1

Section 8.04	Correction of Defective Work.....	1
Section 8.05	Materials and Construction to Meet Standard Specifications	1
Section 8.06	Facilities Not to be Used Prior to Final Inspection.....	1

DIVISION IX

ENFORCEMENT

Section 9.01	Authority of District	1
Section 9.02	Public Nuisance	1
Section 9.03	Public Nuisance, Abatement.....	1
Section 9.04	Discontinuance of Service	1
Section 9.05	Notice Prior to a Discontinuance of Residential Service for Nonpayment	2
Section 9.06	Notice Prior to a Discontinuance Other than a Discontinuance of Residential Service for Nonpayment	3
Section 9.07	Notice of Discontinuance of Residential Service to Customers on Master Service Laterals.....	3
Section 9.08	Discontinuance of Service on Weekends, Holidays or After Hours	3
Section 9.09	Amortization of Delinquent Bill for Residential Service	3
Section 9.10	Authority to Settle Controversies Relating to Discontinuance and to Permit Amortization of Delinquent Bills.....	4
Section 9.11	Notice Required Prior to Discontinuance of Service for Failure to Comply with Amortization Agreement	4
Section 9.12	Disconnection/Reconnection	4
Section 9.13	Means of Enforcement Only	4
Section 9.14	Lien	4
Section 9.15	Cumulative Remedies	5
Section 9.16	Appeals	6

DIVISION X

MAINTENANCE AND TESTING OF FACILITIES

Section 10.01	Maintenance and Testing of Private Sanitary Sewer Facilities.....	1
Section 10.02	Conditions Requiring Testing of Sanitary Sewer Facilities.....	1
Section 10.03	Testing Procedures for Existing Sanitary Sewer Facilities	2
Section 10.04	Time Limits for Completion of Testing Procedures.....	2
Section 10.05	Cash Security in Lieu of Testing.....	2
Section 10.06	Unsatisfactory Test Results	4
Section 10.07	Removal of or Injury to Sewer.....	4
Section 10.08	Opening Manhole.....	4

DIVISION XI

DISCHARGE OF WASTE TO PUBLIC SEWER

Section 11.01	Waste Disposal Permit Required.....	1
Section 11.02	Revocation of Permit	1
Section 11.03	Application Form	1
Section 11.04	Permit.....	1
Section 11.05	Liquid Waste Disposal	1
Section 11.06	Pretreatment Plans Required	1
Section 11.07	Limitations on Use of Sewer	2

Section 11.08	Water	3
Section 11.09	Toxic Substances	3
Section 11.10	Rights of Permittee	3
Section 11.11	Application Fee for Waste Permit	3
Section 11.12	Waste Treatment Plants or Facilities Required	3
Section 11.13	Installation	3
Section 11.14	Maintenance and Operation of Private Treatment Plants or Facilities	4
Section 11.15	Access to Properties	4
Section 11.16	Installation of Sand and Grease Interceptors	4
Section 11.17	Time for Compliance	4
DIVISION XII	CONSTRUCTION OF SEWER LINES	
Section 12.01	Definitions	1
Section 12.02	Financial Responsibility for Construction of Sewer Line	1
Section 12.03	Construction of Collection System.....	1
Section 12.04	Performance, Payment and Maintenance Surety Bond.....	2
Section 12.05	Liability.....	2
Section 12.06	Formation of Improvement District	2
Section 12.07	Size of New Force Main	2
Section 12.08	District's Option to Construct Facilities.....	2
Section 12.09	Application for Force Main Extension Agreement	3
Section 12.10	Force Main Extension Agreement	3
Section 12.11	Dedication Requirements	3
Section 12.12	Initiation of Sewer Service	3

Schedule A – Sewer Rates

DIVISION II DEFINITIONS

Section 2.01 Scope

The words and phrases appearing in this Chapter shall have the following meanings, unless it shall be apparent from the context that they have a different meaning.

Section 2.02 Accessory Dwelling Unit (ADU)

An attached or detached residential dwelling unit which provides complete independent living facilities for one or more persons. It includes permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family dwelling.

The total area of floor space of an attached ADU shall not exceed 50 percent of the proposed or existing primary dwelling living area. The total area of floor space for an attached or detached ADU shall not exceed 1,200 square feet.

ADUs are owned by the same owner of the Single Family Dwelling on the parcel.

ADUs can also be referred to as a "mother-in-law unit", "second unit", or "granny flat".

ADU Connection Fees are applied as follows:

Scenario	Connection Fee (Y/N)	Physical Connection
Attached or detached ADU that does not increase the existing space of an existing primary residence and / or ancillary structure	No	No New Connection
Attached or detached ADU that increases the existing space of an existing primary residence and / or ancillary structure	Yes	New Connection Possible
Construction of an attached or detached ADU concurrent with primary residence	Yes	Two Connections Possible
Discovery of an existing attached or detached ADU	No	Inspection and Testing of Connection Possible

ADUs are charged User Fees established for Multi-Family Residential Units. There are no consumption charges.

ADUs are served by a single water meter serving the Single Family Dwelling and ADU.

Section 2.03 Apartment

Consist of five (5) or more independent living spaces in one building. They have common areas and amenities for everyone in the complex to enjoy. There are no private yards for apartment dwellers. Apartments are usually anywhere from 1 to 3 bedrooms with 1 to 2 bathrooms. They also usually have adjoining walls, floors, and ceilings with other tenants.

An apartment complex is owned by a single entity and leased out to individual tenants.

An apartment is different than a condominium in that an apartment is a unit in a larger building with one owner, where a condo is a unit in a larger building and each unit can be individually owned.

A Multi-Family Residential Unit Connection Fee applies.

Apartments are charged User Fees established for Multi-Family Residential Units. There are no consumption charges.

An apartment building is served water by a master-meter.

Section 2.04 Board

"Board" means the Board of Directors of the Squaw Valley Public Service District.

Section 2.05 Building Lateral

The sanitary sewer pipeline extending from outside of the building foundation to the service lateral connection point at the point of service (usually located at the property line or sewer easement line). The cleanouts at the building foundation and service lateral connection point are part of the building lateral.

Section 2.06 Building Sewer

That part of the piping of a drainage system which ends at a point five (5) feet outside the foundation of the building or structure and discharges to the building lateral.

Section 2.07 Collection System

The system by which sewage is collected throughout the service area within the District, including but not limited to, private sanitary sewage facilities, lateral sewers, main line sewers, interceptors, pumping plants and all other appurtenances.

Section 2.08 Commercial

Any use on lands or buildings where the owner is engaged in trade or business including, but not limited to, hotels, motels, restaurants, stores, service stations, schools, churches, professional offices, retail stores, etc. See the definition for "Hotel / Motel Unit" in this section.

Connection Fees are based on meter size.

User Fees consist of a Commercial base rate as well as a flat rate for consumption for any gallons in excess of 75,000 gallons per year.

Commercial units are served by individual meters.

Section 2.09 Condominium

Condominium, or condo, units are individually owned, each owner receiving a recordable deed to

the individual unit purchased, including the right to sell, mortgage, etc. that unit and sharing in joint ownership of any common grounds, passageways, etc. and common property (i.e. elevators, halls, roof, stairs, etc.) under the umbrella of an HOA. Condo owners only own the interior of their unit. They also usually have adjoining walls, floors, and ceilings with other units.

A condominium unit is an individually owned residential parcel or dwelling unit within a Condominium Development.

A condominium is different than an apartment in that a condo is a unit in a building where each unit is individually owned; an apartment is a unit in a larger building with one owner. Townhomes are considered to be the same as condominiums.

A Condominium Unit may have a "Lock-Off Unit". See the definition for "Lock-Off Unit" in this section.

A Multi-Family Unit Connection Fee applies to each Condo Unit. Condominium buildings are also charged Commercial Connection Fees for the meter installed to serve all other water demands on the property.

Condominiums are charged User Fees established for Multi-Family Residential Units. There are no consumption charges. In addition, Commercial User Fees (base rate and consumption charges) are charged to serve all other water demands on the property.

All Condominium units are served water by a master-meter and the building's commercial uses are served water by a separate meter(s).

Section 2.10 Condominium – Commercial

"Commercial Condominium" shall have the same meaning as a residential condominium with the additional provision that it is managed in such a manner as determined by the District to be of a commercial nature or it is configured such that treating it as a commercial condominium would be the most equitable means of billing the user.

Section 2.11 Condominium – Residential

"Residential Condominium" shall mean an estate in real property consisting of an undivided common interest in a portion of a parcel of real property together with a separate interest in a living unit of the residential multiple unit.

Section 2.12 Cooking Facilities

A facility used or designated to be used for the cooking or preparation of food and includes any full-size refrigerator, stovetop and oven, kitchen sink, microwave, and / or dishwasher.

"Cooking Facilities" are different from a "Kitchenette" in that "Cooking Facilities" contain a full-size refrigerator, stovetop, oven, kitchen sink, or dishwasher.

Section 2.13 County Health Officer

"County Health Officer" means the County Health Officer of the County of Placer, or his authorized deputy, agent, representative, or inspector.

Section 2.14 Customer

"Customer" shall mean any person described herein who receives sanitary sewer service from or discharges sewage to the District system.

Section 2.15 District

"District" means the Squaw Valley Public Service District.

Section 2.16 District Manager

"District Manager" shall mean the Manager of the District or other person designated by the Board or the Manager to perform the services or make the determinations permitted or required under this Chapter by the District Manager.

Section 2.17 Domestic Sewage

"Domestic Sewage" means the waterborne wastes derived from the ordinary living processes and of such character as to permit satisfactory disposal, without special treatment, into the public sewer or by means of a private sewage disposal system.

Section 2.18 Duplex

A house that accommodates two separate families or residents at the same time, with two separate entrances from the outside for each. Usually, when looking at a duplex it will look like a large house, but it will have two entrances to the two separate living spaces. They can be side by side, one story, or two stories. Inside it will have all the rooms you would expect in a single-family home including bathrooms, a kitchen, bedrooms, etc. On some occasions there will also be two garage doors. The owner is responsible for interior and exterior upkeep, landscape, etc.

Duplex ownership is generally single ownership for the entire structure, deeded as one parcel.

There are also triplexes and quadplexes that are the same but have three (3) and four (4) living spaces (units), respectively, instead of the two units in the duplex.

A triplex and quadplex are different than an apartment building in that the number of units in the building is less than five.

A duplex is different than a halfplex in that a duplex has one owner for the entire parcel. Each unit of a halfplex can be individually-owned and each unit has its own parcel number.

A Multi-Family Residential Unit Connection Fee applies to each units of the Duplex.

Duplexes are charged User Fees established for Multi-Family Residential Units. There are no consumption charges.

Duplex units are served water by a single water meter, serving both units.

Section 2.19 Effluent

"Effluent" means the liquid flowing out of any treatment plant or facility constructed and operated for the partial or complete treatment of sewage or industrial waste.

Section 2.20 Fixture Units

"Fixture Units" means fixture unit load values for drainage piping and plumbing, and shall be as specified in the Uniform Plumbing Code.

Section 2.21 Frontage

"Frontage" means the length or width in feet applied to a lot based on the benefit received from the abutting sewer line, as determined by the District.

Section 2.22 Halfplex

A halfplex is one-half of an attached residence. There are two halfplexes per building, but each unit can be individually owned and each has its own parcel number. For all practical purposes, a halfplex is like a single family residence that shares a common wall.

Owners own their unit's interiors and exteriors, including roof, lawn, and driveway (sometimes), but not the common areas. The responsibility of landscape maintenance, exterior maintenance and repair, etc. is on the individual owner, generally meeting the requirements of CCRs.

A halfplex is different than a duplex in that each unit is deeded separately and each has its own parcel number; a duplex has one owner for the entire parcel.

A Single Family Dwelling Connection Fee applies to each unit in the halfplex.

Each halfplex unit is charged User Fees established for Single-Family Residential Units. There is no charge for consumption.

Each unit is served by an individual water meter.

Section 2.23 Hotel / Motel Unit (Also includes Bed & Breakfast Establishments)

A mixed-use establishment providing lodging and other guest services, rented out on a day-to-day basis. It is typically a single room with a bathroom facility and sometimes a kitchenette. A hotel room may include two rooms with two bathrooms with or without a single kitchenette. A hotel unit does not contain Cooking Facilities. Hotels include Bed and Breakfast establishments.

A Hotel is an individually owned commercial parcel.

A Hotel is different than a condo in a rental pool in that a hotel unit is owned by the building owner; a condo unit is individually owned and there are many owners in a condo building.

A Hotel room (unit) is the same as a condo unit in a rental pool in that a hotel unit is used for lodging on a short-term basis; a condo unit in a rental pool has similar use.

Commercial Connection Fees apply to Hotels and Motels.

User Fees consist of a Commercial base rate and flat rate for consumption.

Hotels are served water by a master-meter and the hotel's commercial uses may be served water by a separate meter.

Section 2.24 Industrial Waste

"Industrial Waste" means any and all waste substances, liquid or solid, except domestic sewage, and includes among other things radioactive wastes and explosives, noxious or toxic gas when present in the sewage system.

Section 2.25 Inspector

"Inspector" means the authorized inspector, deputy, agent or representative of the District.

Section 2.26 Interceptor

An "Interceptor" is a device designed and installed so as to separate and retain deleterious, hazardous or undesirable matter from wastes. "Interceptor" shall also mean a major sewer line

that collects waterborne wastes from several trunks or pumping stations and conveys it to a sewage treatment plant.

Section 2.27 Kitchenette

A small cooking area usually in hotel type facilities that could include a coffee maker, microwave oven, toaster oven, dorm / half-refrigerator, and / or a bar sink.

A "Kitchenette" is different from "Cooking Facilities" in that a "Kitchenette" does not contain a full-size refrigerator, stovetop, oven, kitchen sink, or dishwasher.

Section 2.28 Licensed Contractor

"Licensed Contractor" means a contractor having a valid license issued pursuant to Chapter 9, Division 3, of the Business and Professions Code, State of California, which license includes the activities listed on permit applied for.

Section 2.29 Lock-Off Unit

Condominium units and hotels are often constructed with Lock-Off Units. A condominium with a Lock-Off Unit, sometimes called a lockout unit, is a condominium that can be divided into two or more separate sections by a locking door. The owner of a Lock-Off has several options when it comes to renting out the unit: they can rent the entire unit to one party, stay in one part of the unit and rent out the parts, or rent out all parts to different parties. While the main, or full unit, may have a full kitchen and laundry facilities, the Lock-Off Unit(s) will likely look more like a hotel room - with one room, a bathroom, possibly a kitchenette, and a separate door to enter or exit to the hallway or outdoors.

Lock-off Units are owned by the same owner as the main unit and have the same parcel number as the main unit.

Lock-Off Units are different than an apartment in that it can be joined to another living unit under common ownership by unlocking a door internal to the condo unit.

A Multi-Family Residential Unit Connection Fee applies to each Lock-Off Unit. The main condominium unit is also charged a Multi-Family Residential Unit Connection Fee.

Lock-Off Units are charged User Fees established for Multi-Family Residential Units. In addition, the main, or full, unit is charged User Fees established for Multi-Family Residential Units. There are no consumption charges.

All Lock-Off Units are served water by a master-meter along with other condo units. The condominium's commercial uses are metered separately.

Section 2.30 Lot

"Lot" means any piece or parcel of land bounded, defined, or shown upon a map or deed recorded or filed in the office of the County Recorder of Placer County, provided, however, that in the event any building or structure covers more area than a lot as defined above, the term "lot" shall include all such pieces or parcels of land upon which said building or structure is wholly or partly located, together with the yards, courts and other unoccupied spaces legally required for the building or structure.

Section 2.31 Main Line Sewer or Force Main Sewer

"Main Line Sewer" or "Force Main Sewer" means any public sewer in a dedicated right of way in

which changes in alignment and grade occur only at manholes, or where angle points or curves between manholes have been approved by the District. Such sewer lines are generally six (6) inches or more in diameter.

Section 2.32 Mixed Use Facilities

Parcels or facilities with both residential and commercial uses.

Connection Fees are charged based on the land use.

User Fees are charged based on the land use. The commercial portion will be charged a commercial base rate and consumption rate. The residential portion will be charged in accordance with its land use. See Schedule A.

Commercial and residential uses shall be separately metered.

Section 2.33 Multiple "Single Family Units"

Multiple "Single Family Units" as used herein means any residential housing facility containing two or more separate living units as defined for "Single Family Dwelling Unit" in this section. Separate, as used herein, means isolated by means of partition, wall, door, floor, ceiling, or other obstruction, which detaches one living unit from another.

Examples of Multi-Family Units include Condominiums, Townhomes, Apartments, Duplex units, Accessory Dwelling Units (ADUs), Lock-Off Units (with or without Cooking Facilities or Kitchenette).

Section 2.34 Ordinance

"Ordinance" means an ordinance of the Squaw Valley Public Service District.

Section 2.35 Owner

"Owner" shall mean any person who by lease, contract of sale, deed, deed with security as trust deed, mortgage, or other evidence of indebtedness, estate or other color of right, or color of title, has fee title or demonstrates, or ostensibly demonstrates the authority to grant, or accept the incidents of ownership to any lot, premises, or parcel of land.

Section 2.36 Permittee

"Permittee" means the person to whom a permit has been issued pursuant to the provisions of this chapter.

Section 2.37 Person

"Person" shall mean any person, firm, company, corporation, partnership, association, any public corporation, political subdivision, city, county, district, the State of California, or the United State of America, or any department or agency thereof.

Section 2.38 Pollution of Underground or Surface Waters

"Pollution of Underground or Surface Waters" means affecting such waters in a manner which, if allowed to continue, would render them unfit for human or animal use or toxic to vegetation to an extent adversely affecting plant growth.

Section 2.39 Point of Service

"Point of Service" shall mean the point of physical connection of private sanitary sewer facilities to the public sewer. For residential customers, this is typically the sanitary sewer easement or property line. The Point of Service defines the interface between the District and private ownership

of sewer facilities.

Section 2.40 Premises

"Premises" shall mean any lot, or any piece or parcel of land comprising two or more lots of record in one ownership, or any building or other structure or any part of any building or structure used or useful for human habitation or gathering or for carrying on a business or occupation or any commercial or industrial activity.

Section 2.41 Private Fixtures

"Private Fixtures" are those which are intended for the use of an individual, or which are limited to the use of the employees of a business, provided that the number of employees in that business at any one time does not exceed the ratio of five employees to each restroom.

Section 2.42 Private Sanitary Sewer Facilities

The system of pipelines, manholes, cleanouts, pump stations, interceptors, building laterals, and/or related appurtenances, not operated or maintained by the District, that carry liquid and waterborne waste from residential, commercial, or industrial facilities to the District's sanitary sewer system.

Section 2.43 Private Sewer

"Private Sewer" means a sewer system serving an independent sewer disposal system not connected with a public sewer and which accommodates one or more buildings or industries.

Section 2.44 Public Fixtures

"Public Fixtures" are those which are intended for the use of the employees of a business when the ratio of employees per restroom exceeds 5 to 1; or those fixtures in a business which are for unrestricted use by clients or customers of the business; or members of the public; or those which are located in places to which the public is invited, or places which are frequented by the public without special permission, or other installations where fixtures are installed so that their use is similarly unrestrictive.

Section 2.45 Public Sewer

"Public Sewer" means a sewer that is controlled by or under the jurisdiction of the District.

Section 2.46 Saddle

A "Wye Saddle" is a short pipe fitting with a shoulder at one end to allow the application of the fitting to a hole tapped in the main line sewer such that the short pipe shall form a 45 degree angle from the main line sewer pipe.

A "Tee Saddle" is a short pipe fitting with a shoulder at one end to allow the application of the fitting to a hole tapped in the main line sewer such that the short pipe shall form a 90 degree angle from the main line sewer pipe.

Section 2.47 Section

"Section" means a section of this chapter unless some other ordinance, chapter or statute is mentioned.

Section 2.48 Seepage Pit

A "Seepage Pit" is a lined excavation in the ground which receives the discharge of a septic tank, so designed as to permit the effluent from the septic tank to seep through its bottom and sides.

Section 2.49 Septic Tank

A "Septic Tank" is a watertight receptacle which receives the discharge from a sewage system designed and constructed so as to retain solids, digest organic matter through a period of detention and allow the liquids to discharge into the soil outside of the tank through a drain field system or one or more seepage pits.

Section 2.50 Service Lateral

"Service Lateral" means the sanitary sewer piping which extends from the District main pipeline to the point of service (usually the property line or sewer easement line cleanout). The point of service cleanout is part of the building lateral.

Section 2.51 Sewage

"Sewage" means any waterborne or liquid wastes including domestic sewage and industrial waste, but does not include or mean storm water, ground water, roof or yard drainage.

Section 2.52 Sewage Pumping Plant

"Sewage Pumping Plant" means any works or device used to raise sewage from a lower to a higher level or to overcome friction in a pipe line.

Section 2.53 Street Property Line

As used in this chapter, "Street Property Line" means a State or County right-of-way line or a road easement line immediately adjacent to the premises.

Section 2.54 Swimming Pool

"Swimming Pool" means all swimming or wading pools containing 2,000 gallons of water or more.

Section 2.55 Tapping

"Tapping" means the forming of a Tee or Wye branch connection to a main line sewer by installing a Tee or Wye Saddle after the sewer is in place.

Section 2.56 Tee or T

"Tee" or "T" means a fitting for a branch on which the spur joins the barrel of the pipe at an angle of approximately 90 degrees.

Section 2.57 User Fees

User Fees are levied and assessed annually against consumers for the purposes of providing funds for the maintenance, operation and capital improvements of the District.

Each lot or premises which is connected to and each owner or customer distributing wastewater into the District's collection system shall pay an annual sewer service charge. These are also known as Service Fees or "Rates & Charges for Sewer Service".

Section 2.58 Wye or Y

"Wye" or "Y" means a fitting for a branch on which the spur joins the barrel of the pipe at an angle of approximately 45 degrees.

DIVISION III GENERAL PROVISIONS AND REGULATIONS

Section 3.01 Amendments

Whenever a power is granted to any portion of this Chapter, such reference applies to all amendments and additions thereto.

Section 3.02 Delegation of Powers

Whenever a power is granted to or a duty imposed upon the District by provisions of this Chapter, the power may be exercised or the duty performed by an authorized person or agent of the District.

Section 3.03 Validity

In any provisions of this Chapter or the application thereof to any person or circumstance, is held invalid, the remainder of the Chapter, and the application of such provisions to other persons or circumstances shall not be affected thereby.

Section 3.04 Enforcement

This District Manager shall enforce the provisions of this Chapter and for such purpose shall have the powers of a peace officer. Such powers shall not limit or otherwise affect the powers and duties of the Placer County Health Officer.

Section 3.05 Minimum Standards

Facilities shall be designed so as to produce an effect which will not pollute underground or surface waters, create a nuisance, or menace the public peace, health, or safety. The District Manager shall consult with the Health Officers and officials of public agencies, and from time to time, promulgate standards which may vary according to location, topography, physical conditions, and other pertinent factors.

The minimum acceptable standards for design and construction of sewage collection systems within the District shall be the latest version of the Squaw Valley Public Service District's Technical Specifications.

Section 3.06 Penalty for Violation

Every person violating any provision of this Chapter or any conditions or limitation of permit issued pursuant thereto is guilty of a misdemeanor punishable in the manner provided by law.

Section 3.07 Continued Violation

Each day during which any violation described in this Chapter as willful continues shall constitute a separate offense punishable as provided by this Chapter.

Section 3.08 Notice

Unless otherwise provided herein, any notice required to be given by the District Manager under this Chapter shall be in writing and may be mailed by regular first-class mail to the last address known to the District Manager. Where the address is unknown, service may be made as above provided upon the owner of record of the property.

Section 3.09 Time Limits

Any time limit provided for in this Chapter may be extended by mutual written consent of both the District and the permittee or applicant, or other person affected.

Section 3.10 Identification

Inspectors and maintenance men shall identify themselves upon request when entering upon the work of any contractor or property owner for any inspection or work required by this Chapter.

Section 3.11 Maintenance Inspections

The District Manager may inspect, as often as he deems necessary, every main line sewer, sewage pumping plant, sewage connection, interceptor, or similar appurtenances to ascertain whether such facilities are maintained and operated in accordance with the provisions of this Chapter. All persons shall permit and provide the District Manager with access to all such facilities at all reasonable times.

Section 3.12 Access Requirements

No physical object or structure, including but not necessarily limited to permanent or temporary structures, plantings, landscaping, fill, boulders, rockery walls or irrigation systems shall be located on or within a District sewer line easement or placed in such a position as to unreasonably interfere with District's access, maintenance or repair of any facility located within a sewer line easement and as described in Section 3.11. Any such obstruction, upon request of the District's General Manager, or his designee, shall immediately be removed by the property owner at no expense to the District and once removed shall not be replaced on or within the easement.

Upon the District's written notification to the property owner, any and all obstructions which impede or prevent access to the utility easement shall be removed by the owner at no cost to the District. If, after 45-days notice, the Owner has failed or refused to remove the obstruction(s) affecting the utility easement, District shall, at its election, remove the obstructions and bill the Owner to recover District expenses incurred in connection therewith. Owner shall be responsible for payment of all District expenses, including staff time, administrative fees, legal fees, charges from independent contractors and/or as otherwise associated with removal of Owner's encroachments upon or within District's utility easement.

The obligation to pay District expenses shall become due upon presentation of a billing therefor and shall become delinquent if not paid within forty-five (45) days from date of billing presentation. Any delinquent payment shall gather interest at the Annual Percentage Rate of twelve percent (12%) from date of delinquency until paid. If the bill remains unpaid for a period of forty-five (45) days from presentation of the original billing, the District will forward the delinquent charges to Placer County for collection on the Owner's property tax bill.

Section 3.13 Interference with Inspectors

No person shall, during reasonable hours, refuse, resist, or attempt to resist the entrance of the District Manager into any building, plant, yard, field, or other place or portions thereof in the performance of his duty within the power conferred upon him by law or by this Chapter.

Section 3.14 Maintenance of Plants, Interceptors, and Other Facilities

The requirements contained in this Chapter, covering the maintenance of sewage pumping plants, interceptors, or other appurtenances, shall apply to all such facilities now existing or hereafter constructed. All such facilities shall be maintained by owners thereof in a safe and sanitary condition, and all devices or safeguards which are required by this Chapter for the operation of such facilities shall be maintained in good working order.

This section shall not be construed as permitting the removal or non-maintenance of any devices or safeguards on existing facilities unless authorized in writing by the District Manager.

Section 3.15 Operation and Maintenance Responsibilities

- A. The owner of the property served and customer served by the District's collection system shall be responsible for the operation and maintenance, repair, and replacement of the private sanitary sewer facilities, and all devices or safeguards required by this Chapter, which are located upon the property owned by the property owner or occupied by the customer.
- B. The District shall be responsible for the operation and maintenance, repair, and replacement of that portion of the collection system which is in the state or county right-of-way or District easement, which has been dedicated to the District or which is not located upon the property of the person served by the District's collection system.
- C. With the exception of those sanitary sewer facilities which have been dedicated to the District or are located within a state or county right-of-way or District easement, the owner or their contractor or agent shall, at their own risk and expense, install, keep and maintain in good repair all private sanitary sewer facilities (sanitary sewer pipelines, force mains, manholes, building laterals, equipment, pump stations, and related appurtenances) situated on the premises so served. The District shall not be responsible for any losses, damages, claims or demands caused by improper or defective installation, operation, or maintenance of private sanitary sewer facilities by the owner, its contractors, agents or employees, whether inspected and/or approved by the District. All such installations of private sanitary sewer facilities shall conform with all federal, state, county, and local laws, ordinances, rules and regulations.
- D. The property owner or customer served by the District's collection system shall be responsible and solely liable for all costs incurred by the District in connection with the repair or replacement of all damage to the system caused by the property owner, customer, or their respective contractors, agents, or employees, including but not limited to sewage line obstructions, wherever located.
- E. All private sanitary sewer facilities found in need of repair as a result of testing procedures conducted as required by this Chapter shall be repaired or replaced to the current standards set forth in the District Code.

Section 3.16 Pool, Rain and Surface Water Drainage

No private pool, receptacle, area, or roof which receives or disposes of rainwater or surface water shall be connected to the collection system. All swimming pools may discharge backwash and drain wastewater to the public sewer as set forth in this section.

If swimming pool draining and backwash is discharged to the main system, prior written approval must be obtained from the District Manager. No person shall discharge any substance in the District's collection system without first applying for a permit from the District. The District Manager reserves the right to prohibit the draining of swimming pools when, in his opinion, such activity would deleteriously affect the operation of the sewage works. Draining operations shall take place only between the hours of 9 p.m. and 7 a.m. or at any other time with prior approval of the District Manager.

Section 3.17 Notice to Stop Work

Whenever any construction is being done contrary to the provisions of any law, standard, or ordinance, the District Manager shall issue a written notice to the responsible party to stop work on that portion of the work on which the violation has occurred. No work shall be done on that portion until corrective measures have been taken and approved by the District Manager.

Section 3.18 Mandatory Sewer Connections

All occupancies requiring sanitation facilities as defined in the Uniform Building Code or as

determined by the appropriate state agency shall be connected to the public sewer system. Notwithstanding any provision to the contrary, structures shall be connected to the public sewer system by July 1, 1989, if the public sewer system is available. Availability shall mean a public sewer system which has been constructed and is in use within two hundred (200) feet of the premises.

No person shall cause or permit the disposal of sewage or other liquid waste into any drainage system which is not connected to the public sewer system when such connection is required by this section.

Section 3.19 Location of Service Lateral Inconsistent With District Record Maps

Whenever a service lateral is not located as shown on District record maps, District personnel shall assist to the extent possible to determine the location of the service lateral by use of surface and underground line detectors. However, the District shall bear no expense for equipment, excavation and/or labor expenses incurred by any person in determining the location of District lines, service laterals and other facilities.

Section 3.20 Non-existent Service Laterals Shown on Record Maps

- A. Before a stub out, wye or point of service that is shown to exist on District maps is determined to be "nonexistent," the person attempting to locate the service lateral connection point shall contact the District for assistance. The District shall review records of closed circuit television inspections and other available records to ensure that there is, in fact, a stub. The District shall not be liable for any expense, equipment, excavation and/or labor incurred by any person in determining the existence or the "nonexistence" of any stub out, wye, point of service and/or other facility.
- B. When the District has previously been provided with record maps and the Manager has made a determination that no service lateral exists as shown on the District record maps, it shall be the property owner's responsibility to install a new service lateral in accordance with this Chapter and the Sewer Technical Specifications. Installation of a service lateral shall be performed by a California licensed contractor approved by the District.

Section 3.21 Sewer Service When Existing Service Lateral is Inadequate.

If there is an existing service lateral connection which is not adequate for the unit(s) to be served or if there is no existing service lateral to which the unit(s) to be served may be connected, then it will be the property owners responsibility to install a new service lateral and abandon the existing service lateral in accordance with this Chapter and the Sewer Technical Specification's. Installation of a service lateral and abandonment of existing service laterals shall be performed by a California licensed contractor approved by the District. The District shall furnish the sewer service subsequent to the applicant's construction of the necessary portions of the collection system; the applicant's payment of all fees to the District; the applicant's compliance with all District rules and regulations; and the applicant's payment in full of all delinquent charges, if any, owed to the District.

DIVISION VI FEES AND CHARGES

Section 6.01 Plan Checking Fees

Any person required by this Chapter to have improvement plans checked by the District shall reimburse the District for the actual total costs to the District of providing such a service. Such costs shall be determined by the District Manager. The District will require a non-refundable deposit as established from time to time by the Board for all commercial, industrial, public, single or multi-family proposed improvements.

Applications for plan checking are available at the District Office and are to be filled out by the Engineer submitting the improvement plans.

Section 6.02 Sewer Construction Permit Fee

Any person making a permanent or temporary improvement to the District's collection system shall reimburse the District for the total costs of field and structure inspection, procuring or preparing record plans, automobile mileage, and all overhead and indirect costs. The applicant shall also be responsible to pay the cost of all labor, equipment, and materials required for the actual improvements. Such costs shall be determined by the District Manager.

Section 6.03 Connection Fees

There is hereby levied and assessed against any premise, or portion thereof, which has been approved for connection to the District collection system, a connection fee as set by the Board from time to time. Connection fees are set forth in Schedule A.

- A. Time of Payment.** All connection fees shall be paid to the District upon approval of an application and prior to any construction.
- B. Connections.** Connections of building laterals or of the force main into the District's existing force main shall be charged the applicable connection fee.
- C. Sewer Connection Fee.** The District shall collect from all applicants for sewer service connections a connection fee which includes an existing system buy-in component, a component for future facilities required to accommodate future growth, and a debt service component. The existing system buy-in includes collection and general plant. The future facilities include collection related assets. The debt service component accounts for the principal owed by the District for existing assets.
 - 1. The connection fee for a 1-inch or less residential meter shall be the basic unit in determining all other connection fees.

2. The connection fee for a residential services connection shall be as follows. This includes single family dwellings, multi-family units, duplex units, halfplexes, condominiums, apartments, ADUs, and lock off units.

i. Collection	\$3,750
ii. General Plant	\$2,064
iii. Debt Service	(\$187)
a. TOTAL	\$5,627

3. The connection fee for commercial units shall be based on meter size as follows:

1" Meter	= \$5,627
1.5" Meter	= \$11,254
2" Meter	= \$18,006
3" Meter	= \$33,762
4" Meter	= \$56,270
6" Meter	= \$112,540

D. Meter Equivalency Factor. The connection fee for larger meter sizes are determined by multiplying the connection fee for a 1-inch meter by a meter equivalency factor. The connection fee for 2-inch and greater size meters shall be reviewed by the General Manager. Meter equivalencies shall be:

1-inch meter	1.0
1.5-inch meter	2.0
2-inch meter	3.2
3-inch meter	6.0
4-inch meter	10.0
6-inch meter	20.0

E. Connection Fees for Meters Larger Than 1-inch. This charge shall be determined by the General Manager on a case-by-case basis.

The applicant shall provide to the District the projected demand and meter size requested as certified by a qualified Engineer and subject to approval by the District Engineer.

The demand will be evaluated from time to time, at the sole discretion of the District. Said evaluation shall be complete within five years from the date of actual service. If the actual demand within that period differs from the estimated demand that was the basis for the original connection fee by more than 5%, then an additional charge will be assessed.

F. Change of Use. If at any time after payment of a connection charge, there is a change of use on the premises resulting in an increase in meter size, the owner shall, prior to issuance of a permit, pay the difference in connection fee for the meter size, as set forth in Schedule A attached hereto and incorporated herein by reference. In the case where a smaller meter size is determined there shall be no reimbursement of Connection Fees previously paid

G. Connection Fee for Multiple Dwelling Units Service connections for multiple dwelling units including, but not limited to, condominiums, apartments, duplex units, accessory dwelling units (ADUs), and lock-off units shall be assessed the same connection fee as for single family residential units.

Section 6.04 Billing for Sewer Service

The District shall begin billing for service when the District first determines a discharge to the collection system has occurred by the permittee or in accordance with Division V.

Section 6.05 Fee For Processing Sewer Line Easements

For each written contract required by Division V, requiring the processing of sewer line easements, the District shall be reimbursed by the applicant for the total actual costs of processing the required easement(s). In the event it is necessary to rewrite the description, the District again shall be reimbursed by the applicant for the actual total processing cost. A deposit may be required as set forth on Schedule A attached hereto and incorporated herein by reference.

Section 6.06 Application Fee

- A. When a person applies for a permit, the applicant shall pay to the District an application fee as established from time to time by the Board (see Schedule A) per application made. The District shall not accept an application until it receives the application fee.
- B. Any person who has paid an application fee pursuant to this section, and whose application expires or is canceled, withdrawn, voided, terminated, or abandoned, whether voluntarily or involuntarily, shall not be entitled to a refund of or credit from the application fee.

Section 6.07 Fees for Preparing Or Checking Special Studies

Before proceeding with the preparation of any special study, the District shall collect from the person making the request for the study a fee in the amount of the estimated cost of preparing the study, as determined by the District Manager. If, after the fee is paid, a change in the study is requested which will increase the cost of preparing the study, supplemental fees shall be collected in the amount of the estimated additional cost. Studies prepared by others and submitted for checking by the District shall be subject to the fee requirement stated above.

Section 6.08 Septic Tank, Cesspool and Holding Tank Discharge Prohibited

Disposal of residential, septic tank, cesspool, holding tank, wastes, or other discharges into the District's sewer system is prohibited.

Section 6.09 Collection of Fees Charged

All fees and connection charges shall be due prior to connection to and use of the collection system of the District.

Section 6.10 Rates and Charges for Sewer Service

- A. **Power of Board.** For the purposes of providing funds for the maintenance, operation and capital improvements of the District, the Board may from time to time establish rates, charges, and other fees to be levied and assessed against consumers such as are necessary to carry out the provisions of this Chapter.
- B. **Definitions.** For the purposes of this section only, the specified terms shall have the following definitions:

1. "Domestic users" shall mean all residential users, including single family units, residential condominiums, and other multi-family dwellings.
2. "Commercial users" shall mean all business or other similar users, commercial condominiums, hotels, laundries, laundromats, service stations, public buildings, and unoccupied storage/warehouses, swimming pools (semi-public), spa/hot tubs (semi-public).
3. "Commercial unit" shall mean each office, store, or other separately owned or operated commercial space or structure, including any commercial user which is not otherwise specifically identified.
4. "Industrial user" shall mean:
 - a. Any user of a publicly owned treatment works:
 1. identified in the Standard Industrial Classification Manual, 1972, Office of Management and Budget, as amended; and,
 2. which discharges more than 50,000 gallons per day (gpd) of sanitary wastes, or which discharges, after exclusion of domestic wastes or discharges from sanitary conveniences, the weight of biochemical oxygen demand (BOD) or suspended solids (SS) equivalent to that weight found in 50,000 gpd of sanitary waste; or,
 - b. any user of a publicly owned treatment works which discharges sewage to the treatment works which contains toxic pollutants or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to contaminate the sludge of any municipal systems, or to injure or interfere with any sewage treatment process, or which constitutes a hazard to humans or animals, creates a public nuisance, or creates any hazard in or has an adverse effect on the waters receiving any discharge from the treatment works.
5. "Laundry" shall mean a commercial laundering facility.
6. "Laundromat" shall mean a self-service laundry utilized by the public.
7. "Public building" shall mean any public service building, including a police station or fire station, or any other publicly owned building not otherwise specifically identified.

C. Annual Service Charge. Each lot or premises which is connected to and each owner or customer receiving sewer service from the District's collection system shall pay an annual sewer service charge.

1. **Residential Sewer Rate.** There is hereby levied and assessed upon all residential users, a residential sewer rate consisting of a base rate.
 - a. **Base Rate Charge.** For Single Family Residents, the base rate charge is equal to the unit value assigned by the District to the premise times the rate for a single-family unit. If additional units exist on the property, they will be charged a 2nd unit base rate as set forth in Schedule A, which is attached hereto and incorporated herein by reference
 - b. **Unit Value.** The Manager shall assign to each premise within the District subject to a flat rate charge a unit value based on the classification system established by the District for such purpose. The basis for such a value shall be that a "living Unit" as defined under the definition of "single family unit" is considered to have a unit value

equal to 1.0.

2. **Commercial Sewer Service Rate.** There is hereby levied and assessed upon all commercial users a commercial sewer service rate, which rate is set forth on Schedule A, which is attached hereto and incorporated herein by reference.
3. **Industrial Sewer Service Rate.** There is hereby levied and assessed upon all industrial users an industrial sewer service rate, which is equal to the commercial sewer service rate as set forth on Schedule A, which is attached hereto and incorporated herein by reference.
 - a. Additionally, the industrial user may be subject to an annual surcharge depending on the strength of the sewage, as may be determined by the District Manager from time to time. In the event that the average waste discharge characteristic and annual surcharge is disputed, the discharger shall submit a request for an analysis and flow measurement to the District and bear all expenses associated with measurement and sampling.
 - b. For each industrial user, the District may require the installation, at the expense of the industrial user, of District-approved recording and sampling devices or sewage meters on the user's premises for use by the District. Such devices or meters shall be available for inspection by District personnel at any reasonable time. The industrial user shall be responsible for the maintenance, repair and replacement of all sampling or recording devices, sewage meters, and related equipment. The industrial user shall be responsible for any damage or expenses involved in the repair or replacement for which the industrial user, its agents, officers or employees is or are responsible.
 - c. At its sole option and as an alternative to the industrial user charge, the District may require an industrial user to pretreat the user's sewage flow so that the flow, after exclusion of domestic wastes or discharges from sanitary conveniences, is less than the equivalent weight in BOD and SS found in 50,000 gpd of sanitary waste.

D. Service Charge. When an annual service charge is based on water use, the annual sewer service charge shall be determined as stated above. However, when a water meter fails to register or a meter cannot be reasonably read, the quantity rate component of the annual sewer service charge shall be based on the average quantity of water supplied for comparable service during the preceding year. When there is no record of water supplied for comparable service, the total service charge shall be determined by the District Manager.

E.

1. No sewage shall be collected from any premises or persons except through a service connection in compliance with the District's rules and regulations.
2. No sanitary sewer service or facility shall be furnished to any premises or persons free of charge.

F. Temporary Sewer Services:

The District shall charge any person who seeks a temporary sewer service a basic fee for each service requested. Rates, charges, deposits and rules and regulations thereof may be established from time to time by the Board as set forth in Schedule A. Fees for temporary sewer service shall include a service establishment fee and per trip cost to

inspect facilities as set forth in Schedule A , attached hereto and incorporated herein by reference.

Section 6.11 Billing Procedures

- A. Direct Bill.** Except as otherwise specified herein, the District shall directly bill each individual owner of each lot or premises connected to the District's collection system. The annual sewer charge shall be payable by each owner and each customer. Each owner shall be liable to the District for payment of the annual sewer charge regardless of whether the owner is also the customer and regardless of whether service is provided through an individual service lateral or multi-customer service lateral.
- B. Multi-Unit Billing.** Where owners of premises in a multi-unit structure served through a multi-customer service lateral are billed individually and belong to a homeowners' or similar association, the association shall provide to the District current and up-dated lists of the owners of each premises. The association shall inform the District in timely fashion of any change in ownership in its members.
- C. Composite Billing.** Notwithstanding Section A above, the District may elect to send a composite bill to groups of customers served by individual or multi-customer service laterals when each of the following conditions are met:
1. The owners to be billed as a group own lots or premises in a multi-unit living structure;
 2. The owners are served through one or more individual or multi-customer service laterals;
 3. The owners have formally organized in writing into a homeowners or similar association.
 4. The homeowners or similar association, through properly executed covenants, conditions, articles of incorporation or by-laws, has the power to act as the sole agent for the owners concerning sewer service charges in a manner which binds individual owners; and
 5. The association enters into a written agreement with the District which provides, among other matters, that:
 - a. The association shall be responsible for and guarantee payment of all such charges within the time required by the District's rules and regulations, regardless of whether any single owner has paid the owner's share of such charges to the association;
 - b. The District shall bill to and the association shall pay all delinquent penalty and interest charges on the composite bills;

- c. The District's bill or other notices to the association shall constitute a bill or other notice to each individual owner or customer, who shall agree that no other notice or bill to individual owners or customers shall be necessary for, or a prerequisite to, the District's exercise of its powers to terminate service, or place liens on each owner's property or exercise other legal remedies necessary to preserve the collection of and collect delinquent bills and charges, and;
- d. The bill shall consist of the sum of the total annual sewer charges for each owner or customer represented by the association, which shall be the sum of the service charge for each customer, lot, or premises plus the total quantity rate charge for all service through the individual or multi-customer service lateral. The District shall not be responsible for any disparity among such customers for the amounts of sewage discharged or for the size of premises served. Any adjustment for such disparity in use or in the quantity rate charge shall be the responsibility of the owners or customers served.

D. Written Agreement. All applications for service shall constitute a written agreement to pay for all service rendered pursuant to the application and to be bound by all applicable District rules and regulations. An application shall be signed by the person who shall be responsible for the bills for sewer service provided through that service lateral, regardless of whether the service lateral is a single customer or multi-customer meter.

Section 6.12 Collection of Sewer Use, Service Charges and Rates

All sewer use, service charges and rates may be billed on the same bill and collected together with rates and charges for any other District services. If all or any part of such bill is not paid for any service, the District may discontinue any or all of the services for which the bill is rendered.

- A. Time of Payment.** All annual sewer service charges are payable in advance on an annual basis. Payment plans may be prearranged and are payable at the office of the District.
- B. Issuance of Bills.** All bills for sewer service will be rendered by the District as provided in this Chapter. Bills not paid sixty (60) days from billing date, except pursuant to payment plan, are delinquent.
- C. Penalty and Administrative Charge.** All delinquent bills will be subject to a penalty charge equal to 1% per month on all delinquent sums, plus a \$10.00 administrative service charge for each additional billing that is prepared by District. Any check which is returned to District on the basis of insufficient funds or "refer to maker" are subject to an additional \$25.00 service charge per check.
- D. Notice of Delinquency, Administrative Charge, and Interest.** On each bill for sewer service, notice will be given of the date upon which the billing shall become delinquent and of applicable administrative and interest charges as provided in this Chapter.
- E. Pay First, Litigate Later.** No appeal to the Board of Directors, nor legal or equitable process shall issue in any suit, action or proceeding before the District or in any court against the District or any officer, employee, or director of the District to appeal, prevent or enjoin the collection of any rate or charge, with or without interest, unless the same shall have been paid in full first.
- F. Flat Rate Billing.** Bills for flat rate sewer service will be rendered and are payable yearly in advance. Less than annual bills for flat rate service will be pro-rated to the end of the billing year in accordance with the applicable District schedule. Should the pro-rated period be less

than one month, no pro-ration will be made and no bill shall be less than the monthly fixed charge. Flat rate service may be billed, at the option of the District, at intervals other than yearly.

- G. Discontinuance of Service.** A consumer's sewer service may be involuntarily discontinued for non-payment of a bill for service rendered at any current or previous location by District, provided said bill was presented to the consumer's last known address and has not been paid within sixty (60) days after the billing date. Discontinuation of service shall be in accordance with Division IX.
- H. Joint and Several Liability.** Two or more parties who join in one application for service or who jointly own property served by the District shall be jointly and severally liable for payment of bills and shall be billed by means of single periodic bills.
- I. Payment Plan.** If consumer is not in default to any other sum due District at the time of the rendering of the annual flat rate billing pursuant to the above, and provided further that applicant submits a written request to District within thirty (30) days of the rendering of the bill for a payment plan, District may allow a payment plan for the base rate billing on the following terms:

Payment plan agreement periods will be determined by the District for payment of full service fees due within the fiscal year of billing. One percent (1%) interest per month on the unpaid balance and \$10.00 service fee per billing shall be included with the payment plan. Requesting a payment plan constitutes an agreement by the customer to make all payments on or before the set due date. Additional service fees shall be charged for each reminder notice or rebilling. Failure to make payments as scheduled constitutes a delinquency of the account whereby all remaining service fees, penalties and interest become immediately due and payable. Sewer service shall be discontinued for any account over sixty (60) days delinquent.

- J. Reduction in Unit Count.** District recognizes that a consumer may voluntarily elect to reduce the unit count on a parcel of real property and District will allow such reduction for the next fiscal year provided consumer:
1. Submits to District before April 30 on a form approved by District, a request for reduction, to take effect July 1 of the same year; and,
 2. Allows District to inspect the building or buildings which are subject to the reduction within thirty (30) days of the application.

If the unit reduction request is granted there will be no reimbursement of connection charges previously paid.

Any reduction of annual service fees as a result of a reduction in unit count will be applied as a credit to the next annual billing

- K. Deferral of Service Fees on Structures that are Destroyed.** At the discretion of the General Manager, the owner of a residence or commercial structure destroyed by fire, avalanche, earthquake, or other disaster may be allowed a maximum 12-month courtesy period to rebuild without paying service fees. If approved by the General Manager, and the structure is rebuilt and approved for occupancy before the 12-month period has passed, service fees will immediately become payable. If the structure is not rebuilt within the 12-month period,

minimum service fees must be paid in order to maintain a valid permit.

Section 6.13 Deposit

- A.** Prior to receiving sewer service, an applicant for sewer service may be required to deposit with the District a sum equal to twenty-five percent (25%) of the annual rate for sewer service.
- B.** A deposit may be required for each lot or premises when any of the following conditions occur:
 - 1. Whenever an owner of property receiving sewer service from the District transfers the property to a new owner, the new property owner shall pay a deposit to the District as identified in Section A. above.
 - 2. Whenever there is a change in the owner receiving sewer service, the new owner shall pay a deposit to the District as identified in Section A above.
 - 3. Any District customer or property owner whose sewer service is disconnected due to non-payment of District charges shall pay a deposit, as specified in Section A above, as a pre-requisite for resumption of sewer service.
- C.** Notwithstanding sections A, B1, B2, or B3, an existing customer or property owner within the District who has not incurred any penalties or late charges on any sewer account with the District for nine (9) months of the immediately preceding twelve (12) months, shall not be required to deposit with the District an amount as identified in Section A above.
- D.** The District may use the deposit to pay any District bill, and penalties and interest thereon, which are otherwise unpaid by the customer or property owner. The District may also use the deposit for its costs of collecting the unpaid sewer service bill and penalties. If the District uses part or all of a customer's or property owner's deposit, that customer or property owner shall pay the District a sum adequate to maintain a deposit equal to 25% of the annual rate as a condition of continued sewer service.
- E.** The amount of deposit not used by the District shall be refunded to the customer or property owner when the customer or property owner voluntarily terminates sewer service with the District.
- F.** The amount of the deposit not used by the District may be credited to the account of the customer or property owner at such time as the District determines a deposit is no longer required, provided the District has held the deposit for a minimum of twelve (12) months.

DIVISION X MAINTENANCE AND TESTING OF FACILITIES

Section 10.01 Maintenance and Testing of Private Sanitary Sewer Facilities

The owner or their agent of a property served by the District's sanitary sewer shall be responsible for the operation and maintenance of the private sanitary sewer facilities, including all devices or safeguards required by this section, which are located upon said property. The owner or their agent's operation and maintenance responsibility is from the building to the point of service.

The owner or their agent shall, at their own risk and expense, install, keep and maintain in good repair all private sanitary sewer facilities (sanitary sewer pipelines, building laterals, force mains, manholes, equipment, pump stations, and related appurtenances) situated on the premises so served. The District shall not be responsible for any loss or damage caused by improper or defective installation of private sanitary sewer facilities, whether inspected and/or approved by the District. All such installations of private sanitary sewer facilities shall conform with all federal, state, county, town and local laws, rules, regulations and ordinances.

The owner or their agent served by the District's sanitary sewer system shall be responsible and liable for all costs involved in the repair of all damages caused by the owner, customer, or agents thereof, to the District's sanitary sewer facilities, including but not limited to sewer obstructions, wherever located.

All private sanitary sewer facilities found in need of repair as a result of testing procedures required by this chapter shall be repaired and/or installed to the standards set forth in this Chapter.

Section 10.02 Conditions Requiring Testing of Sanitary Sewer Facilities

It shall be unlawful for any owner of a house, building, or property connected to the District's sanitary sewer system to maintain private sanitary sewer facilities in a condition such that the tests contained herein cannot be successfully accomplished.

All private sanitary sewer facilities, including those serving residential, multiple residential, commercial, and industrial connected to the District's sanitary sewer system shall be tested when any of the following conditions occur:

1. Connecting a new structure to the District's sewer system.
2. Remodeling of the house, building or property served by the District's sewer system.
3. The addition of living quarters, such as Accessory Dwelling Units (ADUs).
4. Installation of additional plumbing fixtures in the house or property served and/or installation of an additional building lateral pipeline.
5. Change of use of the house, building, or property serviced from residential to business or commercial, or from non-restaurant commercial to restaurant commercial.
6. Upon repair or replacement of all or part of the building or house service laterals.
7. Prior to the close of escrow upon the sale of a house, building or property served, or by private transfer of a house, building or property served, unless the house, building or property served has been tested within the previous five (5) years. However, if the building lateral is new or has been completely replaced within the prior ten (10) years, is constructed out of allowable pipe material, includes a double-wye cleanout, and was tested and passed when the system was installed, a pressure test will not be required prior to the close of escrow.
8. Where inflow or infiltration is suspected, or if a defect in the building lateral is suspected based upon observation by the District.

9. Upon determination of the General Manager that testing or sanitary sewer replacement is required for the protection of the public health, safety, and welfare.

Section 10.03 Testing Procedures for Existing Sanitary Sewer Facilities

The owner or their agent of a house, building, or property connected to the District's sanitary sewer system shall conduct all private sanitary sewer facility upgrades and testing required at their sole expense and shall notify the District 48 hours prior to testing. Testing shall be witnessed by a District Inspector.

Sanitary Sewer Pipelines: All building laterals and privately owned main pipelines shall be tested by the air method in accordance with the Sewer Technical Specifications.

In the case of building laterals, the test section shall be from the building cleanout to the point of service or property line cleanout. The test section includes all private pipelines which provide sanitary sewer service to the parcel in question. Privately owned main pipelines shall be tested their full length.

If a cleanout has not been installed at the point of service or easement/property line, a two-way cleanout shall be installed prior to testing. If there is no cleanout located outside the building foundation (within five feet of the foundation wall), then a cleanout shall be installed. If the building lateral exits the foundation under an existing deck or concrete patio, the location of the building cleanout near the foundation may be modified on a case-by-case basis as determined by the General Manager. The cleanouts shall be installed and boxed as specified in the Sewer Technical Specifications. The owner or their agent shall be responsible for such installation. A cleanout underneath the house is not acceptable.

The building cleanout can be substituted by installing a two-way cleanout at the property line when the distance from the point where the building sewer exits the foundation to the property line cleanout is less than 10 feet and the building lateral consists of a single pipe segment with no fittings. Such building laterals will be considered too short to test. At the District's discretion, building laterals that are too short to test may be required to be televised to confirm integrity of pipeline.

Residential Pump System Testing: Residential pump systems shall be inspected and tested for compliance with the Sewer Technical Specifications.

Section 10.04 Time Limits for Completion of Testing Procedures

Testing shall be completed in a timely manner as follows:

- Prior to the close of escrow upon the sale of the residence, building, or property, or transfer of ownership or interest in the parcel, the facility, or the business, or
- Within 30 days of standard notification by the District, or
- Immediately if it is determined by the General Manager that testing and repair are necessary to protect public health and the integrity of the sanitary sewer system.

Section 10.05 Cash Security in Lieu of Testing

1. Weather Conditions, Excavation Restrictions Prohibit Testing:

Should cleaning, testing, repair or replacement be required on a gravity or pressurized private service lateral at a time when weather conditions, excavation restrictions, or other circumstances prohibit such repairs, the General Manager may defer completion of the requirements until such date as agreed upon between the Owner and the District. If the test is deferred, the Owner shall enter into a contract for performance of said work and shall place a cash deposit in the form of a money order, payable to the District, in

an amount equal to one hundred twenty-five percent (125%) of the estimated cost of cleaning, testing, repair or replacement of the private service lateral or sewer pressure system components.

The District shall prepare an estimate of said replacement costs. The Owner shall obtain an estimate from a California State licensed contractor for performing all work necessary so that the private service lateral will pass a sewer pressure test.

The deposit required shall be based upon one hundred twenty-five percent (125%) of the estimated costs from whichever estimate is greater (District's or Contractor's). This amount will be held until the repair or replacement is made, which must be no later than June 15 following the circumstances preventing initial cleaning, testing, repair or replacement.

If the work agreed to is not completed by June 15, the deposit held by the District shall be used by the District to physically disconnect the private service lateral or to perform the work agreed to. The District may use the funds to pay a contractor to physically disconnect the sewer service or to perform the necessary work, at District's discretion. Should such costs exceed the amount deposited, the difference shall be billed to the Owner of record.

Upon completion of the necessary work, whether by Owner, District or contractor, the balance of funds will be released to the Owner within 15 days of the approved inspection of the work.

2. Time of Sale: Weather Conditions or Excavation Restrictions Prohibit Testing:

Owners must plan for and make every effort to complete pressure testing of the building lateral prior to close of escrow. The purpose of the withhold is to ensure the integrity of the building lateral by holding funds for its repair or replacement during periods when the lateral is inaccessible. In the event that sewer cleaning, testing, repair or replacement would be required, at a time when weather conditions or excavation restrictions prohibit such repairs, the District may defer completion of such requirement until June 15th or such earlier date as agreed upon with the property owner. If the test is deferred, the Owner shall enter into a contract for performance of said work and shall place a cash deposit in the form of a money order, payable to the District, in an amount equal to one hundred twenty-five percent (125%) of the estimated cost of cleaning, testing repair or replacement of the private service lateral or sewer pressure system components. The owner must also provide the District with a copy of an executed, binding contract with a California State licensed contractor, authorizing that contractor to perform all work necessary to test and repair or replace the existing building lateral so that it will pass a sewer pressure test. The contract will include the cost to repair or replace existing pressurized systems and abandon any septic systems that may be on the property.

In place of a cash deposit, the owner shall escrow funds in an amount equal to one hundred twenty-five (125%) percent of the District's estimate, if the property is being sold. Funds escrowed will not be released without written notification by the District to the title company holding such funds. If the cleaning and testing is not completed by the time set by the Sewer Code, the funds held in escrow shall be released to the District. Said funds may be used by the District to perform or have a contractor perform physical disconnection, testing, repair or replacement of the building lateral.

Should such costs exceed the amount held in escrow; the difference will be billed to the

property owner of record. Such costs may become a lien on the property in accordance with normal service charge billing procedures. If funds held in escrow are released without the consent of the District and testing has not been satisfactorily performed, the District may perform or have a contractor perform physical disconnection, testing, repair or replacement of the sewer service lateral. Such costs may become a lien on the property in accordance with normal service charge billing procedures.

Upon completion of the necessary work, whether by Owner, District or contractor, the balance of deposited funds will be released to the original depositing party within 15 days of the approved inspection of the work.

Section 10.06 Unsatisfactory Test Results

If a building lateral fails a pressure test following two (2) attempts, or if the visual inspection reveals defects, the line shall be repaired or replaced at the owner's expense, within 30 days of the date of the initial pressure test. The owner shall be responsible for notifying the District and secure a permit before corrective work has been started. The owner shall be responsible for notifying the District after the corrective work has been completed to schedule a new test.

When any work has been inspected and the test results are not satisfactory, notice to that effect shall be given instructing the Owner of the premises or the agent of such Owner, on-site and in writing, to repair the sewer or perform other work authorized by the permit in accordance with the ordinances of the District.

Section 10.07 Removal of or Injury to Sewer

An unauthorized person shall not remove or cause to be removed, or injure or cause to be injured, any portion of any public sewer, sewage pumping plant, water pollution plant, or any appurtenances thereto.

Section 10.08 Opening Manhole

An unauthorized person shall not open or enter, or cause to be opened or entered, for any purpose whatsoever, any manhole in any public sewer.

DIVISION XII CONSTRUCTION OF SEWER LINES

Section 12.01 Definitions

For the purposes of this Division, the specified terms are defined as follows:

- A. "Developer" means any person or entity, excluding those persons contracting with the District who installs or causes to be installed one or more structures which will be connected to the District collection system. (Amended by Ord 2009-06)
- B. "Force Main" means pipelines that convey wastewater under pressure from a lower to higher elevation, particularly where the elevation of the source is not sufficient for gravity flow and/or the use of gravity conveyance will result in excessive excavation depths and high sewer pipeline construction costs. (Added by Ord 2009-06)
- C. "Force Main extension" is any extension of the force main between the existing District force main and the lots which are being improved or which are owned by the developer. A force main extension does not include a force main constructed within the tract of land which is being improved or which is owned by the developer.

Section 12.02 Financial Responsibility for Construction of Sewer Line

A developer who installs and/or causes to be installed any portion of the District collection system is financially responsible for the installation, and all incidents thereof, of that portion of the sewer collection system.

- A. Buy Back Agreements. At the District's option, the District may enter into an agreement with the Developer whereby adjacent properties benefited by and connecting to the sanitary sewer facilities installed by the Developer or their agent, will be required to reimburse the Developer or their agent, through the District, for a prorated share of the cost of sanitary sewer facility design and construction. Administration of the reimbursement monies will continue until such prorated shares have been paid, but no longer than a period of ten years after completion of the sanitary sewer facilities. (Added by Ord 2009-06)

Section 12.03 Construction of Collection System

- A. When a developer proposes to construct a force main and/or one or more house laterals, the developer may perform such construction, subject to the requirements of the District.
- B. When the developer performs the tap between the house lateral constructed by the developer and a main line constructed by the developer, no tapping fee shall be charged. Other connection fees, including hook-up fees, fixture unit fees, and sewerage facility fees, shall be charged as set forth in Division VI.

Section 12.04 Performance, Payment and Maintenance Surety Bond

Developer shall procure and continuously maintain at its sole expense Performance, Payment and Maintenance Surety Bonds issued by a company authorized to do surety business in the State of California upon its standard form, guaranteeing that Developer will perform all of its obligations under this Agreement and will pay for all work and material furnished to the job. Said bond shall be in an amount equal to the value of the cost of construction of the Improvements and shall provide coverage for the Improvements and on account of Developer's obligation to replace or repair any and all defects in material or workmanship in said Improvements for a period of two (2) years following completion and acceptance of said Improvements. (Added by Ord 2009-06)

Section 12.05 Liability

The District and its officers, agents and employees shall not be liable for any injury or death to any person or damage to any property arising from the performance of any work by a developer. The developer shall indemnify, protect, defend and shall hold harmless the District and its officers, agents and employees from any liability imposed by law upon the District or its officers, agents or employees, including all costs, expenses, attorneys' fees, and other fees, and interest incurred in defending the same or in seeking to enforce this provision. The developer shall be solely liable for any defects in the performance of the developer's work or any failure which may arise therefrom.

Section 12.06 Formation of Improvement District

- A. When a developer installs or causes to be installed any part of the District collection system, the developer may request in writing that the District form an improvement district, pursuant to the California County Water District law or other law, to include that real property which is served and benefited (or to be served and benefited) by the collection system installed or caused to be installed, by the developer.
- B. The District may agree to form an improvement district only after receiving the developer's written request for formation thereof and the developer's written agreement to pay all sums reasonably incurred by the District in the formation and operation of the improvement district.
- C. If the District agrees to form an improvement district, the developer shall pay the District an initial fee, to be determined by the District, towards the District's cost of forming the improvement district. The District shall not take any steps towards the formation of the improvement district until it receives this initial fee.
- D. The developer may withdraw the request for the formation of an improvement district if no prejudice will result therefrom to the District or its customers.
- E. The developer shall be liable for all costs reasonably incurred by the District in the formation and operation of the improvement district whether or not the improvement district is formed.

Section 12.07 Size of New Force Main

The District may require the developer to install a force main larger than that necessary to adequately serve the developer's proposed construction. When the District requires the installation of a larger force main, the District shall either (a) pay the difference in cost, as determined by the District, between the size necessary to serve the developer's construction and the larger main line or (b) perform the installation itself subsequent to the receipt from the developer of a sum sufficient to cover the cost of installation, and other necessary expenses, of the main line required by the developer.

Section 12.08 District's Option to Construct Facilities

Whenever a developer applies for an assurance of sewer service or a sewer permit which involves the extension of the District's force main, the District, at its sole option, may install such facilities subsequent to the developer's advancement to the District of funds sufficient to cover the costs of construction and other necessary expenses as may be reasonably incurred by District for engineering, administration, staff and legal expenses. (Amended by Ord 2009-06)

Upon completion of construction, the District shall refund any funds advanced in excess of the actual cost to be borne by the developer.

Section 12.09 Application for Force Main Extension Agreement

Whenever a developer applies for a sewer permit or an assurance of sewer service which involves a force main extension, the developer may also apply to the District for a Force Main Extension Agreement, which provides for partial reimbursement to the developer of the developer's costs of

constructing the force main extension. The District may accept the application and approve a Force Main Extension Agreement.

Section 12.10 Force Main Extension Agreement

Whenever a developer enters into a Force Main Extension Agreement with the District, the Agreement may provide for a refund to the developer as follows:

- A. Within the limits specified herein, when the Force Main has been installed at the Developer's sole expense, the Developer shall be entitled to a sum up to twenty-five percent (25%) of the hook-up unit fees and fixture unit fees received by the District for hook-ups into the Force Main Extension paid for by the developer.
- B. Any amounts collected by the District for hook-up unit fees and fixture unit fees, subject to Section 12.10 A, shall be refunded to the developer within ninety (90) days following the date of collection; provided that no refund shall be made for collections made after five (5) years from the date of completion of the extension.
- C. The total amount to be refunded to the developer shall not exceed 25% of the net amount paid by the developer to the District for the extension, if installed by the District, or 25% of the estimated cost, as determined by the District, for such extension if installed by the developer.

Section 12.11 Dedication Requirements

An Offer of Dedication of all those portions of the collection system to be constructed, excluding private sewer lines, shall be included in any application concerning construction of the collection system.

Upon completion, final inspection and approval of the constructed improvements by the District, the Developer shall present an Offer of Dedication and any and all easements, signed and acknowledged, on the forms and in the content as provided by the District. (Amended by Ord 2009-06)

No portion of the collection system shall be accepted by the District for dedication unless that portion to be accepted has been constructed in conformity with the requirements of the District. When the construction of the collection system has been completed and accepted by the District, it shall become the property of the District.

Notice to Developer: Prevailing Wages may have to be paid to employees and subcontractors on construction of facilities which are later to be dedicated to the District.

Section 12.12 Initiation of Sewer Service

To initiate sewer service, a permittee shall deliver to the District a written request for the initiation of sewer service at least fifteen (15) working days prior to the date sewer service is to be made available.

2019-20 SEWER RATES SCHEDULE A

Applicable
Section No.

Description

Fee

6.03

Connection Fees

Type of Connection	Connection Fee
* <u>Single-Family Residential Units</u> : Single Family Dwelling, Halfplex Unit	\$ 5,627
* <u>Multi-Family Residential Units</u> : Condominium, Apartment, Duplex Unit, Accessory Dwelling Unit (ADU), Lock-Off Unit with or without cooking facility or kitchenette	\$ 5,627
<u>Hotel Units</u> : Hotels charged as Commercial Connection by water meter size	Based on water meter size
<u>Commercial</u> : Based on water meter size	
5/8 x 3/4" Meter	\$ 5,627
3/4" Meter	\$ 5,627
1" Meter	\$ 5,627
1.5" Meter	\$ 11,254
2" Meter	\$ 18,006
3" Meter	\$ 33,762
4" Meter	\$ 56,270
6" Meter	\$ 112,540

*Connection Fees for residential units served water by meters larger than one-inch shall pay the Commercial Connection Fee for the applicable meter size.

6.10C

Rates & Charges for Sewer Service (User Fees)

Single Family Residential Units – Annual Base Rate

(Single Family Dwelling, Halfplex Unit) = \$ 679.60 / unit

Multi-Family Residential Units – Annual Base Rate

(Condominium, Apartment, Duplex Unit, Accessory Dwelling Unit (ADU), Lock-Off Unit with or without cooking facility or kitchenette) = \$ 534.70 / unit

Residential Pool – Annual Base Rate = \$ 887.90

Hotel Units

(Hotels charged Commercial Base and Consumption Rates)

Commercial – Annual Base Rate

0 to 75,000 gallons = \$ 1,203.10

Commercial – Annual Consumption Rate

75,001 gallons and up = \$ 16.05 / 1,000 gallons

6.01

Plan Checking Fee

= Actual Cost to District

Deposit Amounts:

Single Family Unit = \$ 50

All Other Uses = \$ 500

6.02

Sewer Construction Permit Fee

= Actual Cost to District

2019-20 SEWER RATES
SCHEDULE A

Applicable Section No.	Description	Fee
6.05	Sewer Line Easement Processing Fee	= Actual Cost to District
6.06	Application Fee	= \$ 20
6.07	Special Study Preparation or Checking Fee	= Actual Cost to District
6.10F	Temporary Sewage Disposal Fee	= \$ 2.50 / 1,000 gallons plus T-TSA charges
	Temporary Sewer Service Establishment Fee	= \$ 50.00
	Temporary Sewer Service Inspection Fee	= \$ 50.00 per trip
9.12	Disconnection / Reconnection	= \$ 50 each

DRAFT

SQUAW VALLEY PUBLIC SERVICE DISTRICT CODE

CHAPTER 2 – SANITARY SEWER SERVICE CODE

All Sections of this Code Chapter have been adopted by Ordinance 88-2, unless noted otherwise

DIVISION I – ADMINISTRATION	Page
Section 1.01 Title	1
Section 1.02 Scope	1
Section 1.03 Amendments	1
DIVISION II – DEFINITIONS	
Section 2.01 Scope	1
Section 2.02 District	1
Section 2.03 Board	1
Section 2.04 District Manager	1
Section 2.05 Person	1
Section 2.06 Owner	1
Section 2.07 Premises	1
Section 2.08 County Health Officer	1
Section 2.09 Ordinance	1
Section 2.10 Section	2
Section 2.11 Inspector	2
Section 2.12 Licensed Contractor	2
Section 2.13 Permittee	2
Section 2.14 Pollution of Underground or Surface Waters	2
Section 2.15 Lot	2
Section 2.16 Street Property Line	2
Section 2.17 Frontage	2
Section 2.18 Sewage	2
Section 2.19 Domestic Sewage	3
Section 2.20 Effluent	3
Section 2.21 Industrial Waste	3
Section 2.22 Fixture Units	3
Section 2.23 Public Fixtures	3
Section 2.24 Private Fixtures	3
Section 2.25 Public Sewer	3
Section 2.26 Private Sewer	3
Section 2.27 Main Line Sewer or Force Main Sewer	3
Section 2.28 Outside Sewer	4
Section 2.29 House Lateral	4
Section 2.30 Private Sewage Line	4
Section 2.31 Interceptor	4
Section 2.32 Sewage Pumping Plant	4
Section 2.33 Collection System	4
Section 2.34 Swimming Pool	4
Section 2.35 Tapping	4
Section 2.36 Tee or T	4
Section 2.37 Saddle	5
Section 2.38 Wye or Y	5

	Page
Section 2.39 Single Family Unit	5
Section 2.40 Multiple "Single Family Units"	5
Section 2.41 Seepage Pit	5
Section 2.42 Septic Tank	5
Section 2.43 Customer	6
Section 2.44 Residential Condominium	6
Section 2.45 Commercial Condominium	6

DIVISION III — GENERAL PROVISIONS AND REGULATIONS

Section 3.01 Amendments	1
Section 3.02 Delegation of Powers	1
Section 3.03 Validity	1
Section 3.04 Enforcement	1
Section 3.05 Minimum Standards	1
Section 3.06 Penalty for Violation	1
Section 3.07 Continued Violation	1
Section 3.08 Notice	1
Section 3.09 Time Limits	1
Section 3.10 Identification	2
Section 3.11 Maintenance Inspections	2
Section 3.12 Access Requirements	2
Section 3.13 Interference with Inspectors	2
Section 3.14 Maintenance of Plants, Interceptors, and other Facilities	2
Section 3.15 Operation and Maintenance of House Laterals and Private Sewage Lines	3
Section 3.16 Conditions Requiring Testing of Existing Sanitary Sewer Facilities [Added by Ord. 00-01]	3
Section 3.17 Pool, Rain and Surface Water Drainage	4
Section 3.18 Notice to Stop Work	4
Section 3.19 Mandatory Sewer Connections	4
Section 3.20 Location of Lateral Inconsistent with District Record Maps	4
Section 3.21 Non-existent Laterals Shown on Record Maps	5

DIVISION IV — GENERAL POWERS AND DUTIES

Section 4.01 Record of Fees	1
Section 4.02 Estimated Valuations	1
Section 4.03 Joint Action with Other Public Agencies	1
Section 4.04 District Manager to Issue Permit	1
Section 4.05 Certificate of Final Inspection	1

DIVISION V — PERMITS

Section 5.01 Permit Request	1
Section 5.02 When Written Contract Required	1
Section 5.03 When Permit Not Required	1
Section 5.04 Validity of Permits	1
Section 5.05 Application for Permit	3

	Page
Section 5.06 – Renewal of Existing Permit	4
Section 5.07 – No Refunds	4
Section 5.08 – Sewer Mains in Public Ways	4
Section 5.09 – Plan Approval Required	4
Section 5.10 – Pumping Plants	4
Section 5.11 – Excessive Discharge of Sewage	5
Section 5.12 – Pre-Plan Check Policy	5
Section 5.13 – Variance	5

DIVISION VI – FEES AND CHARGES

Section 6.01 – Plan Checking Fees	1
Section 6.02 – Sewer Construction Permit Fee	1
Section 6.03 – Connection Charges	1
Section 6.04 – Billing for Sewer Service	2
Section 6.05 – Fee for Processing Sewer Line Easements	2
Section 6.06 – Application Fee	3
Section 6.07 – Fees for Preparing or Checking Special Studies	3
Section 6.08 – Cesspool Truck Disposal Fee	3
Section 6.09 – Collection of Fees Charged	3
Section 6.10 – Rates and Charges for Sewer Service	3
Section 6.11 – Billing Procedures and Service Lateral Testing	5
Section 6.12 – Collection of Sewer Use, Service Charges and Rates	7
Section 6.13 – Deposit	8

DIVISION VII – DESIGN STANDARDS (Rewritten & Adopted by Ord 2009-06)

Section 7.00 – General Specifications	1
Section 7.01 – Sewer Plans	1
Section 7.02 – Sewer Service for Large Lots	2
Section 7.03 – Sewer Easement Requirements	2
Section 7.04 – Record Maps	3
Section 7.05 – Size of Main Line Sewer	3
Section 7.06 – Depth of Sewer	3
Section 7.07 – Additional Protection Required	3
Section 7.08 – Water and Sewer Separation	3
Section 7.09 – Inclusion of Other Utilities within Pipe Trench	4
Section 7.10 – Materials	4
Section 7.11 – Manholes	5
Section 7.12 – Connection to Existing Manhole	7
Section 7.13 – Drop Manholes	7
Section 7.14 – House Laterals	7
Section 7.15 – Cleanouts	8
Section 7.16 – Excavation and Backfill	8
Section 7.17 – Trench Bedding and Initial Backfill	8
Section 7.18 – Intermediate Backfill	9
Section 7.19 – Trench Compaction	9
Section 7.20 – Grease Traps and Interceptors	9
Section 7.21 – Sewer Line Flushing and Testing	14
Section 7.22 – Manhole Leakage Test	18
Section 7.23 – Wastewater Lift Stations	18

	Page
Section 7.24 Residential Pump Systems	19
Section 7.25 Backflow Prevention Devices	21
Section 7.26 Clean Up	21
Section 7.27 Standard Details	
SS-01 Manhole Frame and Cover	
SS-02 Standard Sewer Manhole	
SS-03 Inside Drop Manhole	
SS-04 Outside Drop Manhole	
SS-05 Internal Manhole Chimney	
SS-06 Manhole Construction Over Existing Line	
SS-07 Pipe Connection to Existing Manhole	
SS-08 Wastewater Service Lateral	
SS-09 Service Lateral Detail (Isometric View)	
SS-10 Lateral Lean-Out Assembly	
SS-11 Typical Sewer Trench	
SS-12 Trench Cut-Off Block	
SS-13 Residential Pump Station	
SS-14 Grease Interceptor	
SS-15 Sample Port for Service Lateral	
SS-16 Sample Port Location	
SS-17 Sand / Oil Interceptor	

Design Standards moved to Sewer Technical Specifications adopted by Ordinance 2014-01

DIVISION VIII – INSPECTION

Section 8.01 Inspection by District Manager or Designee	1
Section 8.02 Notification When Ready for Inspection	1
Section 8.03 Work Shall be Uncovered and Convenient	1
Section 8.04 Correction of Defective Work	1
Section 8.05 Materials and Construction to Meet Standard Specifications	1
Section 8.06 Facilities Not to be Used Prior to Final Inspection	1

DIVISION IX – ENFORCEMENT

Section 9.01 Authority of District	1
Section 9.02 Public Nuisance	1
Section 9.03 Public Nuisance Abatement	1
Section 9.04 Discontinuance of Service	1
Section 9.05 Notice Prior to a Discontinuance of Residential Service for Nonpayment	2
Section 9.06 Notice Prior to a Discontinuance Other Than a Discontinuance of Residential Service for Nonpayment	3
Section 9.07 Notice of Discontinuance of Residential Service to Customers on Master Service Laterals	3
Section 9.08 Discontinuance of Service on Weekends, Holidays or After Hours	3
Section 9.09 Amortization of Delinquent Bill for Residential Service	3
Section 9.10 Authority to Settle Controversies Relating to Discontinuance and to Permit Amortization of Delinquent Bills	4

	Page
Section 9.11 Notice Required Prior to Discontinuance of Service for Failure to Comply with Amortization Agreement	4
Section 9.12 Disconnection/Reconnection	4
Section 9.13 Means of Enforcement Only	5
Section 9.14 Lien	4
Section 9.15 Cumulative Remedies	5
Section 9.16 Appeals	6

DIVISION X MAINTENANCE

Section 10.01 Removal of or Injury to Sewer	1
Section 10.02 Opening Manhole	1
Section 10.03 Dumping Effluent	1
Section 10.04 Cleaning Manholes	1

DIVISION XI DISCHARGE OF WASTE TO THE PUBLIC SEWER

Section 11.01 Waste Disposal Permit Required	1
Section 11.02 Revocation of Permit	1
Section 11.03 Application Form	1
Section 11.04 Permit	1
Section 11.05 Liquid Waste Disposal	1
Section 11.06 Pretreatment Plans Required	1
Section 11.07 Limitation on Use of Sewer	2
Section 11.08 Water	3
Section 11.09 Toxic Substances	3
Section 11.10 Rights of Permittee	3
Section 11.11 Application Fee for Waste Permit	3
Section 11.12 Waste Treatment Plants or Facilities Required	3
Section 11.13 Installation	3
Section 11.14 Maintenance and Operation of Private Treatment Plants or Facilities	4
Section 11.15 Access to Properties	4
Section 11.16 Installation of Sand and Grease Interceptors	4
Section 11.17 Time for Compliance	4

DIVISION XII CONSTRUCTION OF SEWER LINES

Section 12.01 Definitions	1
Section 12.02 Financial Responsibility for Construction of Sewer Line	1
Section 12.03 Construction of Collection System	1
Section 12.04 Performance, Payment and Maintenance Surety Bonds	2
Section 12.05 Liability	2
Section 12.06 Formation of Improvement District	2
Section 12.07 Size of New Force Main	2
Section 12.08 District's Option to Construct Facilities	2
Section 12.09 Application for Force Main Extension Agreement	3

	Page
Section 12.10 Force Main Extension Agreement	3
Section 12.11 Dedication Requirements	3
Section 12.12 Initiation of Sewer Service	3

Schedule A – Sewer Rates

DIVISION II DEFINITIONS

Section 2.01 Scope

The words and phrases appearing in this Chapter shall have the following meanings, unless it shall be apparent from the context that they have a different meaning.

Section 2.02 Accessory Dwelling Unit (ADU)

An attached or detached residential dwelling unit which provides complete independent living facilities for one or more persons. It includes permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family dwelling.

The total area of floor space of an attached ADU shall not exceed 50 percent of the proposed or existing primary dwelling living area. The total area of floor space for an attached or detached ADU shall not exceed 1,200 square feet.

ADUs are owned by the same owner of the Single Family Dwelling on the parcel.

ADUs can also be referred to as a "mother-in-law unit", "second unit", or "granny flat".

ADUs are owned by the same owner of the Single Family Dwelling on the parcel.

ADU Connection Fees are applied as follows:

<u>Scenario</u>	<u>Connection Fee (Y/N)</u>	<u>Physical Connection</u>
<u>Attached or detached ADU that does not increase the existing space of an existing primary residence and / or ancillary structure</u>	<u>No</u>	<u>No New Connection</u>
<u>Attached or detached ADU that increases the existing space of an existing primary residence and / or ancillary structure</u>	<u>Yes</u>	<u>New Connection Possible</u>
<u>Construction of an attached or detached ADU concurrent with primary residence</u>	<u>Yes</u>	<u>Two Connections Possible</u>
<u>Discovery of an existing attached or detached ADU</u>	<u>No</u>	<u>Inspection and Testing of Connection Possible</u>

~~ADUs are served by a single water meter serving the Single Family Dwelling and ADU. For the base rate, ADUs are charged User Fees established for Multi-Family Residential Units. There are no consumption charges.~~

ADUs are served by a single water meter serving the Single Family Dwelling and ADU.

Section 2.03 Apartment

Consist of five (5) or more independent living spaces in one building. They have common areas and amenities for everyone in the complex to enjoy. There are no private yards for apartment dwellers. Apartments are usually anywhere from 1 to 3 bedrooms with 1 to 2 bathrooms. They also usually have adjoining walls, floors, and ceilings with other tenants.

An apartment complex is owned by a single entity and leased out to individual tenants.

An apartment is different than a condominium in that an apartment is a unit in a larger building with one owner, where a condo is a unit in a larger building and each unit can be individually owned.

A Single Multi-Family Dwelling Residential Unit Connection Fee applies.

Apartments are charged User Fees established for Multi-Family Residential Units. There are no consumption charges.

User Fees will be charged a base fee in accordance with Multi-Family Units. There are no consumption charges.

An apartment building is served water by a master-metered.

Section 2.04 Board

"Board" means the Board of Directors of the Squaw Valley Public Service District.

Section 2.05 Building Lateral

The sanitary sewer pipeline extending from outside of the building foundation to the service lateral connection point at the point of service (usually located at the property line or sewer easement line). The cleanouts at the building foundation and service lateral connection point are part of the building lateral.

Section 2.06 Building Sewer

That part of the piping of a drainage system which ends at a point five (5) feet outside the foundation of the building or structure and discharges to the building lateral.

Section 2.33 Collection System

The system by which sewage is collected throughout the service area within the District, including but not limited to, private sewage lines, house laterals, main line sewers, interceptors, pumping plants and all other appurtenances.

Section 2.07 Collection System

The system by which sewage is collected throughout the service area within the District, including but not limited to, private sanitary sewage facilities, lines, house laterals sewers, main line sewers, interceptors, pumping plants and all other appurtenances.

Section 2.08 Commercial

Any use on lands or buildings where the owner is engaged in trade or business including, but not limited to, hotels, motels, restaurants, stores, service stations, schools, churches, professional offices, retail stores, etc. - See the definition for "Hotel / Motel Unit" in this section.

Connection Fees are based on meter size.

User Fees consist of a Commercial base rate based on meter size as well as a flat rate for

Commercial consumption for any gallons in excess of 75,000 gallons per year.

Commercial units are served by individual meters.

Section 2.09 Condominium

Condominium, or condo, units are individually owned, each owner receiving a recordable deed to the individual unit purchased, including the right to sell, mortgage, etc. that unit and sharing in joint ownership of any common grounds, passageways, etc. and common property (i.e. elevators, halls, roof, stairs, etc.) under the umbrella of an HOA. Condo owners only own the interior of their unit. They also usually have adjoining walls, floors, and ceilings with other units.

A condominium unit is an individually owned residential parcel or dwelling unit within a Condominium Development.

A condominium is different than an apartment in that a condo is a unit in a building where each unit is individually owned; an apartment is a unit in a larger building with one owner. Townhomes are considered to be the same as condominiums.

A Condominium Unit may have a "Lock-Off Unit". See the definition for "Lock-Off Unit" in this section.

A Multi-Family Unit Connection Fee applies to each Condo Unit. Condominium buildings are also charged Commercial Connection Fees for the meter installed to serve all other water demands on the property.

Condominiums are charged User Fees established for Multi-Family Residential Units. There are no consumption charges. In addition, Commercial User Fees (base rate and consumption charges) are charged to serve all other water demands on the property.

All Condominium units are served water by a master-meter and the building's commercial uses are served water by a separate meter(s).

Section 2.10 Condominium – Commercial

"Commercial Condominium" shall have the same meaning as a residential condominium with the additional provision that it is managed in such a manner as determined by the District to be of a commercial nature or it is configured such that treating it as a commercial condominium would be the most equitable means of billing the user.

Section 2.11 Condominium – Residential (Sole Ownership)

~~Section 2.44~~ Residential Condominium

"Residential Condominium" shall mean an estate in real property consisting of an undivided common interest in a portion of a parcel of real property together with a separate interest in a living unit of the residential multiple unit.

Condominium, or condo, units are individually owned, each owner receiving a recordable deed to the individual unit purchased, including the right to sell, mortgage, etc. that unit and sharing in joint ownership of any common grounds, passageways, etc. and common property (i.e. elevators, halls, roof, stairs, etc.) under the umbrella of an HOA. Condo owners only own the interior of their unit. They also usually have adjoining walls, floors, and ceilings with other units.

A condominium unit is an individually owned residential parcel or dwelling unit within a Condominium Development.

A condominium is different than an apartment in that a condo is a unit in a building where each unit is individually owned; an apartment is a unit in a larger building with one owner.

A Condominium Unit may have a "Lock-Off Unit". See the definition for "Lock-Off Unit" in this section.

A Single Family Unit Connection Fee applies to each Condo Unit. Condominium buildings are also charged Commercial Connection Fees for the meter installed to serve all other water demands on the property.

Condominium Units are charged User Fees (Multi-Family Unit base rate) for each unit in addition to Commercial User Fees (base rate and consumption charges) for the meter installed to serve all other water demands on the property.

All Condominium units are master metered and the building's commercial uses are metered separately.

Section 2.12 Cooking Facilities

A facility used or designated to be used for the cooking or preparation of food and includes any full-size refrigerator, stovetop and oven, kitchen sink, microwave, and / or dishwasher.

"Cooking Facilities" are different from a "Kitchenette" in that "Cooking Facilities" contain a full-size refrigerator, stovetop, oven, kitchen sink, or dishwasher.

Section 2.13 County Health Officer

"County Health Officer" means the County Health Officer of the County of Placer, or his authorized deputy, agent, representative, or inspector.

— Curb Stop

The shutoff valve on the service connection at the property line.

Section 2.14 Customer

"Customer" shall mean any person described herein who receives sanitary sewer service from or discharges sewage to the District system.

Section 2.15 District

Section 2.02 — District

"District" means the Squaw Valley Public Service District. [Amended by Ord. 99-02]

Section 2.16 District Manager

Section 2.03 — Board

"Board" means the Board of Directors of the Squaw Valley Public Service District. [Amended by Ord. 99-02]

Section 2.04 — District Manager

"District Manager" shall mean the Manager of the District or other person designated by the Board or the Manager to perform the services or make the determinations permitted or required under this Chapter by the District Manager.

~~Section 2.01 – Section 2.19~~ Domestic Sewage

~~"Domestic Sewage" means the waterborne wastes derived from the ordinary living processes and of such character as to permit satisfactory disposal, without special treatment, into the public sewer or by means of a private sewage disposal system.~~

Section 2.17 Domestic Sewage

"Domestic Sewage" means the waterborne wastes derived from the ordinary living processes and of such character as to permit satisfactory disposal, without special treatment, into the public sewer or by means of a private sewage disposal system.

Section 2.18 Duplex

A house that accommodates two separate families or residents at the same time, with two separate entrances from the outside for each. Usually, when looking at a duplex it will look like a large house, but it will have two entrances to the two separate living spaces. They can be side by side, one story, or two stories. Inside it will have all the rooms you would expect in a single-family home including bathrooms, a kitchen, bedrooms, etc. On some occasions there will also be two garage doors. The owner is responsible for interior and exterior upkeep, landscape, etc.

Duplex ownership is generally single ownership for the entire structure, deeded as one parcel.

There are also triplexes and quadplexes that are the same but have three (3) and four (4) living spaces (units), respectively, instead of the two units in the duplex.

A triplex and quadplex are different than an apartment building in that the number of units in the building is less than five.

A duplex is different than a halfplex in that a duplex has one owner for the entire parcel. Each unit of a halfplex can be individually-owned and each unit has its own parcel number.

A Multi-Family Residential Unit Connection Fee applies to each units of the Duplex. ~~A triplex and quadplex are different than an apartment building in that the number of units in the building is less than five.~~

A Single Family Dwelling Connection Fee applies for all units of the duplex.

Duplexes are charged User Fees established for Multi-Family Residential Units. There are no consumption charges.

Duplex units are served water by a single water meter, serving both units. User Fees consist of a Single Family Dwelling base rate charge for the first unit and Multi-family base rate charge for additional units. There is no charge for consumption.

Section 2.19 Effluent

~~Section 2.20 Effluent~~

"Effluent" means the liquid flowing out of any treatment plant or facility constructed and operated for the partial or complete treatment of sewage or industrial waste.

~~Section 2.02~~ Section 2.20 ~~Section 2.22~~ Fixture Units

"Fixture Units" means fixture unit load values for drainage piping and plumbing, and shall be as specified in this Chapter or its attachment; or, if not included herein, as specified in the applicable Uniform Plumbing Code, California State plumbing laws and administrative rules.

~~Section 2.03~~ Section 2.21 ~~Section 2.17~~ **Section 2.17 – Frontage**

"Frontage" means the length or width in feet applied to a lot based on the benefit received from the abutting sewer line, as determined by the District.

Section 2.22 Halfplex

A halfplex is one-half of an attached residence. There are two halfplexes per building, but each unit can be individually owned and each has its own parcel number. For all practical purposes, a halfplex is like a single family residence that shares a common wall.

Owners own their unit's interiors and exteriors, including roof, lawn, and driveway (sometimes), but not the common areas. The responsibility of landscape maintenance, exterior maintenance and repair, etc. is on the individual owner, generally meeting the requirements of CCRs.

A halfplex is different than a duplex in that each unit is deeded separately and each has its own parcel number; a duplex has one owner for the entire parcel.

A Single Family Dwelling Connection Fee applies to each unit in the halfplex.

Each halfplex unit is charged User Fees established for Single-Family Residential Units. User Fees consist of a Single Family Dwelling base rate charge for each unit. There is no charge for consumption.

Each unit is served by an individual water meter.

Section 2.23 Hotel / Motel Unit (Also includes Bed & Breakfast Establishments)

A mixed-use establishment providing lodging and other guest services, rented out on a day-to-day basis. It is typically a single room with a bathroom facility and sometimes a kitchenette. A hotel room may include two rooms with two bathrooms with or without a single kitchenette. A hotel unit does not contain Cooking Facilities. Hotels include Bed and Breakfast establishments.

A Hotel is an individually owned commercial parcel.

A Hotel is different than a condo in a rental pool in that a hotel unit is owned by the building owner; a condo unit is individually owned and there are many owners in a condo building.

A Hotel room (unit) is the same as a condo unit in a rental pool in that a hotel unit is used for lodging on a short-term basis; a condo unit in a rental pool has similar use.

A Multi-Family Unit Commercial Connection Fees applies to each Hotels Room with "Cooking Facilities" and Motels. A Hotel Unit Connection Fee applies to each Hotel Room with a "Kitchenette" or with no food preparation facilities. Hotels and motels are also charged Commercial Connection Fees for the meter installed to serve commercial water demands on the property.

User Fees consist of a Commercial base rate and flat rate for consumption.

Hotels and motels are charged User Fees (Multi-Family Unit base rate) for each unit in addition to

Commercial User Fees (base rate and consumption charges) for the meter installed to serve all other water demands on the property.

All Hotels units are served water by a master-metered and the hotel's commercial uses are may be served water by a separate metered separately.

Section 2.04 – Section 2.29 – House Lateral

"House Lateral" means that part of the sewer piping within the street or right-of-way which extends from the property line or sewer right-of-way line to a connection with the main line sewer.

Section 2.24 Industrial Waste

"Industrial Waste" means any and all waste substances, liquid or solid, except domestic sewage, and includes among other things radioactive wastes and explosives, noxious or toxic gas when present in the sewage system.

Section 2.11 Inspector

Section 2.25 Inspector

"Inspector" means the authorized inspector, deputy, agent or representative of the District.

Section 2.26 Section 2.31 – Interceptor

An "Interceptor" is a device designed and installed so as to separate and retain deleterious, hazardous or undesirable matter from wastes. "Interceptor" shall also mean a major sewer line that collects waterborne wastes from several trunks or pumping stations and conveys it to a sewage treatment plant.

Section 2.27 Kitchenette

A small cooking area usually in hotel type facilities that could include a coffee maker, microwave oven, toaster oven, dorm / half-refrigerator, and / or a bar sink.

A "Kitchenette" is different from "Cooking Facilities in that a "Kitchenette" does not contain a full-size refrigerator, stovetop, oven, kitchen sink, or dishwasher.

Section 2.28 Licensed Contractor

"Licensed Contractor" means a contractor having a valid license issued pursuant to Chapter 9, Division 3, of the Business and Professions Code, State of California, which license includes the activities listed on permit applied for.

Section 2.29 Lock-Off Unit

Condominium units and hotels are often constructed with lock-off unit Lock-Off Units. A condominium with a Lock-Off Unit lock-off unit, sometimes called a lockout unit, is a condominium that can be divided into two or more separate sections by a locking door. The owner of a Lock-Off has several options when it comes to renting out the unit: they can rent the entire unit to one party, stay in one halfpart of the unit and rent out the other halfparts, or rent out bothall parts halves to different parties. While the main, or full unit, may have a full kitchen and laundry facilities, the Lock-Off uUnit(s) will likely look more like a hotel room - with one room, a bathroom, possibly a kitchenette, and a separate door to enter or exit to the hallway or outdoors.

Lock-off uUnits are owned by the same owner as the main unit and have the same parcel number as the main unit.

Lock-Off Units are different than an apartment in that it can be joined to another living unit under common ownership by unlocking a door internal to the condo unit.

A Multi-Family Residential Unit Connection Fee applies to each Lock-Off Unit with "Cooking Facilities". A Hotel Unit Connection Fee applies to each Lock-Off Unit with a "Kitchenette" or with no food preparation facilities. The main condominium, or full, unit is also charged a Multi-Family Residential Unit Connection Fee. Single-Family Unit Connection Fee.

Lock-Off Units are charged User Fees established for Multi-Family Residential Units. In addition, the main, or full, unit is charged User Fees established for Multi-Family Residential Units. There are no consumption charges.

Multi-Family Unit User Fees (base rate) apply to the main, or full, unit. In addition, Multi-Family Unit User Fees (base rate) apply to the lock-off unit. There is no charge for consumption.

All Lock-Off unitLock-Off Units are served water by a -master-metered along with other condo units. Ts and the condominium's commercial uses are metered separately.

Section 2.30 Lot

Section 2.15 Lot

"Lot" means any piece or parcel of land bounded, defined, or shown upon a map or deed recorded or filed in the office of the County Recorder of Placer County, provided, however, that in the event any building or structure covers more area than a lot as defined above, the term "lot" shall include all such pieces or parcels of land upon which said building or structure is wholly or partly located, together with the yards, courts and other unoccupied spaces legally required for the building or structure.

Metered Service Connection

The service connection, plus the meter and meter box.

Section 2.05Section 2.31 Section 2.27 Main Line Sewer or Force Main Sewer

"Main Line Sewer" or "Force Main Sewer" means any public sewer in a dedicated right of way in which changes in alignment and grade occur only at manholes, or where angle points or curves between manholes have been approved by the District. Such sewer lines are generally six (6) inches or more in diameter.

Section 2.32 Mixed Use Facilities

Parcels or facilities with both residential and commercial uses.

Connection Fees are charged based on the land use.

User Fees are charged based on the land use. The commercial portion will be charged a commercial base rate based on meter size and plus commercial rate consumption ratefees. The residential portion will be charged in accordance with its land use. See Schedule A.

Commercial and residential uses shall be separately metered.

Section 2.33 Multiple "Single Family Units"

Multiple "Single Family Units" as used herein means any residential housing facility containing two

or more separate living units as defined for "Single Family Dwelling Unit" in this section. Separate, as used herein, means isolated by means of partition, wall, door, floor, ceiling, or other obstruction, which detaches one living unit from another.

Examples of Multi-Family Units include Condominiums, Townhomes, Apartments, Duplex units, Accessory Dwelling Units (ADUs), Lock-Off Units (with or without Cooking Facilities or Kitchenette).

Section 2.45—Commercial Condominium

"Commercial Condominium" shall have the same meaning as a residential condominium with the additional provision that it is managed in such a manner as determined by the District to be of a commercial nature or it is configured such th

Section 2.34 Ordinance

Section 2.09—Ordinance

"Ordinance" means an ordinance of the Squaw Valley Public Service District. ~~(Amended by Ord. 99-02)~~

~~—Outside Sewer~~

"Outside Sewer" means a sanitary sewer system beyond the limits of the District not subject to control or jurisdiction of the District.

Section 2.35 Section 2.06—Owner

"Owner" shall mean any person who by lease, contract of sale, deed, deed with security as trust deed, mortgage, or other evidence of indebtedness, estate or other color of right, or color of title, has fee title or demonstrates, or ostensibly demonstrates the authority to grant, or accept the incidents of ownership to any lot, premises, or parcel of land.

Section 2.36 Section 2.13—Permittee

"Permittee" means the person to whom a permit has been issued pursuant to the provisions of this chapter.

Section 2.06Section 2.37 Section 2.05—Person

"Person" shall mean any person, firm, company, corporation, partnership, association, any public corporation, political subdivision, city, county, district, the State of California, or the United State of America, or any department or agency thereof.

Section 2.38 Section 2.14—Pollution of Underground or Surface Waters

"Pollution of Underground or Surface Waters" means affecting such waters in a manner which, if allowed to continue, would render them unfit for human or animal use or toxic to vegetation to an extent adversely affecting plant growth.

Section 2.39 Point of Service

"Point of Service" shall mean the point of physical connection of private sanitary sewer facilities to

the public sewer. For residential customers, this is typically the sanitary sewer easement or property line. The Point of Service defines the interface between the District and private ownership of sewer facilities.

~~Section 2.07~~ ~~Section 2.01~~ ~~Section 2.06~~ **Owner**

~~"Owner" shall mean any person who by lease, contract of sale, deed, deed with security as trust deed, mortgage, or other evidence of indebtedness, estate or other color of right, or color of title, has fee title or demonstrates, or ostensibly demonstrates the authority to grant, or accept the incidents of ownership to any lot, premises, or parcel of land.~~

~~Section 2.08~~ ~~Section 2.40~~ **Section 2.07 – Premises**

"Premises" shall mean any lot, or any piece or parcel of land comprising two or more lots of record in one ownership, or any building or other structure or any part of any building or structure used or useful for human habitation or gathering or for carrying on a business or occupation or any commercial or industrial activity.

~~Section 2.09~~ ~~Section 2.41~~ **Section 2.24 – Private Fixtures**

"Private Fixtures" are those which are intended for the use of an individual, or which are limited to the use of the employees of a business, provided that the number of employees in that business at any one time does not exceed the ratio of five employees to each restroom.

~~Section 2.42~~ ~~Section 2.30~~ **Section 2.26 – Private Sewer**

~~The system of pipelines, manholes, cleanouts, pump stations, interceptors, building laterals, and/or related appurtenances, not operated or maintained by the District, that carry liquid and waterborne waste from residential, commercial, or industrial facilities to the District's sanitary sewer system.~~

~~That portion of the sewage collection system which is located on the private owner's side or customer's side of the property or sewer right-of-way line.~~

~~Section 2.10~~ ~~Section 2.43~~ **Section 2.26 – Private Sewer**

"Private Sewer" means a sewer system serving an independent sewer disposal system not connected with a public sewer and which accommodates one or more buildings or industries.

~~Section 2.11~~ ~~Section 2.44~~ **Section 2.23 – Public Fixtures**

"Public Fixtures" are those which are intended for the use of the employees of a business when the ratio of employees per restroom exceeds 5 to 1; or those fixtures in a business which are for unrestricted use by clients or customers of the business; or members of the public; or those which are located in places to which the public is invited, or places which are frequented by the public without special permission, or other installations where fixtures are installed so that their use is similarly unrestrictive.

~~Section 2.12~~ ~~Section 2.45~~ **Section 2.25 – Public Sewer**

"Public Sewer" means a ~~main-line sanitary sewer~~ that is controlled by or under the jurisdiction of

Comment [MG1]: This needs to be improved if it's used anywhere in the Water or Sewer Ordinances; if it's not, it should be deleted. Current definition is unacceptable.

the District, dedicated to public use controlled by the District.

~~Section 2.46 Section 2.37 Saddle~~

~~A "Wye Saddle" is a short pipe fitting with a shoulder at one end to allow the application of the fitting to a hole tapped in the main line sewer such that the short pipe shall form a 45 degree angle from the main line sewer pipe.~~

~~A "Tee Saddle" is a short pipe fitting with a shoulder at one end to allow the application of the fitting to a hole tapped in the main line sewer such that the short pipe shall form a 90 degree angle from the main line sewer pipe.~~

~~Section 2.15 Section 2.08 County Health Officer~~

~~Section 2.16~~

~~Section 2.17 "County Health Officer" means the County Health Officer of the County of Placer, or his authorized deputy, agent, representative, or inspector.~~

~~Section 2.18~~

~~Section 2.19 Section 2.15 Section 2.09 Ordinance~~

~~Section 2.20 Section 2.15~~

~~Section 2.21 Section 2.15 "Ordinance" means an ordinance of the Squaw Valley Public Service District. [Amended by Ord. 99-02]~~

~~Section 2.22~~

~~Section 2.13 Section 2.47 Section 2.10 Section~~

~~"Section" means a section of this chapter unless some other ordinance, chapter or statute is mentioned.~~

~~Section 2.14 Section 2.48 Section 2.41 Seepage Pit~~

~~A "Seepage Pit" is a lined excavation in the ground which receives the discharge of a septic tank, so designed as to permit the effluent from the septic tank to seep through its bottom and sides.~~

~~Section 2.49 Septic Tank~~

~~A "Septic Tank" is a watertight receptacle which receives the discharge from a sewage system designed and constructed so as to retain solids, digest organic matter through a period of detention and allow the liquids to discharge into the soil outside of the tank through a drain field system or one or more seepage pits.~~

~~Section 2.11 Inspector~~

~~"Inspector" means the authorized inspector, deputy, agent or representative of the District.~~

~~Section 2.12 Licensed Contractor~~

~~"Licensed Contractor" means a contractor having a valid license issued pursuant to Chapter 9, Division 3, of the Business and Professions Code, State of California, which license includes the activities listed on permit applied for.~~

~~Section 2.13 Permittee~~

~~"Permittee" means the person to whom a permit has been issued pursuant to the provisions of this chapter.~~

Section 2.50 Service Lateral

"Service Lateral" means the sanitary sewer piping which extends from the District main pipeline to the point of service (usually the property line or sewer easement line cleanout). The point of service cleanout is part of the building lateral.

Section 2.51 Sewage

"Sewage" means any waterborne or liquid wastes including domestic sewage and industrial waste, but does not include or mean storm water, ground water, roof or yard drainage.

Section 2.52 Sewage Pumping Plant

"Sewage Pumping Plant" means any works or device used to raise sewage from a lower to a higher level or to overcome friction in a pipe line.

~~Section 2.44 Pollution of Underground or Surface Waters~~

Section 2.53 Single Family Dwelling Unit

"Single Family Residential Unit (SFU)," for the purpose of this chapter, shall mean a residential housing facility containing no more than one living unit. "Living unit" as used herein means any building or portion thereof containing the following:

- Cooking Facilities; and
- A sleeping area or sleeping accommodations, and
- A bathroom facility

See definition for "Cooking Facilities" in this Chapter.

"Bathroom Facility," as used herein, means an area containing a toilet and bathtub or shower.

A Single Family Dwelling is a parcel with a single-family residential dwelling unit.

A Single Family Dwelling is an individually owned residential parcel.

A Single Family Residential Unit Connection Fee applies.

Single Family Dwelling Units are charged User Fees established for User Fees consist of a Single Family Residential Units base rate charge. There are no consumption chargesis no consumption charge.

A Single Family Dwelling is served by a single water meter.

~~"Pollution of Underground or Surface Waters" means affecting such waters in a manner which, if allowed to continue, would render them unfit for human or animal use or toxic to vegetation to an extent adversely affecting plant growth.~~

~~Section 2.15 Lot~~

~~"Lot" means any piece or parcel of land bounded, defined, or shown upon a map or deed recorded or filed in the office of the County Recorder of Placer County, provided, however, that in the event any building or structure covers more area than a lot as defined above, the term "lot" shall include all such pieces or parcels of land upon which~~

~~said building or structure is wholly or partly located, together with the yards, courts and other unoccupied spaces legally required for the building or structure.~~

~~Section 2.15~~ Section 2.54 ~~Section 2.16~~ **Section 2.16 – Street Property Line**

As used in this chapter, "Street Property Line" means a State or County right-of-way line or a road easement line immediately adjacent to the premises.

~~Section 2.18~~ **Section 2.18 – Sewage**

"Sewage" means any waterborne or liquid wastes including domestic sewage and industrial waste, but does not include or mean storm water, ground water, roof or yard drainage.

~~Section 2.30~~ **Section 2.30 – Private Sewage Line**

~~That portion of the sewage collection system which is located on the private owner's side or customer's side of the property or sewer right of way line.~~

~~Section 2.31~~ **Section 2.31 – Interceptor**

An "Interceptor" is a device designed and installed so as to separate and retain deleterious, hazardous or undesirable matter from wastes. "Interceptor" shall also mean a major sewer line that collects waterborne wastes from several trunks or pumping stations and conveys it to a sewage treatment plant.

~~Section 2.32~~ **Section 2.32 – Sewage Pumping Plant**

"Sewage Pumping Plant" means any works or device used to raise sewage from a lower to a higher level or to overcome friction in a pipe line.

~~Section 2.33~~ **Section 2.33 – Collection System**

~~The system by which sewage is collected throughout the service area within the District, including but not limited to, private sewage lines, house laterals, main line sewers, interceptors, pumping plants and all other appurtenances.~~

~~Section 2.16~~ Section 2.55 ~~Section 2.34~~ **Section 2.34 – Swimming Pool**

"Swimming Pool" means all swimming or wading pools containing 2,000 gallons of water or more.

~~Section 2.17~~ Section 2.56 ~~Section 2.35~~ **Section 2.35 – Tapping**

"Tapping" means the forming of a Tee or Wye branch connection to a main line sewer by installing a Tee or Wye Saddle after the sewer is in place.

~~Section 2.18~~ Section 2.57 ~~Section 2.36~~ **Section 2.36 – Tee or T**

"Tee" or "T" means a fitting for a branch on which the spur joins the barrel of the pipe at an angle of approximately 90 degrees.

Section 2.58 User Fees

User Fees are levied and assessed annually against consumers for the purposes of providing funds for the maintenance, operation and capital improvements of the District.

Each lot or premises which is connected to and each owner or customer distributing wastewater into the District's collection system shall pay an annual sewer service charge. These are also known as Service Fees or "Rates & Charges for Sewer Service".

~~Section 2.23~~ ~~Section 2.15~~ ~~Section 2.37~~ **Saddle**

~~Section 2.24~~ ~~Section 2.15~~

~~Section 2.25~~ ~~Section 2.15~~ A "Wye Saddle" is a short pipe fitting with a shoulder at one end to allow the application of the fitting to a hole tapped in the main line sewer such that the short pipe shall form a 45 degree angle from the main line sewer pipe.

~~Section 2.26~~ ~~Section 2.15~~

~~Section 2.27~~ ~~Section 2.15~~ A "Tee Saddle" is a short pipe fitting with a shoulder at one end to allow the application of the fitting to a hole tapped in the main line sewer such that the short pipe shall form a 90 degree angle from the main line sewer pipe.

~~Section 2.28~~

~~Section 2.19~~ ~~Section 2.59~~ **Section 2.38—Wye or Y**

"Wye" or "Y" means a fitting for a branch on which the spur joins the barrel of the pipe at an angle of approximately 45 degrees.

Section 2.39—Single Family Unit

"Single Family Unit (SFU)," for the purpose of this chapter, shall mean a residential housing facility containing no more than one living unit. "Living unit" as used herein means any building or portion thereof containing the following:

- Cooking Facility; and
- A sleeping area or sleeping accommodations; and
- A bathroom facility

"Cooking Facility," as used herein, shall be defined as containing a stove, oven, microwave or other facilities commonly used for the preparation and service of food and/or an area for the storage, preparation and cooking of food, including a kitchen sink. "Kitchen sink," as used herein, means any sink that may be utilized for food preparation.

"Bathroom facility," as used herein, means an area containing a toilet and bathtub or shower. [Amended by Ord. 94-04 and Ord. 02-02]

Section 2.40—Multiple "Single Family Units"

Multiple "Single Family Units" as used herein means any residential housing facility containing two or more separate living units as defined in Section 2.39. Separate, as used herein, means isolated by means of partition, wall, door, floor, ceiling, or other obstruction, which detaches one living unit from another. [Added by Ord. 02-02]

Section 2.42—Septic Tank

A "Septic Tank" is a watertight receptacle which receives the discharge from a sewage system designed and constructed so as to retain solids, digest organic matter through a period of detention and allow the liquids to discharge into the soil outside of the tank through a drain field system or one or more seepage pits.

Section 2.43 – Customer

~~"Customer" shall mean any person described herein who receives sanitary sewer service from or discharges sewage to the District system.~~

Section 2.44 – Residential Condominium

~~"Residential Condominium" shall mean an estate in real property consisting of an undivided common interest in a portion of a parcel of real property together with a separate interest in a living unit of the residential multiple unit.~~

Section 2.45 – Commercial Condominium

~~"Commercial Condominium" shall have the same meaning as a residential condominium with the additional provision that it is managed in such a manner as determined by the District to be of a commercial nature or it is configured such that treating it as a commercial condominium would be the most equitable means of billing the user.~~

DIVISION III GENERAL PROVISIONS AND REGULATIONS

Section 3.01 Amendments

Whenever a power is granted to any portion of this Chapter, such reference applies to all amendments and additions thereto.

Section 3.02 Delegation of Powers

Whenever a power is granted to or a duty imposed upon the District by provisions of this Chapter, the power may be exercised or the duty performed by an authorized person or agent of the District.

Section 3.03 Validity

In any provisions of this Chapter or the application thereof to any person or circumstance, is held invalid, the remainder of the Chapter, and the application of such provisions to other persons or circumstances shall not be affected thereby.

Section 3.04 Enforcement

This District Manager shall enforce the provisions of this Chapter and for such purpose shall have the powers of a peace officer. Such powers shall not limit or otherwise affect the powers and duties of the Placer County Health Officer.

Section 3.05 Minimum Standards

Facilities shall be designed so as to produce an effect which will not pollute underground or surface waters, create a nuisance, or menace the public peace, health, or safety. The District Manager shall consult with the Health Officers and officials of public agencies, and from time to time, promulgate standards which may vary according to location, topography, physical conditions, and other pertinent factors.

The minimum acceptable standards for design and construction of sewage collection systems within the District shall be the latest version of the Squaw Valley Public Service District's Technical Specifications.

Section 3.06 Penalty for Violation

Every person violating any provision of this Chapter or any conditions or limitation of permit issued pursuant thereto is guilty of a misdemeanor punishable in the manner provided by law.

Section 3.07 Continued Violation

Each day during which any violation described in this Chapter as willful continues shall constitute a separate offense punishable as provided by this Chapter.

Section 3.08 Notice

Unless otherwise provided herein, any notice required to be given by the District Manager under this Chapter shall be in writing and may be mailed by regular first-class mail to the last address known to the District Manager. Where the address is unknown, service may be made as above provided upon the owner of record of the property.

Section 3.09 Time Limits

Any time limit provided for in this Chapter may be extended by mutual written consent of both the District and the permittee or applicant, or other person affected.

Section 3.10 Identification

Inspectors and maintenance men shall identify themselves upon request when entering upon the work of any contractor or property owner for any inspection or work required by this Chapter.

Section 3.11 Maintenance Inspections

The District Manager may inspect, as often as he deems necessary, every main line sewer, sewage pumping plant, sewage connection, interceptor, or similar appurtenances to ascertain whether such facilities are maintained and operated in accordance with the provisions of this Chapter. All persons shall permit and provide the District Manager with access to all such facilities at all reasonable times.

Section 3.12 Access Requirements

No physical object or structure, including but not necessarily limited to permanent or temporary structures, plantings, landscaping, fill, boulders, rockery walls or irrigation systems shall be located on or within a District sewer line easement or placed in such a position as to unreasonably interfere with District's access, maintenance or repair of any facility located within a sewer line easement and as described in Section 3.11. Any such obstruction, upon request of the District's General Manager, or his designee, shall immediately be removed by the property owner at no expense to the District and once removed shall not be replaced on or within the easement.

Upon the District's written notification to the property owner, any and all obstructions which impede or prevent access to the utility easement shall be removed by the owner at no cost to the District. If, after 45-days notice, the Owner has failed or refused to remove the obstruction(s) affecting the utility easement, District shall, at its election, remove the obstructions and bill the Owner to recover District expenses incurred in connection therewith. Owner shall be responsible for payment of all District expenses, including staff time, administrative fees, legal fees, charges from independent contractors and/or as otherwise associated with removal of Owner's encroachments upon or within District's utility easement.

The obligation to pay District expenses shall become due upon presentation of a billing therefor and shall become delinquent if not paid within forty-five (45) days from date of billing presentation. Any delinquent payment shall gather interest at the Annual Percentage Rate of twelve percent (12%) from date of delinquency until paid. If the bill remains unpaid for a period of forty-five (45) days from presentation of the original billing, the District will forward the delinquent charges to Placer County for collection on the Owner's property tax bill.

Section 3.13 Interference with Inspectors

No person shall, during reasonable hours, refuse, resist, or attempt to resist the entrance of the District Manager into any building, plant, yard, field, or other place or portions thereof in the performance of his duty within the power conferred upon him by law or by this Chapter.

Section 3.14 Maintenance of Plants, Interceptors, and Other Facilities

The requirements contained in this Chapter, covering the maintenance of sewage pumping plants, interceptors, or other appurtenances, shall apply to all such facilities now existing or hereafter constructed. All such facilities shall be maintained by owners thereof in a safe and sanitary condition, and all devices or safeguards which are required by this Chapter for the operation of such facilities shall be maintained in good working order.

This section shall not be construed as permitting the removal or non-maintenance of any devices or safeguards on existing facilities unless authorized in writing by the District Manager.

Section 3.15 Operation and Maintenance ~~Responsibilities of House Laterals and Private Sewage Lines~~

- A. The owner of the property served and customer served by the District's collection system shall be responsible for the operation and maintenance, repair, and replacement of the private sanitary sewer facilities ~~sewage line~~, and all devices or safeguards required by this Chapter, which are located upon the property owned by the property owner or occupied by the customer.
- B. The District shall be responsible for the operation and maintenance, repair, and replacement of that portion of the collection system which is in the state or county right-of-way or District easement, which has been dedicated to the District or which is not located upon the property of the person served by the District's collection system.
- C. With the exception of those sanitary sewer facilities which have been dedicated to the District or are located within a state or county right-of-way or District easement, the owner or their contractor or agent shall, at their own risk and expense, install, keep and maintain in good repair all private sanitary sewer facilities (sanitary sewer pipelines, force mains, manholes, building laterals, equipment, pump stations, and related appurtenances) situated on the premises so served. The District shall not be responsible for any losses, damages, claims or demands caused by improper or defective installation, operation, or maintenance of private ~~of~~ sanitary sewer facilities by the owner, its contractors, agents or employees, whether inspected and/or approved by the District. All such installations of private sanitary sewer facilities shall conform with all federal, state, county, and local laws, ordinances, rules and regulations.
- D. The property owner or customer served by the District's collection system shall be responsible and solely liable for all costs incurred by the District in connection with the repair or replacement of all damage to the system caused by the property owner, customer, or their respective contractors, agents, or employees, including but not limited to sewage line obstructions, wherever located.
- E. All private sanitary sewer facilities found in need of repair as a result of testing procedures conducted as required by this Chapter shall be repaired or replaced to the current standards set forth in the District Code.

~~Section 3.16 Conditions Requiring Testing of Existing Sanitary Sewer Facilities~~

~~It shall be unlawful for any owner of a house, building, or property connected to the District's sanitary sewer system to maintain private sanitary sewer facilities in a condition such that the tests contained herein cannot be successfully accomplished.~~

~~All private sanitary sewer collection systems and related facilities, including those serving single family residential living units, multiple family residential living units, commercial, and industrial connected to the District's sanitary sewer system shall be tested when any of the following conditions occur:~~

- ~~A. Issuance of a building permit for remodel which allows for changes or additions to plumbing fixtures, or~~
- ~~B. Installation of additional plumbing fixtures in the house, building or property served, or~~
- ~~C. Change of use of the house, building or property serviced from residential to business or commercial, or from non-restaurant commercial to restaurant commercial, or~~
- ~~D. Repair or replacement of all or part of the building sewer lateral(s), equipment, or appurtenances, or~~
- ~~E. The addition of living units, such as guest cabins on the property served or conversion of~~

garages into living quarters with plumbing fixtures, or

~~F. An inspection by the District indicates reasonable cause, or~~

~~G. Upon a determination of the General Manager that testing or sanitary sewer facility replacement is required for the protection of the public health, safety and welfare.~~

~~Section 3.17~~ **Section 3.16 Pool, Rain and Surface Water Drainage**

No private pool, receptacle, area, or roof which receives or disposes of rainwater or surface water shall be connected to the collection system. All swimming pools may discharge backwash and drain wastewater to the public sewer as set forth in this section.

If swimming pool draining and backwash is discharged to the main system, prior written approval must be obtained from the District Manager. No person shall discharge any substance in the District's collection system without first applying for a permit from the District. The District Manager reserves the right to prohibit the draining of swimming pools when, in his opinion, such activity would deleteriously affect the operation of the sewage works. Draining operations shall take place only between the hours of 9 p.m. and 7 a.m. or at any other time with prior approval of the District Manager.

~~Section 3.18~~ **Section 3.17 Notice to Stop Work**

Whenever any construction is being done contrary to the provisions of any law, standard, or ordinance, the District Manager shall issue a written notice to the responsible party to stop work on that portion of the work on which the violation has occurred. No work shall be done on that portion until corrective measures have been taken and approved by the District Manager.

~~Section 3.19~~ **Section 3.18 Mandatory Sewer Connections**

All occupancies requiring sanitation facilities as defined in the Uniform Building Code or as determined by the appropriate state agency shall be connected to the public sewer system. Notwithstanding any provision to the contrary, structures shall be connected to the public sewer system by July 1, 1989, if the public sewer system is available. Availability shall mean a public sewer system which has been constructed and is in use within two hundred (200) feet of the premises.

No person shall cause or permit the disposal of sewage or other liquid waste into any drainage system which is not connected to the public sewer system when such connection is required by this section.

~~Section 3.20~~ **Section 3.19 Location of Service Lateral Inconsistent With District Record Maps**

Whenever a servicehouse lateral is not located as shown on District record maps, District personnel shall assist to the extent possible to determine the location of the servicehouse lateral by use of surface and underground line detectors. However, the District shall bear no expense for equipment, excavation and/or labor expenses incurred by any person in determining the location of District lines, servicehouse laterals and other facilities.

Section 3.21 Section 3.20 Non-existent Service Laterals Shown on Record Maps

- A. Before a stub out, wye or point of service that~~house lateral, which~~ is shown to exist on District maps, is determined to be "nonexistent,"~~non-existent,~~ the person attempting to locate the service~~house~~ lateral connection point shall contact the District Manager for assistance. The District shall review records~~a determination~~ relative to the amount of digging and/or research to be required of closed circuit television inspections and other available records to ensure that there is, in fact, a stub~~the person in locating the house lateral.~~ The District shall not be liable for any expense,~~expenses~~ for equipment, excavation, and/or labor incurred by any person in determining the existence or the "nonexistence" of any stub out, wye, point of service and/laterals, lines or other facility. ~~facilities.~~
- B. When the District has previously been provided with record maps and the Manager has made a determination that no service~~house~~ lateral exists as shown on the District record maps, it shall be the property owner's responsibility to install a new service lateral in accordance with this Chapter and the Sewer Technical Specifications. Installation of a service lateral shall be performed by a California licensed contractor approved by the District. ~~the Manager may:~~

Section 3.21 Sewer Service When Existing Service Lateral is Inadequate.

If there is an existing service lateral connection which is not adequate for the unit(s) to be served or if there is no existing service lateral to which the unit(s) to be served may be connected, then it will be the property owners responsibility to install a new service lateral and abandon the existing service lateral in accordance with this Chapter and the Sewer Technical Specification's. Installation of a service lateral and abandonment of existing service laterals shall be performed by a California licensed contractor approved by the District. The District shall furnish the sewer service subsequent to the applicant's construction of the necessary portions of the collection system; the applicant's payment of all fees to the District; the applicant's compliance with all District rules and regulations; and the applicant's payment in full of all delinquent charges, if any, owed to the District.

1. ~~Waive any applicable main line tap fees; and,~~

~~Install the house lateral at the District's expense if there is an existing main servicing the property.~~

DIVISION VI FEES AND CHARGES

Section 6.01 Plan Checking Fees

Any person required by this Chapter to have improvement plans checked by the District shall reimburse the District for the actual total costs to the District of providing such a service. Such costs shall be determined by the District Manager. The District will require a non-refundable deposit as established from time to time by the Board for all commercial, industrial, public, single or multi-family proposed improvements.

Applications for plan checking are available at the District Office and are to be filled out by the Engineer submitting the improvement plans.

Section 6.02 Sewer Construction Permit Fee

Any person making a permanent or temporary improvement to the District's collection system shall reimburse the District for the total costs of field and structure inspection, procuring or preparing record plans, automobile mileage, and all overhead and indirect costs. The applicant shall also be responsible to pay the cost of all labor, equipment, and materials required for the actual improvements. Such costs shall be determined by the District Manager.

Section 6.03 Connection Charges Fees

There is hereby levied and assessed against any premise, or portion thereof, which has been approved for connection to the District collection system, a connection fee as set by the Board from time to time ~~and tapping fee~~. Connection fees are set forth in Schedule A.

A. Time of Payment. All connection ~~charges~~ fees shall be paid to the District upon approval of an application and prior to any construction.

B. Units. Each unit, as defined in Section 6.3 E, shall be charged a connection fee when applicable.

~~**Existing House Lateral Sewer Service When Existing House Service Lateral is Adequate.** If there is an adequate, existing ~~existing and adequate~~ house service lateral to which a unit shall be connected, and which is or has been legally servicing the premises for which a District connection permit has been issued, an applicant for sewer service from the District shall be entitled to such service after the applicant submits an appropriate application to the District, pays a service fee as set by the Board from time to time and complies with all other District regulations. However, if the applicant is delinquent in any bills to the District, the applicant shall pay such bills in full prior to receiving District sewer service. Additionally, no tapping fee shall be charged.~~

~~**Sewer Service When Existing House Service Lateral is Inadequate.** If there is an existing house service lateral connection which is not adequate for the unit(s) to be served or if there is no existing house service lateral to which the unit(s) to be served may be connected, then it will be the property owners responsibility to install a new service lateral and abandon the existing service lateral in accordance with this Chapter and the Sewer Technical Specification's. Installation of a service lateral and abandonment of existing service laterals shall be performed by a California licensed contractor approved by the District then a tapping fee shall be charged for each tap performed by the District into the District's collection system. The District shall furnish the sewer service subsequent to the applicant's construction, or payment for construction, of the necessary portions of the collection system; the applicant's payment of all fees to the District; the applicant's compliance with all District rules and regulations; and the applicant's payment in full of all delinquent charges, if any, owed to the District.~~

C.B. Connections. Connections of ~~house~~building laterals or of the force main into the District's existing force main shall be charged the applicable connection fee. ~~- Any taps required under these circumstances shall be performed by the District or their approved contractor and shall be subject to the tapping fee.~~

D.C. Sewer Connection Fee. The District shall collect from all applicants for sewer service connections a connection fee which includes an existing system buy-in component, a component for future facilities required to accommodate future growth, and a debt service component. The existing system buy-in includes collection and general plant. The future facilities include collection related assets. The debt service component accounts for the principal owed by the District ~~on~~for existing assets.

1. The connection fee for a 1-inch or less residential meter shall be the basic unit in determining all other connection fees.

2. The connection fee for a residential services connection using a 1-inch or less meter shall be as follows: This includes single family dwellings, multi-family units, duplex units, halfplexes, condominiums, apartments, ADUs, and lock off units.

i. Collection	\$3,750
ii. General Plant	\$2,064
iii. Debt Service	(\$187)
<u>a. TOTAL</u>	<u>\$5,627</u>

3. The connection fee for commercial units shall be based on meter size as follows:

<u>1" Meter</u>	<u>= \$5,627</u>
<u>1.5" Meter</u>	<u>= \$11,254</u>
<u>2" Meter</u>	<u>= \$18,006</u>
<u>3" Meter</u>	<u>= \$33,762</u>
<u>4" Meter</u>	<u>= \$56,270</u>
<u>6" Meter</u>	<u>= \$112,540</u>

E.D. Meter Equivalency Factor. The connection fee for larger meter sizes are determined by multiplying the connection fee for a 1-inch meter by a meter equivalency factor.— The connection fee for 2-inch and greater size meters shall be reviewed by the General Manager. Meter equivalencies shall be:

1-inch meter	1.0
1.5-inch meter	2.0
2-inch meter	3.2
3-inch meter	6.0
4-inch meter	10.0
6-inch meter	20.0

Residential Meter Size Requirements. These requirements are used for remodels of residential units not required to have a fire suppression system. The meter size for single family residences are based on the number of equivalent fixture units being served.

— less than 30 EFUs 5/8 x 3/4 inch meter

— 31 EFUs to 54 EFUs 3/4 inch meter

— 55 EFUs to 127 EFUs 1 inch meter

E. Connection Fees for Meters Larger Than 1-inch. This charge shall be determined by the General Manager on a case-by-case basis.

The applicant shall provide to the District the projected demand and meter size requested as certified by a qualified Engineer and subject to approval by the District Engineer, and meter size requested.

The demand will be evaluated from time to time, at the sole discretion of the District. Said evaluation shall be complete within five years from the date of actual service. If the actual demand within that period differs from the estimated demand that was the basis for the original connection fee by more than 5%, then an additional charge will be assessed.

~~F. **Tapping Fee.** The fee for tapping the sewer main shall be the total actual costs of labor, equipment and materials for the District or its approved contractor to perform the tap. The fee for connecting to an existing house lateral shall be established from time to time by the Board and is as set forth in Schedule A attached hereto and incorporated herein by reference.~~

~~G.F. **Change of Use.** If at any time after payment of a connection charge, there is a change of use on the premises resulting in an increase in meter size, the owner shall, prior to issuance of a permit, pay the difference in connection fee for the meter size, as set forth in Schedule A attached hereto and incorporated herein by reference, to the District for each equivalent fixture unit in excess of the number used in calculating the original connection charge. In the case where a smaller meter size is determined there shall be no reimbursement of Connection Fees previously paid~~

~~H.G. **Connection Fee for Multiple Dwelling Units** Service connections for multiple dwelling units including, but not limited to, residential condominiums, apartments, 2nd unit of a duplex units, accessory dwelling units (ADUs), hotel rooms, and lock-off units shall be assessed the same a connection fee based upon the sewer connection fees in Sections E.2 for single family residential units above. The connection charge as set from time to time by the Board is a flat charge which allows for the initial installation of a unit. This fee includes the hook up for a single family unit or equivalent. The total connection charge shall be the sum of the tapping, and hook-up.~~

Section 6.04 Billing for Sewer Service

The District shall begin billing for service when the District first determines a discharge to the collection system has occurred by the permittee or in accordance with Division V.

Section 6.05 Fee For Processing Sewer Line Easements

For each written contract required by Division V, requiring the processing of sewer line easements, the District shall be reimbursed by the applicant for the total actual costs of processing the required easement(s). In the event it is necessary to rewrite the description, the District again shall be reimbursed by the applicant for the actual total processing cost. A deposit may be required as set forth on Schedule A attached hereto and incorporated herein by reference.

Section 6.06 Application Fee

- A. When a person applies for a permit, the applicant shall pay to the District an application fee as established from time to time by the Board (see Schedule A) per application made.- The District shall not accept an application until it receives the application fee.
- B. Any person who has paid an application fee pursuant to this section, and whose application expires or is canceled, withdrawn, voided, terminated, or abandoned, whether voluntarily or involuntarily, shall not be entitled to a refund of or credit from the application fee.

Section 6.07 Fees For Preparing Or Checking Special Studies

Before proceeding with the preparation of any special study, the District shall collect from the person making the request for the study a fee in the amount of the estimated cost of preparing the study, as determined by the District Manager. If, after the fee is paid, a change in the study is requested which will increase the cost of preparing the study, supplemental fees shall be collected in the amount of the estimated additional cost. Studies prepared by others and submitted for checking by the District shall be subject to the fee requirement stated above.

Section 6.08 Septic Tank, Cesspool and Holding Tank Discharge Prohibited

Disposal of residential, septic tank, cesspool, holding tank, wastes, or other discharges into the District's sewer system is prohibited. (Amended by Ord 2009-06)

Section 6.09 Collection of Fees Charged

All fees and connection charges shall be due prior to connection to and use of the collection system of the District.

Section 6.10 Rates and Charges for Sewer Service

A. Power of Board. For the purposes of providing funds for the maintenance, operation and capital improvements of the District, the Board may from time to time establish rates, charges, and other fees to be levied and assessed against consumers such as are necessary to carry out the provisions of this Chapter.

B. Definitions. For the purposes of this section only, the specified terms shall have the following definitions:

1. "Domestic users" shall mean all residential users, including single family units, residential condominiums, and other multi-family dwellings.
2. "Commercial users" shall mean all business or other similar users, commercial condominiums, hotels, laundries, laundromats, service stations, public buildings, and unoccupied storage/warehouses, swimming pools (semi-public), spa/hot tubs (semi-public).
3. "Commercial unit" shall mean each office, store, or other separately owned or operated commercial space or structure, including any commercial user which is not otherwise specifically identified.
4. "Industrial user" shall mean:
 - a. Any user of a publicly owned treatment works:
 1. identified in the Standard Industrial Classification Manual, 1972, Office of Management and Budget, as amended; and,
 2. which discharges more than 50,000 gallons per day (gpd) of sanitary wastes, or which discharges, after exclusion of domestic wastes or discharges from sanitary conveniences, the weight of biochemical oxygen demand (BOD) or suspended solids (SS) equivalent to that weight found in 50,000 gpd of sanitary waste; or,
 - b. any user of a publicly owned treatment works which discharges sewage to the treatment works which contains toxic pollutants or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with

other wastes, to contaminate the sludge of any municipal systems, or to injure or interfere with any sewage treatment process, or which constitutes a hazard to humans or animals, creates a public nuisance, or creates any hazard in or has an adverse effect on the waters receiving any discharge from the treatment works.

5. "Laundry" shall mean a commercial laundering facility.
6. "Laundromat" shall mean a self-service laundry utilized by the public.
7. "Public building" shall mean any public service building, including a police station or fire station, or any other publicly owned building not otherwise specifically identified.

C. Annual Service Charge. Each lot or premises which is connected to and each owner or customer receiving sewer service from the District's collection system shall pay an annual sewer service charge.

1. Residential Sewer Rate. There is hereby levied and assessed upon all residential users, a residential sewer rate consisting of a base rate.

- a. **Base Rate Charge.** For Single Family Residents, the base rate charge is equal to the unit value assigned by the District to the premise times the rate for a single-family unit. If additional units exist on the property, they will be charged a 2nd unit base rate as set forth in Schedule A, which is attached hereto and incorporated herein by reference
- b. **Unit Value.** The Manager shall assign to each premise within the District subject to a flat rate charge a unit value based on the classification system established by the District for such purpose.- The basis for such a value shall be that a "living Unit" as defined under the definition of "single family unit" is considered to have a unit value equal to 1.0.

2. **Commercial Sewer Service Rate.** There is hereby levied and assessed upon all commercial users a commercial sewer service rate, which rate is set forth on Schedule A, which is attached hereto and incorporated herein by reference.

3. **Industrial Sewer Service Rate.** There is hereby levied and assessed upon all industrial users an industrial sewer service rate, which is equal to the commercial sewer service rate as set forth on Schedule A, which is attached hereto and incorporated herein by reference.

- a. Additionally, the industrial user may be subject to an annual surcharge depending on the strength of the sewage, as may be determined by the District Manager from time to time. In the event that the average waste discharge characteristic and annual surcharge is disputed, the discharger shall submit a request for an analysis and flow measurement to the District and bear all expenses associated with measurement and sampling.
- b. For each industrial user, the District may require the installation, at the expense of the industrial user, of District-approved recording and sampling devices or sewage meters on the user's premises for use by the District. Such devices or meters shall be available for inspection by District personnel at any reasonable time. The industrial user shall be responsible for the maintenance, repair and replacement of all sampling or recording devices, sewage meters, and related equipment. The industrial user shall be responsible for any damage or expenses involved in the repair or replacement for which the industrial user, its agents, officers or employees

is or are responsible.

- c. At its sole option and as an alternative to the industrial user charge, the District may require an industrial user to pretreat the user's sewage flow so that the flow, after exclusion of domestic wastes or discharges from sanitary conveniences, is less than the equivalent weight in BOD and SS found in 50,000 gpd of sanitary waste.

D. Service Charge. When an annual service charge is based on water use, the annual sewer service charge shall be determined as stated above.— However, when a water meter fails to register or a meter cannot be reasonably read, the quantity rate component of the annual sewer service charge shall be based on the average quantity of water supplied for comparable service during the preceding year. When there is no record of water supplied for comparable service, the total service charge shall be determined by the District Manager.

E.

1. No sewage shall be collected from any premises or persons except through a service connection in compliance with the District's rules and regulations.
2. No sanitary sewer service or facility shall be furnished to any premises or persons free of charge.

F. Temporary Sewer Services:

~~Temporary Service.~~—The District shall charge any person who seeks a temporary sewer service a basic fee for each service requested. Rates, charges, deposits and rules and regulations thereof may be established from time to time by the Board as set forth in Schedule A. Fees for temporary sewer service shall include a service establishment fee and per trip cost to inspect facilities as set forth in Schedule A, attached hereto and incorporated herein by reference. [Amended by Ord. 00-01]

~~**G.A. Pay First, Litigate Later.** No appeal to the Board of Directors, nor legal or equitable process shall issue in any suit, action or proceeding before the District or in any court against the District or any officer, employee, or director of the District to appeal, prevent or enjoin the collection of any rate or charge, with or without interest, unless the same shall have been paid in full first. (Added by Ord 2010-02)~~

Section 6.11 Billing Procedures and ~~Service Lateral Testing~~

- A. Direct Bill.** Except as otherwise specified herein, the District shall directly bill each individual owner of each lot or premises connected to the District's collection system.— The annual sewer charge shall be payable by each owner and each customer. Each owner shall be liable to the District for payment of the annual sewer charge regardless of whether the owner is also the customer and regardless of whether service is provided through an individual service lateral or multi-customer service lateral.
- B. Multi-Unit Billing.** Where owners of premises in a multi-unit structure served through a multi-customer service lateral are billed individually and belong to a homeowners' or similar association, the association shall provide to the District current and up-dated lists of the owners of each premises. The association shall inform the District in timely fashion of any change in ownership in its members.
- C. Composite Billing.** Notwithstanding Section A above, the District may elect to send a composite bill to groups of customers served by individual or multi-customer service laterals when each of the following conditions are met:

1. The owners to be billed as a group own lots or premises in a multi-unit living structure;
2. The owners are served through one or more individual or multi-customer service laterals;
3. The owners have formally organized in writing into a homeowners or similar association.
4. The homeowners or similar association, through properly executed covenants, conditions, articles of incorporation or by-laws, has the power to act as the sole agent for the owners concerning sewer service charges in a manner which binds individual owners; and
5. The association enters into a written agreement with the District which provides, among other matters, that:
 - a. The association shall be responsible for and guarantee payment of all such charges within the time required by the District's rules and regulations, regardless of whether any single owner has paid the owner's share of such charges to the association;
 - b. The District shall bill to and the association shall pay all delinquent penalty and interest charges on the composite bills;
 - c. The District's bill or other notices to the association shall constitute a bill or other notice to each individual owner or customer, who shall agree that no other notice or bill to individual owners or customers shall be necessary for, or a prerequisite to, the District's exercise of its powers to terminate service, or place liens on each owner's property or exercise other legal remedies necessary to preserve the collection of and collect delinquent bills and charges, and;
 - d. The bill shall consist of the sum of the total annual sewer charges for each owner or customer represented by the association, which shall be the sum of the service charge for each customer, lot, or premises plus the total quantity rate charge for all service through the individual or multi-customer service lateral. The District shall not be responsible for any disparity among such customers for the amounts of sewage discharged or for the size of premises served. Any adjustment for such disparity in use or in the quantity rate charge shall be the responsibility of the owners or customers served.

D. Written Agreement. All applications for service shall constitute a written agreement to pay for all service rendered pursuant to the application and to be bound by all applicable District rules and regulations. An application shall be signed by the person who shall be responsible for the bills for sewer service provided through that service lateral, regardless of whether the service lateral is a single customer or multi-customer meter.

~~**E. Lateral Testing.** At its discretion, the District may test a service lateral at any time. Reasons for testing may include but not be limited to suspicion of inflow or infiltration, blockage, or sale of property. The District shall test a service lateral upon the request of a customer, provided the customer first deposits an amount estimated by the Manager to conduct the test with the District. The difference in the deposit and actual total cost of conducting such a test will be refunded or billed to the customer.~~

Section 6.12 Collection of Sewer Use, Service Charges and Rates

All sewer use, service charges and rates may be billed on the same bill and collected together with

rates and charges for any other District services. If all or any part of such bill is not paid for any service, the District may discontinue any or all of the services for which the bill is rendered.

A. Time of Payment. All annual sewer service charges are payable in advance on an annual basis. Payment plans may be prearranged and are payable at the office of the District.

B. Issuance of Bills. All bills for sewer service will be rendered by the District as provided in this Chapter. Bills not paid sixty (60) days from billing date, except pursuant to payment plan, are delinquent.

C. Penalty and Administrative Charge. All delinquent bills will be subject to a penalty charge equal to 1% per month interest charge on all delinquent sums, plus a \$10.00 service administrative service charge for each additional billing that is prepared by District. Any check which is returned to District on the basis of insufficient funds or "refer to maker" are subject to an additional \$25.00 service charge per check.

D. Notice of Delinquency, Administrative Charge, and Interest. On each bill for sewer service, notice will be given of the date upon which the billing shall become delinquent and of applicable administrative and interest charges as provided in this Chapter.

E. Pay First, Litigate Later. No appeal to the Board of Directors, nor legal or equitable process shall issue in any suit, action or proceeding before the District or in any court against the District or any officer, employee, or director of the District to appeal, prevent or enjoin the collection of any rate or charge, with or without interest, unless the same shall have been paid in full first.
(Added by Ord 2010-02)

D.F. Flat Rate Billing. Bills for flat rate sewer service will be rendered and are payable yearly in advance. Less than annual bills for flat rate service will be pro-rated to the end of the billing year in accordance with the applicable District schedule. Should the pro-rated period be less than one month, no pro-ration will be made and no bill shall be less than the monthly fixed charge. Flat rate service may be billed, at the option of the District, at intervals other than yearly.

E.G. Discontinuance of Service. A consumer's sewer service may be involuntarily discontinued for non-payment of a bill for service rendered at any current or previous location by District, provided said bill was presented to the consumer's last known address and has not been paid within sixty (60) days after the billing date. Discontinuance of service shall be in accordance with Division IX.

F.H. Joint and Several Liability. Two or more parties who join in one application for service or who jointly own property served by the District shall be jointly and severally liable for payment of bills and shall be billed by means of single periodic bills.

G.I. Payment Plan. If consumer is not in default to any other sum due District at the time of the rendering of the annual flat rate billing pursuant to the above, and provided further that applicant submits a written request to District within thirty (30) days of the rendering of the bill for a payment plan, District may allow a payment plan for the base ~~flat rate~~ billing on the following terms:

____ Payment plan agreement periods will be determined by the District for payment of full service fees due within the fiscal year of billing. One percent (1%) interest per month on the unpaid

balance and \$10.00 service fee per billing shall be included with the payment plan. Requesting a payment plan constitutes an agreement by the customer to make all payments on or before the set due date. Additional service fees shall be charged for each reminder notice or rebilling. Failure to make payments as scheduled constitutes a delinquency of the account whereby all remaining service fees, penalties and interest become immediately due and payable. Sewer service shall be discontinued for any account over sixty (60) days delinquent.

H.J. Reduction in Unit Count. District recognizes that a consumer may voluntarily elect to reduce the unit count on a parcel of real property and District will allow such reduction for the next fiscal year provided consumer:

1. Submits to District before April 30 on a form approved by District, a request for reduction, to take effect July 1 of the same year; and,
2. Allows District to inspect the building or buildings which are subject to the reduction within thirty (30) days of the application.

If the unit reduction request is granted there will be no reimbursement of connection charges previously paid.

Any reduction of annual service fees as a result of a reduction in unit count will be applied as a credit to the next annual billing

H.K. Deferral of Service Fees on Structures that are Destroyed. At the discretion of the General Manager, the owner of ~~When a residence or commercial structure is destroyed by fire, avalanche, earthquake, or other disaster, the owner of such destroyed structure is~~ may be allowed a maximum 12-month courtesy period to rebuild without paying service fees. If approved by the General Manager, and if the structure is rebuilt and approved for occupancy before the 12-month period has passed, service fees will immediately become payable. If the structure is not rebuilt within the 12-month period, minimum service fees must be paid in order to maintain a valid permit.

Section 6.13 Deposit

- A.** Prior to receiving sewer service, an applicant for sewer service may be required to deposit with the District a sum equal to twenty-five percent (25%) of the annual rate for sewer service.
- B.** A deposit may be required for each lot or premises when any of the following conditions occur:
 1. Whenever an owner of property receiving sewer service from the District transfers the property to a new owner, the new property owner shall pay a deposit to the District as identified in Section A. above.
 2. Whenever there is a change in the owner receiving sewer service, the new owner shall pay a deposit to the District as identified in Section A above.
 3. Any District customer or property owner whose sewer service is disconnected due to non-payment of District charges shall pay a deposit, as specified in Section A above, as a pre-requisite for resumption of sewer service.
- C.** Notwithstanding sections A, B1, B2, or B3, an existing customer or property owner within the District who has not incurred any penalties or late charges on any sewer account with the District for nine (9) months of the immediately preceding twelve (12) months, shall not be required to deposit with the District an amount as identified in Section A above.

- D. The District may use the deposit to pay any District bill, and penalties and interest thereon, which are otherwise unpaid by the customer or property owner. The District may also use the deposit for its costs of collecting the unpaid sewer service bill and penalties. If the District uses part or all of a customer's or property owner's deposit, that customer or property owner shall pay the District a sum adequate to maintain a deposit equal to 25% of the annual rate as a condition of continued sewer service.
- E. The amount of deposit not used by the District shall be refunded to the customer or property owner when the customer or property owner voluntarily terminates sewer service with the District.
- F. The amount of the deposit not used by the District may be credited to the account of the customer or property owner at such time as the District determines a deposit is no longer required, provided the District has held the deposit for a minimum of twelve (12) months.

DIVISION X MAINTENANCE AND TESTING OF FACILITIES

Section 10.01 Maintenance and Testing of Private Sanitary Sewer Facilities

The owner or their agent of a property served by the District's sanitary sewer shall be responsible for the operation and maintenance of the private sanitary sewer facilities, including all devices or safeguards required by this section, which are located upon said property. The owner or their agent's operation and maintenance responsibility is from the building to the point of service.

The owner or their agent shall, at their own risk and expense, install, keep and maintain in good repair all private sanitary sewer facilities (sanitary sewer pipelines, building laterals, force mains, manholes, equipment, pump stations, and related appurtenances) situated on the premises so served. The District shall not be responsible for any loss or damage caused by improper or defective installation of private sanitary sewer facilities, whether inspected and/or approved by the District. All such installations of private sanitary sewer facilities shall conform with all federal, state, county, town and local laws, rules, regulations and ordinances.

The owner or their agent served by the District's sanitary sewer system shall be responsible and liable for all costs involved in the repair of all damages caused by the owner, customer, or agents thereof, to the District's sanitary sewer facilities, including but not limited to sewer obstructions, wherever located.

All private sanitary sewer facilities found in need of repair as a result of testing procedures required by this chapter shall be repaired and/or installed to the standards set forth in this Chapter.

Section 10.02 Conditions Requiring Testing of Sanitary Sewer Facilities

It shall be unlawful for any owner of a house, building, or property connected to the District's sanitary sewer system to maintain private sanitary sewer facilities in a condition such that the tests contained herein cannot be successfully accomplished.

All private sanitary sewer facilities, including those serving residential, multiple residential, commercial, and industrial connected to the District's sanitary sewer system shall be tested when any of the following conditions occur:

1. Connecting a new structure to the District's sewer system.
2. Remodeling of the house, building or property served by the District's sewer system.
3. The addition of living quarters, such as Accessory Dwelling Units (ADUs).
4. Installation of additional plumbing fixtures in the house or property served and/or installation of an additional building lateral pipeline.
5. Change of use of the house, building, or property serviced from residential to business or commercial, or from non-restaurant commercial to restaurant commercial.
6. Upon repair or replacement of all or part of the building or house service laterals.
7. Prior to the close of escrow upon the sale of a house, building or property served, or by private transfer of a house, building or property served, unless the house, building or property served has been tested within the previous five (5) years. However, if the building lateral is new or has been completely replaced within the prior ten (10) years, is constructed out of allowable pipe material, includes a double-wye cleanout, and was tested and passed when the system was installed, a pressure test will not be required prior to the close of escrow.
8. Where inflow or infiltration is suspected, or if a defect in the building lateral is suspected based upon observation by the District.

9. Upon determination of the General Manager that testing or sanitary sewer replacement is required for the protection of the public health, safety, and welfare.

Section 10.03 Testing Procedures for Existing Sanitary Sewer Facilities

The owner or their agent of a house, building, or property connected to the District's sanitary sewer system shall conduct all private sanitary sewer facility upgrades and testing required at their sole expense and shall notify the District 48 hours prior to testing. Testing shall be witnessed by a District Inspector.

Sanitary Sewer Pipelines: All building laterals and privately owned main pipelines shall be tested by the air method in accordance with the Sewer Technical Specifications.

In the case of building laterals, the test section shall be from the building cleanout to the point of service or property line cleanout. The test section includes all private pipelines which provide sanitary sewer service to the parcel in question. Privately owned main pipelines shall be tested their full length.

If a cleanout has not been installed at the point of service or easement/property line, a two-way cleanout shall be installed prior to testing. If there is no cleanout located outside the building foundation (within five feet of the foundation wall), then a cleanout shall be installed. If the building lateral exits the foundation under an existing deck or concrete patio, the location of the building cleanout near the foundation may be modified on a case-by-case basis as determined by the General Manager. The cleanouts shall be installed and boxed as specified in the Sewer Technical Specifications. The owner or their agent shall be responsible for such installation. A cleanout underneath the house is not acceptable.

The building cleanout can be substituted by installing a two-way cleanout at the property line when the distance from the point where the building sewer exits the foundation to the property line cleanout is less than 10 feet and the building lateral consists of a single pipe segment with no fittings. Such building laterals will be considered too short to test. At the District's discretion, building laterals that are too short to test may be required to be televised to confirm integrity of pipeline.

Residential Pump System Testing: Residential pump systems shall be inspected and tested for compliance with the Sewer Technical Specifications.

Section 10.04 Time Limits for Completion of Testing Procedures

Testing shall be completed in a timely manner as follows:

- Prior to the close of escrow upon the sale of the residence, building, or property, or transfer of ownership or interest in the parcel, the facility, or the business, or
- Within 30 days of standard notification by the District, or
- Immediately if it is determined by the General Manager that testing and repair are necessary to protect public health and the integrity of the sanitary sewer system.

Section 10.05 Cash Security in Lieu of Testing

1. Weather Conditions, Excavation Restrictions Prohibit Testing:

Should cleaning, testing, repair or replacement be required on a gravity or pressurized private service lateral at a time when weather conditions, excavation restrictions, or other circumstances prohibit such repairs, the General Manager may defer completion of the requirements until such date as agreed upon between the Owner and the District. If the test is deferred, the Owner shall enter into a contract for performance of said work and shall place a cash deposit in the form of a money order, payable to the District, in

an amount equal to one hundred twenty-five percent (125%) of the estimated cost of cleaning, testing, repair or replacement of the private service lateral or sewer pressure system components.

The District shall prepare an estimate of said replacement costs. The Owner shall obtain an estimate from a California State licensed contractor for performing all work necessary so that the private service lateral will pass a sewer pressure test.

The deposit required shall be based upon one hundred twenty-five percent (125%) of the estimated costs from whichever estimate is greater (District's or Contractor's). This amount will be held until the repair or replacement is made, which must be no later than June 15 following the circumstances preventing initial cleaning, testing, repair or replacement.

If the work agreed to is not completed by June 15, the deposit held by the District shall be used by the District to physically disconnect the private service lateral or to perform the work agreed to. The District may use the funds to pay a contractor to physically disconnect the sewer service or to perform the necessary work, at District's discretion. Should such costs exceed the amount deposited, the difference shall be billed to the Owner of record.

Upon completion of the necessary work, whether by Owner, District or contractor, the balance of funds will be released to the Owner within 15 days of the approved inspection of the work.

2. Time of Sale: Weather Conditions or Excavation Restrictions Prohibit Testing:

Owners must plan for and make every effort to complete pressure testing of the building lateral prior to close of escrow. The purpose of the withhold is to ensure the integrity of the building lateral by holding funds for its repair or replacement during periods when the lateral is inaccessible. In the event that sewer cleaning, testing, repair or replacement would be required, at a time when weather conditions or excavation restrictions prohibit such repairs, the District may defer completion of such requirement until June 15th or such earlier date as agreed upon with the property owner. If the test is deferred, the Owner shall enter into a contract for performance of said work and shall place a cash deposit in the form of a money order, payable to the District, in an amount equal to one hundred twenty-five percent (125%) of the estimated cost of cleaning, testing repair or replacement of the private service lateral or sewer pressure system components. The owner must also provide the District with a copy of an executed, binding contract with a California State licensed contractor, authorizing that contractor to perform all work necessary to test and repair or replace the existing building lateral so that it will pass a sewer pressure test. The contract will include the cost to repair or replace existing pressurized systems and abandon any septic systems that may be on the property.

In place of a cash deposit, the owner shall escrow funds in an amount equal to one hundred twenty-five (125%) percent of the District's estimate, if the property is being sold. Funds escrowed will not be released without written notification by the District to the title company holding such funds. If the cleaning and testing is not completed by the time set by the Sewer Code, the funds held in escrow shall be released to the District. Said funds may be used by the District to perform or have a contractor perform physical disconnection, testing, repair or replacement of the building lateral.

Should such costs exceed the amount held in escrow; the difference will be billed to the

property owner of record. Such costs may become a lien on the property in accordance with normal service charge billing procedures. If funds held in escrow are released without the consent of the District and testing has not been satisfactorily performed, the District may perform or have a contractor perform physical disconnection, testing, repair or replacement of the sewer service lateral. Such costs may become a lien on the property in accordance with normal service charge billing procedures.

Upon completion of the necessary work, whether by Owner, District or contractor, the balance of deposited funds will be released to the original depositing party within 15 days of the approved inspection of the work.

Section 10.06 Unsatisfactory Test Results

If a building lateral fails a pressure test following two (2) attempts, or if the visual inspection reveals defects, the line shall be repaired or replaced at the owner's expense, within 30 days of the date of the initial pressure test. The owner shall be responsible for notifying the District and secure a permit before corrective work has been started. The owner shall be responsible for notifying the District after the corrective work has been completed to schedule a new test.

When any work has been inspected and the test results are not satisfactory, notice to that effect shall be given instructing the Owner of the premises or the agent of such Owner, on-site and in writing, to repair the sewer or perform other work authorized by the permit in accordance with the ordinances of the District.

Section 10.01 ~~Section 10.07~~ Removal of or Injury to Sewer

An unauthorized person shall not remove or cause to be removed, or injure or cause to be injured, any portion of any public sewer, sewage pumping plant, water pollution plant, or any appurtenances thereto.

Section 10.02 ~~Section 10.08~~ Opening Manhole

An unauthorized person shall not open or enter, or cause to be opened or entered, for any purpose whatsoever, any manhole in any public sewer.

Section 10.03 Dumping Effluent

The General Manager may permit operators of "Cesspool" pump trucks to dispose of septic tank, seepage pit or cesspool effluent which does not contain harmful concentrations of industrial liquid waste, oils, greases, or other deleterious substances into certain designated manholes, upon payment of the fee specified in Section 6 (Fees and Charges). No person shall dump such effluent in any manhole other than those designated by the General Manager. The General Manager may refuse to accept such effluent if it fails to meet the aforementioned requirements.

Section 10.04 Cleaning Manholes

When septic tank, seepage pit or cesspool effluent is dumped into a specified manhole under permission from the General Manager, it shall be discharged through a pipe or hose in a manner such that none of the effluent shall be left adhering to the sides or shelf of the manhole, and if any such effluent is inadvertently allowed to adhere to the sides or shelf of the manhole, the manhole shall be thoroughly cleaned with clear water.

DIVISION XII CONSTRUCTION OF SEWER LINES

Section 12.01 Definitions

For the purposes of this Division, the specified terms are defined as follows:

- A. "Developer" means any person or entity, excluding those persons contracting with the District who installs or causes to be installed one or more structures which will be connected to the District collection system. (Amended by Ord 2009-06)
- B. "Force Main" means pipelines that convey wastewater under pressure from a lower to higher elevation, particularly where the elevation of the source is not sufficient for gravity flow and/or the use of gravity conveyance will result in excessive excavation depths and high sewer pipeline construction costs. (Added by Ord 2009-06)
- C. "Force Main extension" is any extension of the force main between the existing District force main and the lots which are being improved or which are owned by the developer. A force main extension does not include a force main constructed within the tract of land which is being improved or which is owned by the developer.

Section 12.02 Financial Responsibility for Construction of Sewer Line

A developer who installs and/or causes to be installed any portion of the District collection system is financially responsible for the installation, and all incidents thereof, of that portion of the sewer collection system.

- A. Buy Back Agreements. At the District's option, the District may enter into an agreement with the Developer whereby adjacent properties benefited by and connecting to the sanitary sewer facilities installed by the Developer or their agent, will be required to reimburse the Developer or their agent, through the District, for a prorated share of the cost of sanitary sewer facility design and construction. Administration of the reimbursement monies will continue until such prorated shares have been paid, but no longer than a period of ten years after completion of the sanitary sewer facilities. (Added by Ord 2009-06)

Section 12.03 Construction of Collection System

- A. When a developer proposes to construct a force main and/or one or more house laterals, the developer may perform such construction, subject to the requirements of the District.
- B. When the developer performs the tap between the house lateral constructed by the developer and a main line constructed by the developer, no tapping fee shall be charged. Other connection fees, including hook-up fees, fixture unit fees, and sewerage facility fees, shall be charged as set forth in Division VI.
- ~~C. Except as specified in Section 12.3 A, construction of house laterals, taps, force mains and all other parts of the District's collection system (excluding private sewer lines) shall be performed solely by District personnel or by independent contractors hired by the District. The time at which the District shall perform such construction, shall be scheduled with the District at the time the permit is issued. Time and material costs not covered by the tapping fee in Division VI or the house lateral installation fee in Division VI shall be charged to the developer in addition to any other fees required by this Chapter. Installation of a house lateral under Case III conditions (see Division VI) shall be charged on a time and materials basis. The District may require the payment of one or more deposits toward the District's construction costs, prior to and during construction.~~

Section 12.04 Performance, Payment and Maintenance Surety Bond

Developer shall procure and continuously maintain at its sole expense Performance, Payment and Maintenance Surety Bonds issued by a company authorized to do surety business in the State of California upon its standard form, guaranteeing that Developer will perform all of its obligations under this Agreement and will pay for all work and material furnished to the job. Said bond shall be in an amount equal to the value of the cost of construction of the Improvements and shall provide coverage for the Improvements and on account of Developer's obligation to replace or repair any and all defects in material or workmanship in said Improvements for a period of two (2) years following completion and acceptance of said Improvements. (Added by Ord 2009-06)

Section 12.05 Liability

The District and its officers, agents and employees shall not be liable for any injury or death to any person or damage to any property arising from the performance of any work by a developer. The developer shall indemnify, protect, defend and shall hold harmless the District and its officers, agents and employees from any liability imposed by law upon the District or its officers, agents or employees, including all costs, expenses, attorneys' fees, and other fees, and interest incurred in defending the same or in seeking to enforce this provision. The developer shall be solely liable for any defects in the performance of the developer's work or any failure which may arise therefrom.

Section 12.06 Formation of Improvement District

- A. When a developer installs or causes to be installed any part of the District collection system, the developer may request in writing that the District form an improvement district, pursuant to the California County Water District law or other law, to include that real property which is served and benefited (or to be served and benefited) by the collection system installed or caused to be installed, by the developer.
- B. The District may agree to form an improvement district only after receiving the developer's written request for formation thereof and the developer's written agreement to pay all sums reasonably incurred by the District in the formation and operation of the improvement district.
- C. If the District agrees to form an improvement district, the developer shall pay the District an initial fee, to be determined by the District, towards the District's cost of forming the improvement district. The District shall not take any steps towards the formation of the improvement district until it receives this initial fee.
- D. The developer may withdraw the request for the formation of an improvement district if no prejudice will result therefrom to the District or its customers.
- E. The developer shall be liable for all costs reasonably incurred by the District in the formation and operation of the improvement district whether or not the improvement district is formed.

Section 12.07 Size of New Force Main

The District may require the developer to install a force main larger than that necessary to adequately serve the developer's proposed construction. When the District requires the installation of a larger force main, the District shall either (a) pay the difference in cost, as determined by the District, between the size necessary to serve the developer's construction and the larger main line or (b) perform the installation itself subsequent to the receipt from the developer of a sum sufficient to cover the cost of installation, and other necessary expenses, of the main line required by the developer.

Section 12.08 District's Option to Construct Facilities

Whenever a developer applies for an assurance of sewer service or a sewer permit which involves the extension of the District's force main, the District, at its sole option, may install such facilities subsequent to the developer's advancement to the District of funds sufficient to cover the costs of

construction and other necessary expenses as may be reasonably incurred by District for engineering, administration, staff and legal expenses. (Amended by Ord 2009-06)

Upon completion of construction, the District shall refund any funds advanced in excess of the actual cost to be borne by the developer.

Section 12.09 Application for Force Main Extension Agreement

Whenever a developer applies for a sewer permit or an assurance of sewer service which involves a force main extension, the developer may also apply to the District for a Force Main Extension Agreement, which provides for partial reimbursement to the developer of the developer's costs of constructing the force main extension. The District may accept the application and approve a Force Main Extension Agreement.

Section 12.10 Force Main Extension Agreement

Whenever a developer enters into a Force Main Extension Agreement with the District, the Agreement may provide for a refund to the developer as follows:

- A. Within the limits specified herein, when the Force Main has been installed at the Developer's sole expense, the Developer shall be entitled to a sum up to twenty-five percent (25%) of the hook-up unit fees and fixture unit fees received by the District for hook-ups into the Force Main Extension paid for by the developer.
- B. Any amounts collected by the District for hook-up unit fees and fixture unit fees, subject to Section 12.10 A, shall be refunded to the developer within ninety (90) days following the date of collection; provided that no refund shall be made for collections made after five (5) years from the date of completion of the extension.
- C. The total amount to be refunded to the developer shall not exceed 25% of the net amount paid by the developer to the District for the extension, if installed by the District, or 25% of the estimated cost, as determined by the District, for such extension if installed by the developer.

Section 12.11 Dedication Requirements

An Offer of Dedication of all those portions of the collection system to be constructed, excluding private sewer lines, shall be included in any application concerning construction of the collection system.

Upon completion, final inspection and approval of the constructed improvements by the District, the Developer shall present an Offer of Dedication and any and all easements, signed and acknowledged, on the forms and in the content as provided by the District. (Amended by Ord 2009-06)

No portion of the collection system shall be accepted by the District for dedication unless that portion to be accepted has been constructed in conformity with the requirements of the District. When the construction of the collection system has been completed and accepted by the District, it shall become the property of the District.

Notice to Developer: Prevailing Wages may have to be paid to employees and subcontractors on construction of facilities which are later to be dedicated to the District.

Section 12.12 Initiation of Sewer Service

To initiate sewer service, a permittee shall deliver to the District a written request for the initiation of sewer service at least fifteen (15) working days prior to the date sewer service is to be made available.

2019-20 SEWER RATES
SCHEDULE A

<u>Applicable Section No.</u>	<u>Description</u>	<u>Fee</u>
-------------------------------	--------------------	------------

6.03 Connection Fees

<u>Type of Connection</u>	<u>Connection Fee</u>
*Single-Family Residential Units: Single Family Dwelling, Halfplex Unit	\$ 5.627
*Multi-Family Residential Units: Condominium, Apartment, Duplex Unit, Accessory Dwelling Unit (ADU), Lock-Off Unit with or without cooking facility or kitchenette	\$ 5.627
Hotel Units: Hotels charged as Commercial Connection by water meter size	Based on water meter size
Commercial: Based on water meter size	
5/8 x 3/4" Meter	\$ 5.627
3/4" Meter	\$ 5.627
1" Meter	\$ 5.627
1.5" Meter	\$ 11,254
2" Meter	\$ 18,006
3" Meter	\$ 33,762
4" Meter	\$ 56,270
6" Meter	\$ 112,540

*Connection Fees for residential units served water by meters larger than one-inch shall pay the Commercial Connection Fee for the applicable meter size.

2019-2020 SEWER RATES
SCHEDULE A

<u>Applicable Section No.</u>	<u>Description</u>	<u>Fee</u>
-------------------------------	--------------------	------------

6.10C Rates & Charges for Sewer Service (User Fees)

Single Family Residential Units – Annual Base Rate

(Single Family Dwelling, Halfplex Unit) = \$ 679.60 / unit

Multi-Family Residential Units – Annual Base Rate

(Condominium, Apartment, Duplex Unit, Accessory Dwelling Unit (ADU), Lock-Off Unit with or without cooking facility or kitchenette) = \$ 534.70 / unit

Residential Pool – Annual Base Rate = \$ 887.90

Hotel Units

(Hotels charged Commercial Base and Consumption Rates)

Commercial – Annual Base Rate

0 to 75,000 gallons = \$ 1,203.10

Commercial – Annual Consumption Rate

75,001 gallons and up = \$ 16.05 / 1,000 gallons

2019-20 SEWER RATES
SCHEDULE A

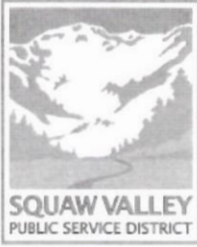
<u>Applicable Section No.</u>	<u>Description</u>	<u>Fee</u>
6.01	Plan Checking Fee	
	= Actual Cost to District	
	Deposit Amounts:	
	Single Family Unit	
	= \$ 50.00	
	All Other Uses = \$ _____	
	= \$500.00	
6.02	Sewer Construction Permit Fee	= Actual Cost to District
6.03	Connection Charges	= Connection Fee + Tapping
Fees		
	Connection Fees	
	1" Meter	= \$5,627
	1.5" Meter	= \$11,254
	2" Meter	= \$18,006
	3" Meter	= \$33,762
	4" Meter	= \$56,270
	6" Meter	= \$112,540
	Tapping Fee	
	= Actual Cost to District	
6.05	Sewer Line Easement Processing Fee	= Actual Cost to District
6.06	Application Fee	= \$ _____
	= \$20.00	
6.07	Special Study Preparation or Checking Fee	
	= Actual Cost to District	
6.10C	Annual Service Charges for Sewer Service:	
	Flat Rate Charge: Residential	= \$679.60
	Flat Rate Charge: Condo/Apt./Duplex/ 2 nd Unit (Multi-Family Resident)	= \$534.70
	Residential Pool Base Flat Rate	= \$887.90
	Commercial/Industrial Rate	
	Base of 75,000 gallons	= \$1,203.10
	Overages	= \$16.05 / 1,000-gallons
6.10F	Temporary Sewage Disposal Fee	= \$ _____
	= \$2.50 / 1,000 gallons	
	— plus T-TSA charges	
	Establishment Fee = \$ 50.00	
	Temporary Sewer Service	

2019-20 SEWER RATES
SCHEDULE A

<u>Applicable Section No.</u>	<u>Description</u>	<u>Fee</u>
	Temporary Sewer Service = \$50.00 per trip	Inspection Fee = \$
6.11E	Lateral Testing Fee	= Actual Cost to District
6.12I	Payment Discount	= [Deleted by Ord. 99-03]
9.12	Disconnection /Reconnection	= \$ 50 each ea-

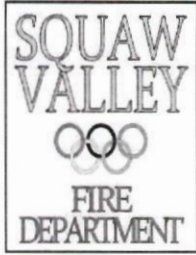
SVPSD, CHAPTER 2, Schedule A Page 1





SQUAW VALLEY PUBLIC SERVICE DISTRICT

EXHIBIT # F-4
62 pages



Sewer Technical Specifications Update

DATE: March 31, 2020
TO: District Board Members
FROM: Dave Hunt, District Engineer
SUBJECT: Resolution 2020-05 Adopting Revisions to the Sewer Technical Specifications

BACKGROUND: The District's Sewer Technical Specifications provide the rules and regulations for the construction and testing of sanitary sewer assets. There are two parts to the Technical Specifications: (1) written specifications defining design standards, construction methods and testing, and materials, and (2) standard construction details in the form of engineered drawings. These inform engineers, architects, contractors, and property owners about the required construction materials and methods necessary for proper construction of District and privately owned water and sewer assets.

The technical specifications and standard details require periodic updates to address current material and construction standards. The technical specifications have gone through minor updates over the past 20 years with the last substantial updates occurring in 2007 for sewer and 2009 for water. The standard details were most recently updated in April 2019.

DISCUSSION: Staff is proposing to update the Sewer Technical Specifications as follows:

- Revise Section 1.15 Service and Building Laterals
- Revise Section 1.16 Cleanouts
- Add Section 1.22 Building Lateral Testing
- Update Standard Details List
- Document formatting

Revisions to Section 1.15 and 1.16, and the addition of Section 1.22 coincide with the proposed Sewer Code revisions associated with building lateral pressure testing requirements. Section 1.15 addresses material and construction method requirements for both service laterals (District owned) and building laterals (privately owned). Section 1.16 was revised to include the requirement for installing a double cleanout at the property/easement line. Finally, Section 1.22 was added to provide details for the pressure testing of building laterals.

Staff has also revised a number of Sewer Standard Details based on input from construction contractors, operations staff, and lessons learned from field

inspections. These edits do not substantially change the existing details, but only provide clarification and additional material and construction notes.

- ALTERNATIVES:**
1. Approve the updates to the Sewer Technical Specifications, including the Sewer Standard Details and approve Resolution 2020-05.
 2. Do not approve updates to the Water and Sewer Technical Specifications, including the Sewer Standard Details and do not approve Resolution 2020-05.

FISCAL/RESOURCE IMPACTS: There are no direct fiscal or resource impacts to the District by approving updates to the Sewer Technical Specifications.

RECOMMENDATIONS: Approve Resolution 2020-05 for updates to the Sewer Technical Specifications.

ATTACHMENTS:

- Resolution 2020-05
- Sewer Technical Specifications – Proposed (25 pages)
- Sewer Technical Specifications – Current (Original- redlined) (25 pages)
- Updated Sewer Standard Details – SS-01, SS-02, SS-03, SS-06, SS-09, SS-10, SS-13, SS-19
- Sewer Standard Details – Revision Log

DATE PREPARED: March 25, 2020

RESOLUTION 2020-05

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SQUAW VALLEY PUBLIC SERVICE DISTRICT
ADOPTING REVISIONS TO THE SEWER TECHNICAL SPECIFICATIONS**

WHEREAS, in May 2014 the Board of Directors authorized removal of the Sewer Chapter 2 Design Standards Division 7 from the District's administrative code; and

WHEREAS, in May 2014 the Board of Directors authorized the development of the Sewer Technical Specifications Manual to replace the above-mentioned Administrative Code Chapters and Divisions; and

WHEREAS, the Sewer Technical Specifications and the Sewer Standard Details require updates from time to time to address changes in construction and testing methods, and materials.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Squaw Valley Public Service District hereby adopts the updates to the Squaw Valley Public Service District's Sewer Technical Specifications.

PASSED AND ADOPTED this 31st day of March 2020 at a regular meeting of the Board of Directors duly called and held by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

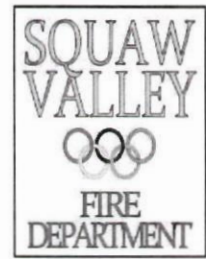
Dale Cox, Board President

ATTEST:

Jessica Asher, Board Secretary



**SQUAW VALLEY
PUBLIC SERVICE DISTRICT**



SEWER TECHNICAL SPECIFICATIONS

Issue Date: May 2014
Revision Date: March 2020

SQUAW VALLEY PUBLIC SERVICE TECHNICAL SPECIFICATIONS-SEWER

SEWER TECHNICAL SPECIFICATIONS		Page
Section 1.01	General Specifications	1
Section 1.02	Sewer Plans	1
Section 1.03	Sewer Service for Large Lots	2
Section 1.04	Sewer Easement Requirements	2
Section 1.05	Record Maps	3
Section 1.06	Size of Main Line Sewer	3
Section 1.07	Depth of Sewer	3
Section 1.08	Additional Protection Required	3
Section 1.09	Water and Sewer Separation	3
Section 1.10	Inclusion of Other Utilities within Pipe Trench	4
Section 1.11	Materials	4
Section 1.12	Manholes	5
Section 1.13	Connection to Existing Manhole	7
Section 1.14	Drop Manholes	7
Section 1.15	House Laterals	7
Section 1.16	Cleanouts	8
Section 1.17	Excavation and Backfill	8
Section 1.18	Trench Bedding and Initial Backfill	8
Section 1.19	Intermediate Backfill	9
Section 1.20	Trench Compaction	9
Section 1.21	Grease Traps and Interceptors	10
Section 1.22	Building Lateral Testing	14
Section 1.23	Sewer Line Flushing and Testing	14
Section 1.24	Manhole Leakage Test	18
Section 1.25	Wastewater Lift Stations	19
Section 1.26	Residential Pump Systems	19
Section 1.27	Backflow Prevention Devices	21
Section 1.28	Clean Up	22

SEWER STANDARD DETAILS

SS-01	MANHOLE FRAME AND COVER
SS-02	STANDARD SEWER MANHOLE
SS-03	MANHOLE BASE SECTIONS
SS-04	MANHOLE BASE PATTERN
SS-05	INSIDE DROP MANHOLE
SS-06	INTERNAL MANHOLE CHIMNEY
SS-07	MANHOLE CONSTRUCTION OVER EXISTING LINE
SS-08	PIPE CONNECTION TO EXISTING MANHOLE
SS-09	SEWER MANHOLE GRADE RING ADJUSTMENTS
SS-10	SERVICE LATERAL
SS-11	SERVICE LATERAL DETAIL (ISOMETRIC VIEW)
SS-12	SERVICE CONNECTION TO EXISTING MAIN
SS-13	SEWER SERVICE POINT OF CONNECTION
SS-14	LATERAL CLEANOUT ASSEMBLY
SS-15	SERVICE CONNECTION PUMPED SEWER SYSTEM
SS-16	TYPICAL SEWER TRENCH
SS-17	RESIDENTIAL – SMALL COMMERCIAL PUMP STATION
SS-18	GREASE INTERCEPTOR
SS-19	SAMPLE PORT FOR SERVICE LATERAL
SS-20	SAMPLE PORT LOCATION
SS-21	SAND/OIL INTERCEPTOR

SEWER TECHNICAL SPECIFICATIONS

Section 1.01 General Specifications

Except where modified by this document, all materials furnished and work performed shall be done in accordance with the most current edition of the County of Placer General Specifications (herein referred to as General Specifications), or as directed by the District. In the event of conflict, error, ambiguity or discrepancy between the General Specifications and this document, this document shall take precedence.

Section 1.02 Sewer Plans

Before a sewer permit may be issued, plans for the proposed construction shall be submitted to and approved by the District. The plans submitted shall become the exclusive property of the District. After the fees required by the District have been paid, the District shall check the submitted plans for compliance with the requirements of this document and other applicable laws and ordinances of the District.

- A. The plans submitted shall be identical to plans for the same project submitted to other governmental entities. The District shall be notified of any changes in the plans. Any changes in the plans must be checked and approved by the District prior to the issuance or modification of the sewer permit and shall be subject to District Code.
- B. All structures, facilities, and other appurtenances shown on the plans shall comply with all applicable District standards including, but not limited to, design.
- C. The plans submitted shall be adequate for the District to determine the proposed demand to be placed on the District's sewer system. The plans submitted shall be adequate for the District to calculate the applicable fees and charges.
- D. Any plans submitted for approval under the provisions of this document shall be prepared by or under the direction of and shall be signed and stamped by a Registered Civil Engineer of the State of California.
- E. Soil conditions, particularly in areas known to have high groundwater, rock, or filled ground, shall be prospected and the results shown on the profile.
- F. All substructures which will be encountered in the construction or which will be installed as part of the improvement shall be shown and designated on the plan. Large substructures which require special treatment in the design of the sewer shall also be shown in the profile.
- G. If a literal compliance with any engineering requirements of this document is impossible or impractical because of peculiar conditions in no way the fault of the person requesting an exception, and the purposes of this document may be accomplished and public safety secured by an alternate construction or procedure, and the District so finds that such alternate complies with sound engineering practice, the District may grant an exception permitting such alternate construction or procedure.

H. For estimating wastewater design flows, unit wastewater generation rates shall be per the table below, or as directed by the District. Wastewater flow estimates for facilities not listed shall be per the latest edition of the Uniform Plumbing Code. A peaking factor of 2.6 shall be applied for planning and design of sewer systems.

Unit Wastewater Generation Rates

Land Use	Recommended Unit Flow Factor (gpd/unit)
Residential	
Single Family	291
Single Family – Multiple Units	475
Multi-Family – Individually Metered	151
Multi-Family – Master Metered	244
Other	
Hotel/Motel	304
Commercial	0.38 gpd/ft ² of building space

I. All surveying and design drawings shall conform to CA State Plane, Zone II, NAD 83 U.S. Survey FT for vertical datum and NAVD 88 for vertical datum.

Section 1.03 Sewer Service for Large Lots

Where a lot is of sufficient size that the County Zoning Ordinance does not prohibit its division into smaller parcels, each of such possible parcels upon which one or more buildings containing plumbing facilities are or may be located, may be considered as a separate lot. Separate house laterals may be constructed to the main line sewer for each of such possible parcels except where the owner has entered into an agreement with the District, recorded against the property, which provides that the land will be held as a unit and that before any division of land is made, separate sewerage facilities will be provided for each parcel. If the main line sewer does not extend to a point from which such possible parcels can be served in accordance with this document, the main line sewer must be extended in compliance with this document.

Section 1.04 Sewer Easement Requirements

A person who wishes to have constructed a sewer in an easement under the provisions of this document shall present to the District a request for processing, sufficient information to enable the preparation of written legal description with current Assessor's Parcel Numbers, the appropriate fees and plans showing the locations of all structures in the proximity of the sewer.

The location and dimensions of a sanitary sewer easement shall be sufficient to provide present and future sewer service to abutting areas and adequate access for maintenance, as determined by the

District. No easement shall be less than ten (10) feet in width.

Until the required easements have been properly executed and recorded, no plan shall be approved by the District for construction of sewer facilities across private property and no sewer facility shall be accepted for public use nor placed in use by any person.

Section 1.05 Record Maps

Two sets of 100% complete drawings delineating a record of sewers and appurtenances shall be filed with the District prior to and as a condition of approval and acceptance of construction. No certificate of final inspection will be issued until "As-Builts" have been filed with the District.

Section 1.06 Size of Main Line Sewer

The size of main line sewer pipe shall be determined by a Registered Civil Engineer, subject to the approval of the District, but in no case shall it be less than six (6) inches inside diameter unless approved by the District.

Sizes and Grades: Pipes 15" and under in diameter shall be designed to flow at 1/2 depth at maximum flows with $n = 0.013$. Pipe 18" in diameter and over shall be designed to flow at 3/4 depth at maximum flows with $n = 0.013$.

A main line sewer shall be designed to provide a minimum velocity of two (2) feet per second for pipes flowing one-half full, except that the District may approve a gradient that will develop a lower velocity if the District finds that a gradient that will develop a velocity of two (2) feet per second is unobtainable.

Section 1.07 Depth of Sewer

The minimum depth for main line sewers shall be five (5) feet.

The depth for residential main line sewers must be sufficient to provide for a house lateral with a minimum depth of at least three (3) feet below the curb grade or street or alley grade at the property line.

Exceptions to the above minimum may be made only as a special condition after review and approval by the District.

Section 1.08 Additional Protection Required

Sewer pipe installed under a conduit or other structure, or at depths greater than twenty (20) feet, or in other locations where the District determines that additional protection is required, shall be reinforced with a concrete cradle, or encased in concrete, or reinforced by other approved means which will protect the pipe to the same extent.

Section 1.09 Water and Sewer Separation

Any new development in which all underground utilities are being constructed for the first time must comply with the following sewer and water line separation standards:

- Sewer mains shall be installed at least ten (10) feet horizontally and one (1) foot vertically below water mains located parallel to each other.
- Sewer mains shall be installed perpendicular to and at least one (1) foot lower than water mains crossing the main with connection joints for both mains centered over the crossing.
- If a sewer service lateral parallels a water main or water service lateral, the sewer service lateral must be in a separate trench and located at least twelve (12) inches lower than the water main or water service lateral and at least four (4) feet away from the water main or water service lateral.
- If a sewer main crosses a water service lateral, the sewer main must be located at least eighteen (18) inches lower than the water service lateral.
- If a sewer service lateral crosses a water main or water service lateral, the sewer service lateral must be located at least twelve (12) inches lower than the water main or water service lateral.

Alternative separation criteria may be approved by the District if the criteria meet the requirements of the California Department of Public Health.

Section 1.10 Inclusion of Other Utilities within Pipe Trench

No other utility shall be allowed in the pipe trench excavated for sewers or sewer appurtenances within the County rights-of-way. Utilities crossing over or under sewers shall be adequately marked and protected against future excavation for necessary repair of sewer lines.

Section 1.11 Materials

A. Polyvinyl Chloride (PVC) Gravity Sewer Pipe

PVC gravity sewer pipe and fittings shall conform to ASTM D 3034 for diameters from 4" to 15", and ASTM F 679 for 18" to 24", with integral-bell and gasket joints. Rubber gaskets shall be factory installed and conform to ASTM F 477. Pipe joints shall conform to ASTM D 3212.

B. PVC Pressure Pipe

PVC Pressure Pipe (PVC C900 & C905): PVC C900 & C905 pipe shall conform to and meet the requirements of AWWA C900 and C905, respectively. Compound material shall meet ASTM D1784, cell class 12454-B. Pipe shall be supplied with an integral bell with gasket meeting the requirements of ASTM F 477. The gasket joint assembly shall meet the requirements of ASTM D 3139.

C. High Density Polyethylene Pipe (HDPE)

HDPE pipe shall be high molecular weight, high density polyethylene pipe. The material shall be listed by the Plastic Pipe Institute (PPI) with a designation of PE 3408 and have a minimum cell classification of 345434C, D, or E (inner wall shall be light in color) as described in ASTM D3350. The pipe material shall meet the requirements for Type III, Class B or C, Category 5, Grade P34

material as described in ASTM D1248. The pipe shall contain no recycled compound except that generated in the manufacturer's own plant from resin of the same specification from the same raw material pipe. Pipe (excluding black colored pipe) stored outside shall not be recycled. Pipe and fittings shall be made in conformance with ASTM F714 and ASTM D3261 as modified for the specified material. The pipe shall be homogeneous throughout and free of visible cracks, holes, foreign inclusions or other injurious defects. It shall be uniform in density and other physical properties. Any pipe not meeting these criteria shall be rejected.

D. Ductile Iron Pipe (DIP)

Ductile iron pipe shall conform to and meet the requirements of ANSI/AWWA C151/A21.51. It shall be the thickness class required for supporting the imposed loads. Joints shall conform to ANSI/AWWA C111/A21.11. Fittings shall be ductile iron and shall meet the requirements of ANSI/AWWA C110/A21.11. An exception to this is the 4 to 12 inch pipe size whereby ductile iron compact fittings may be used provided they meet the requirements of ANSI/AWWA C153/A21.53 and have a working pressure rating of 350 pounds per square inch.

Section 1.12 Manholes

A. General

This work shall consist of the construction of manhole structures at the locations as shown on the plans.

B. Manhole Placement

Manhole structures shall be placed in the main line sewer at all changes of alignment and gradient. The maximum distance between structures shall be not more than four hundred (400) feet. All structures shall be designed according to **the standard drawings of this document**. Where the location of two manholes is determined by intersecting lines, the distance between intervening manholes shall be approximately equal.

Sewers on curved alignment with a radius of less than four hundred (400) feet shall have manholes spaced at a maximum of three hundred (300) feet and adjusted down to fit the individual case. Curved alignments shall not be used unless specifically permitted by the District.

C. Materials

For precast manhole sections, the manhole sections, adjustment rings and tapered sections with tongue and groove joints shall conform to ASTM Designation C478. Manhole cones shall be constructed with an internal flat vertical surface at the upper joint to allow installation of internal manhole chimney seals. Vertical surface shall measure no less than two (2) inches and be continuous along the entire circumference of the top cone opening. Metal forms shall be used in the manufacture of the precast sections so as to obtain smooth surfaces. The concrete shall be well compacted by being centrifugally-spun, vibrated, or mechanically-tamped.

For cast-in-place manhole bases, concrete shall conform to ASTM Specification C478-64T. Portland cement shall be Type II, conforming to the requirements of ASTM Designation C-150.

Frame and cover assemblies shall be traffic weight, South Bay Foundry Model SBF-1900-OS-

CPH, or approved equal, marked sanitary sewer, ten (10) degree tapered cover with o-ring. Frames and covers shall be matched and marked in pairs before delivery. Manhole covers shall fit without rocking. Joint sealant shall be "Ram Nek" as manufactured by K. T. Snyder Co., or approved equal.

If used, mortar shall consist of one (1) part portland cement to two (2) parts clean, well graded sand. All sand shall pass through a one-eighth (1/8) inch screen. Admixtures may not exceed the following percentages of weight of cement: hydrated lime ten (10) percent; diatomaceous earth or other inert materials five (5) percent. Mortar shall be of such consistency as to readily adhere to all surfaces. Mortar shall be used within thirty (30) minutes of mixing.

D. Construction

Manholes shall be watertight structures constructed in accordance with the details of this document.

The ends of barrel sections, cone sections and grade rings shall be of such design and construction that when properly laid they shall have a smooth and uniform surface. To prevent infiltration or exfiltration each joint shall be sealed with a flexible joint sealant compound in accordance with the manufacturer's recommendations.

The inside bottom of manholes shall be shaped to provide channels conforming to the size and shape of the inlets and outlets to the manhole. The exact configuration of transitions from branch size to mainline sizes shall be as directed by the Engineer. All work shall be cured for a period of ten (10) days after being placed and shall be protected from injury.

During the pour of the manhole base, adequate care shall be taken to ensure the proper bond between the sewer pipe and the concrete to prevent leakage at that location.

Concrete surfaces shall be furnished as specified in Section 51 of the State of California Standard Specifications. Finish for surfaces underground and not exposed to view shall be "Ordinary Surface Finish." Finish for surfaces exposed to view and manhole bottoms, shall be Class 1.

Grade rings may be set with Polymer Concrete Shimz or mortar if necessary for adjustment of the final cover elevation. A full bed of mortar shall be used, and all excess mortar shall be trimmed flush. The outside of each mortar joint shall be sealed with an approved bituminous sealing compound. Mortared joints shall not exceed a thickness of one-half (1/2) inch. The total height of grade rings shall not exceed twelve (12) inches. In paved areas or areas of high groundwater, or when mortar is being used to adjust final elevation, an internal rubber chimney seal and/or seal extension shall be installed. The internal rubber seal and seal extensions shall be as manufactured by Cretex Specialty Products, or approved equal. The seals and extensions shall have a minimum thickness of three-sixteenth (3/16) inches and shall be extruded from a high grade rubber compound conforming to the applicable requirements of ASTM C93. The bands used for compressing the seal and extension against the manhole shall be fabricated from 16 gauge stainless steel conforming to ASTM A240 Type 304, any screws, bolts or nuts used on the band shall also be Type 304 stainless steel.

The top of manhole elevations shown on the plans are approximate only. In general, the finished grade of the manhole shall be set one-half (1/2) inch below pavement grade in paved areas, four (4) inches below grade in shoulders or similar unpaved areas, and one (1) inch above grade in other areas. When the manhole is located in the pavement area, it shall not be constructed to final

grade until the pavement has been completed.

Section 1.13 Connection to Existing Manhole

Connections to existing manhole walls shall be made by core drilling into the wall of the manhole. Pipe penetration through the manhole wall shall be sealed with a watertight seal by one of the following:

- Equipping the pipe with a flexible pipe-to-manhole connector (Kor-N-Seal®, or equivalent) that provides a watertight seal of the pipe to the manhole. The rubber for the connector shall comply with ASTM C923 and consist of elastomers designed to be resistant to ozone, weather elements, chemicals, including acid, alkalis, animal and vegetable fats, oils, and petroleum products from spills. Stainless steel elements of the connector shall be non-magnetic series 316 stainless steel.
- Alternative mechanical seal requiring prior District approval
- If either of the above pipe to manhole connectors cannot be used due to constraining field conditions, the following application will be allowed on a case-by-case basis: inserting the end of the pipe through the core drilled opening, and either using a manufactured water stop around the pipe centered in the penetration or packing the opening around the pipe with Ram-Nek and primer, then covering with a stiff mix of cement mortar, thoroughly compacted. The mortar shall be composed of one part Type II Portland cement and three parts clean sand. The mortar shall be troweled smooth and flush with the interior surface of the manhole.

Connection of a pipeline to an existing manhole which has a stub-out shall be accomplished with a rigid repair coupling (FERNCO 1056-66RC, or equal). No flexible rubber couplings are allowed.

The use of impact hammers to break into a manhole wall is prohibited.

Section 1.14 Drop Manholes

When in the opinion of the District the flow line grades are such as to require a drop manhole this shall be accomplished as detailed in the standard details. A drop inlet shall not be permitted within five (5) feet of the flow line.

Section 1.15 Service and Building Laterals

It shall be the responsibility of the owner or their agent, or developer, at their expense, to install all building and service lateral pipelines and appurtenances from the District owned sewer main to the connection to the building sewer.

Service laterals and building laterals shall be four (4) inched inside diameter (I.D.) minimum for a single family residence and six (6) inches I.D. minimum for multiple-units, commercial, industrial, and public use services.

Allowable pipe materials include PVC gravity sewer pipe, PVC pressure pipe, or DIP. Where the laterals will have less than four (4) feet of cover in traffic areas, PVC pressure pipe or DIP shall

be used.

Laterals shall be constructed with a minimum slope of 2%. The minimum depth for laterals shall be 36 inches minimum below finished grade at the property or sewer easement line. A minimum of 30 inches of cover shall be maintained for the building lateral.

A District inspector shall be present during the installation of all building and service laterals to ensure that the work is being performed in accordance with the Sewer Code and the Sewer Technical Specifications. No backfill shall occur without prior District inspection.

Laterals shall be installed in accordance with the standard details within this document and the CPC.

Section 1.16 Cleanouts

A double cleanout shall be installed in each building lateral at the property line of the premises being provided with sewer service, and a second cleanout installed within 5 feet of where the lateral exits the structure foundation. Cleanouts located under the house are not acceptable; rather the cleanout must be located outside the building foundation. Additional cleanouts shall be installed at intervals not to exceed one hundred (100) feet, and at any other point the owner or their agent may select for the purpose of keeping said sewer pipeline clean and free of obstruction. A cleanout, boxed to grade, shall also be installed at the property line on vacant parcels, and on the upstream side of the fitting at all forty-five (45) degree or greater bends.

All cleanout boxes shall be constructed according to the standard detail provided in this document. Cleanout boxes shall be set to grade and backfilled to prevent accidental displacement or removal. Lids shall have "SEWER" or equivalent imprinted on the lid. Lids with verbiage other than a sewer utility designation (i.e., Water, Gas, etc.) imprinted on the lid are not permitted.

All cleanout risers must be from three (3) to eight (8) inches below finished grade and boxed to finished grade with an appropriate removable watertight plug in the end of the riser. Cleanout risers and appropriate boxes are required on all cleanouts.

Section 1.17 Excavation and Backfill

Excavation and backfill for all sewers shall conform to Section 19-3.01 and Section 71-1.03 of the Placer County General Specifications.

Section 1.18 Trench Bedding and Initial Backfill

Trench bedding and initial backfill shall consist of material placed from the bottom of the trench to one (1) foot above the top of pipe or as required by the District. This material shall have a minimum sand equivalent of twenty-five (25) and shall pass the three-quarter ($\frac{3}{4}$) inch aggregate grading requirements shown below. All exceptions shall be approved by the District.

AGGREGATE GRADING REQUIREMENTS

Sieve Size	% Passing
1"	100
¾"	90-100
No. 4	35-60
No. 30	10-30
No. 200	2-5

Compactable concrete may also be approved as pipe bedding material. The compactable concrete shall be prepared and placed as specified in Section 19-3.061 of the General Specifications. When determined by the District that the foundation material is wet or rocky, drain rock bedding material shall be placed to a depth of at least six (6) inches below the pipe or one-fourth (1/4) the outside diameter of the pipe barrel, whichever is greater. This material shall be washed rock one hundred (100) percent passing the three-quarter (¾) inch screen, and wrapped in filter fabric as appropriate to prevent migration of fines into rock voids.

In excessively wet areas a special foundation design shall be required by the District.

Section 1.19 Intermediate Backfill

Intermediate backfill shall consist of material placed from one (1) foot above the pipe to subgrade. All intermediate backfill shall be free of debris and organic matter, and shall be free of any rocks over three (3) inches in diameter.

Sewer lines placed with less than one (1) foot of intermediate backfill, shall be encased in concrete or provided with a concrete cover, cement slurry or other method approved by the District.

Section 1.20 Trench Compaction

The required compaction for utility trenches within the roadway shall be a minimum of:

Bedding and Initial Backfill

Ninety-five (95) percent relative compaction, unless otherwise specified by the utility owner.

Intermediate Backfill

Ninety-two (92) percent relative compaction to subgrade, or as shown on the plans or in the project specifications.

The required compaction for utility trenches outside the roadway shall be a minimum of ninety (90) percent from the bottom of the trench to finished grade, or as shown on the plans or in the project specifications.

Compaction shall be obtained by mechanical means in layers not to exceed 8 inches in thickness. Trench jetting will not be allowed within the roadway prism.

Section 1.21 Grease Traps and Interceptors

Where any grease or other objectionable materials may be discharged into a public or private sanitary sewer system shall have installed on the premises an appropriately sized grease interceptor or grease trap as required by the Uniform Plumbing Code.

- Facilities are classified into the following categories based on the type of facility, the nature and volume of the waste flow produced, the hours of operation, and the number of meals served per day: Industrial - commercial facilities as defined in sections 709 and 710 of the Uniform Plumbing Code, and those facilities designated by the District.
- High Volume - full menu type establishments operating more than sixteen (16) hours per day and/or serving five hundred (500) or more meals per day.
- Medium Volume - full menu or specialty menu type establishments serving full meals eight (8) to sixteen (16) hours per day, and/or one hundred (100) to four hundred (400) meals per day.
- Small Volume - fast food, take-out or specialty type food establishments with limited menus, a minimum of dish washing, and/or minimal seating capacity.

The District shall approve the size, type and location of each grease trap or interceptor.

Waste in excess of 140 degrees Fahrenheit (60 degrees Celsius) shall not be discharged into a grease trap or interceptor.

For the purpose of this document, the term "fixture" shall mean and include each plumbing fixture, appliance, apparatus or other equipment required to be connected to or discharged into a grease trap or interceptor by any provision of this document.

Waste discharge from fixtures and equipment in the above-mentioned types of establishments which may contain grease or other objectionable materials, including, but not limited to, scullery sinks, pot and pan sinks, dishwashers, food waste disposal, soup kettles, etc., and floor drains located in areas where such objectionable materials may exist, must be drained into the sanitary waste through a grease trap or interceptor when approved by the District (Exception: Toilets, urinals, and other fixtures containing fecal material may not flow through interceptors, traps, or sand/oil interceptors).

District personnel will periodically schedule inspections of grease traps and interceptors. It shall be the responsibility of the owner or their agent to maintain grease traps and interceptors in an efficient operating condition by periodic removal and proper disposal of the accumulated grease. No such collected grease shall be introduced into any drainage piping or public or private sanitary sewer facility.

The owner or their agent shall post and maintain a current grease trap/interceptor cleaning and maintenance log on the premises and shall have the log available for review by District personnel at all times.

A. Grease Interceptors

Industrial facilities and High Volume food establishments are required to install a grease interceptor. Medium Volume and Small Volume food establishments may require a grease interceptor as determined by the District.

Interceptors shall be constructed and installed at the expense of the owner, in accordance with the standard detail of this document.

Each grease interceptor shall be so installed and connected that it shall be easily accessible at all times for inspection, cleaning, and removal of the intercepted grease. A grease interceptor may not be installed in any part of a building where food is handled. Proper location of the grease interceptor shall meet the Uniform Plumbing Code Requirements and the approval of the District.

Each commercial facility or business establishment for which a grease interceptor is required shall have an interceptor which shall serve only that business establishment.

Buildings remodeled for use requiring interceptors shall be subject to these regulations.

Grease interceptors shall have a minimum seven hundred fifty (750) gallon capacity.

Interceptors shall be installed in such a manner that surface drainage may not enter. Interceptors located in vehicle traffic areas shall be capable of withstanding an H-20 axle load. The access port cover shall be at least one-half ($\frac{1}{2}$) inch below finished grade and shall also be capable of withstanding an H-20 axle load. Except as otherwise provided, the cover and access ports shall be gas-tight. The waste shall enter the interceptor through the inlet pipe only. Interceptors shall be so designed that they will not become air bound. Each interceptor shall be properly vented, as required by Section 708(d), Uniform Plumbing Code.

A sample port shall be installed at the Owner's expense to ensure proper operation of the grease interceptor. The sample port shall be located just outside of the building foundation and downstream of the foundation cleanout as shown in the standard detail of this document. Sample ports shall be sized such that a sample may be taken at any time, under any flow conditions. An additional sample port for grease interceptors may be located inside the facility only with prior authorization from the District.

Grade rings may be used to establish final grade for the access ports and shall be installed using Ram-Nek and Ram-Nek primer.

Interceptors shall be tested in the same manner as manholes. The test shall be witnessed by a District Inspector.

Abandoned grease interceptors shall be emptied and filled in the same manner as required for abandoned septic tanks as described in Section 1119, Uniform Plumbing Code.

B. Grease Traps

Before Small / Medium Volume food establishments are allowed to install a grease trap in place of a grease interceptor, they must attain express written permission from the Placer County Department of Environmental Health and the District.

No grease trap shall be installed which has an approved rate of flow of more than fifty-five (55) gallons per minute, nor less than twenty (20) gallons per minute, except with prior written approval of the District.

Each plumbing fixture or piece of equipment connected to a grease trap shall be provided with an approved type flow control or a restricting device installed in a readily accessible and visible location in the tailpiece or the drain outlet of each such fixture. Flow control devices shall be so designed that the flow through such device or devices shall at no time be greater than the rated capacity of the grease trap. No flow control device having adjustable or removable parts shall be approved.

Each grease trap required by this section shall have an approved rate of flow, expressed in gallons per minutes, which is not less than forty (40) percent of the total capacity in gallons of fixtures discharging into said trap.

The grease retention capacity of the trap, expressed in pounds of grease, shall not be less than two (2) times the approved rate of flow in gallons per minute.

Any grease trap installed with the inlet more than four (4) feet lower in elevation than the outlet of any fixture discharging into such grease trap shall have an approved rate of flow which is not less than fifty (50) percent greater than that given in the preceding paragraph. No more than four separate fixtures shall be connected to or discharged into any one grease trap.

Each fixture discharging into a grease trap shall be individually trapped and vented in an approved manner. An approved type grease trap may be used as a fixture trap for a single fixture when the horizontal distance between the fixture outlet and the grease trap does not exceed 4 feet and the vertical tailpipe or drain does not exceed two and one-half (2 ½) feet.

No water jacketed grease trap or grease interceptor shall be approved or installed. No mechanical grease trap shall be allowed.

Each grease trap shall have an approved water seal of not less than two (2) inches in depth or the diameter of its outlet whichever is greater.

A sample port shall be installed at the Owner's expense to ensure proper operation of the grease trap. The sample port shall be located just outside of the building foundation and downstream of the foundation cleanout as shown in the standard detail of this document. Sample ports shall be sized such that a sample may be taken at any time, under any flow conditions. An additional sample port for grease traps may be located inside the facility only with prior authorization from the District.

C. Sand/Oil Interceptors

Every private or public wash rack used for cleaning vehicles, machinery or machine parts or facilities used for vehicle maintenance shall drain or discharge into a sand/oil interceptor of an approved design for this use.

The minimum internal dimensions of the interceptor shall be approximately twenty-four (24) inches wide by seventy-two (72) inches long with fifty-seven (57) inches between the tank bottom and the bottom opening of the ninety (90) degree bend at the outlet for a four hundred ninety (490)

gallon minimum liquid capacity.

Sand/oil interceptors shall be constructed and installed at the expense of the owner, in accordance with the standard detail of this document.

The inlet and outlet sewer piping shall conform to District specifications. The sewer outlet pipe shall have a downward pointing ninety (90) degree bend inside the tank. The bottom entrance to the ninety (90) degree bend shall extend six (6) inches below the invert of the outlet pipe. The top of the sewer inlet and outlet pipes shall be at least thirty (30) inches below the pavement surface where they enter and exit the tank.

The tank shall have a minimum of one self-sealing access port and shall be maintained in a leak tight condition so there is no entry of surface storm water. There shall also be no leakage of groundwater into the tank, and waste flow shall not be allowed to flow into the surrounding ground. Grade rings may be used to establish final grade for the access ports and shall be installed using Ram-Nek and Ram-Nek primer.

When the tank is located in a vehicle traffic area, the access port(s) shall be set at least one-half ($\frac{1}{2}$) inch below finished grade. Tank covers and access ports located in vehicle traffic areas shall be capable of withstanding an H-20 axle load.

A sample port shall be installed at the Owner's expense to ensure proper operation of the sand/oil separator. The sample port shall be located just outside of the building foundation and downstream of the foundation cleanout as shown in the standard detail of this document. Sample ports shall be sized such that a sample may be taken at any time, under any flow conditions. An additional sample ports may be required on the sewer service lateral as required by the District.

District personnel will periodically schedule inspections of sand/oil interceptors. It shall be the responsibility of the owner or their agent to maintain the sand/oil interceptor in an efficient operating condition by periodic removal and proper disposal of the accumulated sand and oil. No such collected sand and oil shall be introduced into any drainage piping or public or private sanitary sewer facility.

The owner or their agent shall post and maintain a sand/oil interceptor cleaning and maintenance log on the premises and shall have the log available for review by District personnel at all times.

All trapped materials removed from the interceptor, including filters and filter media, shall be disposed of in accordance with current existing environmental codes and regulations. It is the responsibility of the owner or their agent to determine the governing agency and comply with the code requirements.

Sand/oil Interceptors shall be tested in the same manner as manholes. The test shall be witnessed by a District Inspector.

Abandoned sand/oil interceptors shall be emptied and filled in the same manner as required for abandoned septic tanks as described in Section 1119, Uniform Plumbing Code.

All vehicle wash installations shall be equipped with an appropriate sand/oil interceptor. Potable water piping to the wash installation shall be metered to verify water consumption. No other facility other than the wash installation shall be fed potable water through the meter.

Vehicle wash installations shall utilize a recycle system. The clarification, filtration and recycle system shall be designed by the owner or their agent and approved by the District. When a recycle system is used, there shall be a closed shutoff valve in the sewer outlet pipeline external to the interceptor tank. It shall have the necessary access and protection.

It shall be the responsibility of the owner or their agent to maintain the system for proper operation. The District shall be notified at least seventy-two (72) hours in advance of any emptying and/or flushing of the system into the sanitary sewer.

The design of automated full service vehicle wash installations must be approved by the District on an individual basis.

Each vehicle maintenance facility shall have a sand/oil interceptor that meets the minimum tank requirements described above.

Section 1.22 Building Lateral Testing

All building laterals shall be tested by the air method. The test section shall be from the cleanout at the point of service (typically the property or sewer easement line) to the building cleanout.

A District inspection shall be required for approval of workmanship and materials in compliance with District requirements. Testing will be completed in the presence of a District Inspector. The system must be completely ready for inspection at the appointed time; failure to comply with this will result in an additional inspection service charge for each occurrence. The owner or their agent must be present at the time of inspection and test.

Once the backfill is complete and the cleanout boxes are installed, the new building lateral shall be tested in accordance with the following:

- Air Testing consists of plugging each end of the building lateral and applying a pressure of 4.0 pounds per square inch to the section under the test. The pipeline shall be allowed a maximum loss in pressure of 1/2 pound per square inch in 5 minutes. If the loss exceeds 1/2 pound per square inch, the test may be attempted one additional time. A second loss of pressure constitutes a failure of the pipeline.

Section 1.23 Sewer Line Flushing and Testing

A. General

As a condition of acceptance of the completed sewer system, the contractor shall ball, flush and test the entire gravity sewer system, including laterals, and shall flush and test all force mains, all as specified herein. The authorized representative of the District shall be present during the performance of all such work.

Prior to any balling, flushing or testing, all trenches shall be properly backfilled and compacted to a minimum depth of four (4) feet above the top of the pipes. All adjacent facilities, including water lines and other underground utilities, shall be in place and satisfactorily backfilled. The entire trench area shall be cleaned up and brought to the approved grade.

B. Test for Obstructions

Prior to hydrostatic or air testing, all gravity sewer lines shall be tested for obstructions and cleaned by balling and flushing. This shall be done with a commercial sewer cleaning ball, such as the Wayne sewer cleaning ball manufactured by the Sidu Company, P. O. Box 3537, Long Beach, the "Flexible" sewer ball manufactured by Flexible, Inc. of 3786 Durango Avenue, Los Angeles, or equal. The ball shall be controlled by a calibrated tag line or sewer rods, allowing a slow and controlled movement of the ball through the line. All obstructions, deficiencies or irregularities shall be repaired or removed as necessary.

C. Gravity Sewer Air Tests

Low Pressure Testing: Pressure testing of the completed sewer pipe installation by low pressure air testing shall be as specified herein. The maximum length of sewer line that may be tested at one time shall be limited to the length between adjacent manholes.

The Contractor shall provide all personnel and equipment necessary to conduct the test, including test plugs, air compressor and test gauge. The test gauge shall have minimum divisions of 0.10 psi, and an accuracy of 0.04 psi. Accuracy and calibration of the gauge shall be certified at six month intervals by a reliable testing firm, or if requested by the District. The gauge may be checked by the District at any time.

Test Procedure: Slowly pressurize the test section to an internal pressure 4.0 PSI greater than the average back pressure of any ground water which may submerge the pipe. Check all exposed portions of the section with a soap solution for abnormal leakage. If any such leakage is observed, slowly release the air pressure and make necessary repairs before resuming testing.

At least two minutes shall be allowed for stabilization before proceeding further. Add air as required to maintain pressure. After at least two minutes, disconnect the air supply and observe the time required for the internal air pressure to drop from 3.5 PSI to 3.0 PSI greater than the average back pressure of any ground water which may surround the pipe.

The requirements of these provisions shall be considered as satisfied if the observed time is not less than the greater of the times indicated in the following table:

Pipe (Diameter)	Time (Seconds)
4"	180 or 40 x L ¹
6"	180 or 40 x L
8"	240 or 70 x L
10"	300 or 160 x L
12"	360 or 160 x L
15"	420 or 160 x L
18"	480 or 160 x L

¹Where L is the length of test section in hundreds of feet.

If the test section fails to meet the requirements of this test, the source or sources of the leakage

shall be determined and any necessary repairs or replacement of materials shall be made. The repaired section shall be retested for compliance with the requirements of this test.

D. Hydrostatic Test

A section of gravity sewer can be prepared for hydrostatic testing by plugging the upper side of the downstream manhole and all openings in the upstream manhole except the downstream opening.

The section thus prepared shall be tested by filling with water to an elevation five feet above the top of the pipe at the up-stream end of the test section or five (5) feet above the existing groundwater elevation, whichever is greater. The water level need not exceed the manhole rim elevation. The water shall be introduced into the test section at least four (4) hours in advance of the actual test period to allow the pipe and joint materials to become saturated. The pipe shall be refilled to the original water level at the start of the actual test period, and the elevation of the water in the upstream manhole carefully measured.

After a period of four (4) hours, the water level elevation shall be again carefully measured and the loss of water during the test period calculated. If this calculation is difficult due to manhole taper, loss can be determined by measuring the amount of water added to restore the water level to its initial elevation.

The leakage in the test section shall not exceed three hundred fifty (350) gallons per mile per day per inch diameter of line tested at the five (5) foot test head. If it is necessary or desirable to increase the test head above five feet, the allowable leakage shall be increased eighty (80) gallons for each foot of such increase in test head.

Test sections showing leakage in excess of that allowed shall be repaired or reconstructed as necessary to reduce the leakage to that specified above and the section retested.

It shall be permitted to test the upstream manhole separately, subtract the manhole leakage from the combined total, and thus determine the line leakage along. Any manholes tested individually shall be tested by the procedure described hereinafter.

E. Test for Pipe Distortion (PVC Pipe only)

Following the placement and compaction of backfill and prior to the placing of permanent surfacing, all PVC gravity sewer main lines shall be cleaned and then mandrelled in the presence of the District Inspector or Representative to determine the existence of any obstructions such as deflections, joint offsets and lateral pipe intrusions.

A rigid mandrel with a circular cross section having a diameter of at least ninety-five (95) percent of the specified average inside diameter of the pipe shall be pulled through the pipe by hand. The mandrel shall have a minimum length of circular section equal to the nominal diameter of the pipe, and shall be subject to the approval of the District. Any obstructions encountered by the mandrel shall be properly repaired and rechecked as directed by the District Inspector or Representative at no cost to the District.

Approximately eleven months after acceptance of the work (at least twenty [20] days but not more than fifty [50] days prior to the expiration of the two [2] year maintenance period) all PVC gravity sewer lines shall again be mandrelled in the presence of the District. A rigid mandrel with a circular

cross section having a diameter of at least ninety (90) percent of the specified average inside diameter of the pipe shall be pulled through the pipe by hand. The mandrel shall have a minimum length of circular section equal to the nominal diameter of the pipe, and shall be subject to the approval of the District Inspector or Representative. Any obstructions encountered by the mandrel shall be properly repaired and rechecked as directed by the District Inspector or Representative at no cost to the District.

F. Television Inspection

Television Tests: Each section of sewer pipeline shall be subject to inspection by use of a closed circuit television (CCTV) camera. Use of the CCTV inspection shall not relieve the contractor of the responsibility for performing the other tests outlined in this section nor shall it be used in lieu thereof.

Pre-inspection Preparation -CCTV inspection will not be scheduled or made until the following operations are complete:

- All sewer pipelines are installed and backfilled to finished grade, or, if pavement will be finished grade, to the final street sub grade, but prior to paving.
- All structures are in place and pipelines are accessible from structures.
- All pipelines have been balled, flushed, and test for deflection.
- All pipelines have been successfully tested.

Arrangements for Inspection – When the contractor determines that the pipeline is ready for inspection, the Contractor shall notify the District and request a date for the CCTV inspection to be completed. The District shall notify the contractor of the scheduled date. If it is determined by the contractor that the job site will not be ready or accessible for the CCTV inspection on the scheduled date, as notified, the contractor shall notify the District of the necessary cancellation at least 48 hours in advance of the scheduled inspection. Rescheduling shall be accomplished in the same manner as for the initial inspection.

The Contractor shall bear the cost of all CCTV inspection made for the purpose of determining acceptance. The District shall charge the Contractor for labor, materials, equipment, and travel time associated with all inspections and CCTV camera assistance.

Grounds for Refusal of Acceptance – All pipelines that have been televised will be evaluated by the District for deficiencies. If no deficiencies are noted, the sewer installation portion of the work will be considered satisfactory.

The following conditions are considered unacceptable for sewer pipelines and will result in refusal of acceptance:

- Standing water greater than one-half ($\frac{1}{2}$) inch
- Joint separations greater than recommended by manufacturer
- Cocked joints present in straight runs or on the wrong side of the pipe curve

- Chipped pipe
- Cracked pipe
- Infiltration or exfiltration
- Debris or other foreign matter
- Protrusion or excessive roughness in pipe
- Offset joint
- Out of round or diameter deflected pipe
- Improper alignment or curves not conforming to specified line
- Upset in normal hydraulic regime
- Any conditions that prevents the economical, safe or reasonable use of the sewer
- Pipelines sags in excess of one-half (½) inch standing water

Video - Televised sewer pipelines will be recorded and the images retained by the District. The Contractor may view video within two (2) working days at the District Offices by making an appointment. All video produced as a result of the work shall be the sole property of the District and shall remain under its care and custody at all times.

Re-inspection – If the sewer pipeline offered for acceptance fails to meet applicable specifications, the District shall have the right to re-inspect after correction of defects and to charge a re-televising fee in accordance with the current District rates or expense. The CCTV testing process shall be repeated as necessary until all defects have been corrected to satisfaction of the District.

Section 1.24 Manhole Leakage Test

All manholes shall be tested for leakage. Manhole testing shall be by either a water test or vacuum test conducted as follows:

A. Water Test

All inlet and outlet pipes shall be plugged and the manhole filled with water to the top of the reducing cone section. The water should be introduced into the test section at least four hours in advance of the official test period to allow the manhole and joint material to become saturated. The manhole shall then be refilled to the original water level.

At the beginning of the test, the elevation of the water in the upper manhole shall be carefully measured from a point on the manhole rim. After a period of four (4) hours, or less with the approval of the Engineer, the water elevation shall be measured from the same point on the manhole rim and the loss of water during the test period calculated. If this calculation is difficult, enough water shall be measured into the upper manhole to restore the water to the level existing

at the beginning of the test, and the amount added taken as the total leakage.

For manholes, the allowable leakage shall not exceed 0.13 gallons per hour per foot of manhole depth.

Manholes showing leakage in excess of that allowed shall be repaired or reconstructed as necessary to reduce the leakage to that specified above and the manhole retested.

B. Vacuum Test

Vacuum test equipment shall be used per the manufacturer's specifications. A vacuum of 10 inch Hg should be drawn on the manhole, and the time for the vacuum to drop to 9 inch Hg shall be measured. The minimum allowable for this drop in vacuum shall be conservatively established at sixty (60) seconds for a forty-eight (48) inch diameter manhole; seventy-five (75) seconds for a sixty (60) inch diameter manhole; and ninety (90) seconds for a seventy-two (72) inch diameter manhole.

Section 1.25 Wastewater Lift Stations

New sewage pumping plants shall be designed by a California Registered Civil Engineer and approved by the District. Consideration shall be given to the safety of the public, District employees and the environment. Minimum standards for construction shall address downstream capacity, wet well capacity, pump cycles, and emergency storage or a backup power supply. Video and audio alarm systems shall be incorporated into the District's telemetry system.

Section 1.26 Residential Pump Systems

For all building sites in which the improvement plans designate a pumped sewer service or for any owner wishing to construct a structure on a portion of a lot or parcel for which gravity service was not provided, the owner shall install a sewage pump as specified herein for the purpose of lifting sewage to the public sewer.

A pumped sewer service shall consist of a gravity sewer, a waste water holding tank, one (1) or more pumps, a force main, electrical controls, and an alarm system. Two (2) pumps may be required at the District's discretion. The pump and holding tank shall be installed in a location such as to be reasonably accessible for inspection and maintenance. If the holding tank is located outside of the building foundation it shall not be located within five (5) feet of any building used as a dwelling, within ten (10) feet of any property line or within a defined flood plain. Where installed, such installations shall be maintained by the owner at the owner's expense.

A. Installation

Gravity Pipeline – The gravity sewer lateral from the building sewer to the wastewater holding tank shall be tested in accordance with Sewer Line Flushing and Testing and Gravity Sewer Tests as specified in these design standards. Pipe must be grouted or sealed to a watertight condition at the point of holding tank penetration.

Wastewater Holding Tank – The holding tank shall be a solid impervious walled container. All openings in the walls of the tank, including pipe or conduit penetrations, are to be sealed to prevent inflow of surface water, infiltration of groundwater, or exfiltration of contained wastewater.

The tank shall have a minimum capacity of one hundred fifty (150) gallons. The tank shall be vented with a one and one-quarter (1 ¼) inch minimum vent line. The tank shall be buried to a depth such that the top cover of the tank is eighteen (18) inches below finished grade. A weatherproof housing, with adequate insulation, shall be installed and extended to six (6) inches above finished grade. It shall be the owner's responsibility to determine groundwater conditions that may cause the tank to float when empty and to provide the appropriate solutions to prevent it. Internal ballast that reduces the tank capacity below one hundred fifty (150) gallons will not be acceptable.

Pumping Equipment – Pumps shall be centrifugal of the non-clog or grinder type. Pumps shall be capable of passing a minimum of a two (2) inch diameter sphere. Pumps and motors shall be sized so as to maintain a minimum of four (4) feet per second flow velocity throughout the entire discharge piping system when a maximum of one (1) pump is pumping under actual installed conditions. A copy of the pump specifications and pump curve shall be required and made available to the District Inspector before testing is allowed.

Electrical – The electrical control cabinet shall be isolated from the holding tank. All wiring, controls, conduits, boxes, et cetera shall meet or exceed National Electrical Code (NEC) requirements for materials, ratings, placement, and installation, et cetera. All equipment located in the holding tank shall be U.L. approved for its specific and proper use. All wiring in the area above the holding tank shall be provided with protection from physical damage by a combination of cable routing and/or conduits. Any wiring which hinders entry or view into the holding tank when opened will not be acceptable. All electrical connections shall be in an approved electrical junction box. All conduits leaving the holding tank, or the enclosed area above or surrounding the holding tank, shall be sealed. A circuit disconnecting means for all circuits must be located within sight of the holding tank unless a lockout device is installed on the disconnecting means for each individual circuit attached to or related to the pump system at the holding tank.

Alarm System – The holding tank and electrical controls shall include an alarming system that produces an audible and visual alarm when the liquid level in the holding tank exceeds a predetermined safe level. The audible and visual devices indicating such an alarm state shall be located within the building or structure served by the sewage system with the intent to notify the occupant of the possibility of a wastewater spillage. The alarm system power shall be supplied through a dedicated circuit, separate from the pump power supply. It is recommended that the alarm system include a battery backup to provide alarm functionality during an electrical power outage. The alarm system shall include a relay switch to activate the water system shut off solenoid valve.

Discharge Piping – The discharge pipeline shall be ductile iron, polyvinyl chloride (PVC), polyethylene, or an approved pressure rated material designed for wastewater. The piping shall be pressure class 150 minimum and rated for the pressure service being installed. The pipeline size shall be two (2) inch diameter minimum and not be of a size smaller than the pump discharge port. The discharge pipeline shall be fitted with an approved pressure rated check valve and a gate valve. The discharge pipeline shall also include a one-quarter (¼) inch pressure test port located between the check portion of the check valve and the gate valve. The gate valve shall be located on the discharge side of the check valve. Both valves and the test port shall be located as close to the pump or holding tank as possible and in such a manner that they are accessible for operation and for maintenance or repairs. It is recommended that valves are installed with unions and boxed to grade.

Discharge pipelines shall have a trench cutoff block located every fifty (50) linear feet of pipe, at changes in pipeline type and/or grade, and at the pump tank. Thrust blocks shall be located at all fittings that change the direction of the pipe. Thrust blocks shall be constructed of concrete with a minimum size of two (2) cubic feet. A cleanout shall be placed in the discharge pipeline at the property line.

B. Inspection and Testing

The gravity portion of the pipeline from the building to the holding tank shall be tested in accordance with the Gravity Sewer Tests as specified in these design standards.

A visual inspection shall be performed to check for the following:

- proper venting of the holding tank
- an acceptable weather proof, insulated box with an insulated lid directly above the holding tank
- a weather tight seal on the holding tank lid and at all pipe or conduit penetrations.

The discharge pipeline shall be pressure tested with water to a pressure of one hundred fifty (150) percent of the calculated maximum possible working pressure (the Total Dynamic Head, or TDH) for the installed pump. The maximum possible working pressure for the system can be assumed to occur at the pump's shut off point. The pressure must remain constant for ten (10) minutes. The required test equipment shall be provided by the owner or owner's agent and be acceptable to the District.

The electrical system and controls shall be inspected and approved by the local governing authority for building electrical inspection. Pumping and alarm tests shall only be performed after the electrical system has been inspected and approved by the proper authority. The District inspector shall require proof of such approval before starting any of the following functional tests. The pump shall be started and stopped so the check valve can be tested for proper operation.

- The pumping system shall be tested for a discharge pipeline velocity of four (4) feet per second. The flow velocity test shall be performed with the discharge pipeline full of water and the pumping system functional under normal operating conditions.
- The pump shall be run to pump down the holding tank to allow a visual inspection of the tank and to check it for leaks.
- The alarm system shall be checked for proper function of audio and visual alarms.

Section 1.27 Backflow Prevention Devices

Private and commercial building laterals are subject to the provisions of the UPC. Drainage piping serving fixtures installed on a floor level that is located below the elevation of the next upstream manhole cover of the sewer serving such drainage piping shall be protected from backflow of wastewater by installing an approved type of backwater valve.

Buildings with laterals which connect to a double service or a joint lateral (a privately owned

shared lateral pipeline that receives wastewater flow from two or more parcels) shall also install a backflow prevention device to protect private property.

In the events of a pipeline stoppage in the joint lateral, a backflow prevention device installed on each private building lateral would inhibit wastewater in the joint lateral from backing-up through the private building lateral into the building served.

Backflow prevention devices are useful in areas where a joint lateral provides services to parcels of different elevations.

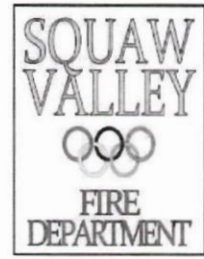
Section 1.28 Clean Up

During the progress of the work, the owner or their agent shall keep the entire job site in a clean and orderly condition. Excess or unsuitable backfill material, broken pipe or other waste material shall be removed from the job site. Spillage resulting from hauling operations along or across existing streets or roads shall be removed immediately by the contractor. All gutters and roadside ditches shall be kept clean and free from obstructions. Any deviation from this practice shall have prior approval from the District.

Before final acceptance of the work, the owner or their agent shall carefully clean up the work and premises, remove all temporary structures built for the work, and remove all surplus construction materials and rubbish of all kinds from the grounds which he has occupied and leave them in a neat condition.



**SQUAW VALLEY
PUBLIC SERVICE DISTRICT**



SEWER TECHNICAL SPECIFICATIONS

Issue Date: May 2014
Revision Date: March 2020

SQUAW VALLEY PUBLIC SERVICE TECHNICAL SPECIFICATIONS-SEWER

<u>DESIGN STANDARDS SEWER TECHNICAL SPECIFICATIONS</u>		Page
Section 1.01	General Specifications	1
Section 1.02	Sewer Plans	1
Section 1.03	Sewer Service for Large Lots	2
Section 1.04	Sewer Easement Requirements	2
Section 1.05	Record Maps	3
Section 1.06	Size of Main Line Sewer	3
Section 1.07	Depth of Sewer	3
Section 1.08	Additional Protection Required	3
Section 1.09	Water and Sewer Separation	3
Section 1.10	Inclusion of Other Utilities within Pipe Trench	4
Section 1.11	Materials	4
Section 1.12	Manholes	5
Section 1.13	Connection to Existing Manhole	7
Section 1.14	Drop Manholes	7
Section 1.15	House Laterals	7
Section 1.16	Cleanouts	8
Section 1.17	Excavation and Backfill	88
Section 1.18	Trench Bedding and Initial Backfill	88
Section 1.19	Intermediate Backfill	9
Section 1.20	Trench Compaction	99
Section 1.21	Grease Traps and Interceptors	9, 10
Section 1.22	Sewer Line Flushing and Testing <u>Building Lateral Testing</u>	14
Section 1.23	Manhole Leakage Test <u>Sewer Line Flushing and Testing</u>	184
Section 1.24	Wastewater Lift Stations <u>Manhole Leakage Test</u>	188
Section 1.25	Residential Pump Systems <u>Wastewater Lift Stations</u>	189
Section 1.26	Backflow Prevention Devices <u>Residential Pump Systems</u>	219
Section 1.27	Clean-Up <u>Backflow Prevention Devices</u>	21
Section 1.28	Clean Up	22

Section 1.28 — Standard Details List SEWER STANDARD DETAILS

- SS-01 MANHOLE FRAME AND COVER
- SS-02 STANDARD SEWER MANHOLE
- SS-03 INSIDE DROP MANHOLE MANHOLE BASE SECTIONS
- SS-04 OUTSIDE DROP MANHOLE MANHOLE BASE PATTERN
- SS-05 INTERNAL MANHOLE CHIMNEY INSIDE DROP MANHOLE
- SS-06 MANHOLE CONSTRUCTION OVER EXISTING LINE INTERNAL MANHOLE CHIMNEY
- SS-07 PIPE CONNECTION TO EXISTING MANHOLE MANHOLE CONSTRUCTION OVER EXISTING LINE
- SS-08 WASTEWATER SERVICE LATERAL PIPE CONNECTION TO EXISTING MANHOLE
- SS-09 SERVICE LATERAL DETAIL (ISOMETRIC VIEW) SEWER MANHOLE GRADE RING ADJUSTMENTS
- SS-10 LATERAL LEAN-OUT ASSEMBLY SERVICE LATERAL
- SS-11 TYPICAL SEWER TRENCH SERVICE LATERAL DETAIL (ISOMETRIC VIEW)
- SS-12 TRENCH CUT-OFF BLOCK SERVICE CONNECTION TO EXISTING MAIN

- SS-13 RESIDENTIAL PUMP STATION SEWER SERVICE POINT OF CONNECTION
- SS-14 GREASE INTERCEPTOR LATERAL CLEANOUT ASSEMBLY
- SS-15 SAMPLE PORT FOR SERVICE LATERAL SERVICE CONNECTION PUMPED SEWER SYSTEM
- SS-16 SAMPLE PORT LOCATION TYPICAL SEWER TRENCH
- SS-17 SAND / OIL INTERCEPTOR RESIDENTIAL - SMALL COMMERCIAL PUMP STATION
- SS-18 GREASE INTERCEPTOR
- SS-19 SAMPLE PORT FOR SERVICE LATERAL
- SS-20 SAMPLE PORT LOCATION
- SS-21 SAND/OIL INTERCEPTOR

SEWER TECHNICAL SPECIFICATIONS

Section 1.01 ~~Section 1.1~~ General Specifications

Except where modified by this document, all materials furnished and work performed shall be done in accordance with the most current edition of the County of Placer General Specifications (herein referred to as General Specifications), or as directed by the District. In the event of conflict, error, ambiguity or discrepancy between the General Specifications and this document, this document shall take precedence.

Section 1.02 ~~Section 1.2~~ Sewer Plans

Before a sewer permit may be issued, plans for the proposed construction shall be submitted to and approved by the District. The plans submitted shall become the exclusive property of the District. After the fees required by the District have been paid, the District shall check the submitted plans for compliance with the requirements of this document and other applicable laws and ordinances of the District.

- A. The plans submitted shall be identical to plans for the same project submitted to other governmental entities. The District shall be notified of any changes in the plans. Any changes in the plans must be checked and approved by the District prior to the issuance or modification of the sewer permit and shall be subject to District Code.
- B. All structures, facilities, and other appurtenances shown on the plans shall comply with all applicable District standards including, but not limited to, design.
- C. The plans submitted shall be adequate for the District to determine the proposed demand to be placed on the District's sewer system. The plans submitted shall be adequate for the District to calculate the applicable fees and charges.
- D. Any plans submitted for approval under the provisions of this document shall be prepared by or under the direction of and shall be signed and stamped by a Registered Civil Engineer of the State of California.
- E. Soil conditions, particularly in areas known to have high groundwater, rock, or filled ground, shall be prospected and the results shown on the profile.
- F. All substructures which will be encountered in the construction or which will be installed as part of the improvement shall be shown and designated on the plan. Large substructures which require special treatment in the design of the sewer shall also be shown in the profile.
- G. If a literal compliance with any engineering requirements of this document is impossible or impractical because of peculiar conditions in no way the fault of the person requesting an exception, and the purposes of this document may be accomplished and public safety secured by an alternate construction or procedure, and the District so finds that such alternate complies with sound engineering practice, the District may grant an exception permitting such alternate construction or procedure.

H. For estimating wastewater design flows, unit wastewater generation rates shall be per the table below, or as directed by the District. Wastewater flow estimates for facilities not listed shall be per the latest edition of the Uniform Plumbing Code. A peaking factor of 2.6 shall be applied for planning and design of sewer systems.

Unit Wastewater Generation Rates

Land Use	Recommended Unit Flow Factor (gpd/unit)
Residential	
Single Family	291
Single Family – Multiple Units	475
Multi-Family – Individually Metered	151
Multi-Family – Master Metered	244
Other	
Hotel/Motel	304
Commercial	0.38 gpd/ft ² of building space

I. All surveying and design drawings shall conform to CA State Plane, Zone II, NAD 83 U.S. Survey FT for vertical datum and NAVD 88 for vertical datum.

Section 1.03 ~~Section 1.3~~ Sewer Service for Large Lots

Where a lot is of sufficient size that the County Zoning Ordinance does not prohibit its division into smaller parcels, each of such possible parcels upon which one or more buildings containing plumbing facilities are or may be located, may be considered as a separate lot. Separate house laterals may be constructed to the main line sewer for each of such possible parcels except where the owner has entered into an agreement with the District, recorded against the property, which provides that the land will be held as a unit and that before any division of land is made, separate sewerage facilities will be provided for each parcel. If the main line sewer does not extend to a point from which such possible parcels can be served in accordance with this document, the main line sewer must be extended in compliance with this document.

Section 1.04 ~~Section 1.4~~ Sewer Easement Requirements

A person who wishes to have constructed a sewer in an easement under the provisions of this document shall present to the District a request for processing, sufficient information to enable the preparation of written legal description with current Assessor's Parcel Numbers, the appropriate fees and plans showing the locations of all structures in the proximity of the sewer.

The location and dimensions of a sanitary sewer easement shall be sufficient to provide present and future sewer service to abutting areas and adequate access for maintenance, as determined by the

District. No easement shall be less than ten (10) feet in width.

Until the required easements have been properly executed and recorded, no plan shall be approved by the District for construction of sewer facilities across private property and no sewer facility shall be accepted for public use nor placed in use by any person.

Section 1.05 ~~Section 1.5~~ Record Maps

Two sets of 100% complete drawings delineating a record of sewers and appurtenances shall be filed with the District prior to and as a condition of approval and acceptance of construction. No certificate of final inspection will be issued until "As-Builts" have been filed with the District.

Section 1.06 ~~Section 1.6~~ Size of Main Line Sewer

The size of main line sewer pipe shall be determined by a Registered Civil Engineer, subject to the approval of the District, but in no case shall it be less than six (6) inches inside diameter unless approved by the District.

Sizes and Grades: Pipes 15" and under in diameter shall be designed to flow at 1/2 depth at maximum flows with $n = 0.013$. Pipe 18" in diameter and over shall be designed to flow at 3/4 depth at maximum flows with $n = 0.013$.

A main line sewer shall be designed to provide a minimum velocity of two (2) feet per second for pipes flowing one-half full, except that the District may approve a gradient that will develop a lower velocity if the District finds that a gradient that will develop a velocity of two (2) feet per second is unobtainable.

Section 1.07 ~~Section 1.7~~ Depth of Sewer

The minimum depth for main line sewers shall be five (5) feet.

The depth for residential main line sewers must be sufficient to provide for a house lateral with a minimum depth of at least three (3) feet below the curb grade or street or alley grade at the property line.

Exceptions to the above minimum may be made only as a special condition after review and approval by the District.

Section 1.08 ~~Section 1.8~~ Additional Protection Required

Sewer pipe installed under a conduit or other structure, or at depths greater than twenty (20) feet, or in other locations where the District determines that additional protection is required, shall be reinforced with a concrete cradle, or encased in concrete, or reinforced by other approved means which will protect the pipe to the same extent.

Section 1.09 ~~Section 1.9~~ Water and Sewer Separation

Any new development in which all underground utilities are being constructed for the first time must comply with the following sewer and water line separation standards:

- Sewer mains shall be installed at least ten (10) feet horizontally and one (1) foot vertically below water mains located parallel to each other.
- Sewer mains shall be installed perpendicular to and at least one (1) foot lower than water mains crossing the main with connection joints for both mains centered over the crossing.
- If a sewer service lateral parallels a water main or water service lateral, the sewer service lateral must be in a separate trench and located at least twelve (12) inches lower than the water main or water service lateral and at least four (4) feet away from the water main or water service lateral.
- If a sewer main crosses a water service lateral, the sewer main must be located at least eighteen (18) inches lower than the water service lateral.
- If a sewer service lateral crosses a water main or water service lateral, the sewer service lateral must be located at least twelve (12) inches lower than the water main or water service lateral.

Alternative separation criteria may be approved by the District if the criteria meet the requirements of the California Department of Public Health.

Section 1.10 ~~Section 1.10~~ Inclusion of Other Utilities within Pipe Trench

No other utility shall be allowed in the pipe trench excavated for sewers or sewer appurtenances within the County rights-of-way. Utilities crossing over or under sewers shall be adequately marked and protected against future excavation for necessary repair of sewer lines.

Section 1.11 ~~Section 1.11~~ Materials

A. Polyvinyl Chloride (PVC) Gravity Sewer Pipe

PVC gravity sewer pipe and fittings shall conform to ASTM D 3034 for diameters from 4" to 15", and ASTM F 679 for 18" to 24", with integral-bell and gasket joints. Rubber gaskets shall be factory installed and conform to ASTM F 477. Pipe joints shall conform to ASTM D 3212.

B. PVC Pressure Pipe

PVC Pressure Pipe (PVC C900 & C905): PVC C900 & C905 pipe shall conform to and meet the requirements of AWWA C900 and C905, respectively. Compound material shall meet ASTM D1784, cell class 12454-B. Pipe shall be supplied with an integral bell with gasket meeting the requirements of ASTM F 477. The gasket joint assembly shall meet the requirements of ASTM D 3139.

C. High Density Polyethylene Pipe (HDPE)

HDPE pipe shall be high molecular weight, high density polyethylene pipe. The material shall be listed by the Plastic Pipe Institute (PPI) with a designation of PE 3408 and have a minimum cell classification of 345434C, D, or E (inner wall shall be light in color) as described in ASTM D3350. The pipe material shall meet the requirements for Type III, Class B or C, Category 5, Grade P34

material as described in ASTM D1248. The pipe shall contain no recycled compound except that generated in the manufacturer's own plant from resin of the same specification from the same raw material pipe. Pipe (excluding black colored pipe) stored outside shall not be recycled. Pipe and fittings shall be made in conformance with ASTM F714 and ASTM D3261 as modified for the specified material. The pipe shall be homogeneous throughout and free of visible cracks, holes, foreign inclusions or other injurious defects. It shall be uniform in density and other physical properties. Any pipe not meeting these criteria shall be rejected.

D. Ductile Iron Pipe (DIP)

Ductile iron pipe shall conform to and meet the requirements of ANSI/AWWA C151/A21.51. It shall be the thickness class required for supporting the imposed loads. Joints shall conform to ANSI/AWWA C111/A21.11. Fittings shall be ductile iron and shall meet the requirements of ANSI/AWWA C110/A21.11. An exception to this is the 4 to 12 inch pipe size whereby ductile iron compact fittings may be used provided they meet the requirements of ANSI/AWWA C153/A21.53 and have a working pressure rating of 350 pounds per square inch.

Section 1.12 ~~Section 1.12~~ Manholes

A. General

This work shall consist of the construction of manhole structures at the locations as shown on the plans.

B. Manhole Placement

Manhole structures shall be placed in the main line sewer at all changes of alignment and gradient. The maximum distance between structures shall be not more than four hundred (400) feet. All structures shall be designed according to **the standard drawings of this document**. Where the location of two manholes is determined by intersecting lines, the distance between intervening manholes shall be approximately equal.

Sewers on curved alignment with a radius of less than four hundred (400) feet shall have manholes spaced at a maximum of three hundred (300) feet and adjusted down to fit the individual case. Curved alignments shall not be used unless specifically permitted by the District.

C. Materials

For precast manhole sections, the manhole sections, adjustment rings and tapered sections with tongue and groove joints shall conform to ASTM Designation C478. Manhole cones shall be constructed with an internal flat vertical surface at the upper joint to allow installation of internal manhole chimney seals. Vertical surface shall measure no less than two (2) inches and be continuous along the entire circumference of the top cone opening. Metal forms shall be used in the manufacture of the precast sections so as to obtain smooth surfaces. The concrete shall be well compacted by being centrifugally-spun, vibrated, or mechanically-tamped.

For cast-in-place manhole bases, concrete shall conform to ASTM Specification C478-64T. Portland cement shall be Type II, conforming to the requirements of ASTM Designation C-150.

Frame and cover assemblies shall be traffic weight, South Bay Foundry Model SBF-1900-OS-

CPH, or approved equal, marked sanitary sewer, ten (10) degree tapered cover with o-ring. Frames and covers shall be matched and marked in pairs before delivery. Manhole covers shall fit without rocking. Joint sealant shall be "Ram Nek" as manufactured by K. T. Snyder Co., or approved equal.

If used, mortar shall consist of one (1) part portland cement to two (2) parts clean, well graded sand. All sand shall pass through a one-eighth (1/8) inch screen. Admixtures may not exceed the following percentages of weight of cement: hydrated lime ten (10) percent; diatomaceous earth or other inert materials five (5) percent. Mortar shall be of such consistency as to readily adhere to all surfaces. Mortar shall be used within thirty (30) minutes of mixing.

D. Construction

Manholes shall be watertight structures constructed in accordance with the details of this document.

The ends of barrel sections, cone sections and grade rings shall be of such design and construction that when properly laid they shall have a smooth and uniform surface. To prevent infiltration or exfiltration each joint shall be sealed with a flexible joint sealant compound in accordance with the manufacturer's recommendations.

The inside bottom of manholes shall be shaped to provide channels conforming to the size and shape of the inlets and outlets to the manhole. The exact configuration of transitions from branch size to mainline sizes shall be as directed by the Engineer. All work shall be cured for a period of ten (10) days after being placed and shall be protected from injury.

During the pour of the manhole base, adequate care shall be taken to ensure the proper bond between the sewer pipe and the concrete to prevent leakage at that location.

Concrete surfaces shall be furnished as specified in Section 51 of the State of California Standard Specifications. Finish for surfaces underground and not exposed to view shall be "Ordinary Surface Finish." Finish for surfaces exposed to view and manhole bottoms, shall be Class 1.

Grade rings may be set with Polymer Concrete Shimz or mortar if necessary for adjustment of the final cover elevation. A full bed of mortar shall be used, and all excess mortar shall be trimmed flush. The outside of each mortar joint shall be sealed with an approved bituminous sealing compound. Mortared joints shall not exceed a thickness of one-half (1/2) inch. The total height of grade rings shall not exceed twelve (12) inches. In paved areas or areas of high groundwater, or when mortar is being used to adjust final elevation, an internal rubber chimney seal and/or seal extension shall be installed. The internal rubber seal and seal extensions shall be as manufactured by Cretex Specialty Products, or approved equal. The seals and extensions shall have a minimum thickness of three-sixteenth (3/16) inches and shall be extruded from a high grade rubber compound conforming to the applicable requirements of ASTM C93. The bands used for compressing the seal and extension against the manhole shall be fabricated from 16 gauge stainless steel conforming to ASTM A240 Type 304, any screws, bolts or nuts used on the band shall also be Type 304 stainless steel.

The top of manhole elevations shown on the plans are approximate only. In general, the finished grade of the manhole shall be set one-half (1/2) inch below pavement grade in paved areas, four (4) inches below grade in shoulders or similar unpaved areas, and one (1) inch above grade in other areas. When the manhole is located in the pavement area, it shall not be constructed to final

grade until the pavement has been completed.

Section 1.13 ~~Section 1.13~~ Connection to Existing Manhole

Connections to existing manhole walls shall be made by core drilling into the wall of the manhole. Pipe penetration through the manhole wall shall be sealed with a watertight seal by one of the following:

- Equipping the pipe with a flexible pipe-to-manhole connector (Kor-N-Seal®, or equivalent) that provides a watertight seal of the pipe to the manhole. The rubber for the connector shall comply with ASTM C923 and consist of elastomers designed to be resistant to ozone, weather elements, chemicals, including acid, alkalis, animal and vegetable fats, oils, and petroleum products from spills. Stainless steel elements of the connector shall be non-magnetic series 316 stainless steel.
- Alternative mechanical seal requiring prior District approval
- If either of the above pipe to manhole connectors cannot be used due to constraining field conditions, the following application will be allowed on a case-by-case basis: inserting the end of the pipe through the core drilled opening, and either using a manufactured water stop around the pipe centered in the penetration or packing the opening around the pipe with Ram-Nek and primer, then covering with a stiff mix of cement mortar, thoroughly compacted. The mortar shall be composed of one part Type II Portland cement and three parts clean sand. The mortar shall be troweled smooth and flush with the interior surface of the manhole.

Connection of a pipeline to an existing manhole which has a stub-out shall be accomplished with a rigid repair coupling (FERNCO 1056-66RC, or equal). No flexible rubber couplings are allowed.

The use of impact hammers to break into a manhole wall is prohibited.

Section 1.14 ~~Section 1.14~~ Drop Manholes

When in the opinion of the District the flow line grades are such as to require a drop manhole this shall be accomplished as detailed in the standard details. A drop inlet shall not be permitted within five (5) feet of the flow line.

Section 1.15 ~~Section 1.15~~ House Service and Building Laterals

It shall be the responsibility of the owner or their agent, or developer, at their expense, to install all building and service lateral pipelines and appurtenances from the District owned sewer main to the connection to the building sewer.

Service laterals and building laterals shall be four (4) inched inside diameter (I.D.) minimum for a single family residence and six (6) inches I.D. minimum for multiple-units, commercial, industrial, and public use services.

Allowable pipe materials include PVC gravity sewer pipe, PVC pressure pipe, or DIP. Where the

laterals will have less than four (4) feet of cover in traffic areas, PVC pressure pipe or DIP shall be used.

~~For each lot, a four (4) inch internal diameter house lateral sewer shall be provided in the street straight in alignment and grade between the mainline sewer and the property line, with minimum depths as required in this section and at right angles to the mainline sewer whenever possible. Existing four (4) inch house laterals and four (4) inch wyes may be used for connection to the sewer.~~

Laterals shall be constructed with a minimum slope of 2%. The minimum depth for laterals shall be 36 inches minimum below finished grade at the property or sewer easement line. A minimum of 30 inches of cover shall be maintained for the building lateral.

~~The depth of house laterals at the property line shall be sufficient to provide service to the lowest or farthest point to be served on the lot at a minimum grade of two (2) percent with the top of the pipe not less than one foot below the ground surface at any point. The minimum depth for house laterals shall be three (3) feet below the curb grade or the street or alley grade at the property line.~~

~~A District inspector shall be present during the installation of all house building and service laterals to ensure that the work is being performed in accordance with the Sewer Code and the Sewer Technical Specifications. Locations of all house laterals are properly marked on as-built maps and to ensure that the house laterals are marked with a steel stake or some other means to guarantee ease of location of the house lateral at any future date. No backfill shall occur without prior District inspection.~~

~~The depth of house laterals at the property line shall be sufficient to provide service to the lowest or farthest point to be served on the lot at a minimum grade of two (2) percent with the top of the pipe not less than one foot below the ground surface at any point. The minimum depth for house laterals shall be three (3) feet below the curb grade or the street or alley grade at the property line.~~

~~House laterals shall be installed in accordance with the standard details within this document and the UCPC.~~

Section 1.16 ~~Section 1.16~~ Cleanouts

A double cleanout shall be installed in each building lateral at the property line of the premises being provided with sewer service, and a second cleanout installed within 5 feet of where the lateral exits the structure foundation. Cleanouts located under the house are not acceptable; rather the cleanout must be located outside the building foundation. Additional cleanouts shall be installed at intervals not to exceed one hundred (100) feet, and at any other point the owner or their agent may select for the purpose of keeping said sewer pipeline clean and free of obstruction. A cleanout, boxed to grade, shall also be installed at the property line on vacant parcels, and on the upstream side of the fitting at all forty-five (45) degree or greater bends.

All cleanout boxes shall be constructed according to the standard detail provided in this document. Cleanout boxes shall be set to grade and backfilled to prevent accidental displacement or removal. Lids shall have "SEWER" or equivalent imprinted on the lid. Lids with verbiage other than a sewer utility designation (i.e., Water, Gas, etc.) imprinted on the lid are not permitted.

All cleanout risers must be from three (3) to eight (8) inches below finished grade and boxed to

finished grade with an appropriate removable watertight plug in the end of the riser. Cleanout risers and appropriate boxes are required on all cleanouts.

Section 1.17 ~~Section 1.17~~ Excavation and Backfill

Excavation and backfill for all sewers shall conform to Section 19-3.01 and Section 71-1.03 of the Placer County General Specifications.

Section 1.18 ~~Section 1.18~~ Trench Bedding and Initial Backfill

Trench bedding and initial backfill shall consist of material placed from the bottom of the trench to one (1) foot above the top of pipe or as required by the District. This material shall have a minimum sand equivalent of twenty-five (25) and shall pass the three-quarter (¾) inch aggregate grading requirements shown below. All exceptions shall be approved by the District.

AGGREGATE GRADING REQUIREMENTS

Percentage Passing For ¾" Maximum Aggregate

Sieve Size	% Passing
1"	100
¾"	90-100
No. 4	35-60
No. 30	10-30
No. 200	2-5

Compactable concrete may also be approved as pipe bedding material. The compactable concrete shall be prepared and placed as specified in Section 19-3.061 of the General Specifications. When determined by the District that the foundation material is wet or rocky, drain rock bedding material shall be placed to a depth of at least six (6) inches below the pipe or one-fourth (1/4) the outside diameter of the pipe barrel, whichever is greater. This material shall be washed rock one hundred (100) percent passing the three-quarter (¾) inch screen, and wrapped in filter fabric as appropriate to prevent migration of fines into rock voids.

In excessively wet areas a special foundation design shall be required by the District.

Section 1.19 ~~Section 1.19~~ Intermediate Backfill

Intermediate backfill shall consist of material placed from one (1) foot above the pipe to subgrade. All intermediate backfill shall be free of debris and organic matter, and shall be free of any rocks over three (3) inches in diameter.

Sewer lines placed with less than one (1) foot of intermediate backfill, shall be encased in concrete or provided with a concrete cover, cement slurry or other method approved by the District.

Section 1.20 ~~Section 1.20~~ Trench Compaction

The required compaction for utility trenches within the roadway shall be a minimum of:

Bedding and Initial Backfill

Ninety-five (95) percent relative compaction, unless otherwise specified by the utility owner.

Intermediate Backfill

Ninety-two (92) percent relative compaction to subgrade, or as shown on the plans or in the project specifications.

The required compaction for utility trenches outside the roadway shall be a minimum of ninety (90) percent from the bottom of the trench to finished grade, or as shown on the plans or in the project specifications.

Compaction shall be obtained by mechanical means in layers not to exceed 8 inches in thickness. Trench jetting will not be allowed within the roadway prism.

Section 1.21 ~~Section 1.21~~ Grease Traps and Interceptors

Where any grease or other objectionable materials may be discharged into a public or private sanitary sewer system shall have installed on the premises an appropriately sized grease interceptor or grease trap as required by the Uniform Plumbing Code.

Facilities are classified into the following categories based on the type of facility, the nature and volume of the waste flow produced, the hours of operation, and the number of meals served per day:

- Industrial - commercial facilities as defined in sections 709 and 710 of the Uniform Plumbing Code, and those facilities designated by the District.
- High Volume - full menu type establishments operating more than sixteen (16) hours per day and/or serving five hundred (500) or more meals per day.
- Medium Volume - full menu or specialty menu type establishments serving full meals eight (8) to sixteen (16) hours per day, and/or one hundred (100) to four hundred (400) meals per day.
- Small Volume - fast food, take-out or specialty type food establishments with limited menus, a minimum of dish washing, and/or minimal seating capacity.

The District shall approve the size, type and location of each grease trap or interceptor.

Waste in excess of 140 degrees Fahrenheit (60 degrees Celsius) shall not be discharged into a grease trap or interceptor.

For the purpose of this document, the term "fixture" shall mean and include each plumbing fixture, appliance, apparatus or other equipment required to be connected to or discharged into a grease

trap or interceptor by any provision of this document.

Waste discharge from fixtures and equipment in the above-mentioned types of establishments which may contain grease or other objectionable materials, including, but not limited to, scullery sinks, pot and pan sinks, dishwashers, food waste disposal, soup kettles, etc., and floor drains located in areas where such objectionable materials may exist, must be drained into the sanitary waste through a grease trap or interceptor when approved by the District (Exception: Toilets, urinals, and other fixtures containing fecal material may not flow through interceptors, traps, or sand/oil interceptors).

District personnel will periodically schedule inspections of grease traps and interceptors. It shall be the responsibility of the owner or their agent to maintain grease traps and interceptors in an efficient operating condition by periodic removal and proper disposal of the accumulated grease. No such collected grease shall be introduced into any drainage piping or public or private sanitary sewer facility.

The owner or their agent shall post and maintain a current grease trap/interceptor cleaning and maintenance log on the premises and shall have the log available for review by District personnel at all times.

A. Grease Interceptors

Industrial facilities and High Volume food establishments are required to install a grease interceptor. Medium Volume and Small Volume food establishments may require a grease interceptor as determined by the District.

Interceptors shall be constructed and installed at the expense of the owner, in accordance with the standard detail of this document.

Each grease interceptor shall be so installed and connected that it shall be easily accessible at all times for inspection, cleaning, and removal of the intercepted grease. A grease interceptor may not be installed in any part of a building where food is handled. Proper location of the grease interceptor shall meet the Uniform Plumbing Code Requirements and the approval of the District.

Each commercial facility or business establishment for which a grease interceptor is required shall have an interceptor which shall serve only that business establishment.

Buildings remodeled for use requiring interceptors shall be subject to these regulations.

Grease interceptors shall have a minimum seven hundred fifty (750) gallon capacity.

Interceptors shall be installed in such a manner that surface drainage may not enter. Interceptors located in vehicle traffic areas shall be capable of withstanding an H-20 axle load. The access port cover shall be at least one-half ($\frac{1}{2}$) inch below finished grade and shall also be capable of withstanding an H-20 axle load. Except as otherwise provided, the cover and access ports shall be gas-tight. The waste shall enter the interceptor through the inlet pipe only. Interceptors shall be so designed that they will not become air bound. Each interceptor shall be properly vented, as required by Section 708(d), Uniform Plumbing Code.

A sample port shall be installed at the Owner's expense to ensure proper operation of the grease

interceptor. The sample port shall be located just outside of the building foundation and downstream of the foundation cleanout as shown in the standard detail of this document. Sample ports shall be sized such that a sample may be taken at any time, under any flow conditions. An additional sample port for grease interceptors may be located inside the facility only with prior authorization from the District.

Grade rings may be used to establish final grade for the access ports and shall be installed using Ram-Nek and Ram-Nek primer.

Interceptors shall be tested in the same manner as manholes. The test shall be witnessed by a District Inspector.

Abandoned grease interceptors shall be emptied and filled in the same manner as required for abandoned septic tanks as described in Section 1119, Uniform Plumbing Code.

B. Grease Traps

Before Small / Medium Volume food establishments are allowed to install a grease trap in place of a grease interceptor, they must attain express written permission from the Placer County Department of Environmental Health and the District.

No grease trap shall be installed which has an approved rate of flow of more than fifty-five (55) gallons per minute, nor less than twenty (20) gallons per minute, except with prior written approval of the District.

Each plumbing fixture or piece of equipment connected to a grease trap shall be provided with an approved type flow control or a restricting device installed in a readily accessible and visible location in the tailpiece or the drain outlet of each such fixture. Flow control devices shall be so designed that the flow through such device or devices shall at no time be greater than the rated capacity of the grease trap. No flow control device having adjustable or removable parts shall be approved.

Each grease trap required by this section shall have an approved rate of flow, expressed in gallons per minutes, which is not less than forty (40) percent of the total capacity in gallons of fixtures discharging into said trap.

The grease retention capacity of the trap, expressed in pounds of grease, shall not be less than two (2) times the approved rate of flow in gallons per minute.

Any grease trap installed with the inlet more than four (4) feet lower in elevation than the outlet of any fixture discharging into such grease trap shall have an approved rate of flow which is not less than fifty (50) percent greater than that given in the preceding paragraph. No more than four separate fixtures shall be connected to or discharged into any one grease trap.

Each fixture discharging into a grease trap shall be individually trapped and vented in an approved manner. An approved type grease trap may be used as a fixture trap for a single fixture when the horizontal distance between the fixture outlet and the grease trap does not exceed 4 feet and the vertical tailpipe or drain does not exceed two and one-half (2 ½) feet.

No water jacketed grease trap or grease interceptor shall be approved or installed. No mechanical grease trap shall be allowed.

Each grease trap shall have an approved water seal of not less than two (2) inches in depth or the diameter of its outlet whichever is greater.

A sample port shall be installed at the Owner's expense to ensure proper operation of the grease trap. The sample port shall be located just outside of the building foundation and downstream of the foundation cleanout as shown in the standard detail of this document. Sample ports shall be sized such that a sample may be taken at any time, under any flow conditions. An additional sample port for grease traps may be located inside the facility only with prior authorization from the District.

C. Sand/Oil Interceptors

Every private or public wash rack used for cleaning vehicles, machinery or machine parts or facilities used for vehicle maintenance shall drain or discharge into a sand/oil interceptor of an approved design for this use.

The minimum internal dimensions of the interceptor shall be approximately twenty-four (24) inches wide by seventy-two (72) inches long with fifty-seven (57) inches between the tank bottom and the bottom opening of the ninety (90) degree bend at the outlet for a four hundred ninety (490) gallon minimum liquid capacity.

Sand/oil interceptors shall be constructed and installed at the expense of the owner, in accordance with the standard detail of this document.

The inlet and outlet sewer piping shall conform to District specifications. The sewer outlet pipe shall have a downward pointing ninety (90) degree bend inside the tank. The bottom entrance to the ninety (90) degree bend shall extend six (6) inches below the invert of the outlet pipe. The top of the sewer inlet and outlet pipes shall be at least thirty (30) inches below the pavement surface where they enter and exit the tank.

The tank shall have a minimum of one self-sealing access port and shall be maintained in a leak tight condition so there is no entry of surface storm water. There shall also be no leakage of groundwater into the tank, and waste flow shall not be allowed to flow into the surrounding ground. Grade rings may be used to establish final grade for the access ports and shall be installed using Ram-Nek and Ram-Nek primer.

When the tank is located in a vehicle traffic area, the access port(s) shall be set at least one-half ($\frac{1}{2}$) inch below finished grade. Tank covers and access ports located in vehicle traffic areas shall be capable of withstanding an H-20 axle load.

A sample port shall be installed at the Owner's expense to ensure proper operation of the sand/oil separator. The sample port shall be located just outside of the building foundation and downstream of the foundation cleanout as shown in the standard detail of this document. Sample ports shall be sized such that a sample may be taken at any time, under any flow conditions. An additional sample ports may be required on the sewer service lateral as required by the District.

District personnel will periodically schedule inspections of sand/oil interceptors. It shall be the responsibility of the owner or their agent to maintain the sand/oil interceptor in an efficient operating condition by periodic removal and proper disposal of the accumulated sand and oil. No such collected sand and oil shall be introduced into any drainage piping or public or private

sanitary sewer facility.

The owner or their agent shall post and maintain a sand/oil interceptor cleaning and maintenance log on the premises and shall have the log available for review by District personnel at all times.

All trapped materials removed from the interceptor, including filters and filter media, shall be disposed of in accordance with current existing environmental codes and regulations. It is the responsibility of the owner or their agent to determine the governing agency and comply with the code requirements.

Sand/oil Interceptors shall be tested in the same manner as manholes. The test shall be witnessed by a District Inspector.

Abandoned sand/oil interceptors shall be emptied and filled in the same manner as required for abandoned septic tanks as described in Section 1119, Uniform Plumbing Code.

All vehicle wash installations shall be equipped with an appropriate sand/oil interceptor. Potable water piping to the wash installation shall be metered to verify water consumption. No other facility other than the wash installation shall be fed potable water through the meter.

Vehicle wash installations shall utilize a recycle system. The clarification, filtration and recycle system shall be designed by the owner or their agent and approved by the District. When a recycle system is used, there shall be a closed shutoff valve in the sewer outlet pipeline external to the interceptor tank. It shall have the necessary access and protection.

It shall be the responsibility of the owner or their agent to maintain the system for proper operation. The District shall be notified at least seventy-two (72) hours in advance of any emptying and/or flushing of the system into the sanitary sewer.

The design of automated full service vehicle wash installations must be approved by the District on an individual basis.

Each vehicle maintenance facility shall have a sand/oil interceptor that meets the minimum tank requirements described above.

Section 1.22 Building Lateral Testing

All building laterals shall be tested by the air method. The test section shall be from the cleanout at the point of service (typically the property or sewer easement line) to the building cleanout.

A District inspection shall be required for approval of workmanship and materials in compliance with District requirements. Testing will be completed in the presence of a District Inspector. The system must be completely ready for inspection at the appointed time; failure to comply with this will result in an additional inspection service charge for each occurrence. The owner or their agent must be present at the time of inspection and test.

Once the backfill is complete and the cleanout boxes are installed, the new building lateral shall be tested in accordance with the following:

- Air Testing consists of plugging each end of the building lateral and applying a pressure of 4.0 pounds per square inch to the section under the test. The pipeline shall be allowed

a maximum loss in pressure of 1/2 pound per square inch in 5 minutes. If the loss exceeds 1/2 pound per square inch, the test may be attempted one additional time. A second loss of pressure constitutes a failure of the pipeline.

~~Section 1.22~~ Section 1.23 ~~Section 1.22~~ **Sewer Line Flushing and Testing**

A. General

As a condition of acceptance of the completed sewer system, the contractor shall ball, flush and test the entire gravity sewer system, including laterals, and shall flush and test all force mains, all as specified herein. The authorized representative of the District shall be present during the performance of all such work.

Prior to any balling, flushing or testing, all trenches shall be properly backfilled and compacted to a minimum depth of four (4) feet above the top of the pipes. All adjacent facilities, including water lines and other underground utilities, shall be in place and satisfactorily backfilled. The entire trench area shall be cleaned up and brought to the approved grade.

B. Test for Obstructions

Prior to hydrostatic or air testing, all gravity sewer lines shall be tested for obstructions and cleaned by balling and flushing. This shall be done with a commercial sewer cleaning ball, such as the Wayne sewer cleaning ball manufactured by the Sidu Company, P. O. Box 3537, Long Beach, the "Flexible" sewer ball manufactured by Flexible, Inc. of 3786 Durango Avenue, Los Angeles, or equal. The ball shall be controlled by a calibrated tag line or sewer rods, allowing a slow and controlled movement of the ball through the line. All obstructions, deficiencies or irregularities shall be repaired or removed as necessary.

C. Gravity Sewer Air Tests

Low Pressure Testing: Pressure testing of the completed sewer pipe installation by low pressure air testing shall be as specified herein. The maximum length of sewer line that may be tested at one time shall be limited to the length between adjacent manholes.

The Contractor shall provide all personnel and equipment necessary to conduct the test, including test plugs, air compressor and test gauge. The test gauge shall have minimum divisions of 0.10 psi, and an accuracy of 0.04 psi. Accuracy and calibration of the gauge shall be certified at six month intervals by a reliable testing firm, or if requested by the District. The gauge may be checked by the District at any time.

Test Procedure: Slowly pressurize the test section to an internal pressure 4.0 PSI greater than the average back pressure of any ground water which may submerge the pipe. Check all exposed portions of the section with a soap solution for abnormal leakage. If any such leakage is observed, slowly release the air pressure and make necessary repairs before resuming testing.

At least two minutes shall be allowed for stabilization before proceeding further. Add air as required to maintain pressure. After at least two minutes, disconnect the air supply and observe the time required for the internal air pressure to drop from 3.5 PSI to 3.0 PSI greater than the average back pressure of any ground water which may surround the pipe.

The requirements of these provisions shall be considered as satisfied if the observed time is not less than the greater of the times indicated in the following table:

Pipe (Diameter)	Time (Seconds)
4"	180 or $40 \times L^1$
6"	180 or $40 \times L$
8"	240 or $70 \times L$
10"	300 or $160 \times L$
12"	360 or $160 \times L$
15"	420 or $160 \times L$
18"	480 or $160 \times L$

¹Where L is the length of test section in hundreds of feet.

If the test section fails to meet the requirements of this test, the source or sources of the leakage shall be determined and any necessary repairs or replacement of materials shall be made. The repaired section shall be retested for compliance with the requirements of this test.

D. Hydrostatic Test

A section of gravity sewer can be prepared for hydrostatic testing by plugging the upper side of the downstream manhole and all openings in the upstream manhole except the downstream opening.

The section thus prepared shall be tested by filling with water to an elevation five feet above the top of the pipe at the up-stream end of the test section or five (5) feet above the existing groundwater elevation, whichever is greater. The water level need not exceed the manhole rim elevation. The water shall be introduced into the test section at least four (4) hours in advance of the actual test period to allow the pipe and joint materials to become saturated. The pipe shall be refilled to the original water level at the start of the actual test period, and the elevation of the water in the upstream manhole carefully measured.

After a period of four (4) hours, the water level elevation shall be again carefully measured and the loss of water during the test period calculated. If this calculation is difficult due to manhole taper, loss can be determined by measuring the amount of water added to restore the water level to its initial elevation.

The leakage in the test section shall not exceed three hundred fifty (350) gallons per mile per day per inch diameter of line tested at the five (5) foot test head. If it is necessary or desirable to increase the test head above five feet, the allowable leakage shall be increased eighty (80) gallons for each foot of such increase in test head.

Test sections showing leakage in excess of that allowed shall be repaired or reconstructed as necessary to reduce the leakage to that specified above and the section retested.

It shall be permitted to test the upstream manhole separately, subtract the manhole leakage from the combined total, and thus determine the line leakage along. Any manholes tested individually

shall be tested by the procedure described hereinafter.

E. Test for Pipe Distortion (PVC Pipe only)

Following the placement and compaction of backfill and prior to the placing of permanent surfacing, all PVC gravity sewer main lines shall be cleaned and then mandrelled in the presence of the District Inspector or Representative to determine the existence of any obstructions such as deflections, joint offsets and lateral pipe intrusions.

A rigid mandrel with a circular cross section having a diameter of at least ninety-five (95) percent of the specified average inside diameter of the pipe shall be pulled through the pipe by hand. The mandrel shall have a minimum length of circular section equal to the nominal diameter of the pipe, and shall be subject to the approval of the District. Any obstructions encountered by the mandrel shall be properly repaired and rechecked as directed by the District Inspector or Representative at no cost to the District.

Approximately eleven months after acceptance of the work (at least twenty [20] days but not more than fifty [50] days prior to the expiration of the two [2] year maintenance period) all PVC gravity sewer lines shall again be mandrelled in the presence of the District. A rigid mandrel with a circular cross section having a diameter of at least ninety (90) percent of the specified average inside diameter of the pipe shall be pulled through the pipe by hand. The mandrel shall have a minimum length of circular section equal to the nominal diameter of the pipe, and shall be subject to the approval of the District Inspector or Representative. Any obstructions encountered by the mandrel shall be properly repaired and rechecked as directed by the District Inspector or Representative at no cost to the District.

F. Television Inspection

Television Tests: Each section of sewer pipeline shall be subject to inspection by use of a closed circuit television (CCTV) camera. Use of the CCTV inspection shall not relieve the contractor of the responsibility for performing the other tests outlined in this section nor shall it be used in lieu thereof.

Pre-inspection Preparation -CCTV inspection will not be scheduled or made until the following operations are complete:

- All sewer pipelines are installed and backfilled to finished grade, or, if pavement will be finished grade, to the final street sub grade, but prior to paving.
- All structures are in place and pipelines are accessible from structures.
- All pipelines have been balled, flushed, and test for deflection.
- All pipelines have been successfully tested.

Arrangements for Inspection – When the contractor determines that the pipeline is ready for inspection, the Contractor shall notify the District and request a date for the CCTV inspection to be completed. The District shall notify the contractor of the scheduled date. If it is determined by the contractor that the job site will not be ready or accessible for the CCTV inspection on the scheduled date, as notified, the contractor shall notify the District of the necessary cancellation

at least 48 hours in advance of the scheduled inspection. Rescheduling shall be accomplished in the same manner as for the initial inspection.

The Contractor shall bear the cost of all CCTV inspection made for the purpose of determining acceptance. The District shall charge the Contractor for labor, materials, equipment, and travel time associated with all inspections and CCTV camera assistance.

Grounds for Refusal of Acceptance – All pipelines that have been televised will be evaluated by the District for deficiencies. If no deficiencies are noted, the sewer installation portion of the work will be considered satisfactory.

The following conditions are considered unacceptable for sewer pipelines and will result in refusal of acceptance:

- Standing water greater than one-half ($\frac{1}{2}$) inch
- Joint separations greater than recommended by manufacturer
- Cocked joints present in straight runs or on the wrong side of the pipe curve
- Chipped pipe
- Cracked pipe
- Infiltration or exfiltration
- Debris or other foreign matter
- Protrusion or excessive roughness in pipe
- Offset joint
- Out of round or diameter deflected pipe
- Improper alignment or curves not conforming to specified line
- Upset in normal hydraulic regime
- Any conditions that prevents the economical, safe or reasonable use of the sewer
- Pipelines sags in excess of one-half ($\frac{1}{2}$) inch standing water

Video - Televised sewer pipelines will be recorded and the images retained by the District. The Contractor may view video within two (2) working days at the District Offices by making an appointment. All video produced as a result of the work shall be the sole property of the District and shall remain under its care and custody at all times.

Re-inspection – If the sewer pipeline offered for acceptance fails to meet applicable specifications, the District shall have the right to re-inspect after correction of defects and to charge a re-televising fee in accordance with the current District rates or expense. The CCTV testing process shall be

repeated as necessary until all defects have been corrected to satisfaction of the District.

~~Section 1.23~~ Section 1.24 ~~Section 1.23~~ **Manhole Leakage Test**

All manholes shall be tested for leakage. Manhole testing shall be by either a water test or vacuum test conducted as follows:

A. Water Test

All inlet and outlet pipes shall be plugged and the manhole filled with water to the top of the reducing cone section. The water should be introduced into the test section at least four hours in advance of the official test period to allow the manhole and joint material to become saturated. The manhole shall then be refilled to the original water level.

At the beginning of the test, the elevation of the water in the upper manhole shall be carefully measured from a point on the manhole rim. After a period of four (4) hours, or less with the approval of the Engineer, the water elevation shall be measured from the same point on the manhole rim and the loss of water during the test period calculated. If this calculation is difficult, enough water shall be measured into the upper manhole to restore the water to the level existing at the beginning of the test, and the amount added taken as the total leakage.

For manholes, the allowable leakage shall not exceed 0.13 gallons per hour per foot of manhole depth.

Manholes showing leakage in excess of that allowed shall be repaired or reconstructed as necessary to reduce the leakage to that specified above and the manhole retested.

B. Vacuum Test

Vacuum test equipment shall be used per the manufacturer's specifications. A vacuum of 10 inch Hg should be drawn on the manhole, and the time for the vacuum to drop to 9 inch Hg shall be measured. The minimum allowable for this drop in vacuum shall be conservatively established at sixty (60) seconds for a forty-eight (48) inch diameter manhole; seventy-five (75) seconds for a sixty (60) inch diameter manhole; and ninety (90) seconds for a seventy-two (72) inch diameter manhole.

~~Section 1.24~~ Section 1.25 ~~Section 1.24~~ **Wastewater Lift Stations**

New sewage pumping plants shall be designed by a California Registered Civil Engineer and approved by the District. Consideration shall be given to the safety of the public, District employees and the environment. Minimum standards for construction shall address downstream capacity, wet well capacity, pump cycles, and emergency storage or a backup power supply. Video and audio alarm systems shall be incorporated into the District's telemetry system.

~~Section 1.25~~ Section 1.26 ~~Section 1.25~~ **Residential Pump Systems**

For all building sites in which the improvement plans designate a pumped sewer service or for any owner wishing to construct a structure on a portion of a lot or parcel for which gravity service was not provided, the owner shall install a sewage pump as specified herein for the purpose of

lifting sewage to the public sewer.

A pumped sewer service shall consist of a gravity sewer, a waste water holding tank, one (1) or more pumps, a force main, electrical controls, and an alarm system. Two (2) pumps may be required at the District's discretion. The pump and holding tank shall be installed in a location such as to be reasonably accessible for inspection and maintenance. If the holding tank is located outside of the building foundation it shall not be located within five (5) feet of any building used as a dwelling, within ten (10) feet of any property line or within a defined flood plain. Where installed, such installations shall be maintained by the owner at the owner's expense.

A. Installation

Gravity Pipeline – The gravity sewer lateral from the building sewer to the wastewater holding tank shall be tested in accordance with Sewer Line Flushing and Testing and Gravity Sewer Tests as specified in these design standards. Pipe must be grouted or sealed to a watertight condition at the point of holding tank penetration.

Wastewater Holding Tank – The holding tank shall be a solid impervious walled container. All openings in the walls of the tank, including pipe or conduit penetrations, are to be sealed to prevent inflow of surface water, infiltration of groundwater, or exfiltration of contained wastewater. The tank shall have a minimum capacity of one hundred fifty (150) gallons. The tank shall be vented with a one and one-quarter (1 ¼) inch minimum vent line. The tank shall be buried to a depth such that the top cover of the tank is eighteen (18) inches below finished grade. A weatherproof housing, with adequate insulation, shall be installed and extended to six (6) inches above finished grade. It shall be the owner's responsibility to determine groundwater conditions that may cause the tank to float when empty and to provide the appropriate solutions to prevent it. Internal ballast that reduces the tank capacity below one hundred fifty (150) gallons will not be acceptable.

Pumping Equipment – Pumps shall be centrifugal of the non-clog or grinder type. Pumps shall be capable of passing a minimum of a two (2) inch diameter sphere. Pumps and motors shall be sized so as to maintain a minimum of four (4) feet per second flow velocity throughout the entire discharge piping system when a maximum of one (1) pump is pumping under actual installed conditions. A copy of the pump specifications and pump curve shall be required and made available to the District Inspector before testing is allowed.

Electrical – The electrical control cabinet shall be isolated from the holding tank. All wiring, controls, conduits, boxes, et cetera shall meet or exceed National Electrical Code (NEC) requirements for materials, ratings, placement, and installation, et cetera. All equipment located in the holding tank shall be U.L. approved for its specific and proper use. All wiring in the area above the holding tank shall be provided with protection from physical damage by a combination of cable routing and/or conduits. Any wiring which hinders entry or view into the holding tank when opened will not be acceptable. All electrical connections shall be in an approved electrical junction box. All conduits leaving the holding tank, or the enclosed area above or surrounding the holding tank, shall be sealed. A circuit disconnecting means for all circuits must be located within sight of the holding tank unless a lockout device is installed on the disconnecting means for each individual circuit attached to or related to the pump system at the holding tank.

Alarm System – The holding tank and electrical controls shall include an alarming system that produces an audible and visual alarm when the liquid level in the holding tank exceeds a predetermined safe level. The audible and visual devices indicating such an alarm state shall be

located within the building or structure served by the sewage system with the intent to notify the occupant of the possibility of a wastewater spillage. The alarm system power shall be supplied through a dedicated circuit, separate from the pump power supply. It is recommended that the alarm system include a battery backup to provide alarm functionality during an electrical power outage. The alarm system shall include a relay switch to activate the water system shut off solenoid valve.

Discharge Piping – The discharge pipeline shall be ductile iron, polyvinyl chloride (PVC), polyethylene, or an approved pressure rated material designed for wastewater. The piping shall be pressure class 150 minimum and rated for the pressure service being installed. The pipeline size shall be two (2) inch diameter minimum and not be of a size smaller than the pump discharge port. The discharge pipeline shall be fitted with an approved pressure rated check valve and a gate valve. The discharge pipeline shall also include a one-quarter (¼) inch pressure test port located between the check portion of the check valve and the gate valve. The gate valve shall be located on the discharge side of the check valve. Both valves and the test port shall be located as close to the pump or holding tank as possible and in such a manner that they are accessible for operation and for maintenance or repairs. It is recommended that valves are installed with unions and boxed to grade.

Discharge pipelines shall have a trench cutoff block located every fifty (50) linear feet of pipe, at changes in pipeline type and/or grade, and at the pump tank. Thrust blocks shall be located at all fittings that change the direction of the pipe. Thrust blocks shall be constructed of concrete with a minimum size of two (2) cubic feet. A cleanout shall be placed in the discharge pipeline at the property line.

B. Inspection and Testing

The gravity portion of the pipeline from the building to the holding tank shall be tested in accordance with the Gravity Sewer Tests as specified in these design standards.

A visual inspection shall be performed to check for the following:

- proper venting of the holding tank
- an acceptable weather proof, insulated box with an insulated lid directly above the holding tank
- a weather tight seal on the holding tank lid and at all pipe or conduit penetrations.

The discharge pipeline shall be pressure tested with water to a pressure of one hundred fifty (150) percent of the calculated maximum possible working pressure (the Total Dynamic Head, or TDH) for the installed pump. The maximum possible working pressure for the system can be assumed to occur at the pump's shut off point. The pressure must remain constant for ten (10) minutes. The required test equipment shall be provided by the owner or owner's agent and be acceptable to the District.

The electrical system and controls shall be inspected and approved by the local governing authority for building electrical inspection. Pumping and alarm tests shall only be performed after the electrical system has been inspected and approved by the proper authority. The District inspector shall require proof of such approval before starting any of the following functional tests.

The pump shall be started and stopped so the check valve can be tested for proper operation.

- The pumping system shall be tested for a discharge pipeline velocity of four (4) feet per second. The flow velocity test shall be performed with the discharge pipeline full of water and the pumping system functional under normal operating conditions.
- The pump shall be run to pump down the holding tank to allow a visual inspection of the tank and to check it for leaks.
- The alarm system shall be checked for proper function of audio and visual alarms.

~~Section 1.26~~ Section 1.27 ~~Section 1.26~~ **Backflow Prevention Devices**

Private and commercial building laterals are subject to the provisions of the UPC. Drainage piping serving fixtures installed on a floor level that is located below the elevation of the next upstream manhole cover of the sewer serving such drainage piping shall be protected from backflow of wastewater by installing an approved type of backwater valve.

Buildings with laterals which connect to a double service or a joint lateral (a privately owned shared lateral pipeline that receives wastewater flow from two or more parcels) shall also install a backflow prevention device to protect private property.

In the events of a pipeline stoppage in the joint lateral, a backflow prevention device installed on each private building lateral would inhibit wastewater in the joint lateral from backing-up through the private building lateral into the building served.

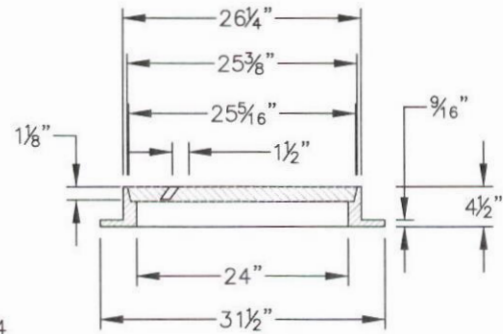
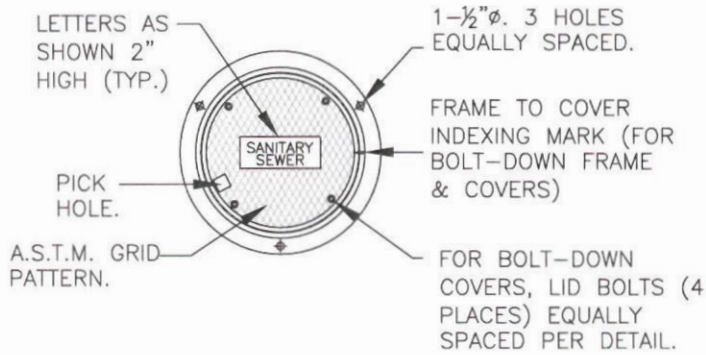
Backflow prevention devices are useful in areas where a joint lateral provides services to parcels of different elevations.

~~Section 1.27~~ Section 1.28 ~~Section 1.27~~ **Clean Up**

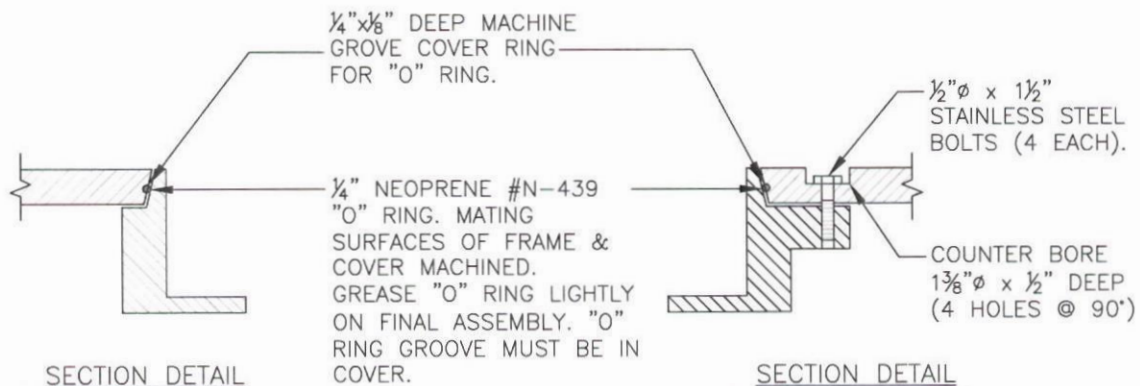
During the progress of the work, the owner or their agent shall keep the entire job site in a clean and orderly condition. Excess or unsuitable backfill material, broken pipe or other waste material shall be removed from the job site. Spillage resulting from hauling operations along or across existing streets or roads shall be removed immediately by the contractor. All gutters and roadside ditches shall be kept clean and free from obstructions. Any deviation from this practice shall have prior approval from the District.

Before final acceptance of the work, the owner or their agent shall carefully clean up the work and premises, remove all temporary structures built for the work, and remove all surplus construction materials and rubbish of all kinds from the grounds which he has occupied and leave them in a neat condition.

RIBBLESS HEMISPHERICAL COVER
FOR H-20 HIGHWAY LOADING



SECTION VIEW



SECTION DETAIL
TAPERED FRAME &
COVER

SECTION DETAIL
BOLT-DOWN FRAME
& COVER

DETAIL NOTES:

1. FRAME AND COVER FULLY MACHINED ON THREE (3) SURFACES TO ASSURE INTERCHANGEABILITY AND CLOSE, QUIET FIT.
2. SKID RESISTANT COVER DESIGN.
3. CASTINGS DIPPED IN BLACK BITUMINOUS PAINT.
4. FRAME AND COVER ASSEMBLIES SHALL BE TRAFFIC RATED. D&L FOUNDRY MODEL A-1024.

SCALE: N.T.S



**MANHOLE FRAME
AND COVER**

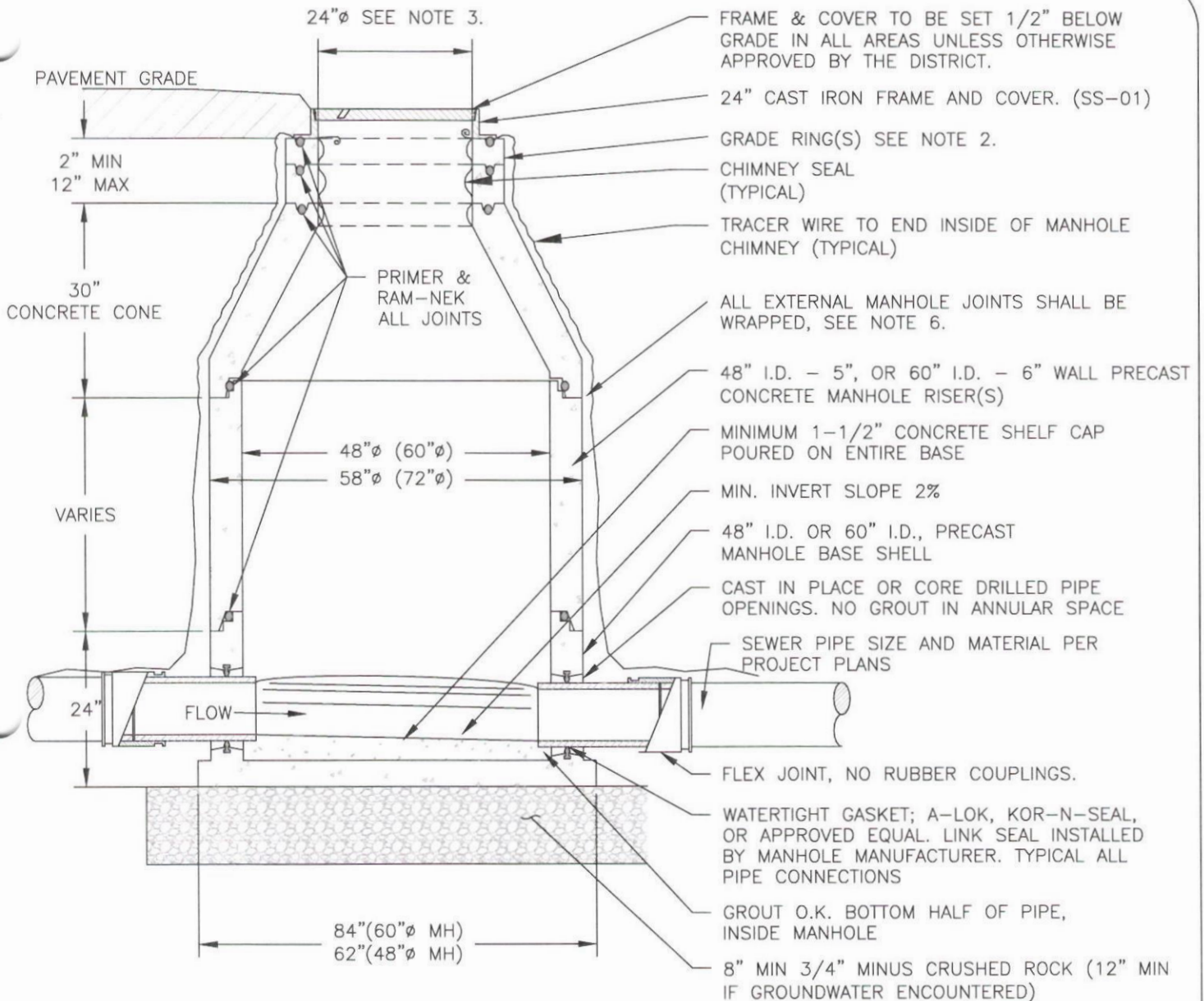
DWG. No. MARCH 2020

SS-01

APPROVED:

DH

DISTRICT ENGINEER



DETAIL NOTES:

1. MANHOLE BARREL SIZE IS INDICATED ON PLANS.
2. CHIMNEY SEALS REQUIRED ON ALL MANHOLES. 2" MIN. MATING SURFACE REQUIRED AT INSIDE TOP OF CONE.
3. FOR 60"Ø MANHOLES, OPENING SHALL BE 36" WIDE AND SHALL INCLUDE A 36" FRAME WITH 24" ADAPTER.
4. ALL SECTIONS ABOVE BENCH SHALL BE COATED WITH RAVEN 405 AS MANUFACTURED BY RAVEN LINING SYSTEMS, OR EQUAL, UNLESS OTHERWISE APPROVED BY DISTRICT.
5. BACKFILL, COMPACTION & PAVEMENT RESURFACING TO COMPLY WITH PLACER COUNTY OR CALTRANS STANDARDS, AS APPLICABLE.
6. ALL EXTERIOR MANHOLE JOINTS SHALL BE WRAPPED WITH RUB'R-NEK, INFI-SHIELD GATOR WRAP, OR APPROVED EQUAL.

SCALE: N.T.S



**STANDARD SEWER
MANHOLE**

DWG. No. MARCH 2020

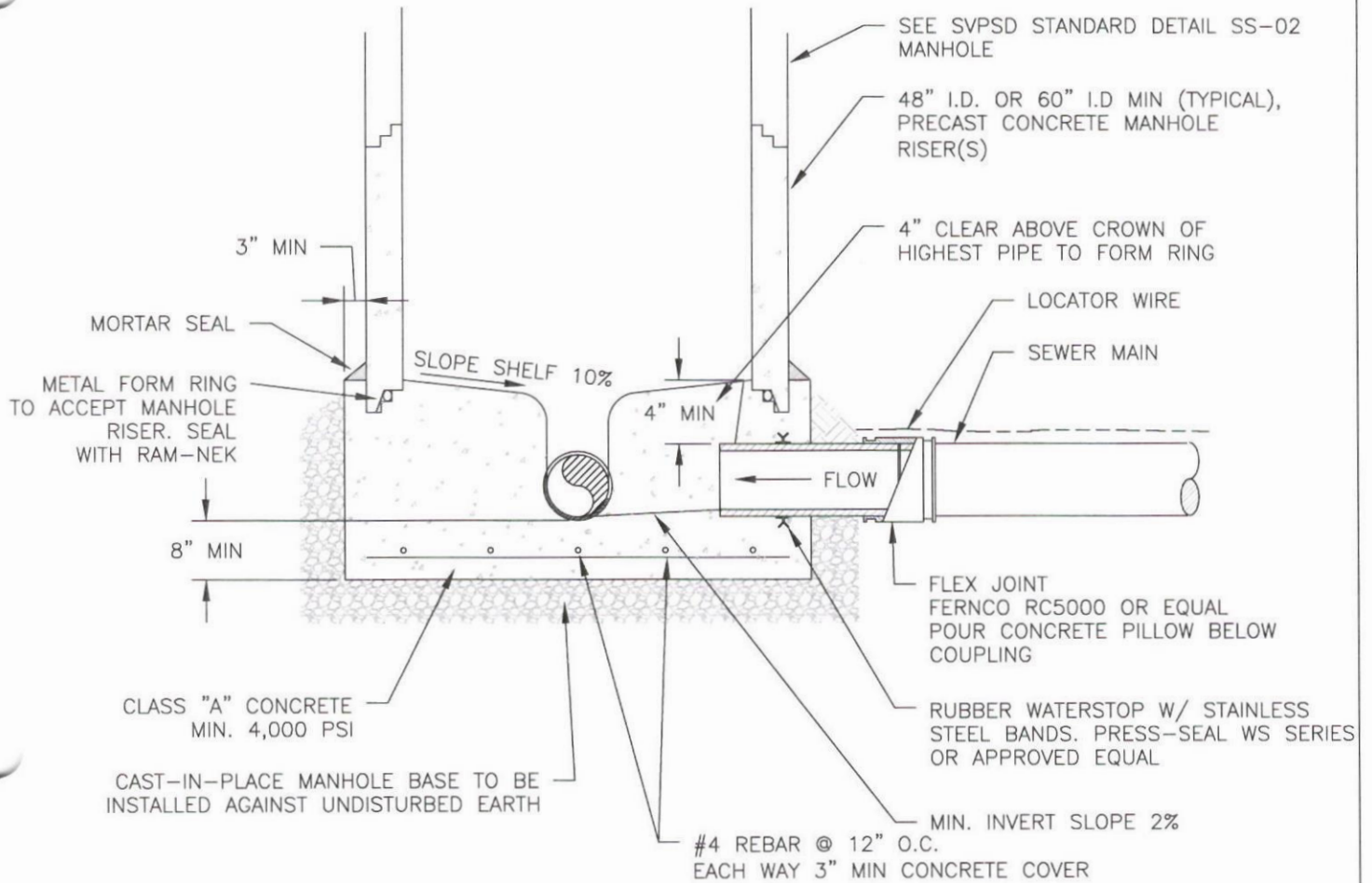
SS-02

APPROVED:

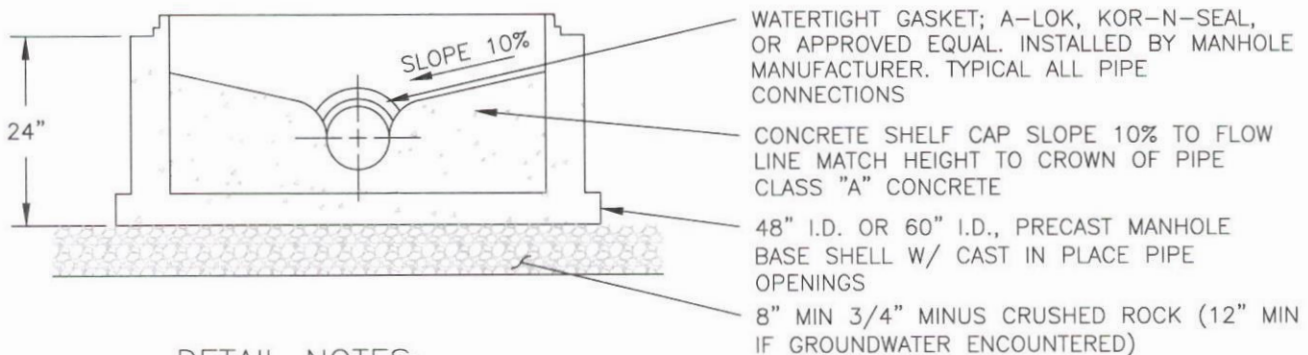
DH

DISTRICT ENGINEER

CAST IN PLACE MANHOLE



PRECAST MANHOLE



DETAIL NOTES:

1. REBAR SHALL BE GRADE 40, EPOXY COATED.
2. CONCRETE MINIMUM COMPRESSIVE STRENGTH 4,000 PSI MIX.
3. BACKFILL, COMPACTION, & PAVEMENT RESURFACING TO COMPLY WITH PLACER COUNTY OR CALTRANS STANDARDS, AS APPLICABLE.

SCALE: N.T.S



MANHOLE BASE SECTIONS

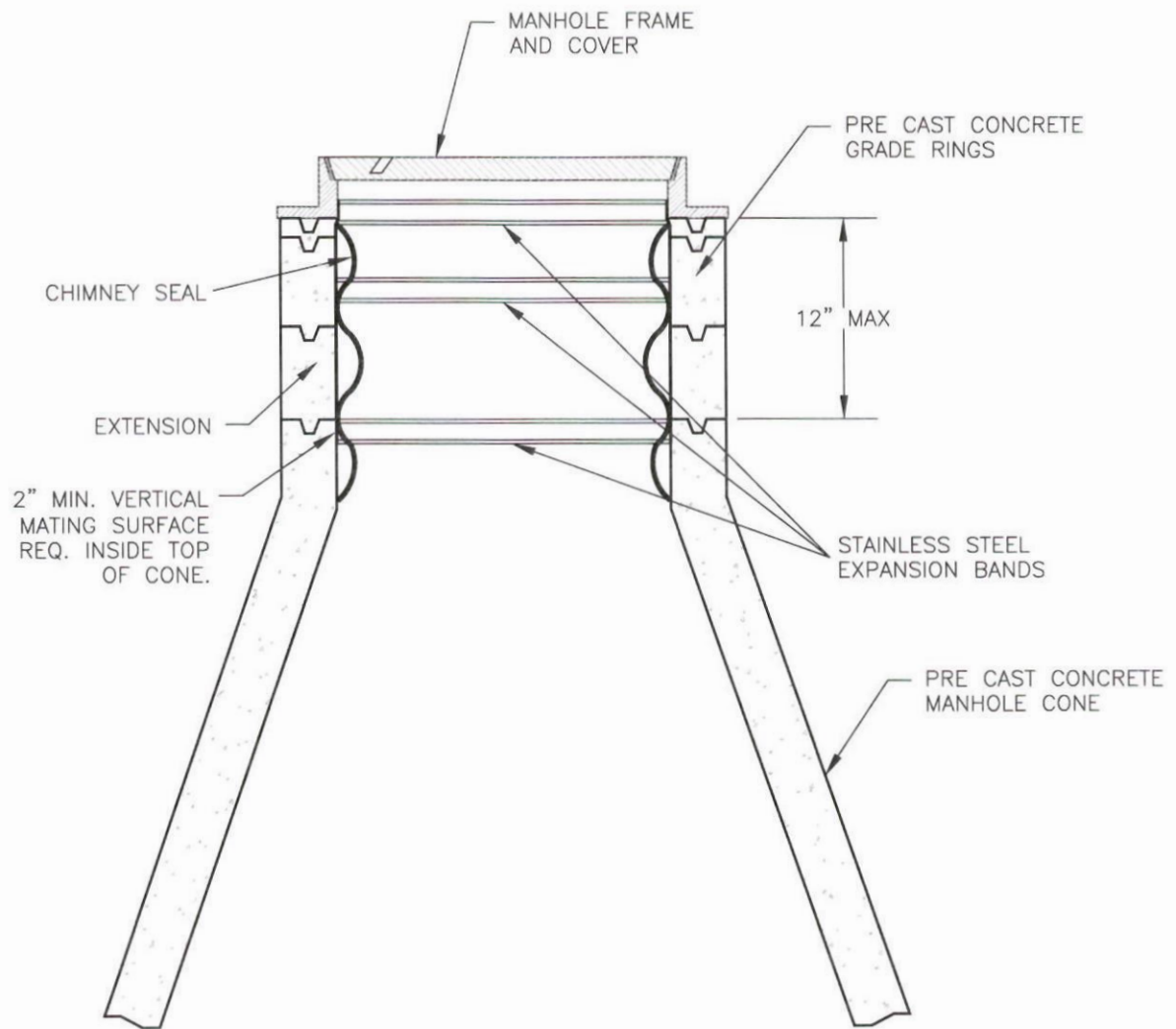
DWG. No. MARCH 2020

SS-03

APPROVED:

DH

DISTRICT ENGINEER



CHIMNEY HEIGHT	SEAL
2 THROUGH 4-1/2"	CHIMNEY SEAL ONLY
4-1/2" THROUGH 10"	SEAL + 7" EXTENSION
10" THROUGH 12"	SEAL + 10" EXTENSION

DETAIL NOTES:

1. ALL FRAME OFFSETS AND DIAMETER DIFFERENTIALS WILL REDUCE SEAL / EXTENSION SPAN HEIGHT.

SCALE: N.T.S



INTERNAL MANHOLE CHIMNEY

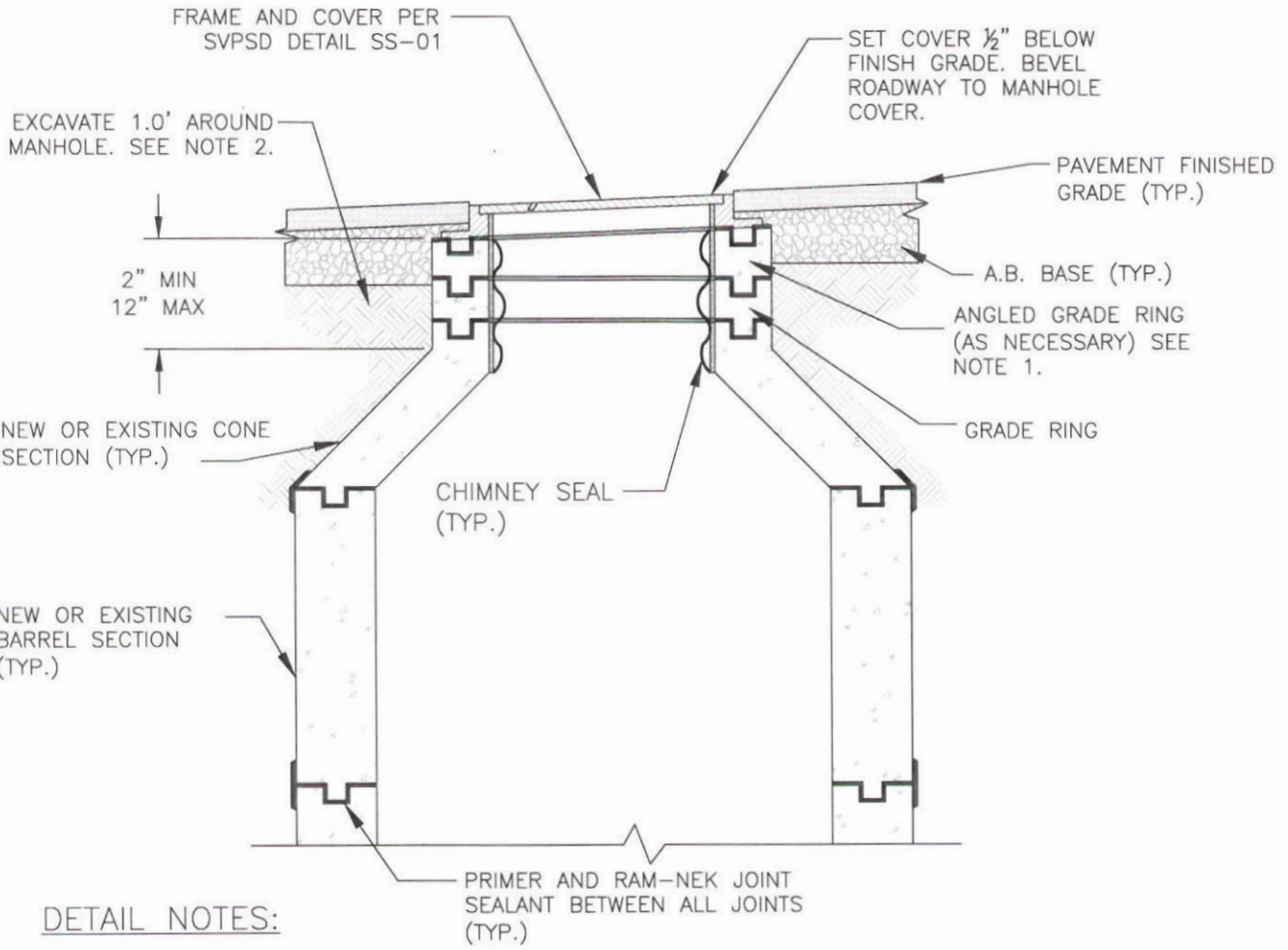
DWG. No. MARCH 2020

SS-06

APPROVED:

DH

DISTRICT ENGINEER



DETAIL NOTES:

DETAIL NOTES:

1. ANGLED GRADE RINGS SHALL BE CRETEX PRO-RING, EJ PRESCOTT HDPE MANHOLE ADJUSTING RING, OR APPROVED EQUAL.
2. BACKFILL, COMPACTION, AND PAVEMENT RESTORATION SHALL COMPLY WITH PLACER COUNTY, AND / OR CALTRANS STANDARDS.

SCALE: N.T.S



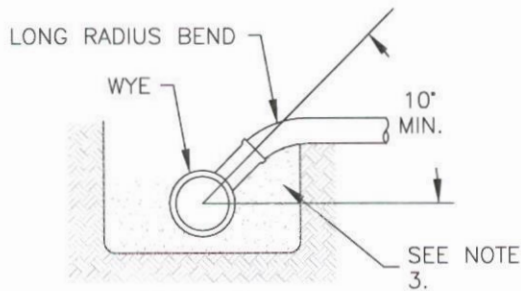
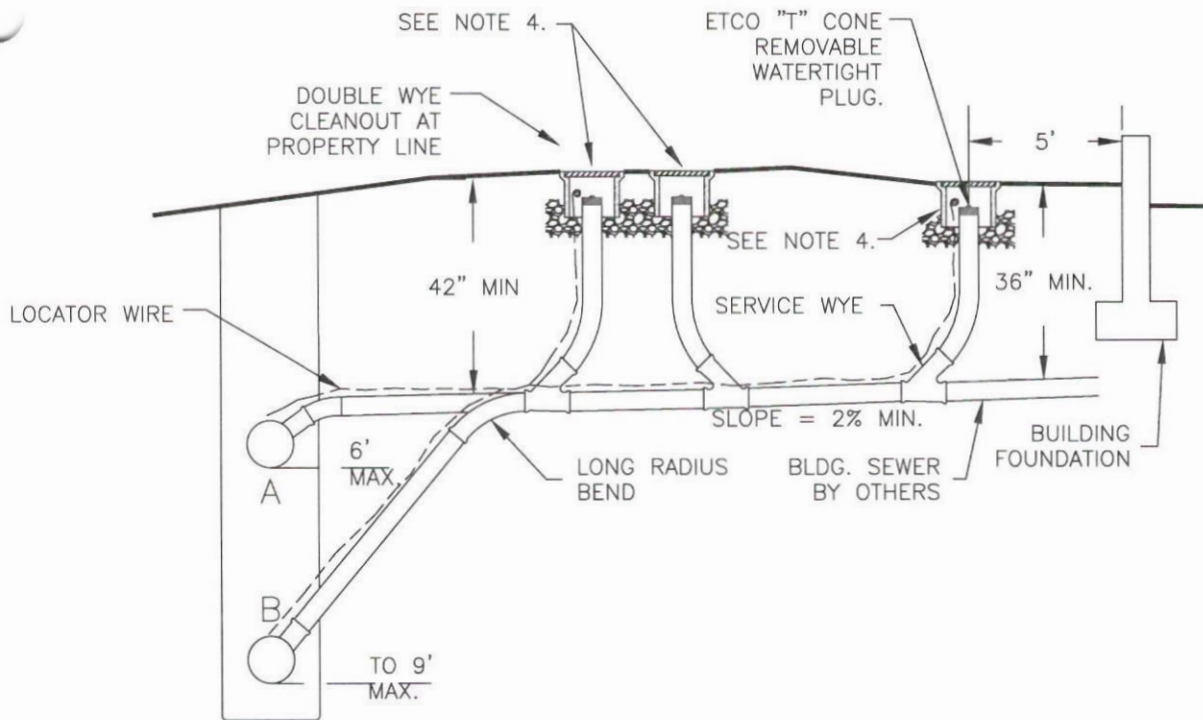
SEWER MANHOLE GRADE ADJUSTMENTS

DWG. No. MARCH 2020

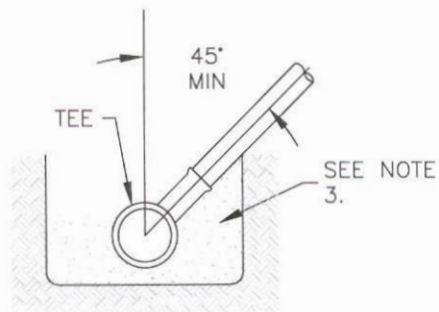
SS-09

APPROVED: **DH**

DISTRICT ENGINEER



TYPE A



TYPE B

DETAIL NOTES:

1. ALL PIPE SHALL BE PVC SDR-35 WITH RUBBER GASKETED JOINTS, OR C-900 PVC WHERE APPROVED BY THE ENGINEER.
2. CLEANOUTS REQUIRED 5' FROM BUILDING, EVERY 75', AND AT EVERY BEND GREATER THAN 45°
3. PLACE BEDDING MATERIAL AT 95% COMPACTION 18" UNDER WYE BRANCH, FITTING, AND UNSUPPORTED PIPE PER PLACER COUNTY GENERAL SPECIFICATION SECTION 19-3.06 A(1). WHEN BEDDING MATERIAL IS USED, PLACE MATERIAL TO TOP OF BEND, THE FULL WIDTH OF TRENCH.
4. CHRISTY G-5 BOX WITH CAST IRON LID MARKED "SEWER" OR APPROVED EQUAL

SCALE: N.T.S



SERVICE LATERAL DETAIL

DWG. No. MARCH 2020

SS-10

APPROVED:

DH

DISTRICT ENGINEER



SEWER SERVICE POINT OF SERVICE

DWG. No.

SS-13

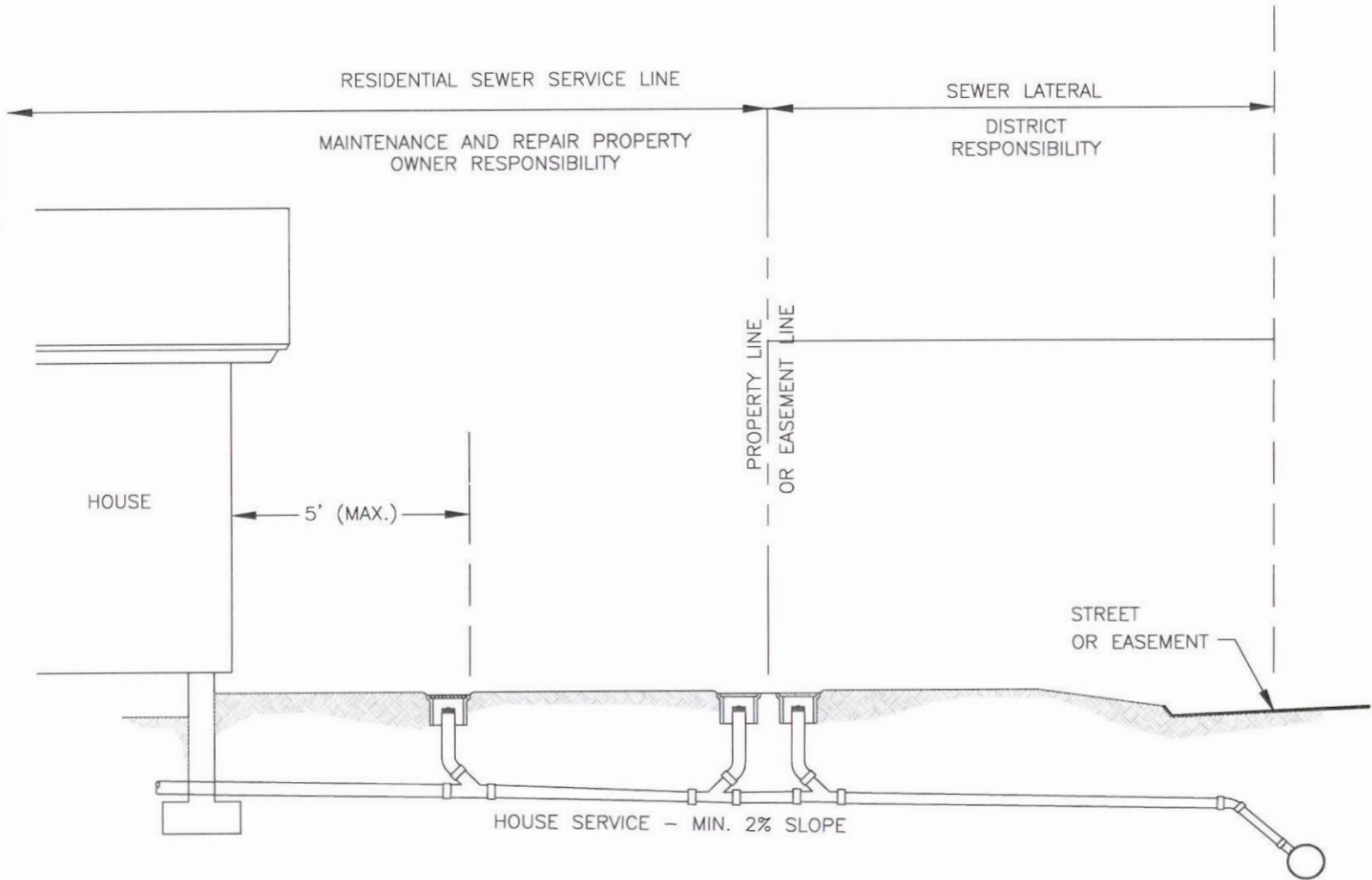
MARCH 2020

APPROVED:

DH

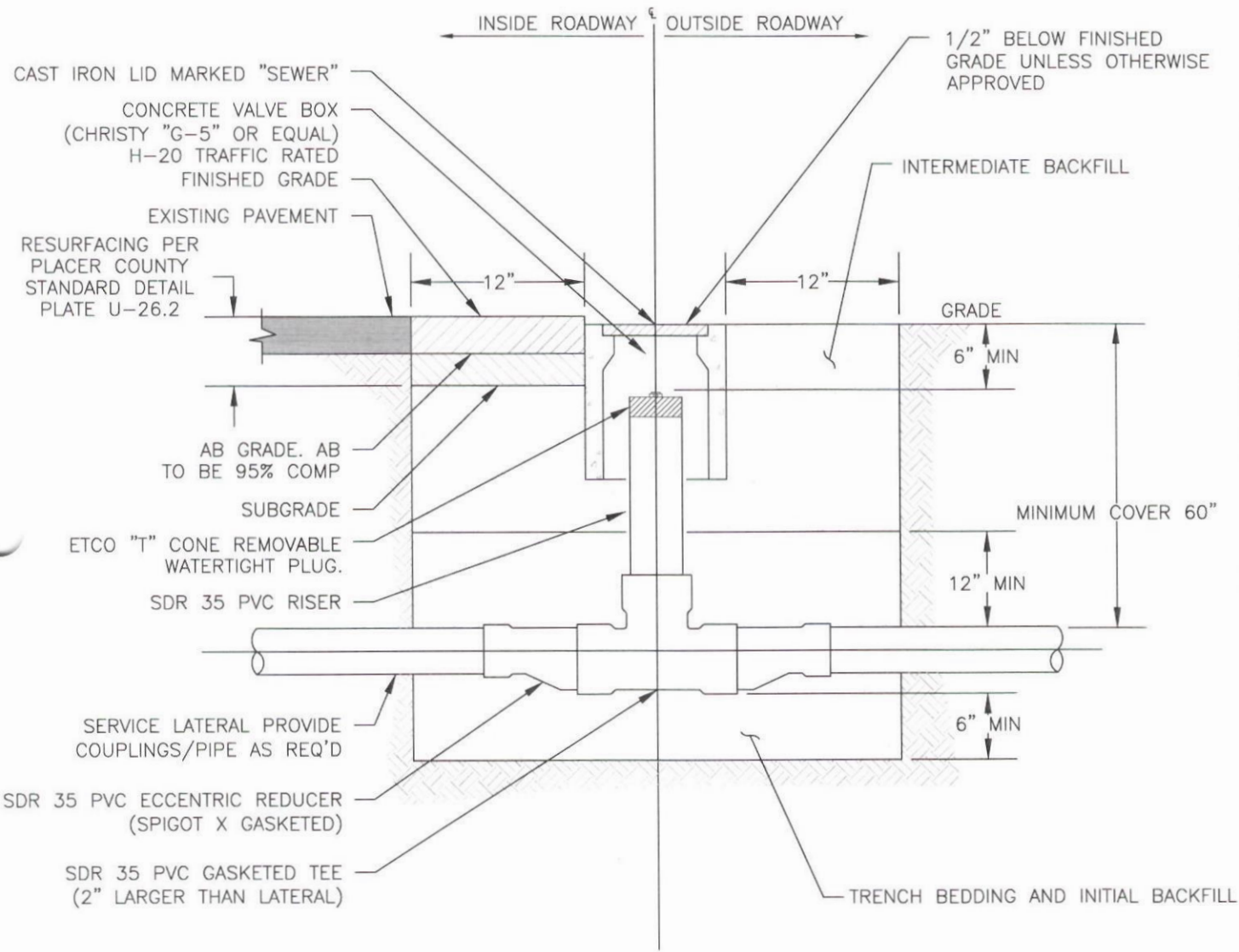
DISTRICT ENGINEER

SCALE: N.T.S.



DETAIL NOTES:

1. DOUBLE CLEANOUTS SHALL BE PLACED WITHIN 5' OF PROPERTY OR EASEMENT LINE.



SCALE: N.T.S



SAMPLE PORT FOR SERVICE LATERAL

DWG. No. MARCH 2020

SS-19

APPROVED:

DH

DISTRICT ENGINEER

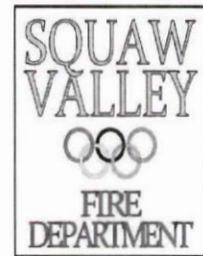
SEWER STANDARD DETAILS - REVISION LOG

DETAIL #	DESCRIPTION	UPDATES	Date of Update
SS-01	MANHOLE FRAME AND COVER	NOTE: LID TYPE DL FNDRY , REMOVED OR EQUAL COMMENT	Mar-20
SS-02	STANDARD SEWER MANHOLE	ADDED LOCATOR WIRE ENDING IN MANHOLE AND ADDED CHIMNEY SEAL, NOTE 6 REGARDING WRAPPING JOINTS.	Mar-20
SS-03	MANHOLE BAS SECTIONS	ADDED NOTE FOR FLEX JOINT, NO RUBBER COUPLINGS, ADDED CONCRETE PILLOW	Mar-20
SS-04	MANHOLE BASE PATTERN		
SS-05	INSIDE DROP MANHOLE		
SS-06	INTERNAL MANHOLE CHIMNEY	ADDED CHIMNEY SEAL	Mar-20
SS-07	MANHOLE CONSTRUCTION OVER EXISTING LINE		
SS-08	PIPE CONNECTION TO EXISTING MANHOLE		
SS-09	SEWER MANHOLE GRADE RING ADJUSTMENTS	ADDED CHIMNEY SEAL	Mar-20
SS-10	SERVICE LATERAL	CHANGED MIN DEPTH OF LATERAL BETWEEN HOUSE AND HOUSE CLEANOUT FROM 36" TO 30"	Mar-20
SS-11	SERVICE LATERAL DETAIL (ISOMETRIC VIEW)		
SS-12	SERVICE CONNECTION TO EXISTING MAIN		
SS-13	SEWER SERVICE POINT OF CONNECTION	ADJUSTED PROPERTY LINE TO SHOW ACCEPTABLE PROPERTY CLEANOUT LOCATION	Mar-20
SS-14	LATERAL CLEAN-OUT ASSEMBLY		
SS-15	SERVICE CONNECTION PUMPED SEWER SYSTEM		
SS-16	TYPICAL SEWER TRENCH		
SS-17	RESIDENTIAL - SMALL COMMERCIAL PUMP STATION		
SS-18	GREASE INTERCEPTOR		
SS-19	SAMPLE PORT FOR SERVICE LATERAL	ADDED TRACER WIRE	Mar-20
SS-20	SAMPLE PORT LOCATION		
SS-21	SAND AND OIL INTERCEPTOR		
**	ALL DETAILS		



SQUAW VALLEY PUBLIC SERVICE DISTRICT

EXHIBIT F-5
8 pages



Portable Emergency Sewer Bypass Pump Purchase

DATE: March 31, 2020
TO: District Board Members
FROM: Dave Hunt, District Engineer
SUBJECT: Award contract for Portable Sewer Emergency Bypass Pump Purchase

BACKGROUND: The District keeps several critical pieces of equipment on hand to respond to emergency sewer overflow events. This includes a trailer mounted emergency bypass pump and various lengths and sizes of hose and fittings. Our existing emergency bypass pump was purchased used in 2000 and is a Tier 0 diesel engine driven 6" AutoPrime Trash Pump manufactured by Complete Dewatering Pumps & Well Points.

California's Air Resources Board (CARB) regulations governing portable equipment air quality standards include the *Airborne Toxic Control Measure for Diesel Particulate Matter from Portable Engines Rates at 50 Horsepower and Greater* (Effective November 30, 2018) and the *Regulation to Establish a Statewide Portable Equipment Registration Program* (Effective November 30, 2018). These regulations establish air quality requirements for portable engines and define engines based on tiers (Tiers 1-4). The regulations require that no Tier 0 or 1 portable engine may operate in the State of California after January 1, 2020

Therefore, the District must retire the existing Tier 0 diesel engine emergency bypass pump and replace it with a CARB compliant Tier 4 diesel engine driven pump.

DISCUSSION: Staff worked with several pump vendors and developed specifications for a portable, trailer mounted, diesel engine drive, self-priming, emergency sewer bypass pump. The specifications were based on compliance with CARB air quality regulations and a detailed engineering hydraulic evaluation. The hydraulic evaluation developed specific pump operating points that are required to meet a number of unique pumping scenarios in the District's sewer system.

The District solicited bids from seven (7) pump vendors and three (3) bids were received on February 20, 2020. Below are the bid results.

Pac Machine Company, Inc. (Godwin Pump)	Cashman Equipment (Global Pump)	Folsom Industrial (Pioneer Pump)
\$44,949.99	\$54,070.00	\$45,028.91

Staff reviewed the proposals, and each satisfied the regulatory and hydraulic requirements as set forth in the specifications.

Staff is recommending the purchase of a Godwin CD150S Dri-Prime Pump. The Godwin pump is one of the best in the industry and is used by our neighboring agencies including T-TSA, TSD, and North Tahoe PUD. In fact, T-TSA recently awarded a contract to Pac Machines for the purchase of two (2) CD150S pumps. The vendor is based in Sparks, NV and the District has a long successful history of working with Pac Machines on our bypass pumping needs. The new pump is expected to have a design life of 20 years.

- ALTERNATIVES:**
1. Approve the bid proposal from Pac Machine Company, Inc. in the amount of \$44,949.66 and authorize the General Manager to execute all contractual documents and approve an amendment to the FY20 Water and Sewer FARFs for \$12,949.66. Staff is also requesting authorization to surplus the existing bypass pump.
 2. Do not approve the bid proposal from Pac Machine Company, Inc. and the budget amendment request. This alternative is not recommended as the existing emergency sewer bypass pump is not operable due to non-compliance with California air quality regulations.

FISCAL/RESOURCE IMPACTS: The project will be funded equally from the Water and Sewer FARF's. The FY20 budget included \$32,000 for this purchase. Staff is requesting a budget amendment for \$12,949.66, which brings to total purchase price to \$44,949.66.

RECOMMENDATIONS: Staff recommends approval of the bid proposal from Pac Machine Company, Inc. for the purchase of an emergency portable sewer bypass pump and recommends the General Manager be authorized to execute a contract with Pac Machine Company, Inc. in an amount not to exceed \$44,949.66 and that the Board authorize a budget amendment to the Sewer and Water FARFs in the amount of \$12,949.66. Also, authorize the General Manager to surplus the existing bypass pump.

ATTACHMENTS:

- Bid Proposal from Pac Machines dated February 20, 2020

DATE PREPARED: March 25, 2020

SQUAW VALLEY PUBLIC SERVICE DISTRICT

PLACER COUNTY, CALIFORNIA

PROPOSAL

FOR

Portable Emergency Sewer Bypass Pump Purchase

Squaw Valley Public Service District
305 Squaw Valley Road
Olympic Valley, CA 96146

Mailing Address:
P. O. Box 2026
Olympic Valley, CA 96146

Ladies and Gentlemen:

The undersigned as bidder declares that he has carefully examined the proposed work and the contract documents, and he proposes and agrees that, if this proposal is accepted, he will contract with Squaw Valley Public Service District (District) to provide equipment and services in the contract documents.

BID SCHEDULE

Item No.	Description	Estimated Quantity	Unit	Unit Price	Total Amount
1.	One (1) portable, trailer mounted, diesel engine driven, self-priming emergency sewer bypass pump	1	LS	\$38,647.70 + FREIGHT \$3,500.00	\$44,949.66 (INCLUDING TAXES)

TOTAL BASE BID (Item 1) PRICE - \$ 44,949.66

\$ FORTY-FOUR THOUSAND NINE HUNDRED AND FORTY-NINE DOLLARS AND SIXTY-SIX CENTS

In Words

NOTES:

It is understood and agreed as follows:

That the District reserves the right to reject any and all bids, to waive any informality in any bid, and to make awards in the interest of the District.

That the undersigned has checked carefully all the above figures and understands that the District will not be responsible for any errors or omissions on the part of the undersigned in preparing this bid.

The undersigned affirms that in making the foregoing bid that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

State whether your business entity is a corporation, a co-partnership, private individual, or individuals doing business under a firm name:

CORPORATION - PAC MACHINE COMPANY, INC.

If the Bidder is a Corporation, the bid must be executed in the name of the Corporation and must be signed by a duly authorized officer of the Corporation. If the Bidder is a Corporation, fill in the following sentence:

“This corporation is organized and existing under and by virtues of the laws of the State of CALIFORNIA.”

If the Bidder is a partnership, the bid must be executed in the name of the partnership and one of the partners must subscribe his signature thereto as the authorized representative of the partnership.

The representations made herein are made under penalty or perjury.

NAME OF BIDDER: PAC MACHINE COMPANY, INC
 SIGNATURE OF BIDDER: *Wm S. Keel*
 ADDRESS: 1246 GLENDALE AVENUE
SPARKS, NV 89431
 DATED THIS 20TH DAY OF FEBRUARY, 2020, ~~20XX~~

Following are the names, phone numbers of three references operating the specified equipment similar work to this contract.

Company Name	Contact Person	Phone Number
PAC MACHINE COMPANY, INC.	CHRIS SETTELMAYER	775-359-8500



Pac Machine Company

SACRAMENTO, BENICIA, CA
SPARKS, ELKO, NV

From:

Pac Machine Company
1246 Glendale Ave.
Sparks, NV 89431
Phone: (775) 359-8500
Fax: (775) 359-0818

To: Dave Hunt

Of: Squaw Valley PUD
Email/Fax: dhunt@svpud.org
Phone: 530-583-4692 x214
Re: Godwin CD150S Pump Quote
Date: 02-19-20

Per your request we're pleased to quote the following pump:

Qty	Description	Price Each	Amount
1	6" GODWIN CD150S DRI-PRIME, DIESEL DRIVEN, TRAILER MOUNTED, SOLIDS HANDLING TRASH PUMP, 6" 150# FL SUC X 6" 150# FL DISCH INCLUDES: * ISUZU 4LE2X FINAL T4 DIESEL ENGINE * PRIMEGUARD 2 CONTROL PANEL P/N: PMCD060DCN292 SEE ATTACHED SPEC	\$ 38,647.70	\$ 38,647.70
1	ESTIMATED FREIGHT (Actual Required Freight Will Be Billed)	\$3,500.00	

FOB: ORIGIN

Taxes not included.

Lead Time: IN STOCK

(Max Lead Time: 3-4 Weeks)

Total: \$ 38,647.70

Please Call with any questions.

Regards,
Chris Settlemeyer
775-690-2484

Godwin CD150S Dri-Prime[®] Pump



The Godwin CD150S Dri-Prime pump is a versatile, general purpose dewatering pump designed for use in the industry's most challenging construction, municipal, industrial and emergency response applications. This rugged pump is ideally suited for tough dewatering jobs, and is the reliable choice for rental solutions.

The CD150S is a member of the Godwin S Series of Smart pumps, equipped with a new generation of Field Smart Technology (FST) for remote monitoring and control. In addition to improved hydraulic efficiency, greater fuel economy, and streamlined serviceability, the CD impeller is now interchangeable with a Flygt N-Technology non-clog impeller, providing the flexibility to tackle stringy, modern wastewater applications with the same pump.

Specifications

Suction connection	6 in (150 mm) flange
Delivery connection	6 in (150 mm) flange
Max capacity	2290 USGPM (520 m ³ /hr) †
Max impeller diameter	11.8 in (300 mm)
Max solids handling	3 in (75 mm)
Max operating temp	176 °F (80°C) *
Max working pressure	91 psi (6.3 bar)
Max suction pressure	58 psi (4 bar)
Max casing pressure	138 psi (9.5 bar)
Max operating speed	2200 rpm

* Please contact our office for applications in excess of 80°C (176°F).
† Larger diameter pipes may be required for maximum flows.

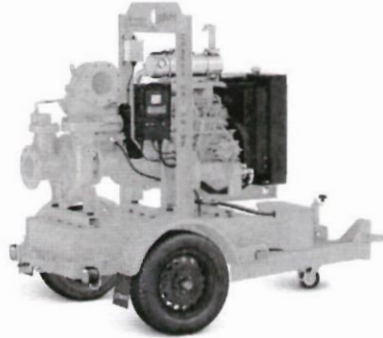
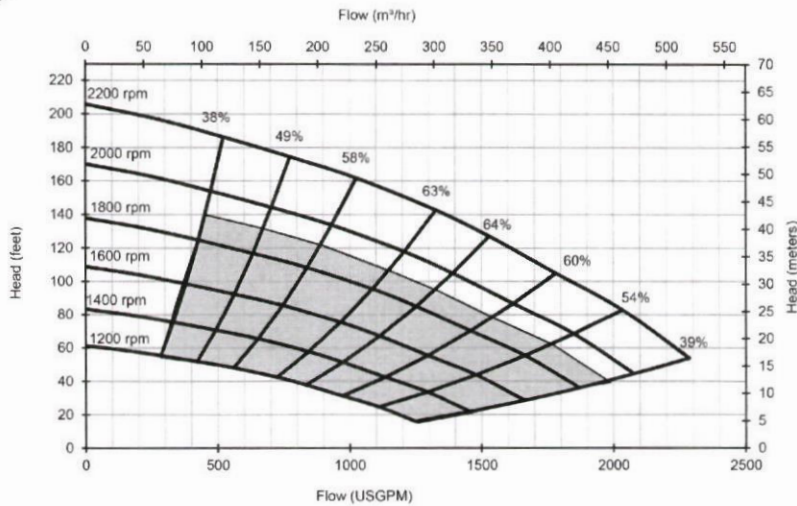
Features and benefits

- Interchangeable impellers to tackle a full range of solids handling applications.
- Field Smart Technology (FST) allows the user to monitor & control the pump from anywhere in the world.
- New compressor belt tensioner reduces time to change and adjust belt to approximately 30 minutes.
- New sight glass and measuring stick added to monitor level and quality of mechanical seal oil.
- Improved hydraulic design reduces vibration, maximizes efficiency and fuel economy.
- Diesel Oxidative Catalyst (DOC) technology maximizes available power from diesel engine, and reduces maintenance and downtime.
- Fully automatic priming from dry to 28 feet (8.5 m).
- Venturi priming requires no adjustment or control.
- Available as open set or Sound Attenuated Enclosure.
- Standard build engine Isuzu 4LE2X (EPA Final Tier 4).
- Other engine options available.
- Optional environmentally friendly skid base contains all fluid spills.

Godwin CD150S Dri-Prime® Pump

Performance curve

Performance curve is based on 0ft (0m) dynamic suction lift.



Materials

Pump casing	Cast Iron BS EN 1561/EN-JL1030
Wearplates	Cast Iron BS1561:1997
Pump shaft	Carbon steel BS970:1991 817M40T
Impeller	Cast Steel BS3100 A5 Hardness to 200 HB Brinell
Mechanical seal faces	Silicon carbide Vs Silicon carbide

Suction lift table 1800 rpm

Performance data provided in tables is based on water tests at sea level and 20°C (68°F) ambient. All information is approximate and for general guidance only. Please contact the factory or office for further details.

Total suction Head (feet)	Total Delivery Head (feet)				
	30	43	56	69	82
	Output (USGPM)				
10	1852	1710	1520	1314	1140
15	1789	1646	1441	1251	1061
20	1741	1567	1361	1172	934
25	1678	1425	1251	1061	823

Open trailer

- Fuel capacity 60 US Gal (227 liters)
- Weight dry 2750 lb (1250 kg)
- Weight wet 3170 lb (1440 kg)
- Dimensions L 119 in x W 66 in x H 87 in
(L 3023 mm x W 1676 mm x H 2210 mm)

Sound attenuated enclosure

- Noise @ 23 ft (7m) 66 db(A)
- Fuel capacity 80 US Gal (303 liters)
- Weight dry 3100 lb (1410 kg)
- Weight wet 3680 lb (1670 kg)
- Dimensions L 101 in x W 43 in x H 70 in
(L 2565 mm x W 1092 mm x H 1778 mm)

Engine

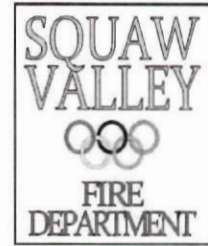
- Engine Isuzu 4LE2X
 - Engine power 62 hp (46.2 kW) max engine rating
 - Emissions standard EPA Final Tier 4
 - Fuel consumption @ 1800 rpm 2.6 USGal/hr (10 l/hr)
- Please contact the factory or office for further details. A typical picture of the pump is shown. All information is approximate and for general guidance only.

Specifications and illustrations are subject to revision without notice. Xylem makes no representation regarding the completeness or accuracy of this information and is not liable for any direct or indirect damages arising from or relating to this information or its use.

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SQUAW VALLEY PUBLIC SERVICE DISTRICT



FIRE DEPARTMENT ANNUAL REPORT

DATE: March 31, 2020
TO: District Board Members
FROM: Allen Riley, Fire Chief
SUBJECT: Fire Department Annual Report – Information Only

BACKGROUND: The discussion section below provides information from the Fire Department regarding operations and activities that are not the subject of a separate report.

DISCUSSION: This report is a summary of the Fire Department's activities during the 2019 calendar year. The report covers a general overview of the department's call volume, operations, training and prevention.

ALTERNATIVES: This report is for information only.

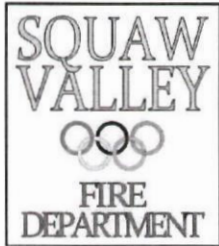
FISCAL/RESOURCE IMPACTS: None

RECOMMENDATION: This report is for information only.

ATTACHMENTS:

- 2019 Fire Department Annual Report from Chief Riley.
- 2019 Fire Department Training Report from Captain Chisholm.
- 2019 Fire Prevention Report from Captain De Deo.
- Sample Letters

DATE PREPARED: March 26, 2019



SQUAW VALLEY FIRE DEPARTMENT

FIRE DEPARTMENT ANNUAL REPORT

A quick summary of our accomplishments and activities during 2019:

- We responded to 558 emergency calls, 3 calls more than 2018.
- Our staff responded to 295 medical emergency calls, 53% of our overall call volume.
 - ❖ We continue to participate in a region-wide prehospital care-provider group involving all of the area fire departments as well as the Tahoe Forest Hospital emergency department staff, Truckee-Tahoe Medical Group, Squaw Valley-Alpine Meadows Ski Patrol and our local air ambulance providers. This group meets periodically to review specific calls and to collaborate in an effort to improve pre-hospital care and coordination throughout the area.
 - ❖ The working relationship between our personnel and the physicians who operate Truckee-Tahoe Medical Group is similarly mutually respectful, cooperative and complementary. TTMG's physicians are increasingly comfortable allowing our paramedics to handle cases that will be transferred to Tahoe Forest Hospital or Renown's trauma center.
 - ❖ SVFD received Automatic Aid or Mutual Aid 334 times from our neighboring departments, SVFD provided Automatic Aid or Mutual Aid to our neighboring departments 146 times in 2019. When we have staffing of 4 personnel or more, we are able to split the personnel and send one crew to our neighbors and keep one crew in our own district for calls and coverage.
- SVFD has a few members on the Truckee Tahoe Regional Technical Rescue Team that has proven to be a very valuable resource for our entire region. Our highly skilled members have been involved in some very unusual, often complicated technical rescues.
- Chief Riley will continue to provide assistance to the State of California Office of Emergency Services as the first alternate Operational Area Coordinator for the Lake Tahoe Basin Operational Area (XTB) as part Cal OES Region IV.
- The Fire Department staff continues to provide a very high level of service in a number of non-emergency services:
 - ❖ Commercial occupancy inspections are provided to 100% of businesses annually and are followed up with repeat inspections until any problems found are corrected.
 - ❖ Our defensible space program continues to be the most thorough and comprehensive of any fire department in the region. See Captain DeDeo's Prevention Report in the following pages.
 - ❖ We continued to provide Community CPR classes as well as delivering CPR and First Aid training to a number of local businesses including Plumpjack/Squaw Valley Inn, Squaw Valley Resort, Squaw Valley Academy, Red Wolf Lodge, Creekside Charter School and others. 22 different classes were taught in 2019 by SVFD.

SQUAW VALLEY FIRE DEPARTMENT

- ❖ Our child passenger safety program continues to be one of the most active and accessible agencies in this area.
- ❖ SVFD is working with members of the community and representatives of National Fire Protection Agency (NFPA) to establish our district as a Firewise Community. The Firewise Program gets the community more involved in taking action and ownership for protecting their homes and community against the threat of wildfire.

When financially feasible, we recognize the need to get back to our minimum staffing level of 4 personnel, that we dropped down to minimum levels of 3 during the economic downturn of 2008, saving the department approximately \$100,000 in overtime costs. The minimum staffing level has never been more important, with members living further from the district and not available for callback. This is also true of our mutual aid neighbors, which is why we respond out of district more often and for longer periods of time.

United States Occupational Safety and Health Administration (OSHA) policy 29 CFR 1910.134(g)(4)(i) mandates 4 people on scene before a firefighter is allowed to enter an IDLH (immediately dangerous to life or health) atmosphere or fire. Staffing of 4 also gives us the ability to split crews, to run multiple apparatus or calls, for example sending 2 on an engine for mutual aid while 2 remain available in our own District.

Recruitment and retention is a challenge in the fire industry as a whole and we are very aware of the problem here at SVFD. Since implemented the financial plan to help our part time firefighters go to paramedic school, we currently have 2 part time firefighters taking advantage of the program. Succession planning is an ongoing process for every agency that strives to meet and exceed the expectations of its constituents and it is our goal to be prepared to meet the needs of our community. We anticipate hiring more part time firefighters this spring as well as promotional testing for all ranks in the FD. See Captain Chisholm's Training Report in the following pages.

2019 saw an ongoing demand for fire prevention for plan reviews, site inspections, code review/adoption and consultation with the Planning Department and Placer County with written comments and meetings regarding the 2019 California Fire Code Adoption as well as Placer County's new regulations on Short Term Rentals (STRs) and Vacation Home Rentals (VHRs). 2019 was a very busy year with several new and remodel residential homes as well as the Palisades Development and the Resort at Squaw Creek Phase II construction.

I am very proud of the organization that you have trusted me to lead. We have a great group of people and our skills and capabilities are better than ever and make a real difference in the life of the community we serve. (Our community often thanks us verbally, with snack treats or occasionally with letters of appreciation; please see some examples at the end of this report.) I am grateful to the Fire Department staff for their professionalism and enthusiasm, my talented and hard-working colleagues at the District, General Manager Mike Geary and your Board, which has shown tremendous support and confidence in the Fire Department. We love our jobs and appreciate your support and trust!

Thank you for another great year!

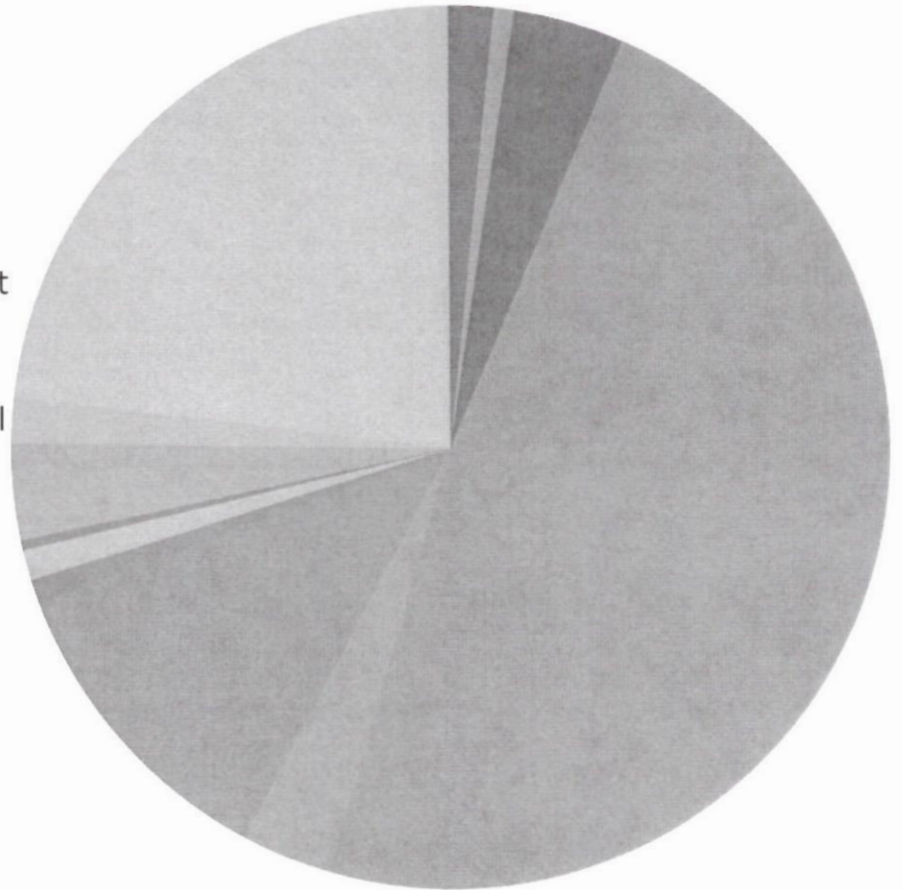


SQUAW VALLEY FIRE DEPARTMENT

Emergency Calls by Type – 2019

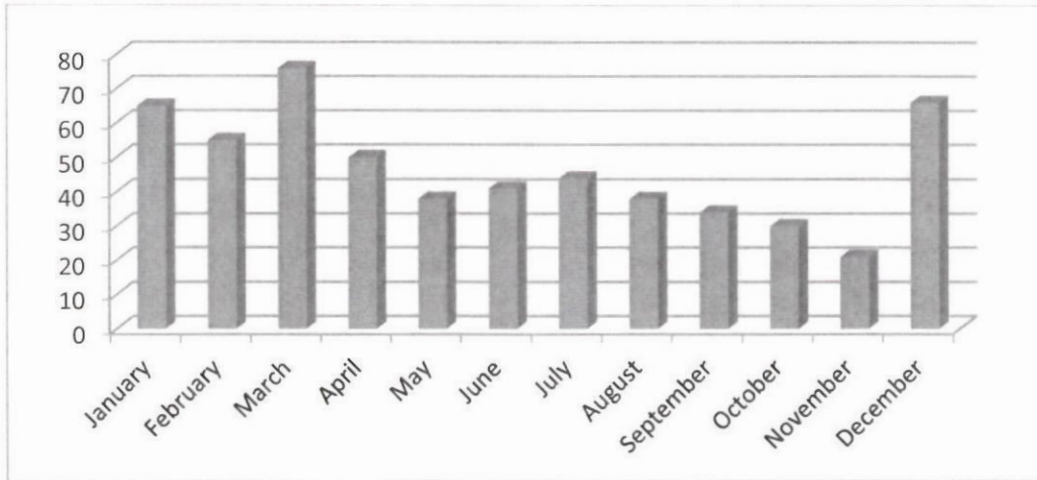
Structure Fire	8
Vehicle Fire	1
Vegetation Fire	4
Medical Assist	22
Emergency medical service (EMS) Incident	260
Rescue	18
Haz Mat, chemical release, flammable spill	62
Electrical hazard	5
Smoke or odor problem	6
Animal rescue	2
Public assist	19
Cover assignment, move up	9
Dispatched and canceled en route	120
Wrong location, no emergency found	5
Total	558

- Structure Fire
- Vehicle Fire
- Vegetation Fire
- Medical Assist
- Emergency medical service (EMS) Incident
- Rescue
- Haz Mat, chemical release, flammable spill
- Electrical hazard
- Smoke or odor problem
- Animal rescue
- Public assist
- Cover assignment, move up
- Dispatched and canceled en route
- Wrong location, no emergency found

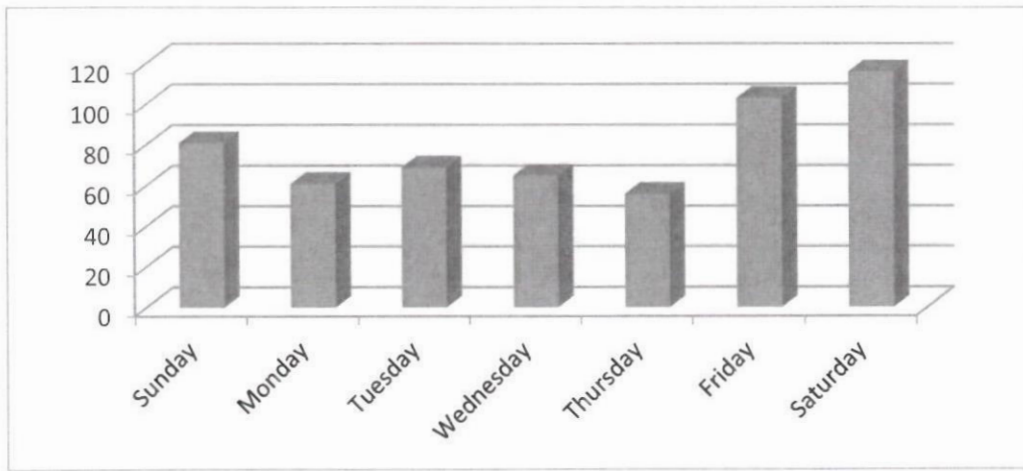


SQUAW VALLEY FIRE DEPARTMENT

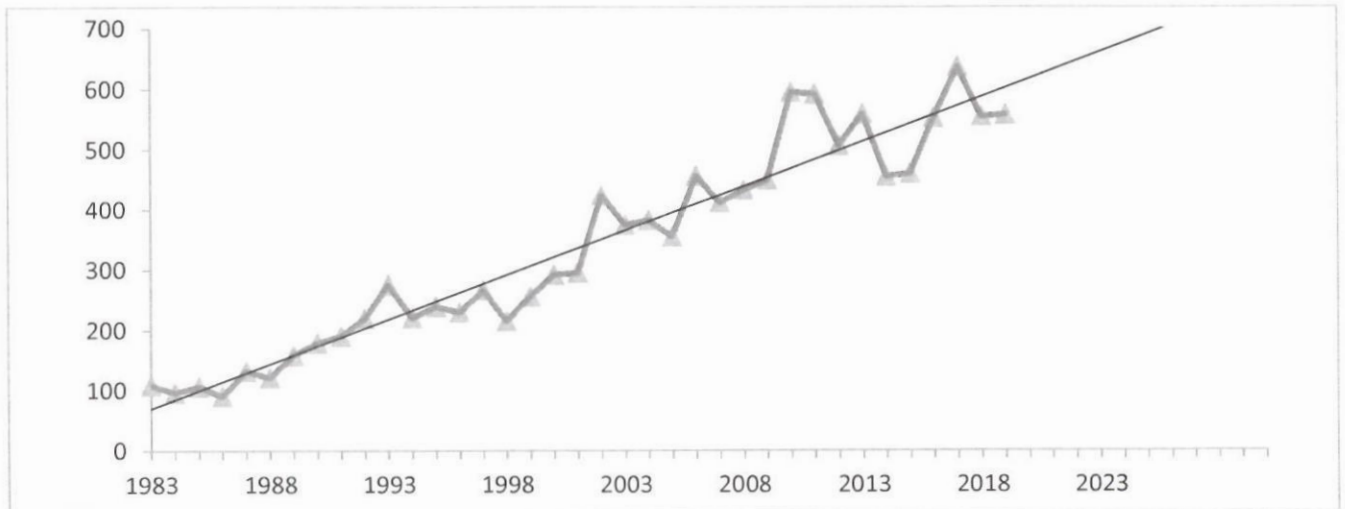
Emergency Calls by Month – 2019



Calls by Day of Week – 2019



Historic Call Volume 1983 – 2019



SQUAW VALLEY FIRE DEPARTMENT

Fire Department Fleet - 2019

Designator	Year	Description	Mileage
Engine 21	2016	All-wheel drive Type 1 structure engine	10,296
Engine 221	2001	Two-wheel drive Type 1 structure engine	21,060
Brush 21	2017	Type III wildland/urban interface engine	9,039
Brush 22	1998	Type III wildland/urban interface engine	35,555
Water Tender 21	1988	2100 gallon water tender/pumper	161,143
Rescue 21	2006	Medium rescue with vehicle extrication	10,296
Utility 21	2011	Ford F150 Crew Cab pickup truck	39,920
Command 21	2016	Ford Interceptor	42,403
Ranger 21	2014	Polaris Ranger Crew 900 UTV	858

Fire Department Staff - 2019

Name	Years of Service
Captain Sal Monforte	38
Chief Allen Riley	26
Captain Chris DeDeo	24
Captain Brad Chisholm	22
Firefighter-Paramedic Travis Smith	19
Firefighter-Paramedic John Rogers	16
Firefighter-Paramedic Kurt Gooding	16
Engineer-Paramedic Hans Walde	14
Engineer-Paramedic Josh Rytter	13
Engineer-Paramedic Jeff Geigle	12
Firefighter-Paramedic Mike Wright	1.75
Firefighter-Paramedic Keith Erickson	1.5
Firefighter-Paramedic Scott Halterman	1.5
P/T Firefighter Leroy Valadez	3
P/T Firefighter Nicholas Cherne	1.5
P/T Firefighter Hunter Simons	1.5

SQUAW VALLEY FIRE DEPARTMENT



* TRAINING *

2019 Annual Training Report

Training for Squaw Valley Fire Department in 2019 continued the tradition of being thorough, resourceful and in-depth.

Personnel:

Part-Time Firefighters: We have three part-time firefighters who are all currently in various phases of paramedic school. Two of the three have selected to accept the Squaw Valley Fire Department paramedic incentive funds. All three will be eligible to test in our next round of hiring for full-time Firefighter. All part-time firefighters participated in the weekly training topic as they picked up shifts.

Firefighters: Our three junior firefighters all completed their probation in 2019. Two are now officially qualified to drive Class B apparatus with the other close behind. Once approved to drive Class B apparatus, they may begin preparing for the Acting Engineer test. All of our Firefighters qualify to take the next Engineer test.

Our senior Firefighters have been at this rank for many years, have tested multiple times for the Engineer position and are very well qualified for promotion. Given that our junior Firefighters will be eligible to test, it will allow for a broad group from which to compare KSA.

Engineers:

Similarly, all of our Engineers qualify to take the Captain test. In comparison to other local agencies, our members testing for the Captain promotion are exceptionally well suited.

Captains:

Our Captains have participated in a variety of significant classes in 2019. Of most significant were Captain DeDeo continuing to take Fire Prevention and Code Enforcement classes that have already proven very valuable for the Department, and I attended a Chief Officers Symposium in Fresno, helping me to better understand the many challenges that face the fire service today, as well as those specific to a "small" agency such as ours. I also completed a Fire Control 3A (Acquired Structure) instructor series which should lend itself well for our Department to play a role in our expanding regional training. It is nice to see officers continue to take classes to aid them in maintain their KSA.

We continue to use Target Solutions as a training platform to build, deliver, track and report training. A comprehensive training calendar that encompasses ISO, NFPA and CSFM was assigned to ensure consistency and uniformity in training.

California State Fire Marshal:

Over the past decade, State Fire Training has been working to bring their training into alignment with the National Fire Protection Agency (NFPA). As such, many changes occur every year and it can be challenging to keep up with. One place we've put in a lot of effort is in-house task books. These are intended to ensure our personnel meet state and federal standards, as well as meet Squaw Valley Fire Department progression and promotion standards, job descriptions and policies.

Classes:

Squaw Valley Fire Department personnel continue to take advantage of our generous class budget. In 2019, our personnel attended 35 Fire classes for a total of 861 hours. (Captains averaged 56 hours each, Engineers averaged 29 hours each, and Firefighters averaged 94 hours each).

North Tahoe Training Officers' Association:

After five years, on December 31st I stepped down as the North Tahoe Training Officers' Association (NTTOA) president. However, I'm still the Squaw Valley Fire Department representative to NTTOA.

NTTOA added two new training cadres this year - High Rise and Rapid Intervention Crew (RIC). The idea is to continue the successful regional approach used with Hazardous Materials, Technical Rescue and Critical Incident Stress Management. High Rise and RIC were added to get a regional approach in place ahead of the proposed Regional Training Facility (see below) that will likely force the regional approach for these and many other topics. The other reason for these cadres is because we are seeing more two-person engine companies on incidents, yet many of the assignments necessitate more than two firefighters. So, training together, to the same guidelines and standards, is necessary.

NTTOA coordinated multiple regional trainings in 2019, including a regional wildland drill in Tahoe Donner that gathered regional fire and law enforcement agencies, members from the Town of Truckee, Tahoe Donner Association and local Community Emergency Response Teams.

Training Facility:

Local:

While SVFD personnel continue to be diligent about performing manipulative training, being creative on where to train is often the biggest challenge. In that past we had been able to use 1810 (training props in bay four, or use the upstairs rooms), but those are no longer available. We recently conducted a training to simulate extricating a victim from a second story room onto a ladder. Because improvising is something we are always forced to do during training, we employed a structure that, after an initial inspection, turned out not to be structurally sound. This resulted in a partial collapse of a railing on which the ladder was resting. Had the precaution of tying off the ladder not been taken, the ladder would have fallen to the ground while a firefighter was on it. To stay relevant and effective in our profession, we must perform manipulative training on many topics. The problem is, without any type of training facility on which to throw ladders, pull hose, flow water, breach walls, extricate victims, force entry, ventilate windows or roofs, etc., we are

simply theorizing, not training. We are desperately in need of a place, with a variety of simple props, on which to conduct realistic training evolutions. Some ideas that would help address this include putting the LPG tanks at 305 underground and placing shipping containers there; shipping containers on the utility garage at 305; shipping containers at the backside of 1810; and restored access to bay four at 1810.

A fire industry motto is "train like it's the real thing." We are currently unable to do this. As a result, we do not serve our constituents to the industry standard and we risk the safety of our personnel during training and on incidents.

Regional:

This is still in the talking phase, but Truckee-Tahoe Airport is very supportive and are working with local fire agencies to facilitate bringing online a large, modern multi-use regional training facility. If (yes, that's a big IF) everything comes together, there is a chance we'll begin excavating this summer. Even once we break ground, this will still be a multi-year project.

The vision of build-out would be a three-story tower that accommodate Class A and Class B fuels, high angle rescue props, roof/celling props, FDC, etc., with ground level props including aircraft, railroad, trench, confined space and LPG. We also envision a fully functional classroom, lockers, storage dedicated apparatus, equipment and props.

This facility would be a game changer for local fire Departments. It would allow for routine multi-company/multi-agency trainings, local fire academies and to even host State Fire Training classes.

Insurance Services Office (ISO):

2019 was interesting in the fact that Squaw Valley Fire Department was audited by ISO. ISO collects and evaluates information on public fire protection and the adoption and enforcement of building codes for insurance underwriting.

A significant part of the ISO audit is centered around training. As a result of this audit, we learned some important and beneficial strategies that helped us in this and future audits as well as collecting annual training hours. We are confident in our training platform and are eager to see what rating ISO assigns.

2020:

In the year ahead we will continue to use Target Solutions as our training platform to log, track, build and assign training. We will work to build KSA in our newly promoted personnel as well as our soon to be hired part-time firefighters. We will continue to encourage and support our members to take State Fire Marshall classes and peruse career advancement opportunities. We will remain diligent and creative in our approach to training and remain hopeful that a regional training facility breaks ground over the summer.

While we do have challenges with training however, we recognize the accommodations we are afforded as well. We are grateful for the support of Chief Riley, the General Manager and the Board of Directors. We work hard to meet the needs of our community and appreciate the support we receive in this effort.

SQUAW VALLEY FIRE DEPARTMENT

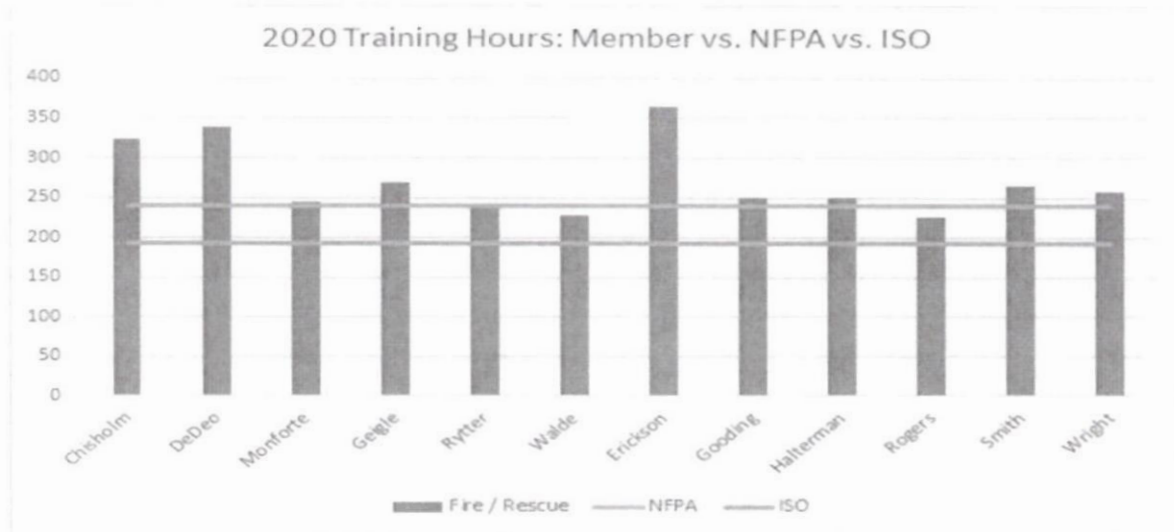


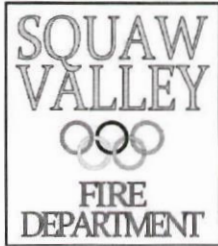
* TRAINING *

SVFD Training Hours vs. Mandates:

ISO: Requires 192 hours annually of fire related training.

NFPA: Requires 240 total hours of training.





SQUAW VALLEY FIRE DEPARTMENT

FIRE DEPARTMENT PREVENTION REPORT

A quick summary of our fire prevention and community activities during 2019:

Defensible Space Inspections

Squaw Valley Fire Department - working at the engine company level - inspected 100% of our residential community for defensible space. After the first round of inspections and mailed notices, 70% of the homes were in compliance, increasing to about 82% following the second notice.

We had wildland fire information at the annual pancake breakfast, the District website and information on social media such as Facebook. We coordinated a defensible space cleanup day in June that was well attended. We wrote a number of letters and did specific home inspections to help property owners maintain their homeowners insurance. We have been encouraging home owners, HOA's and property management companies over the last few years to work towards becoming a Firewise Community. I am happy to say that we are now in the application phase and hoping to become a Firewise community by late spring. We have great support for our long-standing and successful defensible space program. As a result of our Defensible Space Program and the awareness of the informed citizens of our community regarding open fire pits, barbeques and general fire safe practices our community did not experienced any property loss due to wildland fires last year.

Commercial Occupancy Inspections

The Squaw Valley Fire Department fire prevention program includes annual and periodic inspection of all buildings used for commercial purposes, education, places of assembly, apartments, condominiums and hotels within the SVFD service area. The goal of the program is to identify and abate any unsafe conditions, promote a safer environment within these establishments and also allowing SVFD line personnel to familiarize themselves with the layout of the buildings in the event of an incident. We also inspect temporary tent structures, firework displays, underground and above ground propane tanks installations, residential and commercial sprinkler installations, and standpipe systems. Most of the residential and commercial plan checks relating to the fire department are done by Chief Riley. Squaw Valley Fire Department engine company inspections covered every commercial business in the district, (over 130) helping to keep our pre-fire plans up to date and fire losses to a minimum. Multiple fire alarm evacuation drills were performed at Squaw Valley Academy as well as Creekside Charter School including the addition of nighttime drills. SVFD currently has 5 CPR instructors

SQUAW VALLEY FIRE DEPARTMENT

who spent 58 hours teaching 22 classes for a total of 83 students. SVFD also held a fire extinguisher class for a group of Resort at Squaw Creek employees.

We maintain positive and cooperative working relationships with business owners and property management companies in the District and we work hard to be a resource for them and the public.

2020 Objectives

We will continue to focus on dead trees, vacant lots and maintaining properties once in compliance. All commercial occupancies will again be inspected and updated on pre-fire plans. We are currently using a digital platform for all commercial inspections and wildland defensible space inspections. Captain De Deo and Engineer Jeff Geigle are now California State Fire Inspector 1 certified. We will continue to support the Firewise committee in their goal to becoming a registered Firewise community.

The increasing focus and demand on Prevention is requiring more man hours and training that are necessary to continue to provide our community with the current level of fire prevention and community services. The shift crews are able to do engine company inspections working around their daily routine, training and running of emergency incidents, a lot of the prevention work around permits and special events are time sensitive and can be difficult to accomplish in the requested timeframes. One possible solution is the allocation of overtime for line staff to come in off duty to help complete this prevention related work. This would allow more time during regular duty hours for daily maintenance, shift training, daily tasks, special projects and responses to emergency incidents. The best solution and the norm with most fire departments would be to have a full-time Fire Prevention Officer on staff.

To My Amazing Rescuers!

I cannot express my feelings of relief once I saw your team come up the trail to help me! you immediately made me feel I was in good hands + all would be taken care of. Professional, caring - reassuring - exactly what I needed!

I'm sorry I don't remember all of my rescuer's names - I think Jessie was the first + who started the IV + pain relief. Thank you to all of you! My boyfriend, ... + I are most grateful to you. I'm on the mend after surgery + 2 nights at the Tahoe Forest Hospital. I hope to be hiking again in not too distant future. I hope this small token of gratitude can be put to use!

Sincerely,
(8/1/19 - Shirley Lake Trail)

Mt. Shasta Rescue 8-31-19

[REDACTED]@CHP

Tue 9/3/2019 1:26 PM

To: Allen Riley <ariley@svpsd.org>

Chief Riley,

Scott Halterman assisted us with a rescue on Saturday, August 31, 2019 on Mt. Shasta. Without his assistance, the packaging and subsequent hoist would have been significantly more difficult. Below is the activity log for our management. Normally, we would make a Facebook post about the incident, thanking Scott, but since the subject passed away we elected not to.

Siskiyou County Sheriff's Deputy Burns requested H-16 crew for a rescue on Mt. Shasta at Casaval Ridge. Two hikers came upon a member of their party who had suffered an unwitnessed fall and had major injuries to his head. H-16 crew launched from Benton with Officer Hatcher as a three person crew. H-16 arrived overhead, located the party, and landed at Mercy Mt. Shasta to configure for the hoist. H-16 launched from Mercy, returned to the scene and lowered Officer Hatcher with the Baumann Bag down to the patient. An off-duty Squaw Valley Fire Department Paramedic, Scott Halterman [REDACTED] happened to be on scene and provided limited BLS care. Due to the acute slope, the patient, Baumann bag and flat board had to be anchored via webbing to an ice axe to keep from sliding down the slope. Officer Hatcher packaged the patient with the assistance of Medic Halterman and H-16 hoisted the patient from the scene at approximately 11,000 feet MSL. H-16 transported the patient to Mercy Mt. Shasta and returned to collect Officer Hatcher.

I want to commend him for his willingness to assist a person in need, his composure in an intense situation and his capacity to work with me in an arena that may or may not be inside his comfort zone. I even tried to get him to come to the dark side and join the CHP, but he stayed strong! I want to personally thank him again and let you know he represented The Squaw Valley Fire Department extremely well.

Jeff Hatcher, Training Flight Officer



California Highway Patrol
Northern Division Air Operations
2651 Gold Street
Redding, CA 96001
530-225-2040

To Chief Riley and the fire department,

On December 14th I had a surprise heart attack. With the help of my Apple watch and my wife's 911 call, the Squaw Valley fire department rapidly responded. Recognizing I was in trouble and monitoring my vitals, the decision was timely made that I should be flown to Renown Hospital from Tahoe Forest Hospital. My wife, who had been given directions to Renown by the department as a potential destination, drove to Reno. The care given by the Squaw Valley fire department and Renown was impressive.

Thank you Squaw Valley fire department for your life saving efforts. Captain Sal and his crew were quick and efficient responders and excellent with emergency care.

THANK YOU

Dear Fire fighters & EMS,

Thank you for helping us last night when my husband was ill. We greatly appreciate your timeliness in getting to us and getting him safely to Tahoe Forest Hospital. He is doing just fine + we are so grateful.

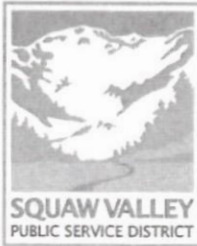
\$ 5.00



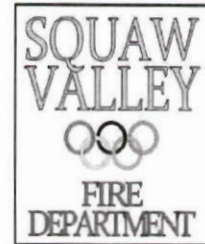
PLACE
STAMP
HERE

TO:

■ KI-22 - Kate Abraham



SQUAW VALLEY PUBLIC SERVICE DISTRICT



FIRE DEPARTMENT INSPECTION RECEIPT

DATE: March 31, 2020
TO: District Board Members
FROM: Allen Riley, Fire Chief
SUBJECT: Resolution Acknowledging Inspection of Group E and Group R Occupancies.

BACKGROUND: On September 27th, 2018, Section 13146.4 was added to the California Health & Safety Code. This requires all fire departments to report to their Board of Directors the ability to meet Sections 13146.2 and 13146.3 regarding completing the required inspections of Educational Group and Residential Group Occupancies.

Educational Group E occupancies are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. Within the Squaw Valley Public Service District, there are 3 Group E occupancies, buildings, structures and/or facilities.

Residential Group R occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). Within the Squaw Valley Public Service District, there are 23 Group R (and their associated sub-categories) occupancies of this nature.

DISCUSSION: The Squaw Valley Fire Department has three (3) occupancies that could be considered Group E and twenty-three (23) occupancies that could be considered Group R. All twenty-six (26) of these occupancies were inspected. Some of the occupancies failed their initial inspections, but all the occupancies eventually passed inspection.

ALTERNATIVES:

1. Adopt Resolution 2020-06 acknowledging inspections of Group E and Group R occupancies.
2. Do not adopt Resolution 2020-06.

FISCAL/RESOURCE IMPACTS: None.

RECOMMENDATION: Adopt Resolution 2020-06 acknowledging inspections of Group E and Group R occupancies.

ATTACHMENTS: Resolution 2020-06.

DATE PREPARED: March 6, 2020

RESOLUTION 2020-06

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SQUAW VALLEY PUBLIC SERVICE DISTRICT ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE SQUAW VALLEY FIRE DEPARTMENT REGARDING THE INSPECTION OF CERTAIN OCCUPANCIES REQUIRED TO PERFORM ANNUAL INSPECTIONS IN SUCH OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE.

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018; and,

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the Squaw Valley Fire Department, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided and,

WHEREAS, California Health & Safety Code Section 13146.4 requires all fire departments, including the Squaw Valley Fire Department, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 and,

WHEREAS, the Board of Directors of the Squaw Valley Public Service District intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the Squaw Valley Fire Department's compliance with California Health and Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Squaw Valley Public Service District that said Board/Council expressly acknowledges the measure of compliance of the Squaw Valley Fire Department with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the Squaw Valley Public Service District, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES:

Educational Group E occupancies are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. Within the Squaw Valley Public Service District, there are 3 Group E occupancies, buildings, structures and/or facilities.

During calendar year 2019, the Squaw Valley Fire Department completed the annual inspection of 3 Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

Additional items of note regarding this compliance rate can be found in the accompanying staff report for this resolution.

B. RESIDENTIAL GROUP R OCCUPANCIES:

Residential Group R occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the Squaw Valley Public Service District, there are 23 Group R (and their associated sub-categories) occupancies of this nature.

During calendar year 2019, the Squaw Valley Fire Department completed the annual inspection of 23 Group R occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

Additional items of note regarding this compliance rate can be found in the accompanying staff report for this resolution.

PASSED AND ADOPTED this 31st day of March 2020 at a regular meeting of the Board of Directors by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

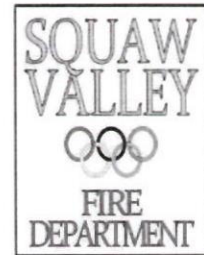
Dale Cox, Board President

ATTEST:

Jessica Asher, Board Secretary



SQUAW VALLEY PUBLIC SERVICE DISTRICT



Fiscal Year 2020-21 Budget Memorandum

DATE: March 31st, 2020

TO: District Board Members

FROM: Danielle Grindle, Finance & Administration Manager

SUBJECT: 2020-21 Budget Assumptions-First Draft

BACKGROUND: The District prepares a budget each fiscal year to provide a cohesive plan of operations to conduct the utility and fire protection functions within its jurisdiction. This budget includes appropriate staffing, operating expenses, capital improvements, and capital replacements. Likewise, the budget determines the applicable rates necessary to support these operations.

DISCUSSION: The proposed budget has been prepared with a focus on establishing adequate reserves of the District's Fixed Asset Replacement Funds (FARF's) while supporting the required resources to provide consistent and quality utility and fire protection services to the community.

During the budget preparation process, the Board's attention is drawn to estimated changes in property tax, changes in rate revenue, proposed utility rate increases, debt reduction or proposed new debt, operating budgets, capital budgets, pension expenses, and contributions to Fixed Asset Replacement Funds (FARFs).

Note this is still early in the budget process and a few assumptions were made while details are being researched. The following paragraphs discuss highlights, requirements to fund the replacement/repair of aging infrastructure, and the rates necessary to support the District's levels of service.

During the 2016-17 fiscal year, the District completed a Cost of Service Analysis (COSA) and Rate Study which leveraged a recently completed 100-year Capital Replacement Plan. The COSA recalibrated the rate structure to more equitably reflect different customer classes' use of the water and sewer systems. The Rate Study emphasized the District's priority to fund its FARFs to position itself to replace capital assets as they reach the end of their useful lives. Both the COSA

and Rate Study provide guidance to fund the FARFs at levels that will preclude the need to seek alternative funding options such as special assessments, debt financing, and/or sharp rate increases. The District is currently seeing the need to fund the water FARF at approximately \$400,000 per year, the sewer FARF at \$400,000 per year, and the Fire FARF at \$300,000 to be fully funded.

The 2020-21 rate increases (e.g., 4% for water, 5% for sewer, and 3% for Garbage) are in line with the prior year Prop. 218 notice and provide funding to achieve revenue requirements. For this first draft, rate revenue is budgeted to be approximately \$3.8 million. The water billing cycle will end at the end of April 2020 at which point the rate revenue for the FY 2020-21 budget will be finalized. Please see the five-year Prop. 218 rate notice attached.

Payroll across the utility department will see a 2.43% increase from an annual cost of living adjustment (COLA). Per the Memorandum of Understanding (MOU) between the District and the Union representing the Operations Department, the COLA is in line with the Consumer Price Index (CPI) as estimated by the U.S. Bureau of Labor Statistics (BLS). The Fire Department's annual salary survey is underway. For now, this first draft assumes the same COLA as the utility department as well as merit increases where due.

The most significant change to this year's budget is funding for an increase in the Fire Department's staffing levels as well as for providing ambulance service. Staffing will be expanded to include an additional full-time seasonal employee for eight (8) months per year. This will allow for minimum staffing of four (4) people per shift. After careful analysis it was determined that having an additional seasonal employee is comparable to paying a full-time staff member to work overtime when shifts need to be covered. Additionally, with a 4-person minimum on shift the Fire Department will be able to start providing ambulance services. This has been a long-term goal of the District but never achieved. With start-up costs for an ambulance being low and the cost of labor unchanging, staff feels this is an excellent opportunity to expand the level of services as well as generate much needed revenue to pay off the CalPERS Unfunded Pension Liability. Once the ambulance is in full operations; annual revenues are anticipated to be approximately \$255,000. A full report on these changes will be provided at the April, 2020 Board Meeting.

Minimum required contributions to the CalPERS Unfunded Pension Liability increased by \$10,000 to \$178,000 for the Miscellaneous group and by \$16,000 to \$206,000 for the Safety group. The District intends to pay down the unfunded accrued liability to a 90% funded-level in the next 3-5 years. This will require an additional \$400,000 payment for the Utility Department and \$230,000 for the Fire Department. The Fire Department will receive an internal loan from the

Utility Department in order to do this.

The District has approximately \$1.2 million in capital projects planned for the coming year. This includes \$375,000 for recoating the interior of the West Tank, \$205,000 for the first phase of a District-wide water meter replacement program, \$205,000 for sewer line rehabilitation, \$104,000 for TV inspection of sewer lines, \$50,000 for a regional training facility for the Fire Department, and lastly \$35,000 for the addition of a used ambulance.

Ad Valorem property tax revenue is estimated to increase 1.14% from the anticipated 2020 revenue, for a total of \$3,656,000. This is calculated using the 2019/20 Placer County assessed property tax multiplied by the 2020/21 California CPI, and then multiplied again by the Adjusted Gross Levy percentage of each of our funds.

ALTERNATIVES: As this is an early draft of the budget, staff is seeking input from the Finance Committee and the Board of Directors. A second draft of the budget will be prepared for the April 28th, 2020 Board meeting, a third draft for the May 26th, 2020 Board meeting, with a final draft and adoption scheduled for the June 30th, 2020 Board meeting.

FISCAL/RESOURCE IMPACTS: The District's budget is the core document that identifies anticipated "*fiscal and resource impacts*". It serves as a short term and long term map for how the District will carry out its financial plan. It allows staff to properly plan for the future and consider problems before they arise. The District operates on approximately \$3.8 million in rate revenue and \$3.7 million in tax revenue annually. These funds are used to cover operations, pay for capital projects (estimated to be over \$1.2 million in 2020–2021), pay off the CalPERS unfunded accrued liability (\$5.7 million as of June 30th, 2019), and save for the future. In order to do that the budget must detail estimates of costs, revenues, capital projects, and reserve funds. It's the goal of the District to always be fully funded and avoid significant rate increases or debt financing. A balanced budget helps achieve that goal.

RECOMMENDATIONS: Engage discussions amongst the Board, staff, and community regarding the need to maintain adequate dedicated FARF contributions based on the District's capital replacement needs.

ATTACHMENTS:

- Financial Summary: FY 2020-21 Budget (1 page)
- Water FY 2021-25 Proposed Budget (6 pages)
- Water Capital Improvements: FY 2021-25 Proposed Budget (1 page)
- Water 100-year FARF projection (1 page)
- Sewer FY 2021-25 Proposed Budget (6 pages)

- Sewer Capital Improvements: FY 2021-25 Proposed Budget (1 page)
- Sewer 100-year FARF projection (1 page)
- Fire FY 2021-25 Proposed Budget (6 pages)
- Fire Capital Improvements: FY 2021-25 Proposed Budget (1 page)
- Fire 100-year FARF projection (1 page)
- 2017 Prop 218 Rate Increase Notice FY2018 – FY2022 (1 page)

DATE PREPARED: March 23rd, 2020



SQUAW VALLEY PUBLIC SERVICE DISTRICT FINANCIAL SUMMARY FOR BUDGET YEAR 2020 - 2021



	Water 4%	Sewer 5%	Garbage 3%	Bike Trail 0%	Total Utility	Total Fire	Water Capital	Sewer Capital	I&I	Fire Capital	Consolidated
Revenue											
Rate & Misc Revenue	2,163,471	1,635,141	277,554	46,000	4,122,166	47,869	87,316	33,165	33,165	16,500	4,340,181
Tax Revenue	10,000	10,000	-	-	20,000	3,636,937					3,656,937
UAL Loan from Utility Dept					-	230,000					230,000
Side Fund Loan payback		84,632			84,632						84,632
Total Revenue	2,173,471	1,729,773	277,554	46,000	4,226,798	3,914,807	87,316	33,165	33,165	16,500	8,311,750
Expenses											
Payroll & Benefits	1,212,236	975,353	-	-	2,187,589	\$3,202,098					5,389,687
Operating Expenses	449,806	279,634	269,732	21,000	1,020,173	374,308					1,394,481
Building Loan	45,549	45,549			91,097	-					91,097
PERS Side Loan (with interest)	49,005	27,566			76,571	35,627					112,198
PERS UAL Loan to Fire Dept	115,000	115,000			230,000						230,000
PERS UAL Payment	200,000	200,000			400,000	230,000					630,000
FARF Contributions	95,000	85,000		25,000	205,000	50,000					255,000
Total Operating Exp	2,166,596	1,728,101	269,732	46,000	4,210,429	3,892,033	-	-	-	-	8,102,462
Operating Surplus (Loss)	6,875	1,672	7,822	-	16,368	22,774	87,316	33,165	33,165	16,500	209,288
Surplus FARF/Capital Contributions	(6,875)	(1,672)	(7,822)	-	(16,368)	(22,774)	(87,316)	(33,165)	(33,165)	(16,500)	(209,288)
Balance	-	-	-	-	0	-	-	-	-	-	0
Capital /FARF Rollforward											
Begin Balance 7/1/20	1,225,287	2,168,847	136,504	25,767	3,556,405	624,783	779,271	90,000	162,015	68,792	5,281,266
Capital Projects	(650,188)	(357,629)	(7,500)	-	(1,015,317)	(52,946)	-	(35,000)	-	(85,000)	(1,188,263)
Contributions (from above)	101,875	86,672	7,822	25,000	221,368	72,774	87,316	33,165	33,165	16,500	464,288
PERS Side Loan (with interest)		27,566			27,566	-					27,566
Funding from FARFs to Capital	-	(1,835)			(1,835)	-	-	1,835	-	-	-
End Balance 6/30/21	676,974	1,923,620	136,826	50,767	2,788,187	644,610	866,587	90,000	195,180	292	4,584,856

Squaw Valley PSD
 Water Budget
 Escalation Factors

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Revenues							
Customer Growth	0.5%	0.5%	0.8%	0.8%	0.8%	0.8%	0.8%
Property Tax Revenues	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Miscellaneous Revenues	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Expenses							
Labor	Actual	Budgeted	Budgeted	2.0%	2.0%	2.0%	2.0%
Water Dept. Labor	Actual	Budgeted	Budgeted	2.0%	2.0%	2.0%	2.0%
Benefits - Medical	Actual	Budgeted	Budgeted	5.0%	5.0%	5.0%	5.0%
Benefits - Other	Actual	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
Materials & Supplies	Actual	Budgeted	Budgeted	2.5%	2.5%	2.5%	2.5%
Equipment	Actual	Budgeted	Budgeted	2.5%	2.5%	2.5%	2.5%
Miscellaneous	Actual	Budgeted	Budgeted	1.0%	1.0%	1.0%	1.0%
Utilities	Actual	Budgeted	Budgeted	4.0%	4.0%	4.0%	4.0%
Flat	Actual	Budgeted	Budgeted	0.0%	0.0%	0.0%	0.0%
Insurance	Actual	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
Interest	Actual	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
New Debt Service							
Low Interest Loans							
Term in Years	20	20	20	20	20	20	20
Rate	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Revenue Bond							
Term in Years	20	20	20	20	20	20	20
Rate	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%

Squaw Valley PSD
 Water Budget
 Revenue Requirement

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Revenues							
<i>Rate Revenues</i>							
<i>Total Rate Revenues</i>	\$1,816,635	\$1,946,494	\$1,985,305	\$2,010,195	\$2,025,271	\$2,040,461	\$2,055,764
<i>Non-Operating Revenues</i>							
<i>Total Non-Operating Revenues</i>	\$482,359	\$200,063	\$188,166	\$181,005	\$173,334	\$174,508	\$174,388
Total Revenues	\$2,298,994	\$2,146,557	\$2,173,471	\$2,191,199	\$2,198,606	\$2,214,968	\$2,230,152
Water Department Expenses							
<i>Salaries & Wages</i>							
<i>Total Salaries & Wages</i>	\$541,180	\$538,214	561,867	\$573,104	\$584,566	\$596,258	\$608,183
<i>Employee Benefits</i>							
<i>Total Employee Benefits</i>	\$200,985	\$218,826	232,312	\$241,299	\$250,657	\$260,401	\$270,548
<i>Materials and Supplies</i>							
<i>Total Materials and Supplies</i>	\$52,970	\$60,512	\$62,750	\$64,319	\$65,927	\$67,575	\$69,264
<i>Maintenance Equipment</i>							
<i>Total Maintenance Equipment</i>	\$23,226	\$19,850	\$23,100	\$23,678	\$24,269	\$24,876	\$25,498
<i>Facilities-Maint/Repair</i>							
<i>Total Facilities-Maint/Repair</i>	\$24,824	\$34,892	\$38,533	\$44,496	\$45,534	\$46,596	\$47,685
<i>Training & Memberships</i>							
<i>Total Training & Memberships</i>	\$14,121	\$15,850	\$15,065	\$15,216	\$15,368	\$15,521	\$15,677

Squaw Valley PSD
 Water Budget
 Revenue Requirement

	Actual FY 2019	Expected FY 2020	FY 2021	FY 2022	Projected FY 2023	FY 2024	FY 2025
Vehicle Maintenance & Repair							
<i>Total Vehicle Maintenance & Repair</i>	\$21,998	\$20,950	\$18,200	\$17,155	\$17,584	\$18,023	\$18,474
Total Water Department Expenses	\$879,305	\$909,094	\$951,827	\$979,267	\$1,003,905	\$1,029,251	\$1,055,329
Administration Expenses							
Salaries & Wages (50% Allocation)							
<i>Total Salaries & Wages</i>	\$302,500	\$250,191	253,631	\$258,704	\$263,878	\$269,155	\$274,538
Employee Benefits (50% Allocation)							
<i>Total Employee Benefits</i>	\$207,797	\$159,860	164,425	\$166,335	\$173,503	\$182,307	\$192,753
Board Expenses (50% Allocation)							
<i>Total Board Expenses</i>	\$31,537	\$25,298	\$28,250	\$25,886	\$25,898	\$25,909	\$25,921
Consulting (50% Allocation)							
<i>Total Consulting</i>	\$29,776	\$25,195	\$86,495	\$49,975	\$50,974	\$51,994	\$53,034
Insurance (50% Allocation)							
<i>Total Insurance</i>	\$28,768	\$24,700	\$26,123	\$26,907	\$27,714	\$28,545	\$29,402
Special Fees (50% Allocation)							
<i>Total Special Fees</i>	\$21,466	\$19,950	\$22,062	\$22,283	\$22,505	\$22,731	\$22,958
Office Expenses (50% Allocation)							
<i>Total Office Expenses</i>	\$28,429	\$21,938	\$27,188	\$26,843	\$27,514	\$28,202	\$28,907
Travel & Meetings (50% Allocation)							
<i>Total Travel & Meetings</i>	\$6,716	\$7,130	\$8,983	\$8,063	\$8,143	\$8,225	\$8,307
Utilities							
<i>Total Utilities</i>	\$79,312	\$71,327	\$76,291	\$79,343	\$82,516	\$85,817	\$89,250

Squaw Valley PSD
 Water Budget
 Revenue Requirement

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Interest and Misc							
<i>Total Interest and Misc</i>	\$25,753	\$24,939	16,766	\$16,949	\$17,134	\$17,322	\$17,512
Total Administration Expenses	\$762,054	\$630,529	\$710,215	\$681,286	\$699,779	\$720,206	\$742,580
Total Operations & Maintenance	\$1,641,359	\$1,539,623	\$1,662,042	\$1,660,553	\$1,703,684	\$1,749,457	\$1,797,909
Annual Debt Service							
CalPERS Sidefund Loan	\$41,976	\$49,005	\$49,005	\$47,578	-	-	-
Facility Loan	42,660	44,081	45,549	47,065	48,633	50,252	53,755
Snowblower Loan	24,388	-	-	-	-	-	-
CalPERS Loan to Fire Department	-	110,000	115,000	106,000	100,000	97,500	95,000
CalPERS Additional UAL Payments	-	200,000	200,000	200,000	200,000	-	-
<i>Total Annual Debt Service</i>	<i>\$109,024</i>	<i>\$403,086</i>	<i>\$409,554</i>	<i>\$400,643</i>	<i>\$348,633</i>	<i>\$147,752</i>	<i>\$148,755</i>
Net Annual Debt Service	\$109,024	\$403,086	\$409,554	\$400,643	\$348,633	\$147,752	\$148,755
Rate Funded Capital (CRP)	\$68,528	\$50,000	\$95,000	\$150,000	\$100,000	\$400,000	\$400,000
Transfer To / (From) Reserves							
To/(From) Operating Reserve	\$23,794	\$0	(\$0)	\$0	\$0	(\$0)	(\$0)
To/(From) Capital Reserve	0	0	0	0	0	0	0
To/(From) FARF	456,290	153,848	6,875	60,411	211,551	172,540	232,678
<i>Total Transfer To / (From) Reserves</i>	<i>\$480,084</i>	<i>\$153,848</i>	<i>\$6,875</i>	<i>\$60,411</i>	<i>\$211,551</i>	<i>\$172,540</i>	<i>\$232,678</i>
Total Revenue Requirement	\$2,298,994	\$2,146,557	\$2,173,471	\$2,271,607	\$2,363,868	\$2,469,748	\$2,579,341

Squaw Valley PSD
 Water Budget
 Revenue Requirement

	Actual FY 2019	Expected FY 2020	Projected				
			FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Proposed Rate Adjustment				4.0%	4.0%	4.0%	4.0%
<i>Cumulative Proposed Rate Adj.</i>							
Add'l Revenue from Adj.	\$0	\$0	\$0	\$80,408	\$165,262	\$254,780	\$349,189
Total Bal/(Def.) of Funds	\$0	\$0	\$0	\$0	\$0	(\$0)	(\$0)
Additional Rate Increase Needed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Capital Reserve							
Beginning Balance	\$590,599	\$692,605	\$779,271	\$866,587	\$842,892	\$76,732	\$9,511
Plus: Additions	133,762	0	0	0	0	0	1,075,547
Plus: Connection Fees		86,666	87,316	71,305	71,840	72,378	72,921
Less: Uses of Funds	(31,756)	0	0	(95,000)	(838,000)	(139,599)	(1,119,361)
Ending Balance	\$692,605	\$779,271	\$866,587	\$842,892	\$76,732	\$9,511	\$38,618
Fixed Asset Replacement Fund							
Beginning Balance	\$809,010	\$1,196,772	\$1,225,287	\$676,974	\$275,974	\$545,247	\$1,070,585
Plus: Additions	456,290	203,848	101,875	210,411	311,551	572,540	(442,869)
Less: Uses of Funds	(68,528)	(175,333)	(650,188)	(611,411)	(42,278)	(47,203)	(214,018)
Ending Balance	\$1,196,772	\$1,225,287	\$676,974	\$275,974	\$545,247	\$1,070,585	\$413,698
Total Operating Reserve Funds	\$1,196,772	\$1,225,287	\$676,974	\$275,974	\$545,247	\$1,070,585	\$413,698
Total Target Ending Fund Balance (60 days of O&M)	\$269,812	\$253,089	\$273,212	\$272,968	\$280,058	\$287,582	\$295,547

Squaw Valley PSD
 Water Budget
 Revenue Requirement

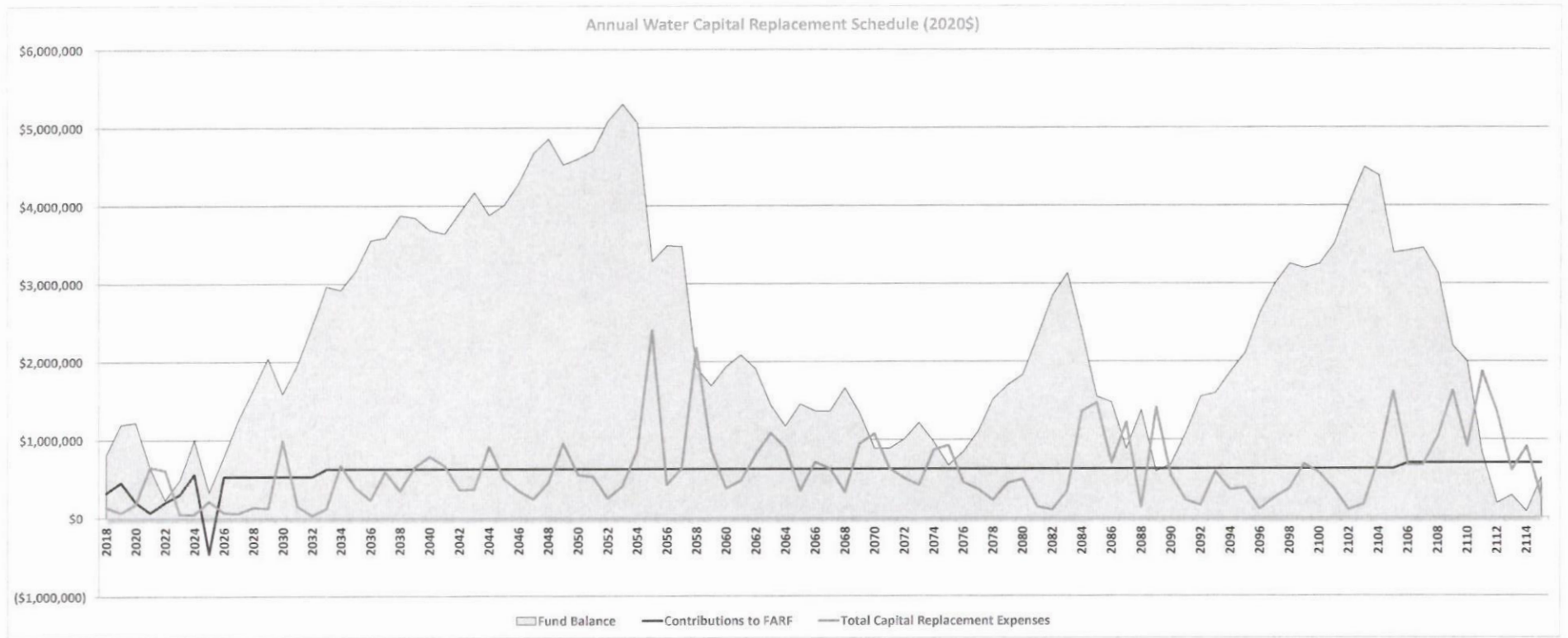
		Actual	Expected	Projected				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Squaw Valley PSD Water Budget Revenue Requirement Summary								
		Actual	Expected	Projected				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Revenue								
	Rate Revenues	\$1,816,635	\$1,946,494	\$1,985,305	\$2,010,195	\$2,025,271	\$2,040,461	\$2,055,764
	Non-Operating Revenues	482,359	200,063	188,166	181,005	173,334	174,508	174,388
	Total Revenues	\$2,298,994	\$2,146,557	\$2,173,471	\$2,191,199	\$2,198,606	\$2,214,968	\$2,230,152
Expenses								
	Total Water Department Expenses	\$879,305	\$909,094	\$951,827	\$979,267	\$1,003,905	\$1,029,251	\$1,055,329
	Total Administration Expenses	762,054	630,529	710,215	681,286	699,779	720,206	742,580
	Total O&M Expenses	\$1,641,359	\$1,539,623	\$1,662,042	\$1,660,553	\$1,703,684	\$1,749,457	\$1,797,909
	Net Annual Debt Service	\$109,024	\$403,086	\$409,554	\$400,643	\$348,633	\$147,752	\$148,755
	Rate Funded Capital (CRP)	\$68,528	\$50,000	\$95,000	\$150,000	\$100,000	\$400,000	\$400,000
	Transfer To / (From) Reserves	\$480,084	\$153,848	\$6,875	\$60,411	\$211,551	\$172,540	\$232,678
Total Revenue Requirement		\$2,298,994	\$2,146,557	\$2,173,471	\$2,271,607	\$2,363,868	\$2,469,748	\$2,579,341
Proposed Rate Adjustment		0.0%	0.0%	0.0%	4.0%	4.0%	4.0%	4.0%
	Add'l Revenue from Adj.	\$0	\$0	\$0	\$80,408	\$165,262	\$254,780	\$349,189
	Total Bal/(Def.) of Funds	\$0	\$0	\$0	\$0	\$0	(\$0)	(\$0)
Additional Rate Increase Needed		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	Total Operating Reserve Funds	\$1,196,772	\$1,225,287	\$676,974	\$275,974	\$545,247	\$1,070,585	\$413,698
	Total Target Ending Fund Balance (60 days of O&M)	\$269,812	\$253,089	\$273,212	\$272,968	\$280,058	\$287,582	\$295,547

Squaw Valley PSD
 Water Budget
 Capital Projects

Inflation 2.8%

 ENR CCI 10 year average

Capital Projects	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Capital Improvement Projects (CIP)							
Mutual Intertie	\$0	\$0	0	0	\$0	\$0	\$0
Pressure Zone 1A	0	0	95,000	838,000	0	0	\$933,000
PlumpJack Well	0	0	0	0	139,599	1,119,361	\$1,258,960
Total Capital Projects	\$0	\$0	\$95,000	\$838,000	\$139,599	\$1,119,361	\$2,191,960
Capital Replacement Projects (CRP)							
Victor/Hidden Lake 2" line replacement	\$0	\$0	\$0	\$0	0	\$0	\$0
Hydrants	21,000	21,588	22,192	22,814	23,453	24,109	\$135,156
Residential Meter Replacements	0	205,600	422,714	0	0	0	\$628,314
West Tank Inspection and recoating	20,000	375,000	0	0	0	0	\$395,000
Zone 3 Recoating	0	0	105,678	0	0	0	\$105,678
Vehicles	0	0	25,600	0	23,750	0	\$49,350
Pump Bypass	22,500	0	0	0	0	0	\$22,500
Air Compressor	0	11,000	0	0	0	0	\$11,000
Trimble GPS	0	5,500	0	0	0	0	\$5,500
SCBA Cart	0	5,250	0	0	0	0	\$5,250
Radios	0	7,500	0	0	0	0	\$7,500
Listenging Devices	0	0	0	0	0	4,305	\$4,305
305 Replace Carpets	0	1,667	31,704	0	0	0	\$33,370
305 HVAC	0	2,500	0	0	0	147,335	\$149,835
305 Replace light fixtures	0	0	3,523	0	0	28,702	\$32,224
305 Exterior Paint	0	0	0	9,053	0	0	\$9,053
305 AC Slurry Seal/Pave Patch	0	3,333	0	3,621	0	0	\$6,955
305 Replace IT Hardware	5,000	5,000	0	0	0	9,567	\$19,567
1810 Exterior Paint	13,333	0	0	0	0	0	\$13,333
1810 Replace Roof (Admin. Bldg.)	46,750	0	0	0	0	0	\$46,750
1810 Replace Roof (Fire Station)	46,750	0	0	0	0	0	\$46,750
1810 AC Slurry Seal/Pave Patch	0	6,250	0	6,790	0	0	\$13,040
Total Capital Replcmnt. Projects	\$175,333	650,188	\$611,411	\$42,278	\$47,203	\$214,018	\$1,740,431
Less: Outside Funding Sources							
Operating Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	0	0	95,000	838,000	139,599	1,119,361	\$2,191,960
Fixed Asset Replacement Fund	175,333	650,188	611,411	42,278	47,203	214,018	\$1,740,431
New SRF Loans	0	0	0	0	0	0	\$0
New Revenue Bonds	0	0	0	0	0	0	\$0
Total Outside Funding Sources	\$175,333	\$650,188	\$706,411	\$880,278	\$186,802	\$1,333,379	\$3,932,391
Rate Funded Capital (CRP)	\$50,000	\$95,000	\$150,000	\$100,000	\$400,000	\$400,000	\$833,528



Squaw Valley PSD
 Sewer Budget
 Escalation Factors

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Revenues							
Customer Growth	0.5%	0.5%	0.5%	0.5%	0.5%	0.8%	0.8%
Property Tax Revenues	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Miscellaneous Revenues	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Expenses							
Labor	Actual	Budgeted	2.0%	2.0%	2.0%	2.0%	2.0%
Sewer Dept. Labor		Budgeted	2.0%	2.0%	2.0%	2.0%	2.0%
Benefits - Medical	Actual	Budgeted	5.0%	5.0%	5.0%	5.0%	5.0%
Benefits - Other	Actual	Budgeted	3.0%	3.0%	3.0%	3.0%	3.0%
Materials & Supplies	Actual	Budgeted	2.5%	2.5%	2.5%	2.5%	2.5%
Equipment	Actual	Budgeted	2.5%	2.5%	2.5%	2.5%	2.5%
Miscellaneous	Actual	Budgeted	1.0%	1.0%	1.0%	1.0%	1.0%
Utilities	Actual	Budgeted	4.0%	4.0%	4.0%	4.0%	4.0%
Flat	Actual	Budgeted	0.0%	0.0%	0.0%	0.0%	0.0%
Insurance	Actual	Budgeted	3.0%	3.0%	3.0%	3.0%	3.0%
Interest	Actual	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
New Debt Service							
<i>Low Interest Loans</i>							
Term in Years	20	20	20	20	20	20	20
Rate	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
<i>Revenue Bond</i>							
Term in Years	20	20	20	20	20	20	20
Rate	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%

Squaw Valley PSD
 Sewer Budget
 Revenue Requirement

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Revenues							
<i>Rate Revenues</i>							
<i>Total Rate Revenues</i>	\$1,397,313	\$1,476,772	\$1,553,848	\$1,561,618	\$1,569,426	\$1,581,196	\$1,593,055
<i>Non-Operating Revenues</i>							
<i>Total Non-Operating Revenues</i>	\$171,858	\$203,475	\$175,925	\$134,845	\$82,052	\$79,716	\$78,054
Total Revenues	\$1,569,171	\$1,680,247	\$1,729,773	\$1,696,463	\$1,651,478	\$1,660,913	\$1,671,109
<u>Sewer Department Expenses</u>							
Salaries & Wages							
<i>Total Salaries & Wages</i>	\$252,233	\$397,191	397,952	\$405,911	\$414,029	\$422,310	\$430,756
Employee Benefits							
<i>Total Employee Benefits</i>	\$93,291	\$165,224	159,345	\$165,556	\$172,025	\$178,763	\$185,782
Materials and Supplies							
<i>Total Materials and Supplies</i>	\$10,424	\$12,000	\$12,250	\$12,556	\$12,870	\$13,192	\$13,522
Maintenance Equipment							
<i>Total Maintenance Equipment</i>	\$3,212	\$8,850	\$9,100	\$9,328	\$9,561	\$9,800	\$10,045
Facilities-Maint/Repair							
<i>Total Facilities-Maint/Repair</i>	\$10,009	\$18,042	\$14,683	\$20,050	\$20,551	\$21,065	\$21,592
Training & Memberships							
<i>Total Training & Memberships</i>	\$6,026	\$8,350	\$12,005	\$12,125	\$12,246	\$12,369	\$12,492

Squaw Valley PSD
 Sewer Budget
 Revenue Requirement

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Vehicle Maintenance & Repair							
<i>Total Vehicle Maintenance & Repair</i>	\$13,085	\$20,950	\$16,200	\$15,105	\$15,483	\$15,870	\$16,266
Total Sewer Department Expenses	\$388,278	\$630,607	\$621,535	\$640,631	\$656,765	\$673,368	\$690,455
Administration Expenses							
Salaries & Wages (50% Allocation)							
<i>Total Salaries & Wages</i>	\$169,096	\$250,191	\$253,631	\$258,704	\$263,878	\$269,155	\$274,538
Employee Benefits (50% Allocation)							
<i>Total Employee Benefits</i>	\$113,621	\$159,860	164,425	\$166,710	\$174,271	\$183,488	\$194,367
Board Expenses (50% Allocation)							
<i>Total Board Expenses</i>	\$16,982	\$25,298	\$28,250	\$25,986	\$25,999	\$26,011	\$26,024
Consulting (50% Allocation)							
<i>Total Consulting</i>	\$16,033	\$25,195	\$48,995	\$49,975	\$50,974	\$51,994	\$53,034
Insurance (50% Allocation)							
<i>Total Insurance</i>	\$15,490	\$24,700	\$26,123	\$26,907	\$27,714	\$28,545	\$29,402
Special Fees (50% Allocation)							
<i>Total Special Fees</i>	\$11,559	\$19,950	\$22,400	\$22,624	\$22,850	\$23,079	\$23,310
Office Expenses (50% Allocation)							
<i>Total Office Expenses</i>	\$15,308	\$21,938	\$27,188	\$27,868	\$28,564	\$29,279	\$30,010

Squaw Valley PSD
 Sewer Budget
 Revenue Requirement

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Travel & Meetings (50% Allocation)							
<i>Total Travel & Meetings</i>	\$3,616	\$7,130	\$8,983	\$8,063	\$8,143	\$8,225	\$8,307
Utilities (50% Allocation)							
<i>Total Utilities</i>	\$22,873	\$35,389	\$36,691	\$38,159	\$39,685	\$41,272	\$42,923
Interest and Misc (50% Allocation)							
<i>Total Interest and Misc</i>	\$13,867	\$11,342	\$16,766	\$17,437	\$18,134	\$18,860	\$19,614
Total Administration Expenses	\$398,444	\$580,994	\$633,453	\$642,431	\$660,213	\$679,908	\$701,529
Total Operations & Maintenance	\$786,722	\$1,211,601	\$1,254,987	\$1,283,062	\$1,316,978	\$1,353,276	\$1,391,984
Annual Debt Service							
Facility Loan	42,660	44,081	45,549	47,065	48,633	50,252	53,755
CalPERS Loan to Fire Department		110,000	115,000	106,000	100,000	97,500	95,000
CalPERS Additional UAL Payments	-	200,000	200,000	200,000	200,000	-	
<i>Total Annual Debt Service</i>	\$52,867	\$354,081	\$360,549	\$353,065	\$348,633	\$147,752	\$148,755
Net Annual Debt Service	\$52,867	\$354,081	\$360,549	\$353,065	\$348,633	\$147,752	\$148,755
Rate Funded Capital (CRP)	\$316,846	\$100,000	\$85,000	\$125,000	\$125,000	\$400,000	\$400,000
Transfer To / (From) Reserves							
To/(From) Operating Reserve	\$0	(\$0)	\$0	(\$0)	\$0	\$0	\$0
To/(From) Capital Reserve	193,733	0	0	0	0	0	0
To/(From) FARF	219,002	14,566	29,237	13,417	21,733	9,121	73,684
<i>Total Transfer To / (From) Reserves</i>	\$412,735	\$14,566	\$29,237	\$13,417	\$21,733	\$9,121	\$73,684
Total Revenue Requirement	\$1,569,171	\$1,680,247	\$1,729,773	\$1,774,544	\$1,812,344	\$1,910,149	\$2,014,423

Squaw Valley PSD
 Sewer Budget
 Revenue Requirement

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Proposed Rate Adjustment				5.0%	5.0%	5.0%	5.0%
<i>Cumulative Proposed Rate Adj.</i>							
Add'l Revenue from Adj.	\$0	\$0	\$0	\$78,081	\$160,866	\$249,236	\$343,313
Total Bal/(Def.) of Funds	\$0	\$0	\$0	\$0	\$0	(\$0)	\$0
Additional Rate Increase Needed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Capital Reserve							
Beginning Balance	\$0	\$0	\$90,000	\$90,000	\$123,331	\$285,247	\$705,900
Plus: Additons	193,733	851,673	1,835	0	128,419	386,904	0
Plus: Connection Fees	51,813	33,000	33,165	33,331	33,497	33,749	34,002
Less: Uses of Funds	(245,546)	(794,673)	(35,000)	0	0	0	0
Ending Balance	\$0	\$90,000	\$90,000	\$123,331	\$285,247	\$705,900	\$739,902
I&I Reserve							
Beginning Balance	\$157,844	\$162,015	\$162,015	\$195,180	\$228,511	\$262,008	\$295,757
Plus: Additons	4,171	0	0	0	0	0	0
Plus: Connection Fees		0	33,165	33,331	33,497	33,749	34,002
Less: Uses of Funds		0	0	0	0	0	0
Ending Balance	\$162,015	\$162,015	\$195,180	\$228,511	\$262,008	\$295,757	\$329,759
Fixed Asset Replacement Fund							
Beginning Balance	\$3,574,073	\$3,788,521	\$2,168,847	\$1,923,620	\$1,715,885	\$1,189,598	\$882,411
Plus: Additons	531,294	(737,107)	112,402	138,417	18,314	22,217	473,684
Less: Uses of Funds	(316,846)	(882,567)	(357,629)	(346,152)	(544,601)	(329,403)	(804,910)
Ending Balance	\$3,788,521	\$2,168,847	\$1,923,620	\$1,715,885	\$1,189,598	\$882,411	\$551,185
Total Operating Reserve Funds	\$3,788,521	\$2,168,847	\$1,923,620	\$1,715,885	\$1,189,598	\$882,411	\$551,185
Total Target Ending Fund Balance	\$129,324	\$199,167	\$206,299	\$210,914	\$216,490	\$222,456	\$228,819

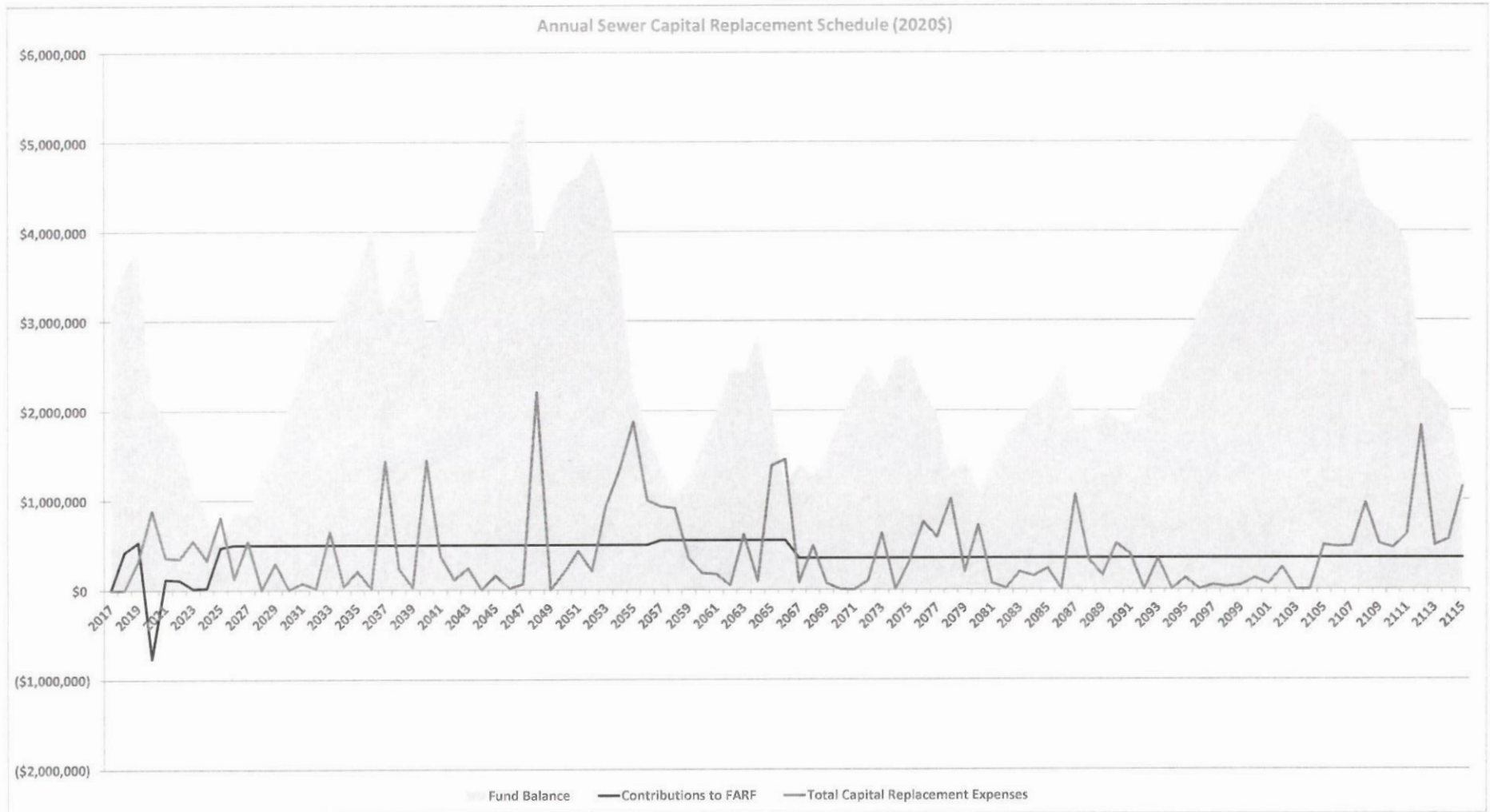
Squaw Valley PSD
Sewer Budget
Revenue Requirement

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Squaw Valley PSD Sewer Budget Revenue Requirement Summary							
Revenue							
Rate Revenues	\$1,397,313	\$1,476,772	\$1,553,848	\$1,561,618	\$1,569,426	\$1,581,196	\$1,593,055
Non-Operating Revenues	171,858	203,475	175,925	134,845	82,052	79,716	78,054
Total Revenues	\$1,569,171	\$1,680,247	\$1,729,773	\$1,696,463	\$1,651,478	\$1,660,913	\$1,671,109
Expenses							
Total Sewer Department Expenses	\$388,278	\$630,607	\$621,535	\$640,631	\$656,765	\$673,368	\$690,455
Total Administration Expenses	398,444	580,994	633,453	642,431	660,213	679,908	701,529
Total O&M Expenses	\$786,722	\$1,211,601	\$1,254,987	\$1,283,062	\$1,316,978	\$1,353,276	\$1,391,984
Net Annual Debt Service	\$52,867	\$354,081	\$360,549	\$353,065	\$348,633	\$147,752	\$148,755
Rate Funded Capital (CRP)	\$316,846	\$100,000	\$85,000	\$125,000	\$125,000	\$400,000	\$400,000
Transfer To / (From) Reserves	\$412,735	\$14,566	\$29,237	\$13,417	\$21,733	\$9,121	\$73,684
Total Revenue Requirement	\$1,569,171	\$1,680,247	\$1,729,773	\$1,774,544	\$1,812,344	\$1,910,149	\$2,014,423
Proposed Rate Adjustment	0.0%	0.0%	0.0%	5.0%	5.0%	5.0%	5.0%
Add'l Revenue from Adj.	\$0	\$0	\$0	\$78,081	\$160,866	\$249,236	\$343,313
Total Bal/(Def.) of Funds	\$0	\$0	\$0	\$0	\$0	(\$0)	\$0
Additional Rate Increase Needed	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total Operating Reserve Funds	\$3,788,521	\$2,168,847	\$1,923,620	\$1,715,885	\$1,189,598	\$882,411	\$551,185
Total Target Ending Fund Balance	\$129,324	\$199,167	\$206,299	\$210,914	\$216,490	\$222,456	\$228,819

Squaw Valley PSD
Sewer Budget
Capital Projects

Inflation	2.8%	ENR CCI 10 year average
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Capital Projects	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Capital Improvement Projects (CIP)							
Truckee River Siphon - Expansion	794,673	0	0	0	0	0	\$1,040,219
Sewer Bypass Trailer and Hose	0	35,000	0	0	0	0	\$35,000
Total Capital Projects	\$794,673	\$35,000	\$0	\$0	\$0	\$0	\$829,673
Capital Replacement Projects (CRP)							
Sewer Line Rehabilitation/Replacement	25,000	205,600	211,357	217,275	223,358	229,613	1,112,203
VacCon	0	0	20,560	0	0	0	20,560
Easement	0	0	0	307,862	0	325,344	633,206
Vehicles	0	0	25,600	0	23,750	0	49,350
CCTV	73,047	104,029	53,409	0	82,295	60,045	372,825
Truckee River Siphon - Replace	650,187	0	0	0	0	0	650,187
SCBA Cart	0	5,250	0	0	0	0	5,250
Radios	0	7,500	0	0	0	0	7,500
Pump Bypass	22,500	0	0	0	0	0	\$22,500
Air Compressor	0	11,000	0	0	0	0	\$11,000
Trimble GPS	0	5,500	0	0	0	0	5,500
Listenging Devices	0	0	0	0	0	4,305	321,151
305 Replace Carpets	0	1,667	31,704	0	0	0	33,370
305 HVAC	0	2,500	0	0	0	147,335	\$149,835
305 Replace light fixtures	0	0	3,523	0	0	28,702	32,224
305 Replace IT Hardware	5,000	5,000	0	0	0	9,567	19,567
305 Exterior Paint	0	0	0	9,053	0	0	\$9,053
305 AC Slurry Seal/Pave Patch	0	3,333	0	3,621	0	0	\$6,955
1810 Exterior Paint	13,333	0	0	0	0	0	\$13,333
1810 Replace Roof (Admin. Bldg.)	46,750	0	0	0	0	0	46,750
1810 Replace Roof (Fire Station)	46,750	0	0	0	0	0	46,750
1810 AC Slurry Seal/Pave Patch	0	6,250	0	6,790	0	0	13,040
	\$882,567	\$357,629	\$346,152	\$544,601	\$329,403	\$804,910	\$3,265,263
Less: Outside Funding Sources							
Operating Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	794,673	35,000	0	0	0	0	1,075,219
Fixed Asset Replacement Fund	882,567	357,629	346,152	544,601	329,403	804,910	3,582,109
New SRF Loans	0	0	0	0	0	0	0
New Revenue Bonds	0	0	0	0	0	0	0
Total Outside Funding Sources	\$1,677,240	\$392,629	\$346,152	\$544,601	\$329,403	\$804,910	\$4,657,328
Rate Funded Capital (CRP)	\$50,000	\$85,000	\$125,000	\$125,000	\$400,000	\$400,000	\$1,351,846



Squaw Valley PSD
 Fire Department Budget
 Escalation Factors

		Actual	Expected	Projected				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Revenues								
	Flat	Actual	Budgeted	Budgeted	0.0%	0.0%	0.0%	0.0%
	Property Tax Revenues	Actual	Budgeted	Budgeted	1.0%	1.0%	1.0%	1.0%
	Miscellaneous Revenues	Actual	Budgeted	Budgeted	1.0%	1.0%	1.0%	1.0%
Expenses								
	Fire Department Labor	Actual	Budgeted	Budgeted	2.0%	2.0%	2.0%	2.0%
	Admin Dept. Labor	Actual	Budgeted	Budgeted	2.0%	2.0%	2.0%	2.0%
	Benefits - Medical	Actual	Budgeted	Budgeted	5.0%	5.0%	5.0%	5.0%
	Benefits - Other	Actual	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
	Materials & Supplies	Actual	Budgeted	Budgeted	2.5%	2.5%	2.5%	2.5%
	Equipment	Actual	Budgeted	Budgeted	2.5%	2.5%	2.5%	2.5%
	Miscellaneous	Actual	Budgeted	Budgeted	1.0%	1.0%	1.0%	1.0%
	Utilities	Actual	Budgeted	Budgeted	4.0%	4.0%	4.0%	4.0%
	Flat	Actual	Budgeted	Budgeted	0.0%	0.0%	0.0%	0.0%
	Insurance	Actual	Budgeted	Budgeted	3.0%	3.0%	3.0%	3.0%
Interest		Actual	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
New Debt Service								
<i>Low Interest Loans</i>								
	Term in Years	20	20	20	20	20	20	20
	Rate	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
<i>Revenue Bond</i>								
	Term in Years	20	20	20	20	20	20	20
	Rate	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%

Squaw Valley PSD
 Fire Department Budget
 Revenue Requirement

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Revenues							
<i>Total Rate Revenues</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Non-Operating Revenues</i>							
<i>Total Non-Operating Revenues</i>	\$3,601,548	\$3,884,290	\$3,914,807	\$4,059,806	\$4,214,619	\$4,250,075	\$4,283,172
Total Revenues	\$3,601,548	\$3,884,290	\$3,914,807	\$4,059,806	\$4,214,619	\$4,250,075	\$4,283,172

Fire Department Expenses

Salaries & Wages

Total Salaries & Wages \$1,837,546 \$2,076,591 \$2,117,862 \$2,095,980 \$2,137,899 \$2,180,657 \$2,224,270

Employee Benefits

Total Employee Benefits \$1,210,949 \$976,853 \$1,084,236 \$1,092,084 \$1,127,401 \$1,162,994 \$1,200,917

Materials and Supplies

Total Materials and Supplies \$25,449 \$29,525 \$26,426 \$29,137 \$29,865 \$30,612 \$31,377

Equipment Maintenance & Repair

Total Equipment Maintenance & Repa \$14,218 \$18,935 \$17,550 \$26,496 \$27,159 \$27,838 \$28,534

Facilities-Maint/Repair

Total Facilities-Maint/Repair \$29,242 \$32,850 \$29,200 \$29,930 \$30,678 \$31,445 \$32,231

Squaw Valley PSD
 Fire Department Budget
 Revenue Requirement

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Training & Memberships							
<i>Total Training & Memberships</i>	\$38,371	\$44,220	\$40,000	\$40,754	\$41,161	\$41,573	\$41,988
Vehicle Maintenance & Repair							
<i>Total Vehicle Maintenance & Repair</i>	\$30,077	\$30,300	\$27,300	\$31,673	\$32,464	\$33,276	\$34,108
Total Fire Department Expenses	\$3,185,852	\$3,209,274	\$3,342,574	\$3,346,053	\$3,426,628	\$3,508,395	\$3,593,425
<u>Administration Expenses</u>							
Board Expenses							
<i>Total Board Expenses</i>	\$16,228	\$18,600	\$17,500	\$17,258	\$17,265	\$17,273	\$17,555
Consulting							
<i>Total Consulting</i>	\$13,950	\$14,736	\$25,670	\$15,983	\$16,303	\$16,629	\$16,962
Insurance							
<i>Total Insurance</i>	\$29,317	\$34,314	\$35,411	\$39,744	\$40,936	\$42,164	\$43,429
Special Fees							
<i>Total Special Fees</i>	\$52,623	\$69,235	\$69,535	\$70,230	\$70,933	\$71,642	\$72,358
Office Expenses							
<i>Total Office Expenses</i>	\$13,458	\$16,600	\$17,565	\$18,004	\$18,454	\$18,916	\$19,388

Squaw Valley PSD
 Fire Department Budget
 Revenue Requirement

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Travel & Meetings							
<i>Total Travel & Meetings</i>	\$7,633	\$24,000	\$21,375	\$10,984	\$11,094	\$11,205	\$11,317
Utilities							
<i>Total Utilities</i>	\$39,556	\$42,414	\$46,776	\$48,647	\$50,593	\$52,617	\$54,721
Total Administration Expenses	\$172,765	\$219,899	\$233,832	\$220,850	\$225,577	\$230,445	\$235,731
Total Operations & Maintenance	\$3,358,617	\$3,429,173	\$3,576,406	\$3,566,902	\$3,652,205	\$3,738,839	\$3,829,156
Annual Debt Service							
CalPERS SideFund Loan	\$33,582	\$36,695	\$35,627	-	-	-	-
Facility Loan	-	-	-	-	-	-	-
CalPERS Additional UAL Payments	0	220,000	230,000	212,000	200,000	195,000	190,000
New SRF Loans	-	-	-	-	-	-	-
New Revenue Bonds	-	-	-	-	-	-	-
Net Annual Debt Service	\$33,582	\$256,695	\$265,627	\$212,000	\$200,000	\$195,000	\$190,000
Contributions to Capital (CRP)	\$142,177	\$150,000	\$50,000	\$250,000	\$300,000	\$300,000	\$250,000

Squaw Valley PSD
 Fire Department Budget
 Revenue Requirement

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Transfer To / (From) Reserves							
To/(From) Operating Reserve	(\$0)	\$0	(\$0)	(\$0)	\$0	(\$0)	\$0
To/(From) Capital Reserve	342	0	0	0	0	0	0
To/(From) FARF	66,830	48,421	22,774	30,904	62,413	16,236	14,016
Total Transfer To / (From) Reserves	\$67,172	\$48,421	\$22,774	\$30,904	\$62,413	\$16,236	\$14,016
Total Revenue Requirement	\$3,601,548	\$3,884,290	\$3,914,807	\$4,059,806	\$4,214,619	\$4,250,075	\$4,283,172
Bal/(Def.) of Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve							
Beginning Balance	\$2,450	\$23,792	\$68,792	\$292	\$16,957	\$33,789	\$50,789
Plus: Additions	342	0	0	0	0	0	0
Plus: Connection Fees	21,000	45,000	16,500	16,665	16,832	17,000	17,170
Less: Uses of Funds	0	0	(85,000)	0	0	0	0
Ending Balance	\$23,792	68,792	\$292	\$16,957	\$33,789	\$50,789	\$67,959
Fixed Asset Replacement Fund							
Beginning Balance	\$501,944	\$569,182	\$624,783	\$644,611	\$554,231	\$577,930	\$594,866
Plus: Additions	209,414	198,421	72,774	280,904	362,413	316,236	264,016
Less: Uses of Funds	(142,176)	(142,820)	(52,946)	(371,283)	(338,714)	(299,300)	(516,245)
Ending Balance	\$569,182	\$624,783	\$644,611	\$554,231	\$577,930	\$594,866	\$342,637
Total Operating Reserve Funds	\$569,182	\$624,783	\$644,611	\$554,231	\$577,930	\$594,866	\$342,637
Total Target Ending Fund Balance (60 days of O&M)	\$552,101	\$563,700	\$587,902	\$586,340	\$600,363	\$614,604	\$629,450

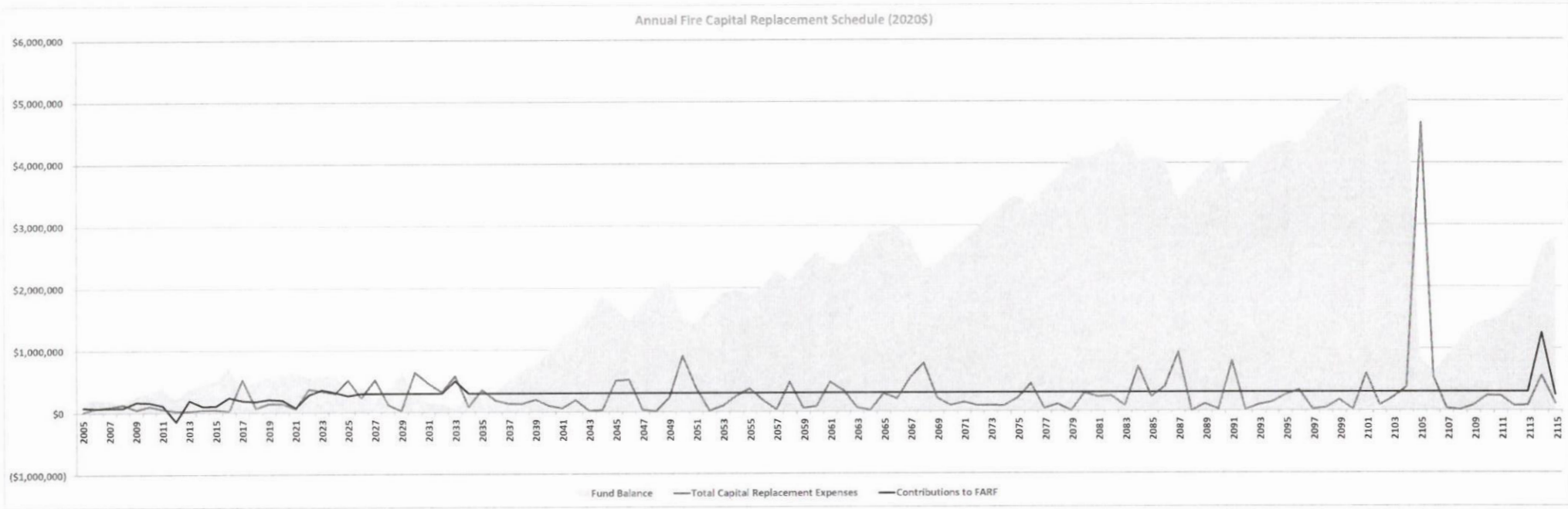
Squaw Valley PSD
 Fire Department Budget
 Revenue Requirement

	Actual	Expected	Projected				
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Squaw Valley PSD Fire Department Budget Revenue Requirement Summary							
Rate Revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Non-Operating Revenues	3,601,548	3,884,290	3,914,807	4,059,806	4,214,619	4,250,075	4,283,172
Total Revenues	\$3,601,548	\$3,884,290	\$3,914,807	\$4,059,806	\$4,214,619	\$4,250,075	\$4,283,172
Expenses							
Total Fire Department Expenses	\$3,185,852	\$3,209,274	\$3,342,574	\$3,346,053	\$3,426,628	\$3,508,395	\$3,593,425
Total Administration Expenses	172,765	219,899	233,832	220,850	225,577	230,445	235,731
Total O&M Expenses	\$3,358,617	\$3,429,173	\$3,576,406	\$3,566,902	\$3,652,205	\$3,738,839	\$3,829,156
Net Annual Debt Service	\$33,582	\$256,695	\$265,627	\$212,000	\$200,000	\$195,000	\$190,000
Contributions to Capital (CRP)	\$142,177	\$150,000	\$50,000	\$250,000	\$300,000	\$300,000	\$250,000
Transfer To / (From) Reserves	\$67,172	\$48,421	\$22,774	\$30,904	\$62,413	\$16,236	\$14,016
Total Revenue Requirement	\$3,601,548	\$3,884,290	\$3,914,807	\$4,059,806	\$4,214,619	\$4,250,075	\$4,283,172
Balance/(Deficiency) of Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Operating Reserve Funds	\$569,182	\$624,783	\$644,611	\$554,231	\$577,930	\$594,866	\$342,637
Total Target Ending Fund Balance (60 days of O&M)	\$552,101	\$563,700	\$587,902	\$586,340	\$600,363	\$614,604	\$629,450

Squaw Valley PSD
 Fire Department Budget
 Capital Projects

Inflation	2.8%
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Capital Projects	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Capital Improvement Projects (CIP)							
1 used ambulance	-	35,000	-	-	-	-	\$35,000
Regional Training Facility	-	50,000	-	-	-	-	50,000
Total Capital Projects	-	85,000	-	-	-	-	\$85,000
Capital Replacement Projects (CRP)							
Type 1 Engine 2WD	-	-	-	-	279,198	-	279,198
Replace Rescue Engine	-	-	-	-	-	229,613	229,613
Replace Command Vehicle	-	-	-	-	-	80,364	80,364
Replace Utility Vehicle	-	-	-	54,319	-	-	54,319
Water Tender	-	-	264,196	-	-	-	264,196
Turnout Gear Replacement	14,987	15,000	15,852	16,296	16,752	17,221	96,107
Hose Replacement	3,000	3,000	3,170	3,259	3,350	3,444	19,224
SCBAs	-	7,196	-	190,115	-	-	197,311
Honda Snowblower	-	-	3,699	-	-	-	3,699
Station Air Compressor	-	-	5,812	-	-	-	5,812
Turnout Racks	-	9,000	-	-	-	-	9,000
Class A Uniforms	6,000	-	-	-	-	-	6,000
AEDs	7,000	-	-	-	-	-	7,000
Breathing Apparatus Air Comp	-	-	-	55,261	-	-	55,261
R-21 Hurst Tools	-	-	43,328	-	-	-	43,328
305 HVAC	-	2,500	-	-	-	147,335	\$149,835
305 Replace Carpets	0	1,667	31,704	-	-	-	33,370
305 Replace light fixtures	-	-	3,523	-	-	28,702	32,224
305 Exterior paint	-	-	-	9,053	-	-	9,053
305 AC Slurry Seal/Pave Patch	0	3,333	-	3,621	-	-	\$6,955
305 Replace IT Hardware	5,000	5,000	-	-	-	9,567	\$19,567
1810 Exterior Paint	13,333	-	-	-	-	-	\$13,333
Laserfishe Document Management	-	-	-	-	-	-	\$0
1810 Replace Roof (Admin. Bldg.)	46,750	-	-	-	-	-	46,750
1810 Replace Roof (Fire Station)	46,750	-	-	-	-	-	46,750
1810 AC Slurry Seal/Pave Patch	-	6,250	-	6,790	-	-	13,040
Total Capital Replcmnt. Projects	\$142,820	\$52,946	\$371,283	\$338,714	\$299,300	\$516,245	\$1,721,309
Less: Outside Funding Sources							
Operating Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	0	85,000	0	0	0	0	85,000
Fixed Asset Replacement Fund	142,820	52,946	371,283	338,714	299,300	516,245	1,721,309
New SRF Loans	0	0	0	0	0	0	0
New Revenue Bonds	0	0	0	0	0	0	0
Total Outside Funding Sources	\$142,820	\$137,946	\$371,283	\$338,714	\$299,300	\$516,245	\$1,806,309
Contributions to Capital (CRP)	\$150,000	\$50,000	\$250,000	\$300,000	\$300,000	\$250,000	\$1,300,000



Proposed Rates

The proposed maximum water and sewer rates for the District, and the effective dates for the implementation of the rates, are shown in the tables below.

Water Rates

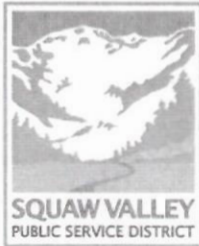
	FY 2018 July 1, 2017	FY 2019 July 1, 2018	FY 2020 July 1, 2019	FY 2021 July 1, 2020	FY 2022 July 1, 2021
Fixed Charge – \$/Acct or LU/Year					
<i>Residential (SFR)</i>	\$934.50	\$971.90	\$1,010.80	\$1,051.25	\$1,093.30
<i>Condo/Apt./Duplex/2nd Unit (MFR)</i>	\$453.00	\$471.15	\$490.00	\$509.60	\$530.00
Commercial / Commercial Irrigation					
5/8"	\$767.53	\$798.25	\$830.20	\$863.42	\$897.96
3/4"	837.55	871.07	905.93	942.19	979.87
1"	934.50	971.90	1,010.80	1,051.25	1,093.30
1 1/2"	1,877.08	1,952.20	2,030.34	2,111.59	2,196.05
2"	2,994.71	3,114.56	3,239.22	3,368.85	3,503.60
3"	5,623.16	5,848.21	6,082.28	6,325.68	6,578.70
4"	9,380.01	9,755.41	10,145.87	10,551.88	10,973.96
6"	18,762.71	19,513.62	20,294.65	21,106.80	21,951.07
Consumption Charge – \$/1,000 gal					
<i>Residential (SFR)</i>					
0 - 120	\$4.54	\$4.72	\$4.91	\$5.11	\$5.31
120 - 220	9.24	9.61	9.99	10.40	10.81
220 - 280	14.45	15.02	15.63	16.26	16.90
280 +	31.99	33.26	34.60	36.01	37.42
<i>Condo/Apt./Duplex/2nd Unit (MFR)</i>	\$7.87	\$8.18	\$8.51	\$8.85	\$9.20
<i>Commercial</i>	\$6.02	\$6.26	\$6.51	\$6.77	\$7.04
<i>Commercial Irrigation</i>	\$10.91	\$11.35	\$11.80	\$12.27	\$12.76

Sewer Rates

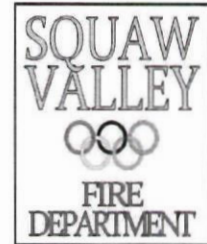
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Fixed Charge Acct or LU/Year					
<i>Residential (SFR)</i>	\$616.45	\$647.25	\$679.60	\$713.60	\$749.30
<i>Condo/Apt./Duplex/2nd Unit (MFR)</i>	\$485.00	\$509.25	\$534.70	\$561.45	\$589.50
<i>Commercial</i>	\$1,091.25	\$1,145.80	\$1,203.10	\$1,263.25	\$1,326.40
<i>Residential – Pool / Spa</i>	\$805.35	\$845.60	\$887.90	\$932.30	\$978.90
Consumption Charge - \$/1,000 gal					
<i>Commercial >75,000</i>	\$14.55	\$15.30	\$16.05	\$16.85	\$17.70

Residential Garbage Rates

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
<i>3% Increase, rounded to whole dollar</i>	\$256	\$264	\$272	\$280	\$288



SQUAW VALLEY PUBLIC SERVICE DISTRICT



Records Retention Schedule Revision

DATE: March 31, 2020

TO: District Board Members

FROM: Jessica Asher, Board Secretary

SUBJECT: Revision to Audio File Records Retention Schedule

BACKGROUND: The District's current policy is to retain audio recordings of monthly board meeting for 10 years. At the recent California Special District's Association (CSDA) Board Secretary Conference, lawyers from Meyers Nave recommended districts retain audio tapes of their board meetings for the legal minimum only, which is 30-days; and to destroy the recordings after they has fulfilled the purpose of assisting the Board Secretary prepare the meeting minutes. After the minutes of the board meeting are approved, the written minutes should be the only official record of the meeting. Guidance from the California Secretary of State is to retain the audio tapes for 3-months.

DISCUSSION: The Board discussed audio file retention briefly at the February 25, 2020 regular meeting of the Board. Arguments in favor of reducing the retention of audio tapes of District Board Meetings include following recommended best practices within the industry, minimizing future staff time to respond to a records request for historical tapes, and minimizing any potential liability concerns associated with recorded meeting content. Arguments in favor of retaining audio tapes for a longer period include the ability to listen to a full discussion in the future for greater transparency and for a better understanding of the breadth of conversation the previous year since many topics are discussed annually, and potential liability concerns. Historically there have been very few, if any, requests for audio file recordings older than 90 days. The consensus from the Board of Directors at the 2/25/20 Regular Meeting was that a retention requirement of 1-year likely makes sense.

There are no changes proposed to the retention schedules for any other records included in the District's Records Retention Schedule.

ALTERNATIVES: 1. Approve revised records retention schedule requiring 1-year retention of audio files.

2. Do not approve revised records retention schedule, maintain schedule requiring retention of audio files for 10 years.

FISCAL/RESOURCE IMPACTS: None.

RECOMMENDATION: Approve revised records retention schedule requiring 1-year retention of audio files.

ATTACHMENTS: Page 30 of 41 of the Records Retention Schedule (track-changes and clean version). The entire records retention schedule is not attached, only proposed modification to the Schedule are shown.

DATE PREPARED: March 6, 2020

RECORDS RETENTION SCHEDULES (Implemented 03-31-20)

Revised: 09-09-09; 10-20-09; 11-18-09; 01-12-10; 03-24-10; 04-13-10; 05-19-10; 05-24-10; 06-08-10; 07-27-10; 08-20-10; 10-21-10; 11-18-10; 12-06-10; 02-17-11; 03-21-11; 04-04-11; 06-21-11; 07-27-11; 10-25-11; 11-17-11; 12-16-11; 12-27-11; 01-09-12; 01-30-12; 02-03-12; 02-08-12; 02-21-12; 04-03-12; 04-05-12; 12-21-12; 11-11-14; 03-31-2020

Office of Record <small>(File Location)</small>	Record Description	<u>Retention/Disposition</u>					Explanation/Comments
		Active	Inactive	Total	Scan	Destroy Original	

Admin	Request for Public Records	CL	2	CL+2	Y	Y	GC 60201 et seq; filed in Records Drawer in library; GC 60201 et seq; CCP 343
	Disposition Certificates Retention Schedules	P S	4	P S+4			
Board Sec	Tapes: Audio & Video Board Meetings Committee Meetings	C C	1 yr 1 yr	1 yr 1 yr	N N	Y Y	(Retention revised 03-31-2020 per Bd) GC 60201 et seq; GC 54953.5, SOS Records Management Guidelines (Feb 2006) Committee Meetings not routinely recorded.

DRAFT

RECORDS RETENTION SCHEDULE (Implemented 04-30-0203-31-20)

Revised: 09-09; 10-20-09; 11-18-09; 01-12-10; 03-24-10; 04-13-10; 05-19-10; 05-24-10; 06-08-10; 07-27-10; 08-20-10; 10-21-10; 11-18-10; 12-06-10; 02-17-11; 03-21-11; 04-04-11; 06-21-11; 07-27-11; 10-25-11; 11-17-11; 12-16-11; 12-27-11; 01-09-12; 01-30-12; 02-03-12; 02-08-12; 02-21-12; 04-03-12; 04-05-12; 12-21-12; 11-11-14; 03-31-2020

Office of Record (File Location)	Record Description	Retention/Disposition					Explanation/Comments
		Active	Inactive	Total	Scan	Destroy Original	
Admin	Request for Public Records Disposition Certificates Retention Schedules	CL P S	2 4	CL+2 P S+4	Y Y	Y Y	GC 60201 et seq; filed in Records Drawer in library; GC 60201 et seq; CCP 343
Board Sec	Tapes: Audio & Video Board Meetings Committee Meetings	C C	10 1 yrs 1 yr	10 yrs 1 yr	N N	Y Y	(Retention revised 07-26-11 03-31-2020 per Bd) GC 60201 et seq; & Bd direction 05-2011; <u>GC 54953.5, SOS Records Management Guidelines (Feb 2006)</u> "Committee Meetings not routinely recorded."

DRAFT



SQUAW VALLEY PUBLIC SERVICE DISTRICT

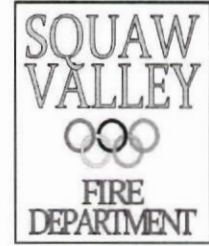


EXHIBIT F-10
4 pages

RECORDS DESTRUCTION REQUEST

DATE: March 31, 2020
TO: District Board Members
FROM: Fabienne Gueissaz, Office Supervisor
SUBJECT: Records Destruction Request No. 17

BACKGROUND: The Board implemented a Records Retention Policy in April of 2002. The policy gives authority to the General Manager or Clerk of the Board to interpret and implement the policy and destroy records. As a best management practice, the Board of Directors should also give its authorization to destroy records (CA Gov't Code §60201 (b)(1)(A)).

A listing of proposed records to be destroyed is attached for review as Exhibit A. Appropriate Department managers have reviewed and consented to destruction of records contained in this request.

ALTERNATIVES: 1. Approve request to destroy records identified in the attached Exhibit A through adoption of Resolution 2020-07.
2. Do not approve request to destroy records.

FISCAL/RESOURCE IMPACTS: None.

RECOMMENDATION: Staff recommends approval of the request through adoption of Resolution 2020-07, authorizing destruction of the records listed on Exhibit A.

ATTACHMENTS: Records Destruction Request #17 (Exhibit A); Resolution 2020-07

DATE PREPARED: March 9, 2020

RESOLUTION 2020-07
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SQUAW VALLEY PUBLIC SERVICE DISTRICT
AUTHORIZING RECORDS DESTRUCTION REQUEST #17

WHEREAS, the Squaw Valley Public Service District implemented a District-wide Record Retention Policy in 2002; and

WHEREAS, the Board of Directors retains the authority to ensure that all officers and employees use, manage, protect, preserve, store, transfer or dispose of records in accordance with federal, state, local laws, as well as District policy; and

WHEREAS, the Board of Directors is required to approve the destruction of original District records.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Squaw Valley Public Service District as follows:

The Board of Directors authorizes staff to destroy records and documents as itemized on Exhibit A, attached hereto and incorporated herein.

PASSED AND ADOPTED this 31st day of March 2020 at a regular meeting duly called and held by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Dale Cox, Board President

ATTEST:

Jessica Asher, Secretary to the Board

RECORDS DESTRUCTION REQUEST #17

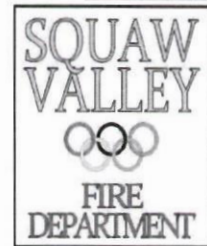
File Name/Item	Status	Electronic Record/Scan	Comments
Utility Department: Annual Billing Statements	2002-03; 2008-09	No	Required to keep for 4 years
Bank Account History CD	2007-12	No	Required to keep for 7 years (pg. 1)
Utility Department: Annual Billing Journals	1981-87; 1998-99	No	Required to keep for 3 years
Utility Department: Meter Readings	1987- 2000; 2002-04; 2008-09	1987-98: No 1999-09: Yes Springbrook	Required to keep for 4 years (pg. 40)
Fire & Utility Departments: Bank Deposits, Statements and Reconciliations	1984; 1997-99; 2002-03; 2008-09	No	Required to keep for 7 years (pg. 1)
Utility & Fire Departments: Accounts Payable Backup	2007-08; 2010-12	Yes: Springbrook	Required to keep for 7 years (pg. 1)
Utility & Fire Departments: Accounts Receivable Backup	2002-03; 2008-09; 2010-12	Yes: Springbrook	Required to keep for 7 years (Hard copy or electronic)
Utility and Fire Department: Billable Payroll	1998-99; 2002-03; 2017-18	1998-03: No 2017-18: Yes Server	Required to keep for 7 years (Hard copy or electronic)
Utility Department: Utility Billing/ AR/AP/Cash Receipt Backup Journal Entries	1966-84; 1988-90; 2008- 2001; 2011-2019	1966-01: No 2011-19: Yes Springbrook	Required to keep for 7 years (Hard copy or electronic)
Utility Department: Billing/Accounts Receivable/Cash Receipt Backup	1966- 1984;1988 -1990; 2008-2011	No	Required to keep for 7 years (Hard copy or electronic)

Utility Department: Utility Billing/ Accounts Receivable/ Cash Ledgers	1984; 1999- 2000; 2010-2018	1984-00: No 2011-19: Yes Springbrook	Required to keep for 7 years (Hard copy or electronic)
Utility Department: Customer Correspondence Files	1986; 1997-88; 2000-01	No	Required to keep for 3 years (pg. 5)
HR: Applications & Resumes	2011-2015	No	Required to keep for 4 years (pg. 28)
Placer County Assessor's Valuations	1983-85	No	Required to keep for 10 years (pg. 23)
Placer County Revenue Reports	1978-83; 1998-99; 2002-03; 2008-09	No	Required to keep for 7 years (pg. 25)
Aleta Drake: Working Files	1993-94; 1996-99	No	Not required to keep
Utility Department: Customer Address Rolodex		Yes: Springbrook	Not required to keep; information can be found in Springbrook and Customer Files
Board Meeting Audio Files	1991-2019	No	Required to keep for 1 year per Exhibit F-9 from the Board of Directors Meeting on 3/31/2020

Prepared by:
Fabienne Gueissaz
Office Supervisor
Squaw Valley Public Service District



SQUAW VALLEY PUBLIC SERVICE DISTRICT



MOUNTAIN HOUSING COUNCIL 2.0 – FUNDING PARTNER REQUEST

DATE: March 31, 2020
TO: District Board Members
FROM: Mike Geary, General Manager
SUBJECT: Mountain Housing Council 2.0 – Partner Request for Three-Year Funding

BACKGROUND: The Mountain Housing Council of Tahoe Truckee (MHC) is a project of the Tahoe Truckee Community Foundation that brings together 28 stakeholders to study and provide recommendations on the challenges of housing in the North Lake Tahoe-Truckee Region. The MHC's mission is to accelerate solutions for achievable local housing for those who live in the North Tahoe-Truckee region. Additional information about MHC can be found at their website: www.mountainhousingcouncil.org.

In May of 2017, the District approved a three-year financial contribution of \$2,500 annually to the Mountain Housing Council. The District continues to participate in the MHC's efforts as a Community Partner with Director Ilfeld currently serving as the District's representative to the MHC.

DISCUSSION: MHC outlined its direction for the next three years to continue accelerating housing solutions for the local community and is asking that existing funding partners consider committing to an additional three years of funding equal to the original commitment plus 10% (\$2,750 annually for three years for SVPSD). MHC is also requesting partner agencies provide representation on the MHC by appointing an elected official and top staff member to participate in the discussions.

A recording of the MHC 2.0 presentation, in addition to the written documentation provided, provides background on the MHC 2.0 program and the request of partner agencies. It is available here: <https://vimeo.com/386304371>

Housing is outside the District's primary functions and mission; however affordable housing impacts the District's ability to recruit and retain employees who live locally and can respond quickly in an emergency.

ALTERNATIVES:

1. Approve the requested contribution of \$2,750 per year for three years to the MHC 2.0 Program, designate District representatives, and authorize staff to execute the Collaborative Agreement.
2. Authorize staff to execute the Collaborative Agreement, designate District Representatives and contribute a different amount to the MHC 2.0 Program.
3. Do not contribute to the MHC 2.0 Program, designate District representatives, or authorize staff to execute the Collaborative Agreement.

FISCAL/RESOURCE IMPACTS: The fiscal impact is \$2,750 annually for three years or another amount determined by the Board. Funds for the District's contribution would come from its property tax revenue.

RECOMMENDATION: Approve the requested contribution of \$2,750 per year for three years to the MHC 2.0 Program, designate District representatives, and authorize staff to execute the Collaborative Agreement.

ATTACHMENTS: Cover Letter from Stacy Caldwell; MHC 2.0 Memo that was shared for the 1/17 Council meeting; MHC 2.0 PowerPoint presentation that was provided at the 1/17 Council meeting; MHC 2.0 Collaborative Agreement.

DATE PREPARED: March 23, 2020

TAHOE TRUCKEE COMMUNITY FOUNDATION

BOARD OF DIRECTORS

Lauren O'Brien, Chair
Walter Auerbach
Kelley Carroll
Geoff Edelstein
Jerusha Hall
Thomas Powell
Robert Richards
Hannah Sullivan
Kristin York

CHAIRMAN EMERITUS

Jim Porter

CEO

Stacy Caldwell, CFRE

FOUNDERS

Shirley and David Allen
Alpine Meadows
Alpine Winter Foundation
Anonymous
Julie Bradley and Zeke
Cornell
Booth Creek Ski Holdings
Polly and Tom Bredt
Linda and David Brown
Cindy Darneal
Quinn Delaney and
Wayne Jordan
East West Partners
Kathleen Eagan and
James Duffy
Stuart Feigin
The FHK Companies
The Gelso Families
Jim and Judi Gingerich
Linda and Tom Grossman
The Hackstock Family
Patricia Hellman Gibbs and
Richard Gibbs
William Hewlett
Fred and Barbara Ilfeld
John Jorgenson
Lahontan, LLC
Law Office of Porter Simon
Brian Marsh
Bill and Christy
McGloshon
Azad McIver
Luise and Roger Menges
Julie Motamedi and Don
Rollofson
Northstar-at-Tahoe
Jim and Marianne Porter
Porter's Ski and Sport
Craig and Alison Poulsen
Gladys "Sandy" Poulsen
Resort at Squaw Creek
Dave and Holly Rippey
The Rock Garden & TNT
Materials
Scott and Polly Ryan
Ryan Group Architects
Squaw Valley USA
Sugar Bowl Ski Resort
Teichert Foundation
Truckee Tahoe Lumber Co.
Jim and Ginger Walsh
Betsy and Tom Watson
John Weaver
Louise and Richard Wiesner

January 24, 2020

Dear MHC partners,

I am writing to you with excitement about our work ahead. Together we have outlined a direction for the next three years that will continue to accelerate housing solutions for our local community. Thank you for your commitment, leadership, and vision to make our first three-year initiative (MHC 1.0) successful!

We are looking to all partners to consider the value we have delivered collectively to the community. This next three-year commitment of work (MHC 2.0) will not only provide the existing level of quality engagement that you have come to rely upon, but will also include additional deliverables to the work plan.

For MHC 2.0, we are asking existing funding partners to consider an additional 10% to your original commitment. For community partners that did not support the funding for MHC 1.0, we are asking that you work with your boards and determine an amount of funding that makes sense for your organization. This will ensure that we can cover the cost of the Regional Housing Action Plan in the first year and, based on the Action Plan recommendations for execution, provide the time to raise the additional funds needed for years two and three.

Included in this packet is:

- MHC 2.0 Memo that was shared for the 1/17 Council meeting, with our next step plan of action for MHC 2.0
- MHC 2.0 PowerPoint presentation that was provided at the 1/17 Council meeting
- MHC 2.0 live presentation for you to share with your leadership: <https://vimeo.com/386304371>
- MHC 2.0 Collaborative Agreement for review and completion



Queen of Hearts
Women's Fund

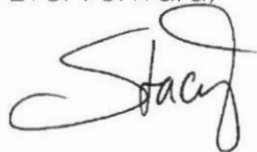


Tahoe50

Please set aside time to discuss participation in MHC 2.0. Should you need additional support at one of your leadership or board meetings, please reach out to Timea Griset at timea@ttcf.net to align our calendars ASAP.

I am truly excited about moving forward in the direction we have all outlined. I am looking forward to having final commitments in place by March 15, 2020.

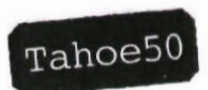
Ever Forward,



Stacy Caldwell, CFRE
Chief Executive Officer
Tahoe Truckee Community Foundation



Queen of Hearts
Women's Fund





To: Mountain Housing Council Partners
From: Stacy Caldwell, CEO,
Tahoe Truckee Community Foundation
Date: January 10, 2020
RE: MHC 2.0

What's Next?

Mountain Housing Council partners met over the summer and fall of 2019 to discuss the future of our work. With the three-year initiative slated to end June 2020, partners have focused on the future of housing efforts in the region. MHC partners expressed a need to maintain the regional collaboration focused on Achievable Local Housing.

Coordinating stakeholders, leveraging resources, and focusing on policy innovations has indeed accelerated housing solutions. Together, our partners have built momentum and expanded collaborations that need continued focus and support from the broader community. Our region has set the bar for other communities that are challenged with similar housing dynamics. We have been recognized by our peers and held up as an example of an effective model of regional collaboration for housing.

As a result of our efforts, there is new capacity among the Partners in the region. In the 2.5 years, our Partners have reached out to each other and created a myriad of *sub-collaborations* to move the work forward in areas such as: supportive housing, attracting state and philanthropic funds for specific housing projects, coordination of public agencies through JPAs, community outreach and education, and leveraging staff and programmatic efforts. This activity has been one of the most powerful and positive, unexpected outcomes of the MHC effort. By simply bringing our regional institutions together, our community leaders are carrying the work beyond the meetings and driving real impact. These efforts must continue to be nurtured, coordinated, and amplified to keep the momentum happening.

MHC 2.0

Recognizing the continued housing threat in our community, the Tahoe Truckee Community Foundation (TTCF) Board is open to the idea of extending the timeframe of MHC. TTCF continues to prioritize housing for our locals as a key area of impact for the Foundation.

Funding

MHC represents a significant commitment to resources and capacity for TTCF. TTCF has deployed key staff in strategy, communications, coordination, and administration. In the areas of policy/advocacy, strategic communications and facilitation, TTCF has hired outside consultants to execute on the work. When fundraising for MHC 1.0, our Funding Partners made 3-year commitments which allowed TTCF to raise the money upfront and focus our efforts on implementation and not continued fundraising. This has been a significant strength of our initiative, allowing us to create operational stability for MHC and resulted in greater efficiencies and expanded community impact.

Moving forward, the goals of fundraising around MHC 2.0 are:

- 3-year commitments to renew, from our existing partners and new partners
- Streamlined fundraising based on the track record of our current efforts
- Sign extended Partnership Agreement based on MHC 1.0

Workplan Elements

Continued / Ongoing Work of TTCF

- Quarterly Facilitation and Reporting
- Public Outreach and Education
- State-wide Policy Coordination
- Support Sub-Collaboration Among Partners

New Work

- Regional Housing Action Plan (RHAP) - Key document with regional consensus on implementation plan for achievable local housing
- Housing Hub - pilot program to execute on RHAP
- Housing Accelerator Funds - attract and coordinate regional funding for housing to support developments that align with RHAP

MHC 2.0 Budget

Year 1		Year 2		Year 3	
Project Management	\$50,000	Project Management	\$50,000	Project Management	\$50,000
Facilitation	\$70,000	Facilitation	\$70,000	Facilitation	\$70,000
Policy/Fund Development	\$60,000	Policy/Fund Development	\$60,000	Policy/Fund Development	\$60,000
Communications	\$45,000	Communications	\$45,000	Communications	\$45,000
Program Costs – Regional Action Plan (RAP)	\$60,000	Program Costs – RAP - HUB Pilot Project	\$200,000	Program Costs – RAP- HUB Pilot Project	\$200,000
TTCF Administrative Fee (10%)	\$28,500	TTCF Administrative Fee (10%)	\$42,500	TTCF Administrative Fee (10%)	\$42,500
TOTAL	\$313,500		\$467,500		\$467,500

3 Year Total: \$1,248,500

Mountain Housing Council's budget for MHC 1.0 was \$700,000. The increased projected funding is for the HUB Pilot Project and the additional management fee with that effort. If all partners come in at the same amount, that leaves a \$548,500 gap. TTCF would like to look to existing and new funding partners to help close the gap. We believe that with expanding the partnership and seeking grants throughout the first year, we will be able to launch the HUB in year 2. In addition, with the new regional capacity among our partners and the focus of a regional action plan, we will be able to target the right budget and partner for the HUB.

Request

TTCF is seeking a three-year commitment with equal or additional financial support as MHC 1.0. TTCF will begin this fundraising campaign with a presentation to the MHC Partners at the next meeting on 1/17/20. Following that meeting, TTCF will send the Lead Partners of each organization the following:

- Letter of Request
- 1/17/20 Memo (This Document)
- Updated MHC 2.0 Partner Agreement
- Powerpoint Presentation with MHC 2.0 strategy
- Link to a video that can be used with stakeholders and Board meetings for discussion

TTCF will be available to present to your Boards upon request.

Ever forward,
 Stacy Caldwell, CEO
 Tahoe Truckee Community Foundation



MOUNTAIN HOUSING COUNCIL

Meeting #11

January 17, 2020

8:00am-11:00am

**TAHOE
TRUCKEE
COMMUNITY
FOUNDATION**

MHC 2.0



28 Partners Working Together

Community Partners

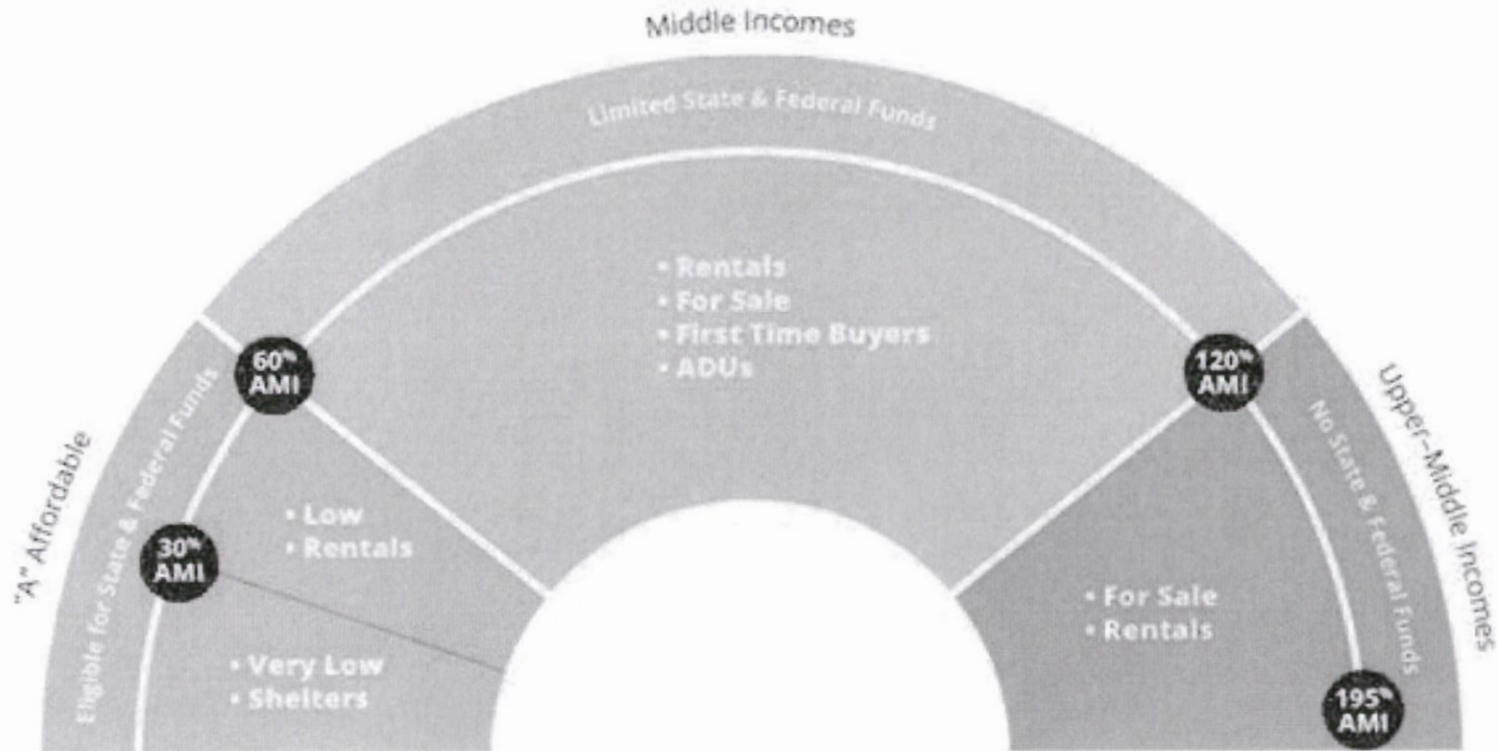
Community Collaborative of Truckee Tahoe
Contractors Association of Truckee Tahoe
Martis Fund
Mountain Area Preservation
North Lake Tahoe Resort Association
North Lake Tahoe Public Utility District
Sierra Business Council
Sierra Community House
Sugar Bowl Resort
Tahoe Prosperity Center
Tahoe Sierra Board of Realtors
Tahoe Truckee Community Foundation
Truckee Chamber of Commerce
Truckee Downtown Merchants Association
Truckee North Tahoe Transportation
Management Association

Funding Partners

Nevada County
Placer County
Squaw Valley | Alpine Meadows
Squaw Valley Public Service District
Tahoe City Public Utilities District
Tahoe Donner Association
Tahoe Forest Hospital District
Tahoe Regional Planning Agency
Tahoe Truckee Unified School District
Town of Truckee
Truckee Donner Public Utilities District
Truckee Tahoe Airport District
Vail Resorts / Northstar California



To Accelerate Solutions to Achievable Local Housing



Results

GOAL: Create 300 new units in 3 years
RESULTS: 413 Achievable Local Housing units completed or underway and another 284+ units on the horizon that are submitted or in pre-application process.

GOAL: Attract \$15m over 3 years
RESULTS: ~\$50M in capital for regional housing tracking to garner another \$50m in funding for locals housing in our region.

GOAL: Secure 300 units in 3 years
To date, 86 units “unlocked” and secured for local workforce,

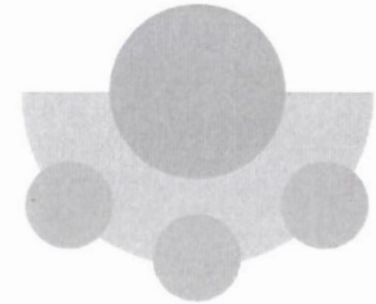
GOAL: Retain 30 Affordable Units
Currently working to preserve 10 units in Sunset 1 Mobile Home Park.

GOAL: Implement 10 Policies / Solutions
Authored 5 Policy Papers resulting in 13 government changes to increase housing availability

GOAL: Increase % of Workers Living Here
Supporting innovative solutions such as the Employer Housing JPA and Landing.



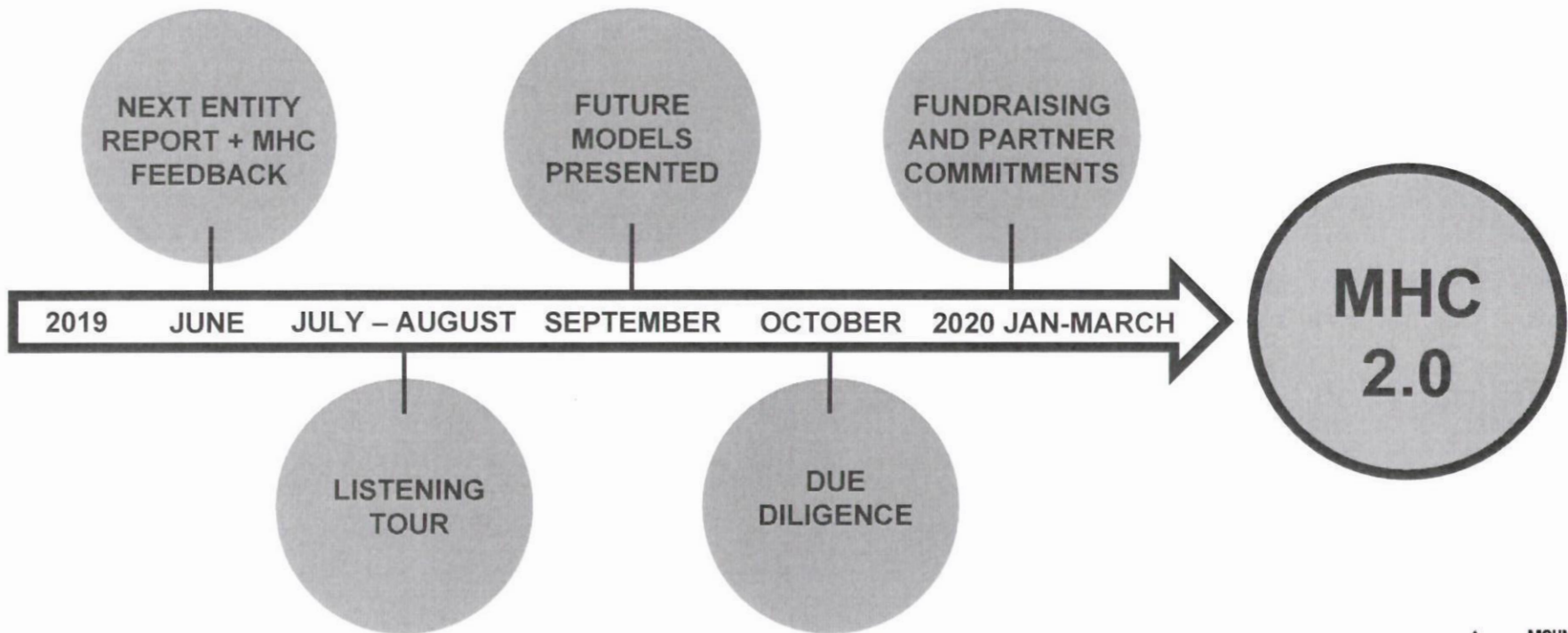
Inspiring Collaborations



- **Employee Housing JPA** – TTUSD, TDPUD, TFHD, TTAD
- **Supportive Housing Project** – Placer County, Nevada County, CCTT, Sierra Community House, Town of Truckee
- **Down Payment Assistance Program** – Martis Fund, Sierra Business Council
- **Dollar Creek Development Project** – North Lake Tahoe Resort Association, Tahoe City Downtown Association, Placer County, Local Employers, Tahoe Truckee Airport District
- **Soft Financing for Artists Lofts Project** – TTCF, Martis Fund, Town of Truckee
- **Cap + Trade Grant Application for Meadow View Place** – Placer County, Town of Truckee, Sierra Business Council, TTCF



The Process to MHC 2.0



Shared Partner Priorities

- Continue Regional Approach to Housing
 - Convening Stakeholders is Critical
 - Identify and Attract More Funds for Housing
 - Broader Community Education is Important
- > Continuation of Mountain Housing Council



Proposed MHC 2.0 Workplan

ONGOING

Quarterly Facilitation and Reporting

Public Outreach and Education

State-wide Policy Coordination

Support Collaborations Among Partners



Proposed MHC 2.0 Workplan

Ongoing

Quarterly Facilitation and Reporting

Public Outreach and Education

State-wide Policy Coordination

Support Collaborations Among Partners



New Work

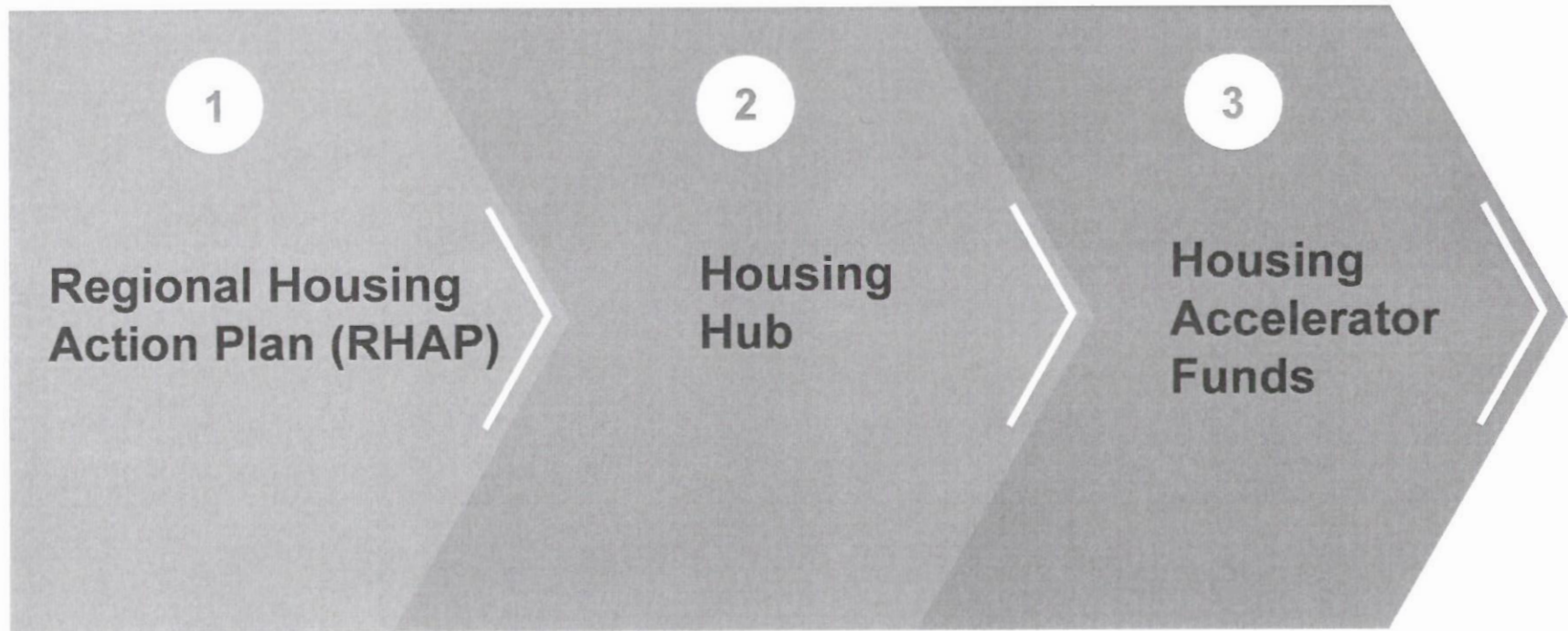
Regional Housing Action Plan (RHAP)

Housing Hub

Housing Accelerator Funds



Proposed MHC 2.0 Workplan



Proposed MHC 2.0 Workplan

1

Regional Housing Action Plan (RHAP)

A partnership framework with actionable strategies aimed to increase the inventory of achievable local housing in the region.

- Implementation Strategies with Timeline/Roles
- Regional Partnership
- Sets Goals with Metrics
- Timeline: 6-10 months to develop the 5 year plan

Proposed MHC 2.0 Workplan

2

**Housing
Hub**

**A resource for
developers,
homeowners, local
jurisdictions, and
land owners**

- Executes RHAP
- Liaison to County/Town
- Problem solving
- ALH Navigator
- Public Process Consultant
- Partnership resource
- Streamline the process

Proposed MHC 2.0 Workplan

3

**Housing
Accelerator
Funds**

**Attract and
coordinate regional
funding for housing
that supports the
RHAP**

- Public, Private, and Philanthropic Funds
- Sharing due diligence
- Sometimes co-mingled
- Collective + separate governance & focus

MHC 2.0 Governance

Governing 501 (C)(3) Organization
Fiduciary and Reporting
Program Operator
Managing and Facilitating Program

**TAHOE TRUCKEE
COMMUNITY FOUNDATION**

Stakeholders driving the work
Community Engagement and Education
Inspiring Partner Collaboration

**MOUNTAIN
HOUSING
COUNCIL
OF TAHOE TRUCKEE**



MHC 2.0 Budget

Year 1		Year 2		Year 3	
Project Management	\$50,000	Project Management	\$50,000	Project Management	\$50,000
Facilitation	\$70,000	Facilitation	\$70,000	Facilitation	\$70,000
Policy/Fund Development	\$60,000	Policy/Fund Development	\$60,000	Policy/Fund Development	\$60,000
Communications	\$45,000	Communications	\$45,000	Communications	\$45,000
Program Costs – Regional Housing Action Plan (RHAP)	\$60,000	Program Costs – RHAP - HUB Pilot Project	\$200,000	Program Costs – RHAP- HUB Pilot Project	\$200,000
TTCF Administrative Fee (10%)	\$28,500	TTCF Administrative Fee (10%)	\$42,500	TTCF Administrative Fee (10%)	\$42,500
TOTAL	\$313,500		\$467,500		\$467,500

3 Year Total: \$1,248,500



Partner Ask

3-year Agreement:

- **Committed to the work**
- **Assigning top leaders - Elected and Staff**
- **Consider recommendations of policy, land use, and programs that come from MHC**
- **Funding that makes sense to your Agency**
- **Access to additional resources**

Community Ask

- Educate and advocate for Achievable Local Housing
- Donate and grant to our effort (Currently raising \$548k outside of the Partners)

Next Steps

1. **Request:** Funding and partnership agreements
2. **Approval:** Partners seek approval from their Board and leadership
3. **Commitment:** Forms due March 15, 2020



Collaborative Agreement July 1, 2020 – June 30, 2023

Background: Mountain Housing Council of Tahoe Truckee (Council) is a collaborative effort working to identify priorities and create an innovative and accelerated portfolio of solutions to regional housing issues. The Council operates, geographically in eastern Nevada and Placer Counties and the Town of Truckee.

I. About the Collaborative Agreement

Purpose: The purpose of this Collaborative Agreement (Agreement) is to outline how this diverse body of stakeholders will work together to achieve results.

Authority: This Agreement is not intended to, and does not, impose any legally binding requirements on the individuals or entities that participate in the process. Members recognize and respect that each participant is first bound to their organization and within their organization's constraints bring what resources they can to the Council's effort. Signatories do not assume liability for any other member's actions, obligations, or liabilities or any third party claims that arise out of this initiative. **The Council is built upon a good faith effort.**

Expiration: This Collaborative Agreement is effective for a three-year period or for the duration of Council activities from July 1, 2020 – June 30, 2023.

II. Roles + Responsibilities

1. Project + Financial Manager + Convener

Tahoe Truckee Community Foundation (TTCF) will serve in the role of Project Manager, Administrator and Convener for the Mountain Housing Council, including providing the following services:

- Convene stakeholder groups
- Garner funding
- Sponsor meetings
- Address technical study needs
- Provide staff support to manage the Council activities



As Project Manager and Convener, TTCF will manage funds contributed by the Funding Partners. An administrative fee of 10% will be allocated from the Council budget by TTCF for overhead and fund management.

An annual budget will be developed by TTCF and approved by the Board of Directors of TTCF. All Council activities will be categorized as a program of TTCF with TTCF acting as the fiscal manager. Funding will drive the work of the Council with the capacity to include additional support for TTCF managed items such as project facilitation, coordination, communications, and administrative responsibilities.

In addition, TTCF will:

- Provide Council oversight in regards to funds and collaborative activity;
- Report to Funding Partners including providing financial reports on a bi-annual basis.

2. Stakeholder Groups

There are four stakeholder groups that serve to move the Council and housing solutions forward through various committees and work groups.

The following is an outline of how each of these stakeholder groups participate in the work of the Council.

a. Council Community Partners

Nonprofit and social service partners are essential Council participants. The primary role in participation is to ensure inclusive community involvement. As representatives of unique missions and constituents, we look to these partners to share the work of the Council formally and informally to ensure that a range of community voices and needs are heard.

Roles:

1. Outreach and promotion
2. Focus group facilitation
3. Data collection and storytelling
4. Participation in the Think Tank, Tiger Teams, and Ad Hoc groups
5. Other TBD



Community Partner Membership:

Community Partners represent nonprofits that have mission alignment and constituencies associated with regional housing goals. Nonprofits that receive TTCF grants or are contracted to provide services for Mountain Housing Council, are not intended to pay. Membership in the Community Partners group is by invitation.

b. Council Funding Partners

The Funding Partners represent local agencies, special districts, philanthropic entities, associations, and networks that are mission aligned, who have committed funding to the Mountain Housing Council. The primary role of the Funding Partners includes educating community stakeholder groups, moving policy issues forward, and aligning regulatory activities for Council goals.

Funding Partner Membership:

Membership is based on an invitation, Board endorsement and funding along with access to other resources such as:

1. Land: Own land for possible Mountain Housing Council efforts
2. Policy: Manage policies around housing that can be shaped in a way to accelerate housing solutions
3. Constituents: Have a large constituency that needs housing or can advance goals of the Council

To view a list of current Council Partners, visit www.mountainhousingcouncil.org

c. Collaborative Partners/ Deal Makers Network

The Collaborative Partners/ Deal Makers Network are private investors, developers, landholders and property managers who come together to advance and create large-scale housing solutions for the Tahoe Truckee region.

Roles:

1. Lend expertise
2. Help vet concepts and projects
3. Help identify capital sources
4. Network and connect to advance the mutual mission of accelerating regional housing solutions aligned with the housing targets set by the Council
5. Identify barriers to unlocking regional housing solutions
6. Other TBD



Collaborators Network:

Participation in the Network does not necessarily imply Council Membership. This group will be convened separate from Council meetings and participation will be more fluid based on projects and needs. The work of the Deal Makers will directly inform the Council who will be called upon to help think through the barriers and opportunities identified in this forum.

d. The Public

The (residents of Eastern Placer, Nevada County, Northern El Dorado and the Town of Truckee North Tahoe Truckee represent the myriad of community members in our region including but not only individuals, families, employers, employees, neighbors, and friends.

1. Inform the work of the Mountain Housing Council based on the realities faced by our community members as it relates to housing
2. Promote and amplify the importance of a regional collaboration to focus leadership efforts in accelerating solutions for housing
3. Attend and participate in the public aspects of the Mountain Housing Council

3. Staffing Roles

Project Manager and Lead Facilitator:

In cooperation with TTCF staff the Project Director/Lead Facilitator will design stakeholder meetings and guide the overall process toward achieving its mutually agreed-upon purpose and goals. The Lead Facilitator and Project Manager will be contracted by TTCF.

III. Code of Conduct

All participants in the Mountain Housing Council, across all stakeholder groups and meetings agree to the follow Code of Conduct that outlines a set of behaviors and standards that we believe will result in a successful initiative. As a general practice in civil discourse, the Council will abide by the guidelines from "Speak Your Peace."



Speak Your Peace:

- Pay attention. Be aware and attend to the people and world around you.
- Listen. Genuinely focus on others as they speak so that you may better understand their perspectives.
- Be Inclusive. Welcome all points of view, every individual, and all groups of citizens working for the greater good.
- Don't Gossip. And do not accept when others do. Speaking with consideration and kindness is at the heart of civil behavior.
- Show Respect. Honor other people and their opinions, especially in the midst of disagreement.
- Be Agreeable. Two ingredients for being agreeable in conversation: 1. The ability to consider that you might be wrong. 2. The ability to admit that you don't know.
- Apologize. Be sincere and repair damaged relationships.
- Give *constructive* criticism. Be sure that your intention is to help, not to humiliate or attack someone personally.
- Take responsibility. Don't shift responsibility or blame others.

IV. Agreements

Meeting Agreements

1. Show up and bring your best ideas and innovation with you to every meeting
2. Be prepared for each meeting by reviewing documents and meeting material distributed prior
3. Treat others in the Council with respect and expect to be treated with respect
4. Voice opinions and concerns openly in the Council meetings and listen openly to opinions of others
5. Assist in and advocate for achievement of the collaborative goals of the Council
6. Work collaboratively towards resolution of Council issues; strive for consensus
7. Share experience and expertise as a means of advancing the Council's common interests
8. Serve as an ambassador for the Council and share progress of the work with base and staff



Decision-Making Agreements:

Teams, Committees, Work Groups will strive to make decisions through a consensus model, facilitated and documented by the Lead Facilitator or a member of the Facilitation Team.

1. The definition of consensus spans the range of: strong support to "I can live with it." Any of these statements by a Council member constitutes consensus.
2. Many of our Council representatives cannot act independently on behalf of the agencies and organizations that they represent. Therefore, voting will be a consensus tool that will be used on a very limited basis from time-to-time with intention around preparation of information, education and timing. When the Council uses a vote to determine a course of action, the meeting notes will reflect the voting detail of those who approved, opposed and abstained.

Communication Agreements:

1. TTCF will manage internal and external communications for the Council. Council members will coordinate with TTCF on communications about the effort to maintain consistent messaging and impact.
2. Council members will share information and results of the work to their constituency base with support from TTCF.

V. Miscellaneous

No provision of this agreement is intended to confer any benefit upon any third party, and no third party shall have the right to enforce any provision of this Agreement.

Each signatory agrees that it shall not use any other signatory, Council member or TTCF's name, or any logo or insignia of such person or entity, or otherwise identify such person or entity in any form of publicity or disclosure without the prior written permission of the person or entity, which permission may be given or withheld in the person or entity's sole discretion.



This Agreement, and any dispute between the parties arising out of this agreement, shall be governed by and construed in accordance with the laws of the State of California, excluding its conflict of laws rules.

Nothing in this Agreement is intended to establish a partnership, joint venture or agency relationship between any of the signatories and TTCF.

V. Partner Agreement, Organization Information, and Signature

Organization: _____

Council participation should involve a commitment from the top leadership of each organization. To have momentum in this work we must have key decision makers at the table. Partners commit to provide leadership from top staff and/or elected leaders.

Participation:

- Community Partner
- Funding Partner

Three-year Financial Commitment: _____

Primary Representative
Name/Title: _____

Email/Phone: _____

Secondary Representative
Name/Title: _____

Email/Phone: _____

I agree to follow the Collaborative Agreement as outlined above.

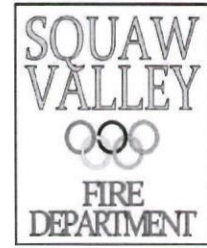
Authorized Signers Name: _____

Authorized Signature: _____

Date: _____



SQUAW VALLEY PUBLIC SERVICE DISTRICT



FIRE DEPARTMENT REPORT

DATE: March 31, 2020
TO: District Board Members
FROM: Allen Riley, Fire Chief
SUBJECT: Fire Department Report – Information Only

BACKGROUND: The discussion section below provides information from the Fire Department regarding operations and activities that are not the subject of a separate report. This report is prepared to provide new information and recent progress only.

DISCUSSION: Training

EMS: SSV Protocols, ALS Scenarios, Mega-code, Patient Assessment, Pediatric Emergencies, Drug dosages and administration, Infrequent skills Coronavirus/Covid-19 training, Cleaning/Decontamination.

Fire/Rescue: Ice Rescue, Pumping/drafting, Driver Training, District Familiarization, Search and VES, Pre-Fire Plans, Electrical hazards.

All outside training canceled until further notice.

Public Education

Child passenger safety car seat fittings and community CPR classes. Coordinating with Firewise Committee on application and mapping. Several (daily/weekly) conference calls with Placer County Office of Emergency Services (OES), SVPSD, JPA and Regional Chiefs about the Coronavirus/Covid-19.

All public classes and meetings canceled until further notice.

Fire Prevention

Commercial Inspections: Patagonia Store, Surefoot, Aspen Condos, Meadows Condos, Village at SV, Squaw Dogs, Uncorked, Christy Hill Condos, Creekside Charter. Several plan checks, sprinkler rough inspections, building final inspections and fireworks inspections at the Squaw Valley Resort.

All engine company inspections canceled until further notice.

Equipment

B-21 to Reno for recall service (minor issue)

Emergency Calls

Please see attached pages.

Total calls for the period: 52 (February 19 to March 25, 2020)

January 1st to March 25, 2019: 182 Calls; January 1st – March 25, 2020: 172 Calls

ATTACHMENTS: Total Record Volume by Incident Type Report.

DATE PREPARED: March 25, 2020

26%

Percentage of Total Incidents

74%

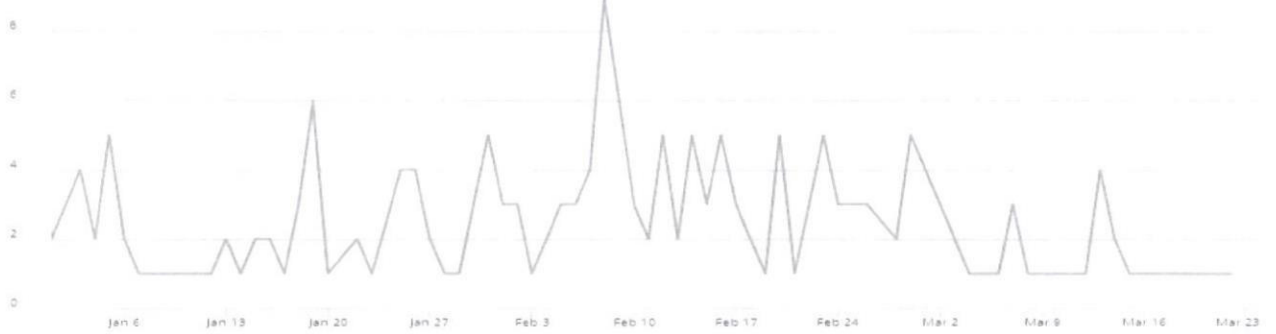
EMS Percentage of Total Incidents

172

INCIDENTS in Selected Time Slice

84

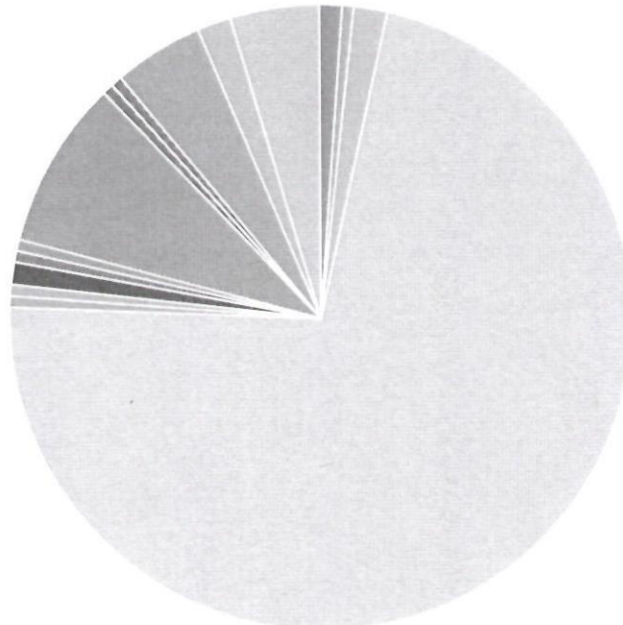
DAYS in Selected Time Slice



Counts

Week Ending	1/5/20	1/12/20	1/19/20	1/26/20	2/2/20	2/9/20	2/16/20	2/23/20	3/1/20	3/8/20	3/15/20	3/22/20	3/29/20	Total
Structure Fire				1						1				2
Mobile property (vehicle) fire		1												1
Medical assist			1				1					1		3
Emergency medical service (EMS) incident	14	5	7	10	13	17	18	18	13	5	4			124
Rescue or EMS standby									1					1
Combustible/flammmable spills & leaks									1					1
Water problem									2					2
Animal problem or rescue		1												1
Public service assistance			1											1
Dispatched and canceled en route	2		3			2	3		1		3	1		15
Wrong location, no emergency found						1								1
Steam, other gas mistaken for smoke										1				1
HazMat release investigation w/no HazMat			3	1		1		1				2		8
System or detector malfunction			1		1	1								3
Unintentional system/detector operation (no fire)		1	1		1		3	1	1					8
Total	16	8	17	12	15	22	25	20	20	6	10	1		172

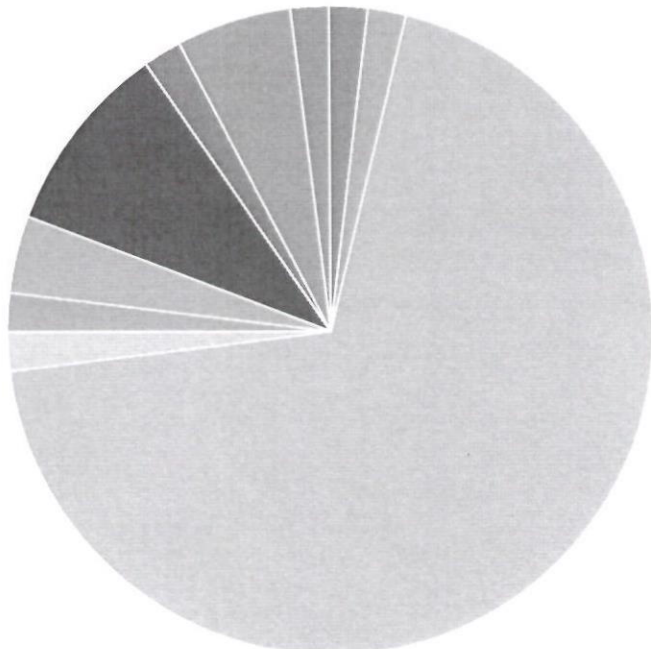
- Structure Fire
- Mobile property (vehicle) fire
- Medical assist
- Emergency medical service (EMS) incident
- Rescue or EMS standby
- Combustible/flammmable spills & leaks
- Water problem
- Animal problem or rescue
- Public service assistance
- Dispatched and canceled en route
- Wrong location, no emergency found
- Steam, other gas mistaken for smoke
- HazMat release investigation w/no HazMat
- System or detector malfunction
- Unintentional system/detector operation (no fire)



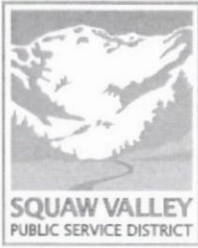


Counts

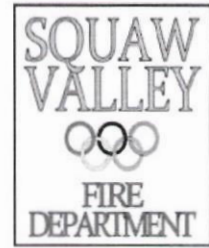
Week Ending	2/23/20	3/1/20	3/8/20	3/15/20	3/22/20	3/29/20	4/5/20	4/12/20	4/19/20	4/26/20	5/3/20	5/10/20	5/17/20	Total
Structure Fire			1											1
Medical assist					1									1
Emergency medical service (EMS) incident	14	13	5	4										36
Rescue or EMS standby		1												1
Combustible/flammable spills & leaks		1												1
Water problem		2												2
Dispatched and canceled en route		1		3	1									5
Steam, other gas mistaken for smoke			1											1
HazMat release investigation w/no HazMat	1			2										3
Unintentional system/detector operation (no fire)		1												1
Total	15	20	6	10	1									52



- Structure Fire
- Medical assist
- Emergency medical service (EMS) incident
- Rescue or EMS standby
- Combustible/flammable spills & leaks
- Water problem
- Dispatched and canceled en route
- Steam, other gas mistaken for smoke
- HazMat release investigation w/no HazMat
- Unintentional system/detector operation (no fire)



SQUAW VALLEY PUBLIC SERVICE DISTRICT



WATER & SEWER OPERATIONS REPORT

DATE: March 31, 2020

TO: District Board Members

FROM: Brandon Burks, Operations Superintendent

SUBJECT: Operations & Maintenance Report for February 2020 – Information Only

BACKGROUND: The following is a discussion of the District’s operations from the month noted above. It also includes the maintenance activities performed by the Operations Department that are not the subject of a separate report. This report is formatted to provide new information and recent progress only.

DISCUSSION: Flow Report – February 2020

Water Production:		8.45 MG
Comparison:		1.31 MG more than 2019
Sewer Collection:		8.14 MG
Comparison:		1.15 MG less than 2019
Aquifer Level:	February 29, 2020:	6,187.6'
	February 28, 2019:	6,188.1'
	Highest Recorded:	6,192.0'
	Lowest Recorded:	6,174.0'
Creek Bed Elevation, Well 2:		6,186.9'
Precipitation:	February 2020:	0.34"
	Season to date total:	17.60"
	Season to date average:	37.11"
	% to year to date average:	47.43%

Flow Report Notes:

- The *Highest Recorded Aquifer Level* represents a rough average of the highest levels measured in the aquifer during spring melt period.
- The *Lowest Recorded Aquifer Level* is the lowest level recorded in the aquifer at 6,174.0 feet above mean sea level on October 5, 2001. This level is not necessarily indicative of the total capacity of the aquifer.

- The *Creek Bed Elevation* (per Kenneth Loy, West Yost Associates) near Well 2 is 6,186.9 feet.
- *Precipitation Season Total* is calculated from October 2019 through September 2020.
- The true *Season to date Average* could be higher or lower than the reported value due to the uncertainty of the Old Fire Station precipitation measurement during the period 1994 to 2004.
- In October 2011 the data acquisition point for the aquifer was changed from Well 2 to Well 2R.

Leaks and Repairs

Water

- The District issued 7 leak/high usage notifications.
- Responded to zero after-hours customer service calls.

Sewer

- Responded to zero after-hours customer service calls.

Vehicles and Equipment

Vehicles

- Annual Maintenance.
- Cleaned vehicles and checked inventory.

Equipment

- Annual Maintenance.

Operations and Maintenance Projects

1810 Squaw Valley Road (Old Fire Station)

- Inspected and tested the generator.
- General housekeeping.

305 Squaw Valley Road (Administration and Fire Station Building)

- Inspected and tested the generator.

Water System Maintenance

- Two bacteriological tests were taken: one at 1810 Squaw Valley Road and one at Resort at Squaw Creek; both samples were reported absent.
- Leak detection services performed: one.
- Customer service turn water service on: zero.
- Customer service turn water service off: one.
- Responded to zero customer service calls with no water.

Operation and Maintenance Squaw Valley Mutual Water Company

- Basic services.

Sewer System Maintenance

- Check for I and I issues.
- Sewer cleaning.

Telemetry

- The rainfall measurements for the month of February were as follows:
Nova Lynx 0.34", Squaw Valley Snotel: 0.00".

Administration

- Monthly California State Water Boards report.

Services Rendered

- Underground Service Alerts (3)
- Plan Review (1)
- Pre-remodel inspections (0)
- Final inspections (0)
- Fixture count inspections (0)
- Water service line inspections (0)
- Sewer service line inspections (0)
- Sewer main line inspections (0)
- Water quality complaint investigations (0)
- Water Backflow Inspections (1)
- FOG inspections (0)
- Toilet Rebate inspections (0)
- Second Unit inspection (0)

Other Items of Interest

- Training – SDRMA Online class, SDRMA Safety Booklet.

ATTACHMENTS: Monthly Water Audit Report

DATE PREPARED: March 18, 2020

Squaw Valley Public Service District - Monthly Water Audit Report

Audit Month: February Report Date: March 14, 2020 Performed By: Brandon Burks
Year: 2020

Meter Reader: Jason McGathey Reading begin Date & Time: 3/2/20 8:30 AM
Reading end Date & Time: 3/2/20 1:30 PM
Total lag time: 6 Hours

Begin Audit Period: 1/31/20 12:00 AM
End Audit Period: 3/2/20 12:00 AM

Total Metered Consumption for audit period specified (including hydrant meters): 8,305,060

Additional Consumption - Unmetered
Fire Department Use: 10,000
Hydrant Flushing: 5,000
Blow-Off Flushing: _____
Sewer Cleaning: _____
Street Cleaning: _____
Well Flushing: _____
Tank Overflows: _____
Unread Meter Estimated Reads: _____
Other: _____
Total Unmetered Consumption (for audit period specified): 15,000

Estimated Unknown Loss - Unmetered
Known Theft: _____
Known Illegal Connections: _____
Total Estimated leaks that have been repaired: _____
Total Estimated Unmetered (for audit period specified): _____

Total Production for audit period specified: 8,743,759

Total Metered/Unmetered Consumption for audit period specified: 8,320,060

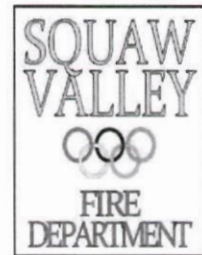
Total Water Loss (Production - Consumption): 423,699

Comments: The production totals are different than the monthly report due to a different time frame being used.

* Note - All Production & Consumption Totals In U.S. Gallons *



SQUAW VALLEY PUBLIC SERVICE DISTRICT



ENGINEERING REPORT

DATE: March 31, 2020
TO: District Board Members
FROM: Dave Hunt, District Engineer
SUBJECT: Engineering Report – Information Only

BACKGROUND: The discussion section below provides information from the District Engineer on current projects and the department's activities that are not the subject of a separate report. This report is prepared to provide new information and recent progress only.

DISCUSSION: Meetings

The District Engineer participated in the following meetings in the last month:

- SVPSD Board Meeting
- Water & Sewer Committee Meeting
- Monthly Planning Meeting – Staff
- Daily Staff Meetings
- District Engineer – General Manager Meeting – Weekly
- District Engineer – Operations Manager Meeting – Weekly
- Junior Engineer Staff Meetings – Weekly
- Workload Planning Meetings – staff, several
- T-TSA Treatment Plant Tour
- Annual Client Meeting – Farr West Engineering
- ArcGIS Online Training – Farr West Engineering
- Sewer System Management Plan Update Meeting – Operations Manager
- Water Model Calibration Meetings – Staff, Farr West Engineering
- VueWorks MobileVUE Training – VW staff
- VueWorks Webinar – Condition Module
- 1810 Squaw Valley Road Roof Replacement Preconstruction Meeting
- Water Meter Replacement Project Meetings (several) – staff, TCPUD, NTPUD, NCSD
- West Tank Recoating Project Meeting – Operations staff

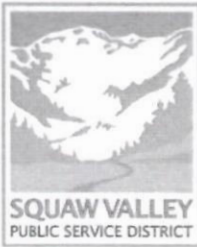
Projects

Engineering staff is working on the following projects:

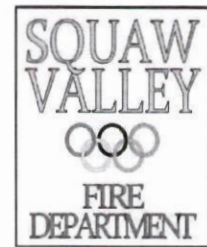
- 1810 Fire Station and Administration Building Re-roofing Project
- Water and Sewer Technical Specifications Updates
- Backflow Testing Database Project – Converting from Hansen to VueWorks
- Resort at Squaw Creek Well 18-3R, and Pressure Reducing Valve Station
- Water Meter Replacement Project
- Plan Review and Inspection Standard Operating Procedures
- West Tank Recoating Project
- 2020 Sewer Television Inspection Project
- GIS database updates, training and VueWorks Implementation

ATTACHMENTS: None.

DATE PREPARED: March 25, 2020



SQUAW VALLEY PUBLIC SERVICE DISTRICT



ADMINISTRATION & OFFICE REPORT

DATE: March 31, 2020
TO: District Board Members
FROM: Jessica Asher, Board Secretary
SUBJECT: Administration & Office Report – Information Only

BACKGROUND: The following is a discussion of office activities and brief status reports regarding administration that are not the subject of a separate report. This report is formatted to provide new information and recent progress only.

DISCUSSION: Form 700 Statement of Economic Interests
All Board members are required to complete an annual Statement of Economic Interests for filing with Placer County and the State of California Fair Political Practices Commission (FPPC). The 2019/2020 forms have all been received and were mailed to the Placer County Clerk – Recorder – Elections Office on March 18, 2020.

Staff Training – CalGOVHR Conference

Jessica Grunst attended the 2020 California Governmental Human Resources Professionals ("CalGOVHR") Annual Conference and Expo in Santa Rosa, CA, March 11-13th. The conference held technical workshops on a wide-range of HR-related topics including labor relations, 2020 public sector labor & employment law updates, benefits administration, workers compensation claims review, and workplace wellness. This event hosts over 350 public sector HR professionals providing both great training opportunities and networking.

Staff Training – Springbrook Online Academy

Fabienne Gueissaz attended two webinars on March 18th and 19th. The first webinar provided insight on built-in reporting that is available to all Springbrook users, and showed how to use a Query Manager to build reports that are specific to the District's needs. The second day focused on Utility Billing, and focused on best practices related to billing, past due accounts, and cash handling. Both webinars are available online, and are a great resource for staff.

Staff Telecommuting in Response to Coronavirus

In an effort to minimize the spread of Coronavirus, all administrative staff have

been encouraged to work from home (telework) since Friday, March 13th. Staff have worked diligently to make sure that there is no disruption to the work performed by the Administration Department. All inbound phone calls are routed to Fabienne's cell phone, a Virtual Private Network (VPN) has been installed on all computers so that staff can still access the server and applications, and staff meet daily via Go-To-Meeting. Plan reviews for remodels and new construction have a new electronic process which can be found online or on the front door of the Administration Building. The Administration Building is closed to the public; use of the community meeting room has been suspended; and notary services have also been suspended. Staff will continue to keep the Board and the community updated as the situation evolves.

Anticipated decrease in Worker's Compensation Charges for FY 2021:

In efforts to assist with the budgeting process, SDRMA released the FY 2020-21 Workers Comp Rates. We anticipate a 30% decrease in the cost of our annual premium. This is mostly due to the Experience Modification (EMOD) rate decreasing from 100% to 76%, the lowest rate we have seen in over ten years. The EMOD rate is based off a rolling three-year cycle and is a factor of both claims and rate class. The ability of an employer to directly affect his/her EMOD serves as an incentive to control or eliminate workplace injuries. We have done this by implementing several different safety incentive programs, and we feel it has had significant impacts. Some of the safety reward programs are time off hours rewarded bi-annually and monetary incentives paid annually to employees without injuries. We also have monthly safety meetings, as well as health and fitness testing for the Fire Department personnel that was implemented during the last MOU negotiations. We are always looking into fresh ideas to keep District staff safe and engaged and welcome any further suggestions.

ATTACHMENTS: None.

DATE PREPARED: March 19, 2020

AFFIDAVIT OF POSTING

Name of Meeting(s): Board and Finance Committee Meetings
Date of Meeting(s): 3/30/20, 3/31/20

I, J.Asher certify that we (JA/JG) posted the agenda for the above meeting(s) in two (2) conspicuous places located within the boundaries of the Squaw Valley Public Service District. The posting locations were:

1. District Office at 305 Squaw Valley Road (JG)
2. Squaw Valley Post Office at 1600 Squaw Valley Road (JG)
3. Online Posting and Distribution (JA)

The posting was accomplished on 3/27/20 at 2:10 pm (hard copy), 2:56 pm (email)

I declare under penalty of perjury that the above statements are true and correct.

Executed at Olympic Valley, California on 3/27/20



Jessica Asher, Board Secretary