

Amador Regional Sanitation Authority

Amador Regional Sanitation Authority Meeting Agenda

Thursday, June 19, 2025 at 2:30 PM

33 Church Street, Sutter Creek, CA 95685

The Agenda can be found on the City's Website: www.cityofsuttercreek.org

1. Call to Order and Establish a Quorum for Regular Meeting

Note: Location is moved to the Front Conference Room at 18 Main Street, City Hall

2. Pledge of Allegiance to the Flag

3. Public Forum

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

4. Consent Agenda

A. [Minutes of April 17, 2025 - for approval](#)

[*Approve the minutes as presented.*](#)

B. [June 2025 ARSA Reservoir Report](#)

[*Information Item for Discussion*](#)

5. Administrative Agenda

A. [ARSA FY25-26 Budget](#)

[*Budget for adoption by the Board*](#)

B. Castle Oaks Disposal Update

Information Item at Meeting

C. [Henderson Dam Repair](#)

[*Discussion on timing for repair*](#)

6. General Manager's Report - informational

7. Adjournment

Amador Regional Sanitation Authority

Amador Regional Sanitation Authority Meeting Minutes

Thursday, April 17, 2025 at 2:30 PM

33 Church Street, Sutter Creek, CA 95685

The Agenda can be found on the City's Website: www.cityofsuttercreek.org

1. Call to Order and Establish a Quorum for Regular Meeting

Present: Board Members Bruce Sherrill, Dan Epperson, Jim Swift, Claire Gunselman

Absent: Board Member Logan Carnell

Staff: Tom DuBois – City Manager, Dan Lafontaine – Public Works Director, Aaron Wolcott – City Clerk

2. Pledge of Allegiance to the Flag

The Pledge of Allegiance was led by Board Chair Jim Swift

3. Public Forum

4. Consent Agenda

A. Minutes of March 19, 2025 - for approval

B. Monthly Reservoir Report February 2025

Motion to approve the Consent Agenda, by Epperson, second by Gunselman.

AYES: Sherrill, Epperson, Swift, Gunselman

NOES:

ABSENT: Carnell

MOTION CARRIED 4-0

5. Administrative Agenda

A. Awarding Construction Contract for Henderson Underdrain Repair

City Manager Tom DuBois gave a brief overview of the recent bid process for the Henderson Under Drain Repair Project. The bid was awarded to Campbell Construction. Staff would like the Board to approve the bid award to Campbell Construction and also approve ARSA to seek a loan from the City of Sutter Creek to cover the difference in funds immediately available for the project in order to allow the project to move forward this summer. DuBois also explained that there was a bid protest from Soracco, Inc and a copy of the response to the protest was given to Board members.

Board Member Epperson noted that there was a very big difference in the bid amounts between Campbell Construction and other bids. Public Works Director, Lafontaine and DuBois explained that they double

checked the areas where the bid was lowest and are confident that Campbell will be able to do the work given experience with Campbell. Lafontaine also clarified that the work is expected to begin as soon as the dam is drained completely.

DuBois noted that the resolution before the Board would be contingent on the City of Sutter Creek approving the loan to ARSA.

Motion to approve the resolution awarding the construction contract for Henderson under drain repair to Campbell Construction and a loan from City of Sutter Creek, by Gunselman, second by Epperson.

AYES: Sherrill, Epperson, Swift, Gunselman

NOES:

ABSENT: Carnell

MOTION CARRIED 4-0

B. Update to Ione regarding ARSA/ City of Sutter Creek Wastewater planning

City Manager, DuBois, shared a letter that was sent to the City of Ione. He explained that the aim of the letter is to keep open communication with Ione and make clear what Sutter Creek's plans are so that Ione has better clarity for decision making over the next few years. The timeline of Sutter Creek's new Wastewater plant is not yet set so there is a need to keep some flexibility.

Board Member Epperson mentioned that he had also talked to the Ione manager when he saw him and agreed that keeping communications open was important. Trying to keep comms open.

Lafontaine said that operator meeting would be restarting next month which would help with keeping commutation clear.

6. General Manager's Report - Informational

A. General Manager Report

City Manager DuBois gave a short report explaining that the Water Board has yet to provide final approval for individual water balances. While awaiting this, the joint water balance deadline of May 1st necessitates a letter requesting an extension. The current water balance is negative for a number of reasons and the City is working with Ione and others to address this. The loss of Bowers contributes significantly to the negative water balance, and a groundwater management discussion might offer leverage by highlighting past practices before the directive to stop using Bowers. The water balance analysis considers dry, normal, and 100-year rain years, aligning with the three-party agreement regarding water delivery, even in drought years.

Board Member Gunselman requested an update on the dissolution of ARSA. DuBois explained that progress on dissolving the board continues, with the immediate focus on legal agreements, particularly with AWA.

Numerous old and potentially conflicting agreements and addendums between the city and AWA regarding treatment and collection are being reviewed.

7. Closed Session

9. Adjournment – 2:55pm

ARSA RESERVOIRS and IRRIGATION												
Jun-25	Sutter Creek Effluent Flow (gals) ¹	Bowers Irrigation (gals)	Henderson Reservoir Freeboard (ft)	Henderson Reservoir Volume (ac/ft)	Hoskins Irrigation (gals)	Preston Forebay (FT)	Preston Forebay Volume (ac/ft)	Flow Into Preston Reservoir (GPM)	Temp Preston Irrigation (Est/gals)	Preston Reservoir (FT)	Preston Reservoir Volume (ac ft)	Flow from Preston To Ione WWTF (ON/OFF)
6/1/2025			12'0"	157.3	144,000	11'2"	18.8	125	OFF	10'1"	109.4	OFF
6/2/2025	304,600	304,600	12'0"	157.3	144,000	11'0"	19.0	125	OFF	10'1"	109.4	OFF
6/3/2025	313,000	313,000	12'1"	155.8	144,000	11'0"	19.0	125	OFF	10'0"	110.4	OFF
6/4/2025	314,400	314,400	12'1"	155.8	144,000	11'8"	18.3	125	OFF	10'0"	110.4	OFF
6/5/2025	312,800	312,800	12'1"	155.8	144,000	11'8"	18.3	125	OFF	10'0"	110.4	OFF
6/6/2025			12'1"	155.8	144,000	12'4"	17.7	125	OFF	10'1"	109.4	ON
6/7/2025			12'1"	155.8	48,000	12'8"	17.3	125	OFF	10'3"	107.3	ON
6/8/2025			12'2"	154.3	48,000	12'10"	17.2	125	OFF	10'6"	104.4	ON
6/9/2025	273,800	273,800	12'2"	154.3	48,000	13'0"	17.0	125	OFF	10'9"	101.4	ON
6/10/2025	298,600	298,600	12'2"	154.3	48,000	13'8"	16.3	125	OFF	10'11"	99.5	ON
6/11/2025	282,000	282,000	12'2"	154.3	48,000	14'5"	15.6	125	OFF	11'2"	96.6	ON
6/12/2025												
6/13/2025												
6/14/2025												
6/15/2025												
6/16/2025												
6/17/2025												
6/18/2025												
6/19/2025												
6/20/2025												
6/21/2025												
6/22/2025												
6/23/2025												
6/24/2025												
6/25/2025												
6/26/2025												
6/27/2025												
6/28/2025												
6/29/2025												
6/30/2025												
7/1/2025												
	Sutter Creek Total Flow											
Total	9.0637mgd	2,099,200	2,099,200		1,104,000				0			
Maximum	314,400											
Minimum	273,800											
Average Daily	299,886											

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

ARSA Proposed 2024-25 BUDGET

	22-23		23-24		24-25		25-26
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	PROJ. ACTUAL	DRAFT
Transfer In from Savings							
Income							
Interest Income	\$ 150	\$ 64	\$ 50	\$ 165	\$ 150	\$ 140	\$ 150
Reimbursed Expenses	\$ 19,000	\$ -	\$ 19,000	\$ -	\$ 27,800	\$ -	\$ -
Use Fee Revenue							
Amador City	\$ 18,823	\$ 18,823	\$ 20,224	\$ 20,224	\$ 22,431	\$ 22,431	\$ 25,314
Amador Water Agency	\$ 95,768	\$ 95,768	\$ 95,207	\$ 95,207	\$ 120,858	\$ 120,858	\$ 130,754
City of Sutter Creek	\$ 521,321	\$ 521,321	\$ 426,752	\$ 426,752	\$ 640,997	\$ 640,997	\$ 817,532
Total Use Fee Revenue	\$ 635,912	\$ 635,912	\$ 635,912	\$ 635,912	\$ 784,286	\$ 784,286	\$ 973,600
Total Income	\$ 655,062	\$ 635,976	\$ 561,233	\$ 542,348	\$ 812,236	\$ 784,426	\$ 973,750
Total Revenue					\$ 812,236		\$ 973,750
Expense							
Employee Services							
Contract with COSC	\$ 249,753	\$ 264,231	\$ 243,599	\$ 158,454	\$ 223,000	\$ 153,678	\$ 225,000
Overtime	\$ 15,000	\$ 97,620	\$ 10,000	\$ 19,510	\$ 20,000	\$ 17,306	\$ 20,000
Total Employee Services	\$ 264,753	\$ 361,851	\$ 253,599	\$ 177,964	\$ 243,000	\$ 170,984	\$ 245,000
Administrative Operations							
Audit & Accounting	\$ 6,000	\$ 4,500	\$ 6,000	\$ 900	\$ 6,000	\$ 20	\$ 1,000
Contingency	\$ 50,860	\$ -	\$ 50,000	\$ -	\$ 65,000	\$ -	\$ 40,000
Engineering							
Inundation mapping	\$ 10,000	\$ 5,276	\$ 7,000	\$ -	\$ 7,000	\$ -	\$ -
Engineering - Other	\$ 25,000	\$ 100,339	\$ 80,000	\$ 19,422	\$ 40,000	\$ 73,382	\$ 80,000
Total Administrative Operations	\$ 91,860	\$ 110,115	\$ 143,000	\$ 20,322	\$ 118,000	\$ 73,402	\$ 121,000
Operations							
Flood Control	\$ 2,100	\$ -	\$ 1,500	\$ -	\$ 1,000	\$ -	\$ 1,000
Fuel	\$ 13,000	\$ 14,682	\$ 19,000	\$ 13,545	\$ 19,000	\$ 5,225	\$ 12,000
General Supplies	\$ 500	\$ 383	\$ 500	\$ 530	\$ 600	\$ 44	\$ 600
Legal	\$ 50,000	\$ 146,591	\$ 100,000	\$ 66,666	\$ 60,000	\$ 4,378	\$ 25,000
Membership Dues	\$ 1,700	\$ 1,559	\$ 1,600	\$ 2,927	\$ 3,000	\$ -	\$ -
O&M Building/Structures	\$ 1,500	\$ 1,400	\$ 1,500	\$ 1,400	\$ 1,500	\$ 1,600	\$ 2,000
O&M Equipment	\$ -	\$ 58,693	\$ 54,000	\$ 102,746	\$ 35,000	\$ 1,936	\$ 50,000
Professional Services	\$ -	\$ 40,756	\$ 41,000	\$ 281	\$ -	\$ 22,352	\$ -
Repairs & Maintenance	\$ 20,000	\$ 9,731	\$ 15,000	\$ 4,663	\$ 15,000	\$ 32,802	\$ 15,000
Risk Management - Liability	\$ 21,000	\$ 21,071	\$ 21,000	\$ 25,047	\$ -	\$ -	\$ -
Taxes/Fees/Licenses	\$ 68,000	\$ 66,380	\$ 68,000	\$ 69,159	\$ 73,500	\$ 33,048	\$ 2,000
Tertiary Treatment Fees	\$ 95,000	\$ 16,993	\$ 125,000	\$ 17,121	\$ 136,500	\$ 113,790	\$ 65,000
Vehicle Maintenance	\$ 5,000	\$ 2,162	\$ 4,000	\$ 2,162	\$ 5,000	\$ 1,989	\$ 5,000
Weed Control	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -
Total Operations	\$ 279,300	\$ 380,401	\$ 457,300	\$ 306,247	\$ 350,100	\$ 217,164	\$ 177,600
Capital Projects							
Henderson Underdrain Reserve					\$ 400,000	\$ 400,000	\$ 400,000
Henderson Flow Meter Upgrade					\$ 30,000	\$ 21,700	\$ -
Freshwater Diversion						\$ 25,000	\$ 25,000
Other					\$ 20,000	\$ 10,500	\$ 5,000
Total Capital							\$ 430,000
Total Expense	\$ 635,913	\$ 852,367	\$ 853,899	\$ 504,533	\$ 711,100	\$ 461,550	\$ 973,600

Amador Regional Sanitation Authority

"Servicing Amador City, Martell, & Sutter Creek"

TO: ARSA BOARD
MEETING DATE: JUNE 19, 2025
SUBJECT HENDERSON UNDERDRAIN PROJECT VIABILITY

Objective: We want to provide an update to the current reservoir levels, the Henderson underdrain project timing and potential financing.

Current Reservoir Levels and Current Disposal Estimates:

Disposal of ARSA wastewater began to Castle Oaks Golf Course on June 6, 2025. ARSA produces weekly reservoir level reports and as of the report on June 11, 2025, the current reservoir levels are as follows:

Reservoir	Henderson	Preston	Preston Forebay
Volume on June 5, 2025 (acre-feet)	155.8	110.4	18.3
Volume on June 11, 2025 (acre-feet)	154.3	96.6	15.6

During the 5 days of disposal Preston has dropped (or Castle Oaks Gold Course has received) 13.8 acre-feet. This gives us a disposal rate of 2.76 acre-feet per day (approximately 900,000 gallons per day). To ensure that no sludge is drawn to Castle Oaks the volume remaining in Preston must be always maintained above 50-acre feet of storage.

Given that the rate of disposal can be estimated at 2.75 acre-feet per day Henderson should be able to be drained (empty is believed to be storage of 30 acre-feet) at the current rate in 46 days (approximately the end of July). We need an update from Ione to see if the golf course is getting saturated and this rate can be maintained for the next 46 days. Given the constraints of the system and current disposal rates, the Henderson Underdrain project appears to be viable (operationally) this calendar year, though the delay pushes it closer to potential weather impacts.

Henderson Underdrain Project Contract and Construction Schedule:

Since the project can likely be completed operationally, the next consideration is working out the construction contract and construction schedule with the contractor. As stated in the Notice Inviting Bids, bids will remain valid for 90 days after the April 11, 2025 bid opening. Campbell construction was the lowest competent bidder at \$491,000 at the time of the bid opening. Total costs with engineering, construction, road repairs and contingency is \$681,012.

In order to award the contract, all major milestones must be cleared for the project to proceed:

- Environmental documents: A notice of Exemption has been filed for the project in 2022 and are still valid.
- Landowner approval: ARSA has met with the landowner (Finley's) and has been given permission to complete the project.
- Division of Dam Safety (DSOD) approval: The current design has been reviewed and approved by DSOD. Notice of construction will need to be sent to them for oversight prior to construction.
- California Department of Corrections and Rehabilitation (CDCR) approval: Review of the design is underway and initial comments from CDCR do not appear to be a significant issue but this is critical path to get all approvals in place.

Only CDCR approval remains. They have been cooperative and we are pushing them to get this item completed.

The Notice of Award must be sent to Campbell construction by July 1, 2025, and the contract be executed by July 10, 2025. Material would then be obtained and construction staged – we are getting estimates on the time needed. Campell construction has informed the City that once started, the project can be completed within one month. The construction

window has a deadline of October 1, 2025, which is the date that the City believes would be reasonable to complete construction prior to rain beginning to fall. While it appears viable if everything goes well, the delay in disposal has increased the risk of project completion.

Financial:

The City of Sutter Creek is working with California Consulting, one of the leading grant writing companies in California. We have gotten varying indications from them on the likelihood of getting a grant to perform the dam repair. Because this is a public safety issue, it involves recycled water and we are qualified as a disadvantaged community, the initial response was that we were likely to get a grant for the entire amount. However, all funds for this fiscal year are allocated. We thought our application was in place for next year's funds but on talking to DWSRF on Friday, June 13th, we discovered that the application was not complete. We are attempting to get a complete picture in time for discussion at the ARSA meeting on June 19th, with as good an indication as feasible of the likelihood of receiving funding assistance. We will update the board at the meeting.

Financially, it would be quite a swing from paying \$681,000 out of pocket to receiving a grant for \$681,000 – worth \$1.2M to ARSA. While it appears the Castle Oaks disposal delay does not prevent us from completing the project this year, we would like the board to weigh in on the financial trade-off.

Because we can do disposal, the reservoir should be empty by fall this year. If we decided to go for the grant and we get an average year or dryer in terms of rainfall, we would be able to do the construction next year with a potential grant. We would need to rebid the project, and the bid next year could be higher. There is no guarantee that we will win the grant, but it does appear our application would score highly. If the winter was a wet year, we may be unable to empty the reservoir next year. Because of the delay, we could notify the department of dam safety that because of the delay, we are unsure of completion before fall weather and are postponing one year.

So we are asking the board to weigh in on balancing the risks of weather, construction costs, and financing against proceeding out of pocket this year.

Conclusions / Next Steps

Based on the current levels in the ARSA system, and the disposal rate to Castle Oaks Gold Course, the City believes we can likely complete the Henderson Underdrain Project this year. Based on Board feedback, we will either proceed with the contract after securing CDCR approval or postpone and focus on the grant application.