

**APPROVED**

**DONNER SUMMIT PUBLIC UTILITY DISTRICT  
P.O. BOX 610 – SODA SPRINGS – CALIFORNIA – 95728  
TELEPHONE (530) 426-3456 – FAX (530) 426-3460**

**Minutes of the Regular Meeting of the Board of Directors  
Held: February 15, 2011**

**STAFF PRESENT:** Tom Skjelstad, General Manager; Jim King, Plant Manager; Julie Bartolini, Office Manager

**OTHERS PRESENT:** Geoffrey O. Evers, General Counsel by telephone from 8732 Casa Del Rio Court, Fair Oaks, CA 95628; Catherine Hansford; Chris Parker, Sugar Bowl

**1. Call to Order**

The Regular Meeting of February 15, 2011 of the Donner Summit Public Utility District Board of Directors was called to order at 6:11 p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs, California.

**2. Roll Call**

Cathy Preis, President	- Present
Dave Oneto, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Taylor Dolph, Director	- Present

**3. Clear the Agenda**

Item 10.2 was moved to follow item 7.A.1

**4. Public Participation**

None

**5. Election of Board Officers**

**Motion: Nominate Cathy Preis as President**

By: Bob Sherwood

Second: Taylor Dolph

Vote: 4 Ayes 0 Noes 0 Absent, 1 Abstain

**Motion Carries**

**Motion: Nominate Dave Oneto as Vice President**

By: Bob Sherwood

Second: Phil Gamick

Vote: 4 Ayes 0 Noes 0 Absent 1 Abstain

**Motion Carries**

**Motion: Nominate Bob Sherwood as Secretary**  
**By: Dave Oneto**  
**Second: Phil Gamick**  
**Vote: 4 Ayes 0 Noes 0 Absent 1 Abstain**  
**Motion Carries**

## **6. Consent Calendar:**

All items listed under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board requests an item to be removed from the Consent Calendar for a separate action. Any items removed will be considered after the motion to approve the Consent Calendar.

- A. Cash Disbursements – General, Month of January 2011 --  
\$ 280,444.42**
- B. Cash Disbursements – Payroll, Month of January 2011 --  
\$ 59,134.80**
- C. Special Meeting Minutes of January 4, 2011  
Special Meeting Minutes of January 20, 2011**

**Motion: Accept the Consent Calendar**  
**By: Bob Sherwood**  
**Second: Taylor Dolph**  
**Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain**  
**Motion Carries**

## **7. Department Reports**

### **A. Administration: Tom Skjelstad, General Manager**

- 1. Revaluation of Cost Allocation for the Wastewater Treatment Plant Upgrade and Expansion Project-** review project costs and cost allocations for District user categories. Discussion, direction and possible action. Catherine Hansford will be in attendance. Tom Skjelstad reported that as directed by the Board at the January 20, 2011 Special Board Meeting, Staff and Hansford Economics, and the Joint Wastewater Facilities Committee (Cathy Preis and Bob Sherwood) have been reviewing the project cost allocation methodology in an effort to explain, resolve and answer the question of equitability between the reserve user class and the future user class which was brought up at the January 20 meeting.

Catherine Hansford reviewed the spread sheets in detail. See Attachment A.

The Board directed staff to send notification to the 109 future EDU holders informing them that they have the option to return their EDU. The letter is to be sent certified mail.

**Motion: Send Notification to the 109 Future EDU Holders Informing Them that They Have an Option to Return Their EDU.**  
By: Bob Sherwood  
Second: Taylor Dolph  
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

**Motion Carries**

The Board agrees with the methodology used in the draft tables A, B, and C as presented by Catherine Hansford.

**Motion: Accept the Draft Methodology**  
By: Bob Sherwood  
Second: Dave Oneto  
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

**Motion Carries**

**10.2**

**DRAFT Memorandum of Understanding For Sewer Connections and Wastewater Service By and Between DSPUD and Sugar Bowl Corporation-** establishing the terms and conditions under which the DSPUD will provide sewer connections and wastewater treatment services to Sugar Bowl. Sugar Bowl is requesting that the EDUs they purchase during the expansion of the plant be transferable and allowed to be assigned to other parties in the future. Current District policy does not allow for EDUs to be transferred. Chris Parker reviewed the draft MOU with the Board. A lengthy discussion ensued. Direction was given to Legal Council and Staff to work on the MOU.

- 2. Proposal from Economic & Planning Systems, Inc For Technical Assistance in Formulating Community Facilities District(s) (CFD)-** proposal for EPS to provide various tasks in setting up a CFD. Tom Skjelstad reported that Russ Powell of Economic & Planning Systems, Inc. (EPS) has submitted a proposal for EPS to provide CFD technical assistance to the District. Geoff Evers has reviewed the Standard Terms and Conditions for Consulting Services.

**Motion: Approve the Scope of Work with Economic & Planning Systems, Inc. and Authorize the General Manager to Execute the Agreement**  
By: Dave Oneto  
Second: Taylor Dolph  
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

**Motion Carries**

3. **Update of the State Revolving Fund Planning Loan-** information regarding the District's SRF Planning Loan. Request for funds to include reimbursement for finance consultants. This request has been approved by the State. Tom Skjelstad reported that the initial application to the State for the Planning loan did not include costs to hire financial consultants, with the exception of Catherine. This was before the Board had decided the financing mechanism to be used for the project. The Board has decided to pursue construction funds by way of a Community Facilities District. Therefore, staff has requested that the State include the costs of a CFD consultant into the loan. We have asked that monies be shifted from the Environmental Document budget, some \$600,000.00 and applied to the CFD consultant. The State accepted our request.
4. **DSAA and Donner Summit Municipal Advisory Council Meetings-** report from the February 1 meetings. Tom Skjelstad reported that he attended the DSAA and the DSMAC meetings to give a project update, which was well received.

**B. Sewer and Water Department – Jim King, Chief Plant Operator**

1. **Waste Water Flow Data – for January - Reported**
2. **Fresh Water Flow Data – for January - Reported**
3. **Operations and Maintenance Summary – activities during the month of January.** Jim King reported the following:

**Operations WWTP**

- Toured two different wastewater treatment plants with ECO:LOGIC/Stantec staff to look at their MBR systems and talk with operators.
- There were three after hour call outs to the wastewater treatment plant.

**Operations Water Plant**

- Flushed out water system by Boreal Ski Resort to help prevent water hammer in the system. Found an excessive amount of air in the system.

**Repairs and Maintenance WWTP**

- Completed repairs to plant head works grinder and put back into service.

**Repairs and Maintenance FWTP**

- Replaced failed main line air relief valve at Sugar Bowl Ski Resort.

**C. Monthly Safety Committee Meeting Minutes, Month of January**

**Motion: Accept the Safety Committee Meeting Minutes, for January**  
**By: Bob Sherwood**  
**Second: Phil Gamick**  
**Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain**  
**Motion Carries**

**7. President's Report:**

- 1. Election of Special District Representatives to the Placer County Local Agency Formation Commission** – ballot to vote for three of seven candidates to represent Special Districts on the Placer LAFCO.

**Motion: Cast the Donner Summit Public Utility District's Local Agency Formation Commission Vote for William Schumacher, Ron Treabess and Gray Allen**  
**By: Dave Oneto**  
**Second: Phil Gamick**  
**Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain**  
**Motion Carries**

**8. Committee Reports:**

**Joint Wastewater Facilities Sub-Committee (Preis/Sherwood)-** see 7A.1 above on the agenda. Cathy Preis reported that the committee met with staff and Catherine Hansford.

**9. Correspondence:**

- 1. Letter from Kirk Syme, Royal Gorge-** response to Notice to Property Owners Within the DSPUD (Opt In/Opt Out Agreement). Mr. Syme's letter informs the District that while Royal Gorge is not prepared at this time to make an irrevocable decision whether to request EDUs they intend to work with the District once their plans are solidified. Both DSPUD and Sierra Lakes CWD received the same letter. Legal Counsel, Geoffrey Evers will lead the discussion. Reported. Geoff Evers will draft a response for Cathy's signature.
- 2. Letter from Mr. Douglas Jaul-** requesting that the District extend his sewer permit due to economic changes. Reported. Direction was given to staff to amend the Ordinance to eliminate the sunset clause.
- 3. Letter from Ms. Barbara L. Kaufman** – requesting a discount or reduction in her water rates due to lack of occupancy. Reported.

**10. Legal Report:**

- 1. DRAFT Access and Utility Easement Between Boreal Ridge Corporation and the DSPUD** – access and easement to install spray irrigation system to additional lands at the Soda Springs Ski Area. Tom Skjelstad reported that in order to expand the irrigation system

at Soda Springs Ski Hill the District will need additional acreage. Although the current lease allows for expansion Boreal would prefer to enter into a Utility Easement Agreement.

**Motion: Authorize the Board President to Sign the Utility Easement Agreement.**

By: Bob Sherwood

Second: Phil Gamick

Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

**Motion Carries**

**2. DRAFT Memorandum of Understanding For Sewer Connections and Wastewater Service By and Between DSPUD and Sugar Bowl Corporation-** establishing the terms and conditions under which the DSPUD will provide sewer connections and wastewater treatment services to Sugar Bowl. Previously addressed.

**12. Informational** In accordance with Government Code Section 54954.2(a), Directors may make brief announcements or brief reports on their own activities (concerning the District). They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.

**13. Adjournment**

**Motion: Adjourn Meeting at 8:20 P.M.**

By: Bob Sherwood

Second: Dave Oneto

Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

**Motion Carries**

#### Schedule of Upcoming Meetings

Regular Meeting - March 15, 2011

Regular Meeting - April 19, 2011

Regular Meeting - May 17, 2011

The wording in these minutes are as reread from the notes by the Clerk of the Board.

Respectfully Submitted,



Deleane Mehler  
Clerk of the Board