

**Donner Summit Public Utility District
Board of Directors Regular Meeting
Agenda
Tuesday, May 16, 2023 - 6:00 P.M.
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

The Public is welcome to attend in person or participate by Zoom Webinar: Meeting Id 821 1300 6943, Password: 149661

Any member of the public desiring to address the Board on any matter within the Jurisdictional Authority of the District or on a matter on the Agenda before or during the Boards consideration of that item may do so. After receiving recognition from the Board President, please give your Name and Address (City) and your comments or questions. In order that all interested parties have an opportunity to speak, please limit your comments to the specific topics of discussion.

Unless specifically noted, the Board of Directors may act upon all items on the Agenda.

1. Call to Order

2. Roll Call

3. Clear the Agenda

4. Public Participation – *This is time set aside for the public to address the Board on any matter not on the agenda. Comments related to any item already on the agenda should be addressed at the time that that item is considered. Each speaker will be limited to five minutes, but speaker time may be reduced at the discretion of the Board President if there are a large number of speakers on any given subject.*

5. 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. Approve Finance Report for May 2023

- 1. Cash Disbursements–General, Month of April**
- 2. Cash Disbursements–Payroll, Month of April**
- 3. Schedule of Cash and Reserves, March**
- 4. Accountants Financial Statements, March**

B. Approve Regular Meeting Minutes for April 18, 2023

C. Approve Monthly Safety Meeting Minutes – April 2023

6. Department Reports

A. Administration - Steven Palmer, General Manager

B. Operations and Maintenance Summary, April

7. Public Hearings

- A. Adopt an Ordinance Implementing a New Sewer Connection Fee for the Sugar Bowl West and East Villages Sewer Improvements**

8. Action

- A. Adopt an Ordinance Amending Ordinance 2023-01 to Clarify Fees Charged to Connect to the Sewer System**
B. Draft Fiscal Year 2023/2024 Budget and Five-Year Capital Improvement Plan

- 9. Director Reports:** *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.*

10. Adjournment

Schedule of Upcoming Meetings


Regular Meeting – June 20, 2023

Regular Meeting – July 18, 2023

Regular Meeting – August 15, 2023

We certify that on May 12, 2023, a copy of this agenda was posted in public view at 53823 Sherritt Lane Soda Springs, California, and the Soda Springs General Store.

Deleane Mehler
Administrative Assistant


Steven Palmer
General Manager

Agenda Item: 5A.1

Donner Summit Public Utility District


Check List

All Bank Accounts

April 12, 2023

Check Number	Check Date	Payee	Amount
Vendor Checks			
11506	04/12/23	ALSCO	150.40
11507	04/12/23	ALSCO	150.40
11508	04/12/23	ALSCO	150.40
11509	04/12/23	BLUE SHIELD OF CALIFORNIA	11,990.95
11510	04/12/23	CWEA - SIERRA SECTION	340.00
11511	04/12/23	DEPARTMENT OF WATER RESOURCES	8,653.00
11512	04/12/23	EMPLOYER DRIVEN SOLUTIONS	5,389.99
11513	04/12/23	EVERS LAW GROUP	1,424.50
11514	04/12/23	FED-EX	17.48
11515	04/12/23	HANSFORD ECONOMIC CONSULTING, LLC	1,646.25
11516	04/12/23	HANSFORD ECONOMIC CONSULTING, LLC	603.75
11517	04/12/23	HANSFORD ECONOMIC CONSULTING, LLC	1,713.75
11518	04/12/23	HUNT & SONS, INC.	7,985.35
11519	04/12/23	MOUNTAIN HARDWARE & SPORTS	104.95
11520	04/12/23	NH HICKS	125.00
11521	04/12/23	SMALL POND MARKETING ARTS & DESIGN	108.75
11522	04/12/23	SUBURBAN PROPANE	21,746.60
11523	04/12/23	SUBURBAN PROPANE	20,654.58
11524	04/12/23	SUMMIT HOME CARE	200.00
11525	04/12/23	THE OFFICE BOSS, INC.	101.95
11526	04/12/23	UNIVAR SOLUTIONS	5,861.14
Vendor Check Total			<u>89,119.19</u>
Check List Total			<u>89,119.19</u>

Check count = 21

OK

 4/13/23

Donner Summit Public Utility District

**May 16, 2023
Agenda Item: 5A1**

Check List

All Bank Accounts
April 26, 2023

Check Number	Check Date	Payee	Amount
Vendor Checks			
11527	04/26/23	49ER WATER SERVICES	2,680.00
11528	04/26/23	49ER WATER SERVICES	80.00
11529	04/26/23	ALHAMBRA & SIERRA SPRINGS	181.90
11530	04/26/23	AT&T	46.23
11531	04/26/23	AT&T	350.93
11532	04/26/23	AT&T	23.10
11533	04/26/23	BARNARD, VOGLER & CO.	2,636.20
11534	04/26/23	BLUE SHIELD OF CALIFORNIA	11,990.95
11535	04/26/23	CALIFORNIA WATER ENVIRONMENT	202.00
11536	04/26/23	CORBIN WILLITS SYSTEMS, INC.	474.50
11537	04/26/23	DELEANE MEHLER	54.78
11538	04/26/23	FED-EX	8.74
11539	04/26/23	GRAINGER	75.00
11540	04/26/23	HUMANA DENTAL INS. CO.	1,458.00
11541	04/26/23	MAPCOMMUNICATIONS	66.00
11542	04/26/23	MFCP INC	52.61
11543	04/26/23	NATIONAL LIFE INSURANCE CO.	62.17
11544	04/26/23	PARAGON PEST CONTROL	195.00
11545	04/26/23	PG&E COMPANY	10,452.69
11546	04/26/23	PG&E COMPANY	33,754.29
11547	04/26/23	PG&E COMPANY	758.40
11548	04/26/23	STATE WATER RESOURCES CONTROL BOARD	365.00
11549	04/26/23	SUBURBAN PROPANE	5,663.01
11550	04/26/23	SUBURBAN PROPANE	4,785.78
11551	04/26/23	SUBURBAN PROPANE	7,532.19
11552	04/26/23	TAHOE TRUCKEE SIERRA DISPOSAL-BIN	606.58
11553	04/26/23	THATCHER COMPANY OF NEVADA, INC.	6,099.67
11554	04/26/23	THATCHER COMPANY OF NEVADA, INC.	7,831.25
11555	04/26/23	TRANSAMERICA LIFE INSURANCE	194.19
11556	04/26/23	TRUCKEE AUTO PARTS	80.60
11557	04/26/23	TRUCKEE AUTO PARTS	355.86
11558	04/26/23	USA BLUEBOOK	757.23
11559	04/26/23	XYLEM INC.	2,080.45
11560	04/26/23	PG&E COMPANY	196.42
Vendor Check Total			<u>102,151.72</u>
Check List Total			<u>102,151.72</u>

Check count = 34

OK
[Signature]
4/27/23

Agenda Item: 5A.2

PAYROLL JOURNAL

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS	
	DESCRIPTION	RATE	HOURS	EARNINGS				REIMB & OTHER PAYMENTS
**** 30 WATER SEWER King, James R 49	Regular			6,133.58				
	Vacation		M62,000					
	Sick Accr-Memo				M1.85			
	Vacation -Memo				M4.62			
	EMPLOYEE TOTAL		62,000	6,133.58				
	Regular	48,0500	69,0000	3,315.45	Social Security	380,29457	150,00	Direct Deposit # 4506
	Overtime	72,0750	10,0000	720.75	Medicare	88,94	1,292,31	Check Amt 0:00
	Double Time	96,1000	4,0000	384.40	Fed Income Tax	736,83	454,24	Chkg 730 2,451.05
	Sick	48,0500	1,0000	48.05	CA Income Tax	395,07	129,65	
	Stand By			270.00	CA Disability	55,20		
	Vacation	48,0500	10,0000	480.50				
	EMPLOYEE TOTAL		94,0000	5,219.15		1,656,33	2,026,20	Net Pay 2,451.05
	Regular	48,0500	69,0000	3,315.45	Social Security	323,59457	150,00	Direct Deposit # 4507
	Overtime	72,0750	10,0000	720.75	Medicare	75,67		Check Amt 0:00
	Double Time	96,1000	4,0000	384.40	Fed Income Tax	629,02		Chkg 717 3,633.15
	Sick	48,0500	1,0000	48.05	CA Income Tax	360,75		
	Stand By			270.00	CA Disability	46,97		
	Vacation	48,0500	10,0000	480.50				
	EMPLOYEE TOTAL		94,0000	5,219.15		1,436,00	150,00	Net Pay 3,633.15
Schott, Paul A 14	Regular	51,3300	65,0000	3,336.45	Social Security	268,54457	850,00	Direct Deposit # 4508
	Sick	51,3300	15,0000	769.95	Medicare	62,81	150,00	Check Amt 0:00
	Stand By			225.00	Fed Income Tax	541,00		Chkg 019 2,221.74
	Sick Accr-Memo				M1.85			
	Vacation -Memo				M6.15			
	CHECK 1 TOTAL		80,0000	4,331.40		1,109,66	1,000,00	Net Pay 2,221.74
	Overtime	76,9950	12,0000	923.94	Social Security	70,02		Direct Deposit # 4509
	Double Time	102,6600	2,0000	205.32	Medicare	16,37		Check Amt 0:00
	Sick Accr-Memo				M1.85	102,82		Chkg 019 913.54
	Vacation -Memo				M6.15	16,35		
	CHECK 2 TOTAL		14,0000	1,129.26		215,72		Net Pay 913.54
	EMPLOYEE TOTAL		94,0000	5,460.66		1,325,38	1,000,00	Net Pay 3,135.28
Shelton, Joshua M... 64	Regular	35,0400	50,0000	2,102.40	Social Security	180,31457	50,00	Direct Deposit # 4510
	Overtime	52,5600	2,0000	105.12	Medicare	42,17		Check Amt 0:00
	Holiday	35,0400	10,0000	350.40	Fed Income Tax	238,61		Chkg 722 2,236.47
	Vacation	35,0400	10,0000	350.40	CA Income Tax	134,59		
	EMPLOYEE TOTAL		82,0000	2,908.32	CA Disability	28,17		
	Regular	51,4300	77,5000	3,985.83	Social Security	269,05457	200,00	Net Pay 2,236.47
	Stand By			225.00	Medicare	62,93	171,34	Direct Deposit # 4511
	Vacation	51,4300	2,5000	128.58	Fed Income Tax	351,96		Check Amt 0:00
	CHECK 1 TOTAL		80,0000	4,339.41	CA Income Tax	266,64		Chkg 400 2,978.44
	Overtime	77,1450	16,0000	1,234.32	CA Disability	39,05		
	Double Time	102,8600	8,0000	822.88				
	CHECK 1 TOTAL		80,0000	4,339.41		989,63	371,34	Net Pay 2,978.44
	Overtime	77,1450	16,0000	1,234.32	Social Security	127,54		Direct Deposit # 4512
	Double Time	102,8600	8,0000	822.88	Medicare	29,83		Check Amt 0:00
	CHECK 1 TOTAL		80,0000	4,339.41	Fed Income Tax	102,10		Chkg 400 1,712.16
	Regular	51,4300	77,5000	3,985.83	CA Income Tax	67,06		
	Stand By			225.00	CA Disability	18,51		
	Vacation	51,4300	2,5000	128.58				

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 04/14/23: \$39,229.67

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	39,229.67
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	39,229.67
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	2,954.46
	CASH REQUIRED FOR CHECK DATE 04/14/23	42,184.13

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - Your financial institution will initiate transfer to Paychex at or after 12:01 A.M. on transaction date.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		BANK DRAFT AMOUNTS & OTHER TOTALS
04/13/23	WELLS FARGO BANK, NA	xxxxxxxxxxxx393	Direct Deposit	Net Pay Allocations	22,388.59	22,388.59
04/13/23	WELLS FARGO BANK, NA	xxxxxxxxxxxx393	Readychex®	Check Amounts	4,117.12	4,117.12
				EFT FOR 04/13/23		26,505.71
04/14/23	WELLS FARGO BANK, NA	xxxxxxxxxxxx393	Taxpay®	Employee Withholdings		
				Social Security	2,266.87	
				Medicare	530.16	
				Fed Income Tax	4,640.19	
				CA Income Tax	2,160.67	
				CA Disability	329.04	
				Total Withholdings	9,926.93	
				Employer Liabilities		
				Social Security	2,266.87	
				Medicare	530.16	
				Total Liabilities	2,797.03	12,723.96
				EFT FOR 04/14/23		12,723.96
				TOTAL EFT		39,229.67

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
04/14/23	Refer to your records for account information		Payroll	Employee Deductions		
				457	1,701.93	
				Credit Un 2	150.00	
				Loan 2	414.86	
				Loan Payment	558.02	

PAYROLL JOURNAL

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	HOURS	EARNINGS			
**** 30 WATER SEWER King, James R 49	Regular			6,133.58			
	Life Ins Reimb Txble			100.00			
	Sick		M40.0000				
	Sick Accr-Memo				M1.85		
	Vacation-Memo				M4.62		
EMPLOYEE TOTAL		40.0000		6,233.58			
					386.48	150.00	Direct Deposit # 4515
					90.38	1,282.31	Check Amt 0:00
					760.83	129.65	Chkg 730 2,962.53
					405.30		
					56.10		
Patrick, Sean M 59	Regular	48.0500	76.2500	3,663.81			
	Overtime	72.0750	17.0000	1,225.28			
	Double Time	96.1000	2.0000	192.20			
	Stand By			270.00			
	Vacation	48.0500	3.7500	180.19			
EMPLOYEE TOTAL		99.0000		5,531.48			
					342.95	150.00	Net Pay 2,962.53
					80.21	37.41	Direct Deposit # 4516
					697.73		Check Amt 0:00
					392.70		Chkg 717 3,780.70
					49.78		
Schott, Paul A 14	Regular	51.3300	76.0000	3,901.06			
	Life Ins Reimb Txble			100.00			
	Sick	51.3300	4.0000	205.32			
	Stand By			270.00			
	Sick Accr-Memo			270.00			
Vacation-Memo					M1.85		
CHECK 1 TOTAL		80.0000		4,476.40			
					277.53	850.00	Net Pay 3,780.70
					64.91	150.00	Direct Deposit # 4517
					572.90		Check Amt 0:00
					213.16		Chkg 019 2,307.61
					40.29		
Overtime	76.9950	10.0000	769.95				
Double Time	102.6600	2.0000	205.32				
Sick Accr-Memo					M1.85		
Vacation-Memo					M6.15		
CHECK 2 TOTAL		12.0000		975.27			
					60.47		Net Pay 2,307.61
					14.14		Direct Deposit # 4518
					84.34		Check Amt 0:00
					12.78		Chkg 019 794.76
					8.78		
Shelton, Joshua M... 64	Regular	35.0400	58.2500	2,041.08			
	Life Ins Reimb Txble			100.00			
	Sick	35.0400	1.7500	61.32			
	Vacation	35.0400	20.0000	700.80			
	EMPLOYEE TOTAL		80.0000		2,903.20		
					180.00	50.00	Net Pay 3,102.37
					42.10		Direct Deposit # 4519
					238.00		Check Amt 0:00
					134.06		Chkg 722 2,232.91
					26.13		
Vosburgh, Justin E 57	Regular	51.4300	78.0000	4,011.54			
	Overtime	77.1450	14.0000	1,080.03			
	Double Time	102.8600	4.0000	411.44			
	Stand By			180.00			
	Vacation	51.4300	2.0000	102.86			
EMPLOYEE TOTAL		98.0000		5,785.87			
					358.73	200.00	Net Pay 2,232.91
					83.89	35.00	Direct Deposit # 4520
					633.55	171.34	Check Amt 0:00
					414.61		Chkg 400 3,836.68
					52.07		
**** 40 BOARD MEMBER Combs, William C 68	Regular			250.00			
	Health Stipend			471.34			
					44.72		Direct Deposit # 4521
					10.46		Check Amt 0:00
					7.20		Chkg 718 652.47
					6.49		

PAYROLL JOURNAL

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	HOURS	EARNINGS			
**** 40 BOARD MEMBER (cont.)							
Combs, William C (cont.)							
68							
EMPLOYEE TOTAL				721.34		68.87	
Gamick, Philip 28	Regular			250.00	Social Security	73.03	Net Pay 652.47
	Health Stipend			927.84	Medicare	17.08	Direct Deposit # 4522
					Fed Income Tax	61.25	Check Amt 0.00
					CA Income Tax	12.97	Chkg 486 1,002.91
					CA Disability	10.60	
EMPLOYEE TOTAL				1,177.84		174.93	
Kaufman, Joan B 67	Regular			275.00	Social Security	87.87	Net Pay 1,002.91
	Health Stipend			1,142.19	Medicare	20.55	Direct Deposit # 4523
					Fed Income Tax	97.68	Check Amt 0.00
					CA Income Tax	29.02	Chkg 974 1,169.32
					CA Disability	12.75	
EMPLOYEE TOTAL				1,417.19		247.87	
Parkhurst, Dawn E 66	Regular			250.00	Social Security	61.58	Net Pay 1,169.32
	Health Stipend			743.18	Medicare	14.41	Direct Deposit # 4524
					Fed Income Tax	296.80	Check Amt 0.00
					CA Income Tax	13.18	Chkg 495 598.27
					CA Disability	8.94	
EMPLOYEE TOTAL				993.18		394.91	
Preis, Cathy 44	Regular			300.00	Social Security	60.75	Net Pay 598.27
	Health Stipend			679.98	Medicare	14.21	Direct Deposit # 4525
					Fed Income Tax	65.06	Check Amt 0.00
					CA Income Tax	6.97	Chkg 011 824.17
					CA Disability	8.82	
EMPLOYEE TOTAL				979.98		155.81	
**** 50 ADMIN							
Mehler, Deleane 51	Regular	42.0400	76.5000	3,300.14	Social Security	208.52	Direct Deposit # 4526
	Vacation	42.0400	1.5000	63.06	Medicare	48.77	Check Amt 0.00
					Fed Income Tax	493.00	Chkg 963 1,959.34
					CA Income Tax	176.00	
					CA Disability	30.27	
EMPLOYEE TOTAL				80.0000		956.56	
Palmer, Steven V 65	Regular			7,080.77	Social Security	439.01	Net Pay 1,959.34
					Medicare	102.67	Direct Deposit # 4527
					Fed Income Tax	1,444.85	Check Amt 0.00
					CA Income Tax	545.88	Chkg 779 3,682.70
					CA Disability	63.73	Savg 217 600.00
EMPLOYEE TOTAL				7,080.77		2,596.14	
COMPANY TOTALS							
12 Person(s)	Regular		367.0000	31,457.00	Social Security	2,581.64	Check Amt 0.00
13 Transaction(s)	Double Time		8.0000	808.96	Medicare	603.78	Dir Dep 26,404.37
	Overtime		41.0000	3,075.26	Fed Income Tax	5,445.99	
						457	
						457.2	
						150.00	
						1,651.93	
						50.00	
						150.00	

PAYROLL JOURNAL

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME
ID

HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS

WITHHOLDINGS

DEDUCTIONS

NET PAY ALLOCATIONS

DESCRIPTION	RATE	HOURS	EARNINGS	REIMB & OTHER PAYMENTS	WITHHOLDINGS		DEDUCTIONS		NET PAY ALLOCATIONS	
Health Stipend			3,964.53		CA Income Tax	2,363.83	Garnishment	1,292.31		
Life Ins Reimb Txble			300.00		CA Disability	374.75	Life Ins EE Post	72.41		
Sick		45.7500	266.64				Loan 2	414.86		
Stand By			720.00				Loan Payment	103.78		
Vacation		27.2500	1,046.91				Overpayment Pa	129.65		
Sick Accr-Memo				5.55						
Vacation -Memo				16.92						
COMPANY TOTAL:		489.0000	41,639.30			11,369.99		3,864.94	Net Pay	26,404.37
					<i>Employer Liabilities</i>					
					Social Security	2,581.65				
					Medicare	603.79				
					Fed Unemploy	31.23				
					CA Unemploy	322.63				
					TOTAL EMPLOYER LIABILITY	3,539.30				
					TOTAL TAX LIABILITY	14,909.29				

(IC) = Independent Contractor

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 04/28/23: \$45,430.78

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	45,430.78
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	45,430.78
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	2,572.63
	CASH REQUIRED FOR CHECK DATE 04/28/23	48,003.41

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - Your financial institution will initiate transfer to Paychex at or after 12:01 A.M. on transaction date.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		BANK DRAFT AMOUNTS & OTHER TOTALS
04/27/23	WELLS FARGO BANK, NA	xxxxxxxxxxxx393	Direct Deposit	Net Pay Allocations	26,404.37	26,404.37
04/27/23	WELLS FARGO BANK, NA	xxxxxxxxxxxx393	Readychex®	Check Amounts	4,117.12	4,117.12
				EFT FOR 04/27/23		30,521.49
04/28/23	WELLS FARGO BANK, NA	xxxxxxxxxxxx393	Taxpay®	Employee Withholdings		
				Social Security	2,581.64	
				Medicare	603.78	
				Fed Income Tax	5,445.99	
				CA Income Tax	2,363.83	
				CA Disability	374.75	
				Total Withholdings	11,369.99	
				Employer Liabilities		
				Social Security	2,581.65	
				Medicare	603.79	
				Fed Unemploy	31.23	
				CA Unemploy	322.63	
				Total Liabilities	3,539.30	14,909.29
				EFT FOR 04/28/23		14,909.29
				TOTAL EFT		45,430.78

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
04/28/23	Refer to your records for account information		Payroll	Employee Deductions		
				457	1,651.93	
				457 2	50.00	

Agenda Item: 5A.3

DONNER SUMMIT PUBLIC UTILITY DISTRICT
 SCHEDULE OF CASH AND DEBT RESTRICTED RESERVES
 March 31, 2023

<u>Bank Account</u>	<u>Reserve</u>	<u>Book Balance</u>	<u>Reserves Restricted</u>
Wells Fargo - Checking		\$ (134,584.60)	
Wells Fargo - Deposit		1,028,042.43	
Wells Fargo - Savings		305,917.89	
Wells Fargo - Payroll		-	
LAIF		3,425.46	
	SWRCB Loan Construction		719,191.03
	WTP Loan Construction		18,187.00
	Big Bend Water Loan Reserve 1		10,435.58
	Big Bend Water Loan Reserve 2		4,286.03
	Big Bend Assessment		5,612.63
	Sugar Bowl Expansion		258,612.00
Totals		<u>1,202,801.18</u>	<u>1,016,324.27</u>
Unrestricted Cash Available			<u><u>\$ 186,476.91</u></u>

Agenda Item: 5A.4

DONNER SUMMIT PUBLIC UTILITY DISTRICT
FINANCIAL STATEMENTS
AND
INDEPENDENT ACCOUNTANTS' COMPILATION REPORT
MARCH 31, 2023

DONNER SUMMIT PUBLIC UTILITY DISTRICT
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MARCH 31, 2023

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100 West Liberty St.
Suite 1100
Reno, NV 89501

775.786.6141
775.323.6211
bvccpas.com

INDEPENDENT ACCOUNTANTS' COMPILATION REPORT

To the Board of Directors
Donner Summit Public Utility District

Management is responsible for the accompanying financial statements of the business-type activities of Donner Summit Public Utility District (the District) which comprise the statements of activities and changes in net position – budgetary basis for the nine months ended March 31, 2023 in accordance with the budgetary basis of accounting, and for determining that the budgetary basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or the completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The accompanying supplementary information contained on page 8 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management. The supplementary information was subject to our compilation engagement. We have not audited or reviewed the supplementary information and do not express an opinion, a conclusion, nor provide any assurance on such information.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and statement of cash flows were included in the financial statements, they might influence the user's conclusions about the District's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The financial statements are prepared on the budgetary basis of accounting, which includes expensing capital outlay purchases and principal payments on long-term debt. The budgetary basis of accounting is a basis of accounting other than accounting principles generally accepted in the United States of America.

Barnard, Vogler & Co.

Reno, Nevada
May 3, 2023

DONNER SUMMIT PUBLIC UTILITY DISTRICT
STATEMENT OF ACTIVITIES AND CHANGES IN NET POSITION - BUDGETARY BASIS
COMBINED BUSINESS-TYPE ACTIVITIES
FOR THE NINE MONTHS ENDED MARCH 31, 2023

	Water	Sewer	Treatment	Admin	Total
Program Revenue					
Water fees	\$ 473,222.01	\$ -	\$ -	\$ -	\$ 473,222.01
Sewer fees	-	353,492.56	1,060,477.67	-	1,413,970.23
Connection fees	8,500.00	10,123.00	-	-	18,623.00
Recycled water sales	-	-	45,202.80	-	45,202.80
Non-CFD revenue for WWTP loan	-	-	209,860.10	-	209,860.10
Sierra Lakes service	-	-	379,719.00	-	379,719.00
Big Bend service fees	22,630.44	-	-	-	22,630.44
Big Bend assessment	15,578.64	-	-	-	15,578.64
Total Program Revenue	<u>519,931.09</u>	<u>363,615.56</u>	<u>1,695,259.57</u>	<u>-</u>	<u>2,578,806.22</u>
Expenses					
Salaries-operations	109,457.47	92,985.52	299,061.55	209,076.69	710,581.23
Employee benefits and taxes	37,206.09	30,321.30	102,425.85	80,576.05	250,529.29
Board expense	-	-	-	58,402.66	58,402.66
Professional fees	36,750.08	912.18	47,775.46	95,899.12	181,336.84
Dues and subscriptions	-	-	2,106.73	8,829.05	10,935.78
Fees, permits, certifications, leases	14,746.74	351.26	26,792.28	10,642.48	52,532.76
Training, education, travel	510.00	-	3,330.37	2,063.23	5,903.60
Insurance	30,321.98	25,497.99	82,007.10	7,254.08	145,081.15
Office supplies and miscellaneous	-	185.56	1,402.71	6,718.12	8,306.39
Utilities, communications, telemetry	36,181.10	20,292.90	354,338.10	34,009.65	444,821.75
Chemicals and lab supplies	44,220.88	-	102,309.47	-	146,530.35
Laboratory testing	935.00	-	16,771.99	-	17,706.99
Equipment maintenance and repair	12,770.33	-	14,672.49	-	27,442.82
Small equipment and rental	-	-	927.31	-	927.31
Operating supplies	457.35	1,117.42	242.72	2,425.64	4,243.13
Sludge removal	-	-	16,136.96	-	16,136.96
Vehicle maintenance, repair, fuel	-	691.04	15,185.89	-	15,876.93
Infiltration and inflow program	-	18,501.47	-	-	18,501.47
Facility maintenance and repair	20,183.03	427.53	24,700.52	4,417.36	49,728.44
Amortization of land lease	-	-	15,187.50	-	15,187.50
Debt service	29,063.64	-	719,191.03	-	748,254.67
Capital equipment	12,856.85	855.39	72,196.02	-	85,908.26
Total Expenses	<u>385,660.54</u>	<u>192,139.56</u>	<u>1,916,762.05</u>	<u>520,314.13</u>	<u>3,014,876.28</u>
Excess (Deficiency) of Program					
Revenues Over Expenses	134,270.55	171,476.00	(221,502.48)	(520,314.13)	(436,070.06)
General Revenues					
Interest revenue	-	-	-	1,489.50	1,489.50
CFD revenue for WWTP loan	-	-	18,175.30	-	18,175.30
Property tax	19,965.19	38,878.15	171,274.01	-	230,117.35
Other income	5,716.02	9,964.63	-	5,474.49	21,155.14
Sugar Bowl expansion	-	258,612.00	-	-	258,612.00
Grants	-	19,847.59	-	650.00	20,497.59
Total General Revenues	<u>25,681.21</u>	<u>327,302.37</u>	<u>189,449.31</u>	<u>7,613.99</u>	<u>550,046.88</u>
Increase (Decrease) in Net Position	<u>\$ 159,951.76</u>	<u>\$ 498,778.37</u>	<u>\$ (32,053.17)</u>	<u>\$ (512,700.14)</u>	<u>\$ 113,976.82</u>
Net Position, Beginning of Year					<u>12,800,341.19</u>
Net Position, End of Period					<u>\$ 12,914,318.01</u>

DONNER SUMMIT PUBLIC UTILITY DISTRICT
STATEMENT OF ACTIVITIES AND CHANGES IN NET POSITION - BUDGETARY BASIS
BUDGET AND ACTUAL
BUSINESS-TYPE ACTIVITY - WATER
FOR THE NINE MONTHS ENDED MARCH 31, 2023

	Actual Year to Date 3/31/23	Budget Total Fiscal Year 2023	Budget Percent Complete 3/31/23	Remaining Budget 3/31/23
Program Revenue				
Water fees	\$ 473,222.01	\$ 622,878.00	75.97%	\$ (149,655.99)
Connection fees	8,500.00	-	0.00%	8,500.00
Big Bend service fees	22,630.44	30,627.00	73.89%	(7,996.56)
Big Bend assessment	15,578.64	20,772.00	75.00%	(5,193.36)
Total Program Revenue	<u>519,931.09</u>	<u>674,277.00</u>	<u>77.11%</u>	<u>(154,345.91)</u>
Expenses				
Salaries-operations	109,457.47	131,769.00	83.07%	22,311.53
Employee benefits and taxes	37,206.09	54,910.00	67.76%	17,703.91
Professional fees	36,750.08	73,000.00	50.34%	36,249.92
Dues and subscriptions	-	680.00	0.00%	680.00
Fees, permits, certifications, leases	14,746.74	14,680.00	100.45%	(66.74)
Training, education, travel	510.00	1,000.00	51.00%	490.00
Insurance	30,321.98	40,429.00	75.00%	10,107.02
Office supplies and miscellaneous	-	550.00	0.00%	550.00
Utilities, communications, telemetry	36,181.10	48,470.00	74.65%	12,288.90
Chemicals and lab supplies	44,220.88	22,800.00	193.95%	(21,420.88)
Laboratory testing	935.00	2,020.00	46.29%	1,085.00
Equipment maintenance and repair	12,770.33	5,600.00	228.04%	(7,170.33)
Small equipment and rental	-	2,820.00	0.00%	2,820.00
Operating supplies	457.35	3,380.00	13.53%	2,922.65
Vehicle maintenance, repair, fuel	-	9,106.00	0.00%	9,106.00
Facility maintenance and repair	20,183.03	24,380.00	82.79%	4,196.97
Angela WTP loan principal and interest	9,093.64	18,188.00	50.00%	9,094.36
Big Bend debt service	19,970.00	21,655.00	92.22%	1,685.00
Capital equipment	12,856.85	12,001.00	107.13%	(855.85)
Capital projects	-	32,473.00	0.00%	32,473.00
Total Expenses	<u>385,660.54</u>	<u>519,911.00</u>	<u>74.18%</u>	<u>134,250.46</u>
Excess of Program				
Revenues Over Expenses	134,270.55	154,366.00	86.98%	(20,095.45)
General Revenues				
Property tax	19,965.19	30,213.00	66.08%	10,247.81
Other income	5,716.02	-	0.00%	(5,716.02)
Grants	-	6,500.00	100.00%	6,500.00
Total General Revenues	<u>25,681.21</u>	<u>36,713.00</u>	<u>166.08%</u>	<u>11,031.79</u>
Increase in Net Position	<u>\$ 159,951.76</u>	<u>\$ 191,079.00</u>	<u>83.71%</u>	<u>\$ (9,063.66)</u>

DONNER SUMMIT PUBLIC UTILITY DISTRICT
STATEMENT OF ACTIVITIES AND CHANGES IN NET POSITION - BUDGETARY BASIS
BUDGET AND ACTUAL
BUSINESS-TYPE ACTIVITY - SEWER
FOR THE NINE MONTHS ENDED MARCH 31, 2023

	Actual Year to Date 3/31/23	Budget Total Fiscal Year 2023	Budget Percent Complete 3/31/23	Remaining Budget 3/31/23
Program Revenue				
Sewer fees	\$ 353,492.56	\$ 459,844.00	76.87%	\$ (106,351.44)
Connection fees	10,123.00	-	0.00%	10,123.00
Total Program Revenue	<u>363,615.56</u>	<u>459,844.00</u>	<u>79.07%</u>	<u>(96,228.44)</u>
Expenses				
Salaries-operations	92,985.52	110,806.00	83.92%	17,820.48
Employee benefits and taxes	30,321.30	46,173.00	65.67%	15,851.70
Professional fees	912.18	-	0.00%	(912.18)
Fees, permits, certifications, leases	351.26	3,460.00	10.15%	3,108.74
Training, education and travel	-	300.00	0.00%	300.00
Insurance	25,497.99	33,997.00	75.00%	8,499.01
Office supplies and miscellaneous	185.56	550.00	33.74%	364.44
Utilities, communications, telemetry	20,292.90	30,293.00	66.99%	10,000.10
Chemicals and lab supplies	-	500.00	0.00%	500.00
Operating supplies	1,117.42	3,500.00	31.93%	2,382.58
Infiltration and inflow program	18,501.47	18,500.00	100.01%	(1.47)
Equipment maintenance and repair	-	1,600.00	0.00%	1,600.00
Vehicle maintenance, repair, fuel	691.04	19,026.00	3.63%	18,334.96
Facility maintenance and repair	427.53	2,000.00	21.38%	1,572.47
Capital equipment	855.39	1,263.00	67.73%	407.61
Capital projects	-	90,678.00	0.00%	90,678.00
Total Expenses	<u>192,139.56</u>	<u>362,646.00</u>	<u>52.98%</u>	<u>170,506.44</u>
Excess of Program				
Revenues Over Expenses	171,476.00	97,198.00	176.42%	74,278.00
General Revenues				
Property tax	38,878.15	20,353.00	191.02%	18,525.15
Other income	9,964.63	-	0.00%	9,964.63
Sugar Bowl expansion	258,612.00	-	0.00%	258,612.00
CalOES grant	19,847.59	27,388.00	72.47%	(7,540.41)
Total General Revenues	<u>327,302.37</u>	<u>47,741.00</u>	<u>685.58%</u>	<u>279,561.37</u>
Increase in Net Position	<u>\$ 498,778.37</u>	<u>\$ 144,939.00</u>	<u>344.13%</u>	<u>\$ 353,839.37</u>

DONNER SUMMIT PUBLIC UTILITY DISTRICT
STATEMENT OF ACTIVITIES AND CHANGES IN NET POSITION - BUDGETARY BASIS
BUDGET AND ACTUAL
BUSINESS-TYPE ACTIVITY - WASTEWATER TREATMENT
FOR THE NINE MONTHS ENDED MARCH 31, 2023

	Actual Year to Date 3/31/23	Budget Total Fiscal Year 2023	Budget Percent Complete 3/31/23	Remaining Budget 3/31/23
Program Revenue				
Sewer fees	\$ 1,060,477.67	\$ 1,456,174.00	72.83%	\$ (395,696.33)
Recycled water sales	45,202.80	50,000.00	90.41%	(4,797.20)
Non-CFD revenue for WWTP loan	209,860.10	281,044.00	74.67%	(71,183.90)
Sierra Lakes service	379,719.00	512,570.00	74.08%	(132,851.00)
Total Program Revenue	<u>1,695,259.57</u>	<u>2,299,788.00</u>	<u>73.71%</u>	<u>(604,528.43)</u>
Expenses				
Salaries-operations	299,061.55	356,375.00	83.92%	57,313.45
Employee benefits and taxes	102,425.85	148,502.00	68.97%	46,076.15
Professional fees	47,775.46	42,070.00	113.56%	(5,705.46)
Dues and subscriptions	2,106.73	1,200.00	175.56%	(906.73)
Fees, permits, certifications, leases	26,792.28	16,600.00	161.40%	(10,192.28)
Training, education, travel	3,330.37	2,800.00	118.94%	(530.37)
Insurance	82,007.10	109,343.00	75.00%	27,335.90
Office supplies and miscellaneous	1,402.71	500.00	280.54%	(902.71)
Utilities, communications, telemetry	354,338.10	429,390.00	82.52%	75,051.90
Chemicals and lab supplies	102,309.47	172,406.00	59.34%	70,096.53
Laboratory testing	16,771.99	45,840.00	36.59%	29,068.01
Small equipment and rental	927.31	6,340.00	14.63%	5,412.69
Operating supplies	242.72	2,100.00	11.56%	1,857.28
Equipment maintenance and repair	14,672.49	61,034.00	24.04%	46,361.51
Vehicle maintenance, repair, fuel	15,185.89	9,300.00	163.29%	(5,885.89)
Sludge removal	16,136.96	14,510.00	111.21%	(1,626.96)
Facility maintenance and repair	24,700.52	43,675.00	56.56%	18,974.48
Amortization of land lease	15,187.50	20,250.00	75.00%	5,062.50
WWTP loan	719,191.03	719,191.00	100.00%	(0.03)
Capital equipment	72,196.02	73,632.00	98.05%	1,435.98
Total Expenses	<u>1,916,762.05</u>	<u>2,275,058.00</u>	<u>84.25%</u>	<u>358,295.95</u>
Excess (Deficiency) of Program				
Revenues Over Expenses	(221,502.48)	24,730.00	-895.68%	(246,232.48)
General Revenues				
CFD revenue for WWTP loan	18,175.30	282,392.00	6.44%	(264,216.70)
Property tax	171,274.01	86,767.00	197.40%	84,507.01
Other income	-	20,885.00	0.00%	(20,885.00)
Total General Revenues	<u>189,449.31</u>	<u>390,044.00</u>	<u>48.57%</u>	<u>(200,594.69)</u>
Increase (Decrease) in Net Position	<u>\$ (32,053.17)</u>	<u>\$ 414,774.00</u>	<u>-7.73%</u>	<u>\$ 446,827.17</u>

DONNER SUMMIT PUBLIC UTILITY DISTRICT
STATEMENT OF ACTIVITIES AND CHANGES IN NET POSITION - BUDGETARY BASIS
BUDGET AND ACTUAL
BUSINESS-TYPE ACTIVITY - ADMIN
FOR THE NINE MONTHS ENDED MARCH 31, 2023

	Actual Year to Date 3/31/23	Budget Total Fiscal Year 2023	Budget Percent Complete 3/31/23	Remaining Budget 3/31/23
Program Revenue				
Service Fees	\$ -	\$ -	-	\$ -
Total Program Revenue	-	-	-	-
Expenses				
Salaries-operations	209,076.69	271,529.00	77.00%	62,452.31
Employee benefits and taxes	80,576.05	116,941.00	68.90%	36,364.95
Board expense	58,402.66	67,907.00	86.00%	9,504.34
Professional fees	95,899.12	133,989.00	71.57%	38,089.88
Dues and subscriptions	8,829.05	7,100.00	124.35%	(1,729.05)
Fees, permits, certifications, leases	10,642.48	20,650.00	51.54%	10,007.52
Training, education, travel	2,063.23	1,500.00	137.55%	(563.23)
Insurance	7,254.08	9,672.00	75.00%	2,417.92
Office supplies and miscellaneous	6,718.12	9,000.00	74.65%	2,281.88
Utilities, communications, telemetry	34,009.65	35,035.00	97.07%	1,025.35
Equipment maintenance and repair	-	6,660.00	0.00%	6,660.00
Operating supplies	2,425.64	-	0.00%	(2,425.64)
Facility maintenance and repair	4,417.36	3,000.00	147.25%	(1,417.36)
Total Expenses	520,314.13	682,983.00	76.18%	162,668.87
Deficiency of Program				
Revenues Over Expenses	(520,314.13)	(682,983.00)	76.18%	162,668.87
General Revenues				
Interest revenue	1,489.50	-	0.00%	1,489.50
Other income	5,474.49	6,500.00	84.22%	(1,025.51)
Grants	650.00	-	0.00%	650.00
Total General Revenues	7,613.99	6,500.00	117.14%	1,113.99
Decrease in Net Position	\$ (512,700.14)	\$ (676,483.00)	75.79%	\$ 163,782.86

SUPPLEMENTARY INFORMATION

DONNER SUMMIT PUBLIC UTILITY DISTRICT
SCHEDULE OF BIG BEND TRANSACTIONS
FOR THE NINE MONTHS ENDED MARCH 31, 2023

Revenue	\$	38,209.08
Expenses		
Fees and permits		1,269.00
Telephone		998.76
Interest		12,992.39
Loan principal		6,977.61
Electricity		914.67
Repairs and maintenance		<u>1,825.00</u>
Total expenses		<u>24,977.43</u>
Excess of revenue over expenses	\$	<u><u>13,231.65</u></u>

Agenda Item: 5B

**Donner Summit Public Utility District
Board of Directors Regular Meeting
Minutes
Tuesday, April 18, 2023 - 6:00 P.M.
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

STAFF PRESENT: Steven Palmer, General Manager; Deleane Mehler, Office Assistant

OTHERS PRESENT: Geoffrey O. Evers, General Counsel, by Zoom

1. Call to Order

The Regular Meeting of April 18, 2023 of the Donner Summit Public Utility District Board of Directors was called to order at 6:01 p.m. by President Cathy Preis.

2. Roll Call

Cathy Preis, President	- Present
Joni Kaufman, Vice President	- Present
Dawn Parkhurst, Secretary	- Present
Philip Gamick, Director	- Present
Craig Combs, Director	- Present

3. Clear the Agenda- None

4. Public Participation – *This is time set aside for the public to address the Board on any matter not on the agenda. Comments related to any item already on the agenda should be addressed at the time that that item is considered. Each speaker will be limited to five minutes, but speaker time may be reduced at the discretion of the Board President if there are a large number of speakers on any given subject.* None.

5. 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. Approve Finance Report for March 21, 2023

- 1. Cash Disbursements–General, Month of March**
- 2. Cash Disbursements–Payroll, Month of March**
- 3. Schedule of Cash and Reserves, February**
- 4. Accountants Financial Statements, February**

B. Approve Regular Meeting Minutes March 21, 2023

C. Approve Monthly Safety Meeting Minutes – March 2023

D. Approve Engagement Letter with Gibson and Company for an Audit of Financial Statements for the Fiscal Year Ending June 30, 2023
Approve engagement letter and authorize General Manager to sign.

Motion: Accept the Consent Calendar
By: Joni Kaufman
Second: Dawn Parkhurst
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain, 0 Vacancy
Motion Carries

6. Department Reports

- A. **Administration - Steven Palmer, General Manager.** Reported
- B. **Operations and Maintenance Summary, March.** Reported

7. Information

- A. **Financial Health Checkup:** General Manager, Steven Palmer gave a slide presentation on the Financial Health of the District.

8. Director Reports: *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.*

9. Adjournment:

Motion: Adjourn Meeting at 6:29 p.m.
By: Phil Gamick
Second: Dawn Parkhurst
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain
Motion Carries

Schedule of Upcoming Meetings

Regular Meeting – May 16, 2023
Regular Meeting – June 16, 2023
Regular Meeting – July 18, 2023

Respectfully Submitted,

Deleane Mehler

Deleane Mehler
Administrative Assistant

Agenda Item: 5C

Safety / Plant Training Donner Summit PUD WWTP

- **Safety Topics** : April 2023
 - Lockout / Tagout

- **Training Notes** :
 - DVD

Attendance :

1. Justin Vosburgh 

2. Sean Patrick 

3. Josh Shelton 

4. Jim King

5. Deleane Mehler 

6. Steve Palmer 

7. Paul Schott 

Agenda Item: 6A



STAFF REPORT

TO: Board of Directors

PREPARED BY: Steven Palmer, PE, General Manager *SP*

SUBJECT: General Manager Report

Project Updates

Sugar Bowl West and East Village Sewer Project

- Reviewed and commented on engineering plans for Phase 2A
- Developing outreach letter, Project webpage, and frequently asked questions.
- Property owner meeting tentatively planned for last week of June 2023
- Project update to Board at future meeting

Other

- Attended CSDA Legislative Days
- New utility billing software implementation will begin later this month

Upcoming Board Items

- Annual Appropriations Limit
- Delinquent Utility Billing for Tax Roll
- Annual Special Tax Levy for CFD No 1 and 3
- Adopt Five-Year CIP
- Adopt FY2023/2024 Operating Budget
- Water Resiliency Study Update

Agenda Item: 6B

DONNER SUMMIT
PUBLIC UTILITY DISTRICT
WASTEWATER AND FRESH WATER
TREATMENT PLANTS
END OF MONTH OPERATIONS AND MAINTENANCE
SUMMARY

April 2023

Donner Summit Public Utility District
Waste Water Flow Data

MONTH OF April 2023		DSPUD Influent	SLCWD Influent	Total Plant Influent	Total Plant Influent	Total Plant EFF River	Total Plant EFF Snow Storage	Total Plant EFF Snow Delivery	DSPUD Fresh Water Treated	SLCWD Fresh Water Treated	Weather	Comments	
DATE	DAY	MGD	MGD	MGD	Totalizer	MGD	MGD	MGD	MGD	MGD	Cond		
04/01/23	SAT	0.21661	0.09239	0.309	2.376400	0.278			0.158	0.0606	Pt Cloudy	3" Snow	
04/02/23	SUN	0.24388	0.08412	0.328		0.323			0.168	0.0638	Cloudy		
04/03/23	MON	0.21018	0.08282	0.293		0.272			0.188	0.0700	Snow		
04/04/23	TUE	0.21712	0.07788	0.295		0.278			0.130	0.0712	Clear		4" Snow
04/05/23	WED	0.21756	0.08044	0.298		0.289			0.194	0.0814	Clear		
04/06/23	THU	0.22349	0.08651	0.310		0.286			0.199	0.0768	Clear		
04/07/23	FRI	0.23165	0.09735	0.329		0.287			0.108	0.0616	Snow		1" Snow
04/08/23	SAT	0.24183	0.09317	0.335		0.314			0.147	0.0702	Snow		
04/09/23	SUN	0.25657	0.10743	0.364		0.367			0.157	0.0699	Clear		
04/10/23	MON	0.22391	0.14109	0.365		0.392			0.207	0.0269	Clear		
04/11/23	TUE	0.30476	0.18824	0.493		0.481			0.146	0.0813	Pt Cloudy		
04/12/23	WED	0.31630	0.16470	0.481		0.543			0.132	0.0843	Clear		
04/13/23	THU	0.18952	0.13848	0.328		0.482			0.162	0.0892	Clear		
04/14/23	FRI	0.31947	0.11653	0.436		0.432			0.159	0.0628	Clear		
04/15/23	SAT	0.27759	0.13141	0.409		0.403			0.156	0.0750	Clear		
04/16/23	SUN	0.31151	0.12549	0.437		0.429			0.182	0.0615	Clear		
04/17/23	MON	0.28121	0.08279	0.364		0.456			0.215	0.0799	Clear		3" Snow
04/18/23	TUE	0.16550	0.13650	0.302		0.326			0.176	0.0773	Snow		
04/19/23	WED	0.17542	0.08958	0.265		0.328			0.133	0.1017	Clear		
04/20/23	THU	0.20881	0.09519	0.304		0.256			0.141	0.0811	Clear		
04/21/23	FRI	0.20525	0.10175	0.307		0.374			0.154	0.0338	Clear		
04/22/23	SAT	0.26419	0.11981	0.384		0.431			0.285	0.0189	Clear		
04/23/23	SUN	0.27309	0.12891	0.402		0.474			0.133	0.0366	Clear		
04/24/23	MON	0.20553	0.12547	0.331		0.357			0.131	0.0636	Clear		
04/25/23	TUE	0.27040	0.12760	0.398		0.413			0.149	0.0801	Clear		
04/26/23	WED	0.23381	0.13719	0.371		0.361			0.168	0.0654	Clear		
04/27/23	THU	0.27206	0.12794	0.400		0.415			0.192	0.0718	Clear		
04/28/23	FRI	0.28707	0.13293	0.420		0.432			0.116	0.0000	Clear		
04/29/23	SAT	0.27462	0.14338	0.418		0.426			0.148	0.0000	Clear		
04/30/23	SUN	0.34878	0.14522	0.494		0.496			0.165	0.0000	Clear		
					2.482330								11"
4/2023 Daily Totals		7.46768	3.50232	10.970	N/A	11.401	0.0000	0.0000	4.8990	1.8167			33"
4/2023 Totalizer Total		7.09068	3.50232	10.593	10.593	11.401	0.0000	0.0000	4.8990	1.8167			
Difference		-0.37700	0.00000	-0.37700	N/A	0.0000	0.0000	N/A	0.0000	0.0000			
Percentage Difference		-5.32%	0.000%	-3.559%	N/A	0.000%	#DIV/0!	N/A	0.000%	0.001%			
4/2023 AVG/DAY		228,732	112,978	341,710	341,710	367,774	0	0	158,032	58,603			
4/2022 Totalizer Total		4.56630	2.43470	7.0010	7.0011	7.994	0.000	0.163	4.8830	1.3595			
4/2022 AVG/DAY		147,300	78,539	225,839	225,842	257,871	0	5,258	157,516	43,855			

Donner Summit Public Utility District WWTP & WTP End of Month Operations and Maintenance Summary

Prepared for: Steve Palmer, General Manager

Prepared by: Jim King, Plant Manager

Date: April 2023

Operations WWTP

- ◆ Flows to river discharge 10.9 MG.
- ◆ Continued lime slurry feed.
- ◆ Had Control Point onsite to set up new replacement SCADA data logging computers and screens.



- ◆ Staff continued clearing snow from equipment, buildings and sludge drying beds.



- ◆ Discontinued feeding ammonia to the reactors after the ski resorts closed, continue to feed Micro C.

- ◆ Removed 8' of clear water from the solids holding tank for added winter storage.
- ◆ Processed two emergency USAs for PG&E.

Operations Water Plant

- ◆ Completed and sent out monthly potable water reports to DHS.
- ◆ Staff had use of a demo Pistenbully snowcat to plow out the water plant. This was done to investigate possible rental during winter for plowing and chemical deliveries.

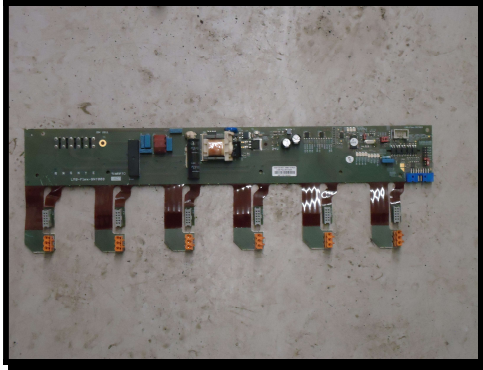


- ◆ Found water leak at the Caltrans WB Rest Area. Had Caltrans shut off so they can make repairs this spring.

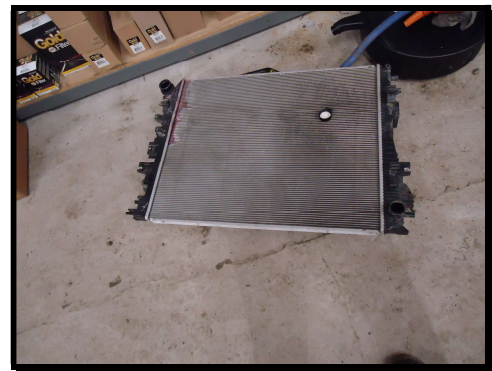


Repairs and Maintenance WWTP

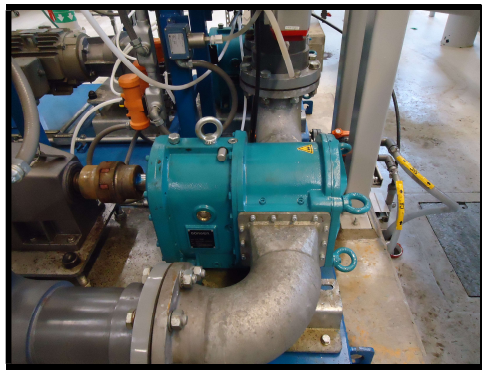
- ◆ Continued with changing out the UV bulbs that were due for replacement.
- ◆ Trouble shot issues with the UV control panel. Found a bad main board and replaced it.



- ◆ Removed the radiator from the loader mounted blower for leak repair and replaced. Also changed oil and checked fluids.



- ◆ Installed new permeate pumps on membranes Skids 1&2.



- ◆ Had RK Contractors dig out snow from L-3 to work on control panel problems.



- ◆ Dug out and reset controls at L-7.
- ◆ EMCORE came out and completed repairs to the headworks heater and vent system.



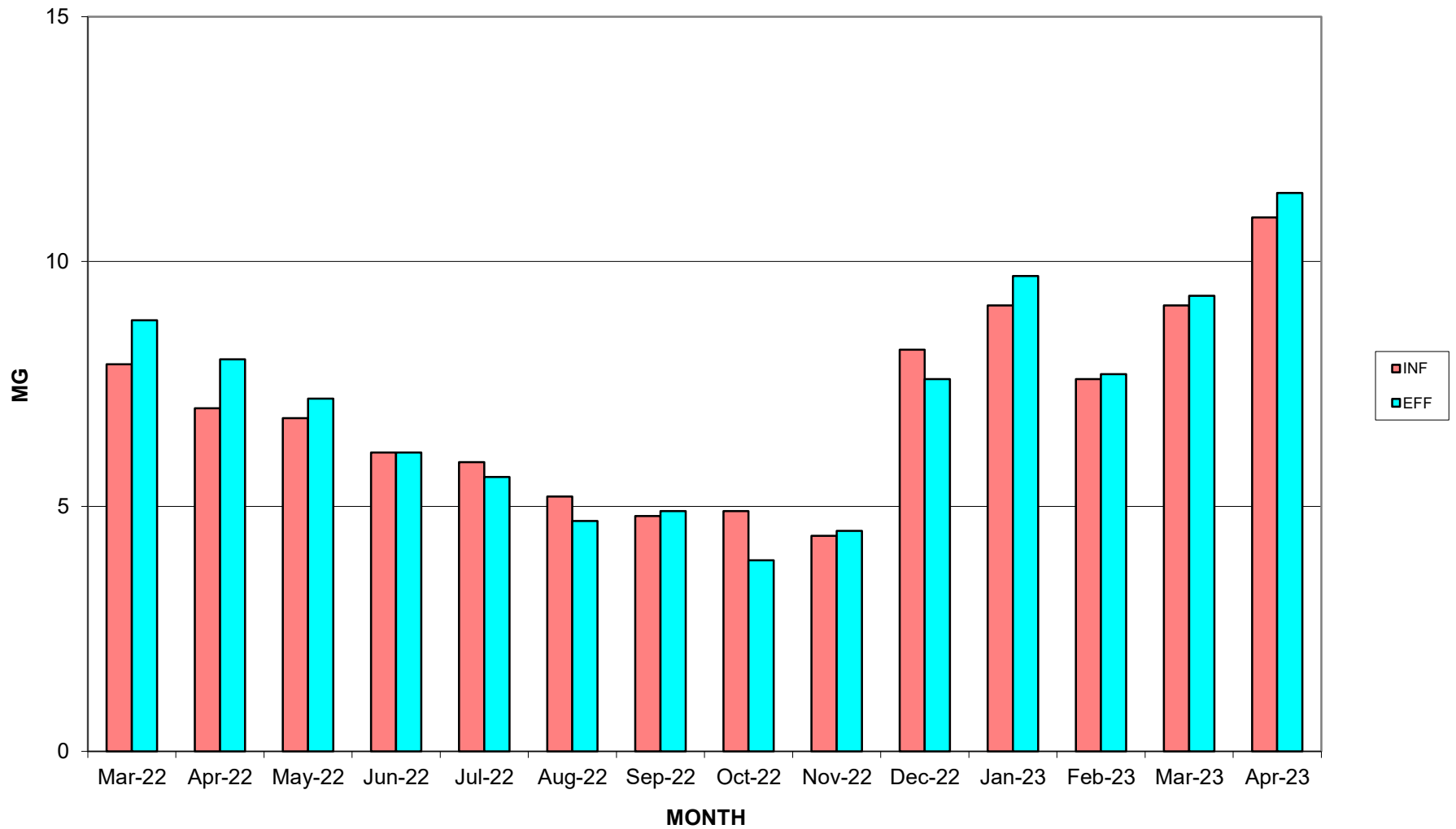
Repairs and Maintenance WTP

- ◆ Replaced the radiator on the RAM 1500 service truck.

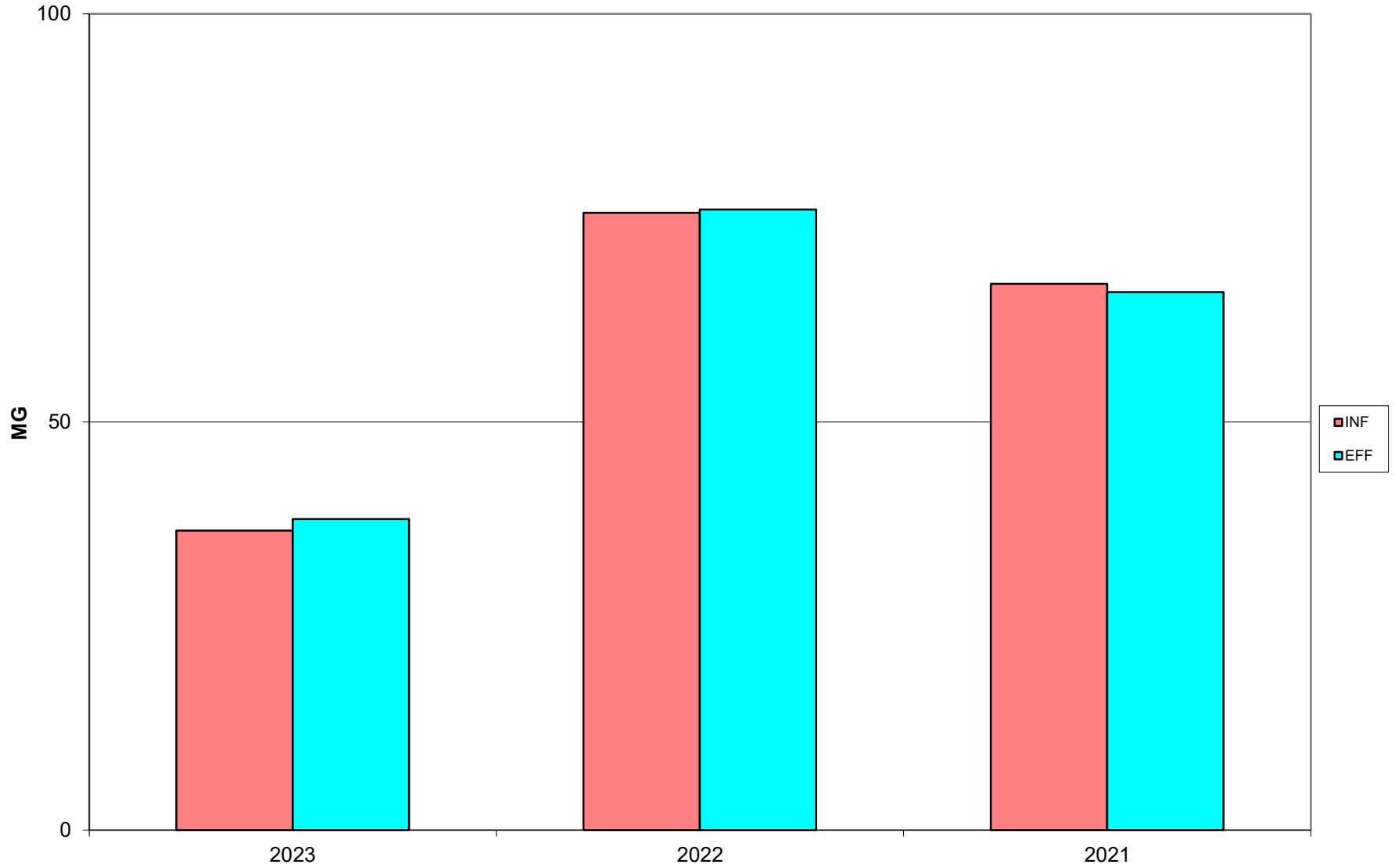
Laboratory

- ◆ Continued river discharge monitoring.
- ◆ Conducted semiannual bioassay testing of the WWTP effluent.

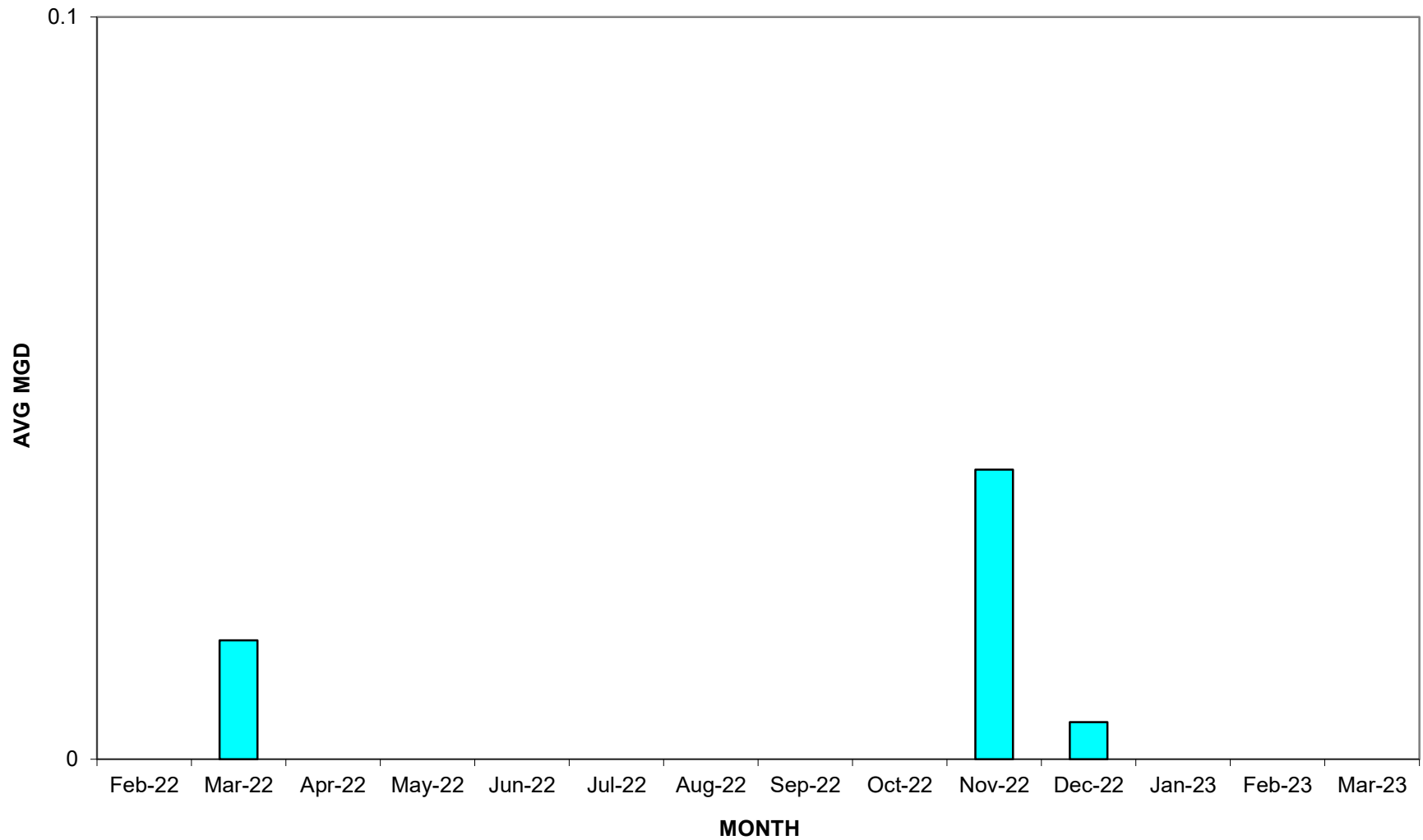
**DONNER SUMMIT PUD WWTP
TOTAL INFLUENT FLOW TO TOTAL EFFLUENT FLOW YEAR 2022/2023**



DONNER SUMMIT PUD WWTP
ANNUAL TOTAL INFLUENT FLOW TO TOTAL EFFLUENT FLOW
2023 DATA THROUGH APRIL



DONNER SUMMIT PUD WWTP
AVG EFFLUENT FLOW TO SNOW STORAGE/PRODUCTION
YEARS 2022/2023



Agenda Item: 7A



STAFF REPORT

TO: Board of Directors

PREPARED BY: Steven Palmer, PE, General Manager *SP*

SUBJECT: Public Hearing and Consider Adoption of an Ordinance Implementing a New Sewer Connection Fee for Sugar Bowl East and West Villages Sewer Improvements

RECOMMENDATION

Hold the publicly noticed public hearing to receive input on the Sugar Bowl West and East Villages Sewer Improvements Connection Fee and adopt an ordinance implementing the new fee.

BACKGROUND

Hansford Economic Consulting (HEC) and the General Manager presented a summary of the proposed fee and draft calculations at the November Board meeting. At that time, the Board directed Staff to continue working on the fee and present it to the Board for adoption at a future meeting. HEC updated the fee calculations based on new lot counts and the updated Wastewater Capacity Fee that was approved by the Board at the March 2023 meeting.

The following history was presented in detail at the November 2022 Board meeting. Donner Summit Public Utility District (DSPUD) has been working together with Sugar Bowl for several years regarding extending sewer lines in the Sugar Bowl East and West Villages. The 2009 Placer Local Agency Formation Commission (LAFCO) approval of the subdivisions and annexation required that the homes in the East and West Villages connect to DSPUD sewer within 10 years of annexation or when septic systems fail, if treatment capacity is available. DSPUD completed an upgrade and expansion of its wastewater treatment plant in 2015 and these is sufficient capacity for the West and East Villages. Maps of the Villages are included as Attachment 1.

This Sugar Bowl Wastewater Infrastructure Fee will ensure that property owners can be reimbursed for improvements that benefit others and ensure that there is funding for other sewer improvements that could be constructed as a DSPUD capital project. HEC has prepared an updated Sugar Bowl East and West Wastewater Infrastructure Fee Program Technical Memorandum included as Attachment 2.

DISCUSSION

Calculated Sugar Bowl East and West Villages Wastewater Infrastructure Fee

DSPUD used studies by Auerbach Engineering, Inc. to prepare preliminary design and engineer's estimates for the infrastructure necessary to connect all of the remaining East and West Villages lots to DSPUD's wastewater system. The total projects costs estimates also include a contribution to upgrade sewer lift station 2. The total project costs are estimated at \$2,542,000 for sewer lines in the Villages, and \$166,219 for contributions to the upgrade of Lift Station 2, in 2022 dollars.

Table 1 from the Technical Memorandum below shows the estimated project cost per lot in each village. The table shows that the maximum justifiable calculated wastewater infrastructure fee per lot, including financing costs, is \$44,345 in the East Village, and \$66,210 in the West Village for fiscal year ending 2023. Lots without a sewer stub will pay the full fee. Lots with a sewer stub that have not yet purchased EDU(s) to serve the lot, or that have purchased Expansion EDU(s) to serve the lot, will be subject to the lift station 2 portion of the fee only.

**Table 1
 Maximum Justifiable Sugar Bowl East and West Villages Wastewater Infrastructure Fees**

Item	East	West	Total
Sewer Lift Station 2 Upgrade Costs			
Sewer Lift Station 2 Improvements			\$269,618
Credit for Lift Station 2 in Districtwide Fee			(\$167,479)
Subtotal Sewer Lift Station 2 Costs			\$102,138
Unconnected Lots with Expansion EDUs or No (0) EDUs			54
Lift Station 2 Cost per Lot	\$1,890	\$1,890	\$1,890
Village Improvements Costs	\$934,000	\$1,608,000	\$2,542,000
Lots without a Sewer Stub	22	25	
Village Improvements Cost per Lot	\$42,455	\$64,320	
Sugar Bowl Villages Capacity Fees per Lot	\$44,345	\$66,210	

Assessment District

DSPUD is working on the formation of an assessment district that would allow the homeowners to assess themselves the cost of installing the sewer and pay the costs as a lump sum or on their annual property tax bill. The Assessment District formation must be approved by 50% plus one of the property owners. If an Assessment District is formed, properties that pay for the sewer improvements through the assessment will receive a credit for the portion of this proposed fee and will only pay the portion of the fee that is for the Sewer Lift Station 2 Upgrade Costs

Need for Sewer

Two property owners have recently contacted DSPUD about extending sewer main to serve their properties. Both are planned to need sewer connections in 2024. The total estimated cost to construct the necessary sewer to serve these two homes is \$617,520. If these property owners pay the cost to construct this public sewer, then a funding mechanism such as this proposed fee or assessment district is needed to reimburse or credit them for the cost of improvements that benefit other property owners.

ANALYSIS

The maximum justifiable fee would be \$44,345 per lot for East Village lots, and \$66,210 per lot for West Village lots. This new wastewater infrastructure fee will provide revenue that can be used to reimburse/credit property owners that construct sewer improvements that benefit others, for capital improvement projects to extend sewer mains in Sugar Bowl East and West Villages, and contribute to the cost of upgrading lift station 2.

The Board needs to accept public comment prior to acting on the ordinance. Following any public comment, the Board may act to adopt Ordinance 2023-02. The Public Utility District Act in California State Law states that no ordinance passed by the board takes effect less than 30 days after its passage, so this ordinance will take effect on June 16, 2023. Additionally, at least one week before expiration of the 30 days, copies of the ordinance will be posted at three public places in the District and published in a newspaper of general circulation printed and published in the District.

FISCAL IMPACT

Adoption of this fee will provide revenue dedicated for installing sewer mains and lift station upgrades to provide sanitary sewer in the Sugar Bowl East and West Villages.

CEQA ASSESSMENT

This is not a CEQA Project

ATTACHMENTS

1. Maps of Villages
2. Sugar Bowl East and West Villages Wastewater Infrastructure Fee Technical Memorandum
3. Presentation
4. Ordinance

Technical Memorandum

DRAFT

To: Steven Palmer, Donner Summit Public Utility District

From: Catherine Hansford, HEC

Date: May 6, 2023

Subject: Sugar Bowl East and West Wastewater Infrastructure Fee Program

Purpose

HEC provided a study calculating the maximum justifiable wastewater capacity fees for the Donner Summit Public Utility District (DSPUD) in a report dated March 9, 2023. At the same time as the study was being conducted, HEC calculated the wastewater infrastructure fees due from Sugar Bowl properties currently on septic that are required to connect to DSPUD's wastewater system, per the terms of the annexation agreement which was approved in 2009 by the Placer County Local Agency Formation Commission (LAFCo)¹.

This memorandum presents the calculated Sugar Bowl East and West Villages Wastewater Infrastructure Fees. These fees are only applicable to properties in the East and West Villages of Sugar Bowl, and they are in addition to the wastewater capacity fees presented in the March 9, 2023 Wastewater Capacity Fees Study report.

Estimated Costs

DSPUD retained an independent contractor to prepare preliminary design and engineer's estimates for the infrastructure necessary to connect all of the remaining East and West Villages (collectively, "Villages") lots to DSPUD's wastewater system. The District also retained an independent contractor to examine facility needs outside of the Villages to accommodate the additional wastewater flows from the new connections. As a result of the independent evaluations, the estimated costs to the Villages are \$2,542,000 for pipeline improvements and \$269,618 for an upgrade to sewer lift station number 2.

The Villages lots that have not already connected or purchased Future EDU(s) will also pay the Districtwide Wastewater Capacity Fee, which includes collection for sewer lift station number 2. To ensure the lots do not pay twice for the same facility estimated cost, they will be credited the amount they are paying in the Districtwide Wastewater Capacity Fee for sewer lift station number 2.

¹ In 1999, the East and West Villages were included in DSPUD's Sphere of Influence, approved by Joint Resolution of the Nevada County-Placer County Local Agency Formation Commissions.

Calculated Wastewater Infrastructure Fees

The maximum justifiable calculated wastewater infrastructure fees, which are rounded, are \$44,345 per lot without a sewer stub in the East Village, and \$66,210 per lot without a sewer stub in the West Village for fiscal year ending 2023. Lots that have a stub but have not yet purchased EDUs or own Expansion EDUs (as defined in CFD No. 1)² would pay only the sewer lift station 2 portion of the fee. The calculation of the two fee components is shown in **Table 1**.

The fees should be updated every July 1 using the change in the Engineering News-Record Construction Cost Index, 20-Cities Average, for the previous April to April period.

Table 1
Maximum Justifiable Sugar Bowl East and West Villages Wastewater Infrastructure Fees

Item	East	West	Total
Sewer Lift Station 2 Upgrade Costs			
Sewer Lift Station 2 Improvements			\$269,618
Credit for Lift Station 2 in Districtwide Fee			(\$167,479)
Subtotal Sewer Lift Station 2 Costs			\$102,138
Unconnected Lots with Expansion EDUs or No (0) EDUs			54
Lift Station 2 Cost per Lot	\$1,890	\$1,890	\$1,890
Village Improvements Costs	\$934,000	\$1,608,000	\$2,542,000
Lots without a Sewer Stub	22	25	
Village Improvements Cost per Lot	\$42,455	\$64,320	
Sugar Bowl Villages Capacity Fees per Lot	\$44,345	\$66,210	

Source: Auerbach Engineering, DSPUD, and HEC.

tot cost

Assessment District

If DSPUD forms an assessment district (or creates an alternative funding mechanism) to fund the Sugar Bowl East and West Villages pipeline project costs, properties will be given a credit for the Villages infrastructure costs portion of the fee. The lift station 2 portion of the Wastewater Infrastructure Fee will still be due. This portion of the fee is \$1,890 per lot.

Credits and Reimbursements for Private Financing to Construct Facilities

Credits. The District will provide credits to developers/private property owners who construct facilities included in the Sugar Bowl East Village and West Village Wastewater Infrastructure Fees program with private financing. Credits will apply only to the developers/private

² “**Expansion EDUs**” means EDUs that will be created with the expansion of the WWTP. Note, the expansion was created in 2015 with completion of the WWTP upgrade and expansion project.

property owners' financial obligation under the fee program, or actual cost paid for the facilities, whichever is lower.

Reimbursements. The District may provide fee reimbursements to developers/private property owners who advance-fund wastewater facilities in excess of their financial obligation under the fee program. The reimbursement may only be up to the cost of the improvement, as included in DSPUD's Capital Improvements Program, or the actual cost paid by the developer/private property owner, whichever is lower. No reimbursement will be allowed for costs incurred that are higher than estimated in the fee program.

Developers/private property owners must enter into a reimbursement agreement with the District to receive reimbursements. Reimbursements will be due to the developer/private property owner once revenue collections have been made from other developers/private property owners. Reimbursement priority is a "first in, first out" system. As money becomes available, the first in would receive reimbursement first. Developers/private property owners may have to wait some time before their reimbursement is paid in full. Reimbursements are only an obligation of the Sugar Bowl Wastewater Infrastructure Fee Fund, not any other District fund. Fee reimbursements will be adjusted annually by the inflation factor used to adjust the Sugar Bowl East Village and West Village Wastewater Infrastructure fees.

Sugar Bowl East and West Villages Wastewater Infrastructure Fees



5/16/2023 Board Meeting Presentation

Purpose of the New Fees

- Properties are required to connect to municipal wastewater service per 1999 Joint Resolution of the Nevada County-Placer County LAFCOs.
- Fee collects revenue to pay for extension and upgrade of facilities to serve the East and West Villages lots at Sugar Bowl converting from septic to municipal wastewater service.
- Fee enables the District to reimburse / credit properties that move forward with installation of facilities.

Fee Applicability

- The new fees comprise 2 components:
 1. Villages Improvements Fee: applicable to properties that currently do not have a sewer stub.
 2. Lift Station 2 Fee: applicable to properties that currently do not have a sewer stub OR that have a sewer stub but do not own EDUs to serve their property / own Expansion EDUs.
- The new fees would be in addition to the Districtwide wastewater capacity fee.

Estimated Costs and Fee Calculation

Item	East	West	Total
Sewer Lift Station 2 Upgrade Costs			
Sewer Lift Station 2 Improvements			\$269,618
Credit for Lift Station 2 in Districtwide Fee			(\$167,479)
Subtotal Sewer Lift Station 2 Costs			\$102,138
Unconnected Lots with Expansion EDUs or No (0) EDUs			54
Lift Station 2 Cost per Lot	\$1,890	\$1,890	\$1,890
Village Improvements Costs	\$934,000	\$1,608,000	\$2,542,000
Lots without a Sewer Stub	22	25	
Village Improvements Cost per Lot	\$42,455	\$64,320	
Sugar Bowl Villages Capacity Fees per Lot	\$44,345	\$66,210	

Note: the Village Improvement Costs are estimates in 2022 dollars. The fee will be adjusted if updated costs are greater than currently estimated.

Fees Summary for Fiscal Year 2023

Fee Component	East Village	West Village
Lift Station 2	\$1,890 per Lot	\$1,890 per Lot
Villages Projects	\$42,455 per Lot	\$64,320 per Lot
Total Fee	\$44,345 per Lot	\$66,210 per Lot

Fees should be updated every May or June for implementation July 1 (the same time as the Districtwide Wastewater Capacity Fee) using the change in the ENR CCI, 20-cities average, for the previous April to April period.

Financing the Villages Improvements Costs

- If an assessment district or other financing mechanism is created, property owners would have the option to pay the Villages Improvements portion of the fee through an assessment placed on the tax roll. The Lift Station 2 portion of the fee (\$1,890) would still be due.

**ORDINANCE 2023-02
OF
THE DONNER SUMMIT PUBLIC UTILITY DISTRICT DEFINING
AND CLASSIFYING CAPACITY FEES FOR SEWER SERVICE,
MODIFYING ORDINANCE 81-09**

WHEREAS, the Board of Directors desires to adopt a fee it charges for properties in the Sugar Bowl East and West Villages to connect to the sewer system in order to future wastewater public facilities, and

WHEREAS, Hansford Economic Consulting, LLC (HEC) has prepared an analysis and calculations for this new Sugar Bowl East and West Village Wastewater Infrastructure Fee Program in a Technical Memorandum dated May 6, 2023, and

WHEREAS, the District Staff and Board have reviewed that memo and the Board wishes to implement the fee as recommended in that memo, and

WHEREAS, District Ordinance 81-09 needs to be updated to include this new fee.

BE IT ENACTED BY THE BOARD OF DIRECTORS OF THE DONNER SUMMIT PUBLIC UTILITY DISTRICT, as follows:

1. That the following paragraphs be added to Section 6 of Ordinance 81-09:

6.5 Sugar Bowl East and West Villages Wastewater Infrastructure Fee

Properties within the Sugar Bowl East and West Villages as identified in the Sugar Bowl East and West Village Wastewater Infrastructure Fee Program Technical Memorandum dated May 6, 2023, shall pay an infrastructure fee according to the following schedule:

Item	East	West
Sewer Lift Station 2 Upgrade Costs	\$1,890	\$1,890
Village Improvement Costs	\$42,455	\$64,320
Total Fee	\$44,345	\$66,210

If a lot already has a sewer stub at its property, it shall only pay the Sewer Lift Station 2 Upgrade portion of the fee. Additionally, if an Assessment District or other financing mechanism is established to fund the Villages Wastewater Infrastructure Costs, then properties paying assessments (or other financing mechanism) would only pay the portion of the fee identified for the Sewer Lift Station 2 Upgrade Costs.

6.5.1 Automatic Annual Increase

The Sugar Bowl East and West Villages Wastewater Infrastructure Fee shall increase each year on July 1 by the Engineering News Record Construction Cost Index year over year increase for the most recent April.

6.5.2 Payment of Sugar Bowl East and West Villages Wastewater Infrastructure Fee

Payment of the Sugar Bowl East and West Villages Wastewater Infrastructure Fee shall be concurrent with and at the time of application for Sewer Service.

This ordinance, amendments and modifications as set forth above shall become effective 16th day of June 2023 and shall be duly posted and published within the time and manner required by law.

PASSED AND ADOPTED at a Regular Meeting, this 16th day of May 2023 by the Board of Directors of said District by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

DONNER SUMMIT PUBLIC UTILITY DISTRICT

By: _____
Cathy Preis
President, Board of Directors

ATTEST:

By: _____
Dawn Parkhurst
Secretary of the Board of Directors

Agenda Item: 8A



STAFF REPORT

TO: Board of Directors

PREPARED BY: Steven Palmer, PE, General Manager *SP*

SUBJECT: Adoption Ordinance 2023-03 Amending Ordinance 2023-01 to Clarify Fees Charged to Connect to the Sewer System

RECOMMENDATION

Adopt an ordinance amending Ordinance 2023-01 to clarify fees charged to connect to the sewer system.

BACKGROUND

On March 21, 2023, the Board of Directors held a public hearing and adopted Ordinance 2023-01 updating the fees charged for connecting to the sewer system. The ordinance implemented the calculations and conclusions from the final Wastewater Capacity Fees Study prepared by Hansford Economic Consulting (HEC). The legally required 30-day public noticing period for Ordinance 2023-01 has already occurred and the ordinance took effect on April 21, 2023.

HEC has made the General Manager aware that the language in Ordinance 2023-01 regarding the annual inflation adjustment does not accurately reflect the language in the Wastewater Capacity Fees Study and would result in an inflation adjustment that is too high. This proposed Ordinance 2023-03 modifies the language to be consistent with the approved Fees Study.

DISCUSSION

The proposed Ordinance 2023-03 makes two changes to Ordinance 2023-01:

1. The following phrase in Section 6.2 is modified as follows; "The Capacity Charges Per New EDU shall increase each year on July 1 by the change in the Capacity Charges per Expansion EDU Engineering News-Record Construction Cost Index year over year increase for the most recent April, plus \$773."
2. The list of fees in Section 6.2 is revised into a table format for ease of use.

Following any public comment, the Board may act to adopt Ordinance 2023-03. The Public Utility District Act in California State Law states that no ordinance passed by the board takes effect less than 30 days after its passage, so this ordinance will take effect on June 16, 2023. Additionally, at least one week before expiration of the 30 days, copies of the ordinance will be posted at three public places in the District and published in a newspaper of general circulation printed and published in the District.

FISCAL IMPACT

Adoption of this ordinance does not have any additional fiscal impact.

CEQA ASSESSMENT

This is not a CEQA Project

ATTACHMENTS

1. Ordinance 2023-03

**ORDINANCE 2023-03
OF
THE DONNER SUMMIT PUBLIC UTILITY DISTRICT DEFINING
AND CLASSIFYING CAPACITY FEES FOR SEWER SERVICE,
AMENDING ORDINANCE 2023-01**

WHEREAS, on March 21, 2023 the Board of Directors updated the fee it charges for connecting to the sewer system in order to fund existing wastewater public facilities and future wastewater public facilities, and

WHEREAS, the Board of Directors desires to clarify the annual inflation calculation described in Ordinance 2023-01, and

WHEREAS, the Board of Directors desires to clarify the capacity charges per bedroom for a single family residence .

BE IT ENACTED BY THE BOARD OF DIRECTORS OF THE DONNER SUMMIT PUBLIC UTILITY DISTRICT, as follows:

1. That Section 6.2 of Ordinance 2023-01, be amended to read as follows:

6.2 Capacity Charges

Structure Type	Fee Basis	New	Expansion
Non-Residential	per EDU	\$13,187	\$4,365
Residential	per Bedroom*	\$4,396	\$1,455
Accessory Dwelling Unit	Per Fixture Unit	\$659.35	

* Minimum fee for a single family residence is for 2 bedrooms

The Capacity Charges Per New EDU shall increase each year on July 1 by the change in the Capacity Charges per Expansion EDU, plus \$773.

The Capacity Charges Per Expansion EDU shall increase each year on July 1 by the Engineering News Record Construction Cost Index year over year increase for the most recent April.

The Capacity Charges Per Fixture Unit (for an Accessory Dwelling Unit) shall adjust each year on July 1 to be equal to the adjusted Per New EDU charge divided by 20 fixture units.

The Capacity Charges Per Bedroom (for a single family residence) shall adjust each year on July 1 to be equal to the adjusted Expansion EDU and New EDU charges divided by three bedrooms.

This ordinance, amendments and modifications as set forth above shall become effective 16th day of June 2023 and shall be duly posted and published within the time and manner required by law.

PASSED AND ADOPTED at a Regular Meeting, this 16th day of May 2023 by the Board of Directors of said District by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

DONNER SUMMIT PUBLIC UTILITY DISTRICT

By: _____
Cathy Preis
President, Board of Directors

ATTEST:

By: _____
Dawn Parkhurst
Secretary of the Board of Directors

Agenda Item: 8B



STAFF REPORT

TO: Board of Directors

PREPARED BY: Steven Palmer, PE, General Manager *SP*

SUBJECT: **Review Draft Five-Year Capital Improvement Plan and Draft Fiscal Year 2023/24 Budget**

RECOMMENDATION

Review and provide comments on the Draft Five-Year Capital Improvement Plan and Draft Fiscal Year 2023/24 Budget.

BACKGROUND

The General Manager has worked with District Staff to develop a draft Five-Year Capital Improvement Plan (CIP) and a draft Fiscal Year 2023/24 Operating Budget for review and comment from the Board. The current needs of the District are projected to exceed available revenues and reserves and some tough decisions had to be made. Following is a summary of the CIP and Operating Budget, and a description of the budgeting process.

Five-Year Capital Improvement Plan

The CIP is a multi-year planning instrument to guide the construction of new facilities/infrastructure; and for the expansion, rehabilitation or replacement of existing District assets. The CIP is developed by Staff and adopted by the Board of Directors, then becomes the guiding document for the prioritization of projects.

The information included in the CIP is based on the current information available and updated regularly to reflect changing priorities, funding availability and project completion. A new five-year CIP is submitted to the Board annually with recommended adjustments to project budgets, funding sources, descriptions, and/or schedules. Inclusion of a project in the CIP does not commit the District to specific expenditures or appropriations for any particular project.

The CIP includes all projects and programs expected to be undertaken during the next five fiscal years. Specific projects and related schedules are selected based upon:

- Availability of funding
- Minimizing disruptions associated with construction activity
- Board direction

District infrastructure includes the water and wastewater physical structures, systems, and facilities needed to provide services to customers and for the functioning of a community and its economy. Infrastructure impacts public health, safety, and the quality of life for District customers and residents. Decisions made regarding infrastructure projects are very important because they are generally large and expensive, and the assets created will require decades of public use.

Providing ongoing maintenance and repair, such as repairing or replacing water and wastewater piping, is vital for maintaining the condition of assets. When maintenance and repair is not fully funded, deferred maintenance and capital improvement costs increase significantly.

Operating Budget

The typical annual operating budget will anticipate all regular expenses necessary to operate the District’s water and wastewater systems. It also includes the budget for any capital investment such as equipment and vehicle purchases, as well as the annual expenditure on capital improvement projects that is projected for that year in the CIP.

CIP and Budget Development Process

To prepare the new CIP and FY23/23 Operating Budget, the following process was followed.

1. Update CIP based on activities completed and new information, and calculate CIP funding need.
2. Identify important Capital Expenditures and One-Time Operating Expenses and quantify funding need.
3. Prepare Draft Operating Budget using FY22/23 end of year projections and changes for FY23/24.
4. Calculate funding needed for minimum operating expenses and amount available for Capital Expenditures, One-Time Operating Expenses, the CIP, and reserve contributions.
5. Prioritize and allocate available funds to Capital Expenditures, One-Time Operating Expenses, the CIP, and reserve contributions.
6. Update CIP and Operating Budget.

DISCUSSION

Step 1 – Update CIP and Calculate CIP Funding Need

The current CIP is heavily constrained by available funds, and many projects are being deferred to beyond the five-year time frame because of this lack of funding. Available funding for capital improvements continues to be a significant constraint in the delivery and development of the CIP.

The CIP was updated to reflect current project status and any new information, and the funding required was calculated. The following table is a summary of the updated CIP with the funding required for FY23/24, and the funding required for the next five years.

PROJECT	FY23/24	5 Year Total
Sewer		
Radio System Upgrade	\$ 82,000	\$ 82,000
Sewer Lift Station Rehabilitation (3, 4, 7)	\$ 44,000	\$ 350,000
Sewer Lift Stations Norden 1, Norden 2, and No 8 Upgrades	\$ -	\$ 450,000
Snow Lab / Bunny Hill Road Rehabilitation	\$ 20,000	\$ 150,000
Sewer Line Rehabilitation	\$ -	\$ -
Sewer Manhole Sealing	\$ -	\$ -
Decommission Sewer Lift Station 2	\$ -	\$ -
<i>Subtotal Sewer</i>	<i>\$ 146,000</i>	<i>\$ 1,032,000</i>
Wastewater Treatment		
WWTP Membrane Replacement	\$ -	\$ 87,000

PROJECT	FY23/24	5 Year Total
WWTPP Reactor 1 & 2 Wasting Upgrades	\$ -	\$ -
WWTPP Reactor 1 Coating	\$ -	\$ -
<i>Subtotal WWTP</i>	\$ -	\$ 87,000
Total Wastewater	\$ 146,000	\$ 1,119,000
Water		
Radio System Upgrade	\$ 18,000	\$ 18,000
Lake Angela Water Level Gauge	\$ 18,000	\$ 18,000
Tank Recoating Program	\$ 10,000	\$ 400,000
Boreal Pump Station Building Repairs	\$ 20,000	\$ 20,000
Water Main Rehabilitation Program	\$ -	\$ -
<i>Subtotal Water</i>	\$ 66,000	\$ 456,000
GRAND TOTAL	\$ 212,000	\$ 1,575,000

This table shows that \$212,000 is needed for FY23/24 and \$1,575,000 is needed over the next five years to make the recommended capital improvements.

Additionally, there are several projects that are not included in the CIP due to lack of funding. A list of projects that are planned or needed, but not funded or included in the CIP are shown in the following table.

PROJECT	Unfunded Total
Big Bend Tank Repair / Coating	\$ 100,000
Big Bend Water System Rehabilitation	\$ 1,319,800
Big Bend Water Source Line Replacement	\$ 292,700
Grand Total Unfunded	\$ 1,712,500

The Sugar Bowl West and East Villages Sewer Project is not included in these tables because it is being funded by the property owners.

Step 2 - Important Capital Expenditures and One-Time Operating Expenses

Staff identified the following important Capital Expenditures and One-Time Operating Expenses that are needed in the near future and should be considered in FY23/24.

Description	Amount
Complete the water supply resiliency study	\$47,300
Concrete repairs at Lake Angela Dam	\$20,000
Water storage tank inspections	\$30,000
Wastewater treatment plant membrane permeate pump replacement	\$25,000
Wastewater treatment plant disinfection system wiper replacement	\$16,896
Replace one laptop and monitor for operations staff	\$1,800
Replace internet firewall, file server, and one administration computer	\$7,500
Replace one chlorine analyzer and one turbidimeter	\$7,151
Video and clean sewer mains	\$30,000
T-Bar Road repairs	\$6,500
Repair soda ash fill pipe (snow damage)	\$6,000
Rental snow removal equipment	\$40,000
On-Call Access Road/Snow Maintenance	\$10,000
Asphalt Crack Sealing at WWTP	\$15,000
Lake Angela algae control	\$10,000
Replace UTV	\$40,000
Overhaul WWTP Heat Exchanger	\$15,000
<i>Total Capital Expenditures and One-Time Operating Expenses</i>	<i>\$328,147</i>

Step 3 – Prepare Draft Operating Budget

A preliminary draft budget was prepared using projected Fiscal Year 2022/2023 expenditures, revenue projections from the 2021 Utility Rates Study, and planned expenditures for Fiscal Year 2023/2024. This preliminary draft does not include any funding for the CIP, or the Capital Expenditures and One-Time Operational Expenses that were identified in Step 2. The following notable expenditures and changes from the Fiscal Year 2022/2023 budget are included.

Cost of living adjustment for staff wages (5.3%)	\$52,484
Increase health care costs (12%)	\$20,500
Increase in property and liability insurance costs (18%)	\$34,788

Step 4 – Calculate Available Funding

This minimal budget results in \$354,670 available for the CIP, Capital Expenditures, One-Time Operational Expenses, and reserve contributions.

To fully fund the FY23/24 CIP and the important operational and capital expenditures that are not included in the minimal budget, \$540,147 is required in FY23/24. Therefore the shortfall is \$185,477 and decisions need to be made.

Step 5 – Prioritize and Allocate Available Funding

The District needs to balance the needs of capital improvements with the need to adequately fund an operating reserve. The Board adopted a minimum unrestricted fund balance of four months of operating expenses, with a target goal of six months. The 2021 Utility Rates Study projected that the four-month minimum can be met by end of FY22-23 and the six month target goal can be met in FY25-26. One challenge to meeting those reserve goals is that improvements identified in the CIP require considerably more funding than anticipated by the rate study.

The preliminary drafts of the CIP and FY23/24 Operating Budgets demonstrate that needs exceed revenues. The District does not have enough unrestricted cash reserves available to fund this deficit, so the CIP, Capital Expenditures, One-Time Operational Expenses, and reserve contributions must be prioritized to prepare a balanced budget.

Staff has prioritized the inclusion of all the items from Step 2 for inclusion in the FY23/24 Operating Budget, and a recommendation that the Tucker Sno-Cat be sold at auction and use the revenue to purchase a new utility vehicle (UTV) to use instead of the Sno-Cat. Staff estimates that the District may be able to sell the Sno-Cat for \$50,000. The sale of the Sno-Cat reduces the net total cost the Capital Expenditures and One-Time Operating Expenses to \$278,147.

Staff also prioritized the proposed capital projects, postponing activities and deferring projects to accommodate available funding. A new CIP summary is listed below.

PROJECT	FY23/24	5 Year Total	Future Years
Sewer			
Radio System Upgrade	\$ 8,200	\$ 41,000	-
Sewer Lift Station Rehabilitation (3, 4, 7)	\$ -	\$ 197,000	\$ 867,000
Sewer Lift Stations Norden 1, Norden 2, and No 8 Upgrades	\$ -	\$ 300,000	\$ 150,000
Snow Lab / Bunny Hill Road Rehabilitation	\$ 20,000	\$ 150,000	-
Sewer Line Rehabilitation	\$ -	\$ -	\$ 150,000
Sewer Manhole Sealing	\$ -	\$ -	\$ 165,000
Decommission Sewer Lift Station 2	\$ -	\$ -	\$ 1,670,000
<i>Subtotal Sewer</i>	\$ 28,200	\$ 688,000	\$ 3,002,000
Wastewater Treatment			
WWTP Membrane Replacement	\$ -	\$ 87,000	-
WWTP Reactor 1 & 2 Wasting Upgrades	\$ -	\$ -	-
WWTP Reactor 1 Coating	\$ -	\$ -	\$ 150,000
<i>Subtotal WWTP</i>	\$ -	\$ 87,000	\$ 150,000
Total Wastewater	\$ 28,200	\$ 775,000	\$ 3,152,000
Water			
Radio System Upgrade	\$ 1,800	\$ 9,000	-
Lake Angela Water Level Gauge	\$ -	\$ 18,000	-
Tank Recoating Program	\$ 10,000	\$ 400,000	\$ 200,000
Boreal Pump Station Building Repairs	\$ 20,000	\$ 40,000	\$ 300,000
Water Main Rehabilitation Program	\$ -	\$ -	\$ 235,000
<i>Subtotal Water</i>	\$ 31,800	\$ 467,000	\$ 735,000
GRAND TOTAL	\$ 60,000	\$ 1,242,000	\$ 3,887,000

This updated CIP is not ideal and defers several more projects into future years, beyond the five-year time frame of this CIP. The resulting total cost of Capital Expenditures, One-Time Operating Expenses, and CIP for FY23/24 is \$338,147.

Step 6 – Update CIP and Draft FY23/24 Operating Budget

A draft of the Updated CIP and FY23/24 Operating Budget are attached to the staff report. A summary of the Updated CIP is provided in the above table. The CIP expenditures by Fiscal Year are shown in the following table.

Project Type	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Total
Water	\$ 31,800	\$ 140,200	\$ 95,000	\$ 200,000	\$ 0	\$ 467,000
Sewer	\$ 28,200	\$ 162,800	\$ 87,000	\$ 44,000	\$ 453,000	\$ 775,000
Total	\$ 60,000	\$ 303,000	\$ 182,000	\$ 244,000	\$ 453,000	\$ 1,242,000

A summary of the preliminary budget for FY23/24 with the recommended Capital Expenditures, One-Time Operating Expenses, and CIP expenditures is summarized below.

Revenue

	FY22-23 Projected	FY23-24 Budget
Water Revenue		
Water Program Revenue	\$ 653,505	\$ 709,223
Big Bend Assessment	20,772	20,772
Water General Revenue	50,929	30,213
<i>Total Water Revenue</i>	<i>\$ 725,206</i>	<i>\$ 760,207</i>
Wastewater Revenue		
Wastewater Program Revenue	\$ 2,191,399	\$ 2,247,467
CFD Revenue for WWTP Loan	282,392	282,392
Non CFD Revenue for WWTP Loan	281,044	281,044
Wastewater General Revenue	419,324	439,545
<i>Total Wastewater Revenue</i>	<i>\$ 3,174,159</i>	<i>\$ 3,250,448</i>
Administration Revenue		
Admin Program Revenue	\$ -	\$ -
Admin General Revenue	8,033	2,000
<i>Total Administration Revenue</i>	<i>\$ 8,033</i>	<i>\$ 2,000</i>
Total Revenues	\$ 3,907,398	\$ 4,012,655

Expenses

	FY22-23 Projected	FY23-24 Budget
Water Expenses		
Salaries and Benefits	\$ 200,703	\$ 195,234
Operating Expenses	244,466	338,115
Debt Service	39,843	38,158
Capital Equipment	12,857	27,451
Capital Projects	-	31,800
<i>Total Water Expenses</i>	\$ 497,869	\$ 630,848
Wastewater Expenses		
Salaries and Benefits	\$ 724,924	\$ 693,038
Operating Expenses	1,006,055	1,108,555
Debt Service	739,441	739,441
Capital Equipment	74,895	78,396
Capital Projects	-	28,200
<i>Total Wastewater Expenses</i>	\$ 2,545,315	\$ 2,647,631
Admin Expenses		
Salaries and Benefits	\$ 420,757	\$ 422,334
Board Expenses	78,137	72,245
Operating Expenses	218,595	198,811
Debt Service	-	-
Capital Equipment	-	7,500
Capital Projects	-	-
<i>Total Admin Expenses</i>	\$ 717,488	\$ 700,890
Total Expenses	\$ 3,760,673	\$ 3,979,369
Net Income	\$ 146,725	\$ 33,286

ANALYSIS

The updated Draft CIP and FY23/24 Operating Budget would result in a slight increase of \$33,286 to the unrestricted fund balance during Fiscal Year 2023/24. This is less than predicted by the rate study because the District has been spending more on capital equipment and projects than anticipated by the rate study.

Unfortunately, the District is forced to defer some needed CIP projects due to lack of funding. There is risk associated with deferring improvements. The risk is that some of these facilities may fail and require emergency repairs. To stop this pattern of deferring improvements, the District needs to increase revenue or decrease annual operating expenses. The District's main source of revenue for operating costs is utility rates. These rates require a formal evaluation and process to increase.

Decreasing annual operating expenses is also very difficult because most of the District costs are related to loan payments, utilities, chemicals, and employee wages and benefits. Some ways to reduce operating costs include utilizing piggy-backing or collective purchasing groups for chemical purchases, installing solar generation to reduce electricity costs, or reducing employee wages and benefits. These ideas have not been fully evaluated at this time.

RECOMMENDATIONS

The Board may accept the recommended draft budget and direct the General Manager to prepare a final budget, or may provide the General Manager with additional direction regarding the budget. The Board may provide input on how funding is allocated between the CIP, One-Time Operating Expenses, and Capital Expenditures, or direct the General Manager to evaluate other cost saving measures.

FISCAL IMPACT

The District needs to adopt an annual operating budget for the upcoming fiscal year before July 1, 2023.

CEQA ASSESSMENT

This is not a CEQA project.

ATTACHMENTS

1. Draft Five-Year Capital Improvement Plan
2. Draft Fiscal Year 2023/24 Operating Budget

2023/2024 to 2027/2028 CAPITAL IMPROVEMENT PLAN

PROJECT	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	5 Year Total	Future Years
Sewer							
Radio System Upgrade	\$ 8,200	\$ 32,800	\$ -	\$ -	\$ -	\$ 41,000	\$ -
Sewer Lift Station Rehabilitation (3, 4, 7)	\$ -	\$ -	\$ -	\$ 44,000	\$ 153,000	\$ 197,000	\$ 867,000
Sewer Lift Stations Norden 1, Norden 2, and No 8 Upgrades	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 150,000
Snow Lab / Bunny Hill Road Rehabilitation	\$ 20,000	\$ 130,000	\$ -	\$ -	\$ -	\$ 150,000	\$ -
Sewer Line Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Sewer Manhole Sealing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 165,000
Decommission Sewer Lift Station 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,670,000
<i>Subtotal Sewer</i>	\$ 28,200	\$ 162,800	\$ -	\$ 44,000	\$ 453,000	\$ 688,000	\$ 3,002,000
Wastewater Treatment Plant							
WWTP Membrane Replacement	\$ -	\$ -	\$ 87,000	\$ -	\$ -	\$ 87,000	\$ -
WWTP Reactor 1 & 2 Wasting Upgrades	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WWTP Reactor 1 Coating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
<i>Subtotal WWTP</i>	\$ -	\$ -	\$ 87,000	\$ -	\$ -	\$ 87,000	\$ 150,000
<i>Total Wastewater</i>	\$ 28,200	\$ 162,800	\$ 87,000	\$ 44,000	\$ 453,000	\$ 775,000	\$ 3,152,000
Water							
Radio System Upgrade	\$ 1,800	\$ 7,200	\$ -	\$ -	\$ -	\$ 9,000	\$ -
Lake Angela Water Level Gauge	\$ -	\$ 18,000	\$ -	\$ -	\$ -	\$ 18,000	\$ -
Tank Recoating Program	\$ 10,000	\$ 95,000	\$ 95,000	\$ 200,000	\$ -	\$ 400,000	\$ 200,000
Boreal Pump Station Building Repairs	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 40,000	\$ 300,000
Water Main Rehabilitation Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 235,000
<i>Subtotal Water</i>	\$ 31,800	\$ 140,200	\$ 95,000	\$ 200,000	\$ -	\$ 467,000	\$ 735,000
Grand Total	\$ 60,000	\$ 303,000	\$ 182,000	\$ 244,000	\$ 453,000	\$ 1,242,000	\$ 3,887,000

**DONNER SUMMIT PUBLIC UTILITY DISTRICT
DRAFT FISCAL YEAR 2023/2024 BUDGET
Fund Summary**

Description	Beginning Balance	Revenues	Expenses	Ending Balance
<u>OPERATING FUND</u>				
<i>Revenue</i>				
Water Revenue		\$ 729,994		
Sewer Revenue		483,683		
Wastewater Treatment Plant Revenue		2,659,612		
Administrative Revenue		2,000		
Property Tax Revenue		137,366		
		<u>\$ 4,012,655</u>		
<i>Expenses</i>				
Water			\$ 630,848	
Sewer			346,486	
Wastewater Treatment Plant			2,301,144	
Administration			700,890	
			<u>\$ 3,979,369</u>	
TOTAL OPERATING FUND	<u>\$ 362,796</u>	<u>\$ 4,012,655</u>	<u>\$ 3,979,368</u>	<u>\$ 394,086</u>
<u>TRANSFER TO RESERVES</u>				
Annual contribution to Big Bend Loan Reserves		1,997		
TOTAL TRANSFERS		<u>\$ 1,997</u>		

DONNER SUMMIT PUBLIC UTILITY DISTRICT

DRAFT FISCAL YEAR 2023/2024 BUDGET
April
May 16, 2023

ALL DEPARTMENTS SUMMARY

	FY22-23 Budget	Actual 3/31/2023	FY22-23 Projected	FY23-24 Budget
Water Revenue				
Water Program Revenue	\$ 674,277	\$ 511,431	\$ 674,277	\$ 729,994
Water General Revenue	36,713	25,681	50,929	30,213
<i>Total Water Revenue</i>	<u>\$ 710,990</u>	<u>\$ 537,112</u>	<u>\$ 725,206</u>	<u>\$ 760,207</u>
Wastewater Revenue				
Wastewater Program Revenue	\$ 2,759,632	\$ 2,058,875	\$ 2,764,958	\$ 2,810,903
Wastewater General Revenue	437,785	258,140	419,324	439,545
<i>Total Wastewater Revenue</i>	<u>\$ 3,197,417</u>	<u>\$ 2,317,015</u>	<u>\$ 3,184,282</u>	<u>\$ 3,250,448</u>
Administration Revenue				
Admin Program Revenue	\$ -	\$ -	\$ -	\$ -
Admin General Revenue	6,500	7,397	8,033	2,000
<i>Total Administration Revenue</i>	<u>\$ 6,500</u>	<u>\$ 7,397</u>	<u>\$ 8,033</u>	<u>\$ 2,000</u>
Total Revenues	\$ 3,914,907	\$ 2,861,524	\$ 3,917,521	\$ 4,012,655
Water Expenses				
Salaries and Benefits	\$ 186,678	\$ 145,873	\$ 200,703	\$ 195,324
Materials, Supplies, Services	248,915	197,076	244,466	338,115
Debt Service	39,843	29,064	39,843	38,158
Capital Equipment	12,001	12,857	12,857	27,451
Capital Projects	32,473	-	-	31,800
<i>Total Water Expenses</i>	<u>\$ 519,910</u>	<u>\$ 384,870</u>	<u>\$ 497,869</u>	<u>\$ 630,848</u>
Wastewater Expenses				
Salaries and Benefits	\$ 618,602	\$ 524,794	\$ 724,924	\$ 693,038
Materials, Supplies, Services	1,070,834	776,677	1,006,055	1,108,555
Debt Service	739,441	734,379	739,441	739,441
Capital Equipment	74,895	73,051	74,895	78,396
Capital Projects	90,678	-	-	28,200
<i>Total Wastewater Expenses</i>	<u>\$ 2,594,449</u>	<u>\$ 2,108,902</u>	<u>\$ 2,545,315</u>	<u>\$ 2,647,631</u>
Admin Expenses				
Salaries and Benefits	\$ 388,470	\$ 289,653	\$ 420,757	\$ 422,334
Board Expenses	67,907	58,603	78,137	72,245
Materials, Supplies, Services	226,606	172,059	218,595	198,811
Debt Service	-	-	-	-
Capital Equipment	-	-	-	7,500
Capital Projects	-	-	-	-
<i>Total Admin Expenses</i>	<u>\$ 682,983</u>	<u>\$ 520,314</u>	<u>\$ 717,488</u>	<u>\$ 700,890</u>
Total Expenses	\$ 3,797,342	\$ 3,014,086	\$ 3,760,673	\$ 3,979,369
	<u>\$ 117,565</u>		<u>\$ 156,848</u>	<u>\$ 33,286</u>

DONNER SUMMIT PUBLIC UTILITY DISTRICT

DRAFT BUDGET
May 16, 2023

WATER SUMMARY

	FY22-23 Budget	Actual 3/31/2023	FY22-23 Projected	FY23-24 Budget
Program Revenue				
Water fees	\$ 622,878	\$ 473,222	\$ 622,878	\$ 677,677
Connection fees	-			-
Recycled water sales	-			-
Big Bend Debt Service				
Big Bend Service Fees	30,627	22,630	\$ 30,627	31,546
Big Bend Assessment	\$ 20,772	\$ 15,579	\$ 20,772	\$ 20,772
<i>Total Program Revenue</i>	<u>\$ 674,277</u>	<u>\$ 511,431</u>	<u>\$ 674,277</u>	<u>\$ 729,994</u>
General Revenues				
Property tax	\$ 30,213	\$ 19,965	\$ 30,213	\$ 30,213
Grants	6,500	\$ 5,716	20,716	-
<i>Total General Revenues</i>	<u>\$ 36,713</u>	<u>\$ 25,681</u>	<u>\$ 50,929</u>	<u>\$ 30,213</u>
Total Revenues	\$ 710,990	\$ 537,112	\$ 725,206	\$ 760,207

DONNER SUMMIT PUBLIC UTILITY DISTRICT

DRAFT BUDGET
 May 16, 2023

WATER SUMMARY

	FY22-23 Budget	Actual 3/31/2023	FY22-23 Projected	FY23-24 Budget
Expenses				
Salaries	\$ 123,158	\$ 95,874	\$ 131,196	\$ 129,183
Overtime	\$ 8,611	\$ 13,583	\$ 12,000	\$ 13,295
Medical/Dental/Life Insurance	\$ 25,633	\$ 22,429	\$ 30,693	\$ 27,488
Long Term Disability	\$ 1,550	\$ 1,188	\$ 1,625	\$ 1,292
Retirement	\$ 6,883	\$ -	\$ 6,883	\$ 7,751
Clothing Allowance	\$ 792	\$ -	\$ 792	\$ 792
Payroll Tax	\$ 10,663	\$ 8,501	\$ 11,633	\$ 11,754
W/C Insurance	\$ 9,389	\$ 4,297	\$ 5,881	\$ 3,769
<i>Salaries & Benefits</i>	\$ 186,678	\$ 145,873	\$ 200,703	\$ 195,324
Professional fees	73,000	\$ 36,750	35,000	97,300
Dues and subscriptions	680	\$ -	680	680
Fees, permits, certifications, leases	14,680	\$ 14,747	14,680	17,530
Training, education, travel	1,000	\$ 510	680	1,000
Travel	-	\$ -	-	-
Insurance	40,429	\$ 30,322	40,429	47,700
Office supplies and miscellaneous	550	\$ -	-	550
Utilities, communications, telemetry	48,470	\$ 36,181	48,241	46,060
Chemicals and lab supplies	22,800	\$ 44,221	58,961	30,000
Laboratory testing	2,020	\$ 935	1,247	5,000
Equipment maintenance and repair	5,600	\$ 12,770	17,027	36,895
Small equipment and rental	2,820	\$ -	-	3,150
Interest expense	-	\$ -	-	-
Operating supplies	3,380	\$ 457	610	390
Vehicle maintenance, repair, fuel	9,106	\$ -	-	5,610
Facility maintenance and repair	24,380	\$ 20,183	26,911	46,250
<i>Materials, Supplies, Services</i>	\$ 248,915	\$ 197,076	\$ 244,466	\$ 338,115
Angela WTP Loan P&I	\$ 18,188	\$ 9,094	\$ 18,188	\$ 18,188
Big Bend Debt Service	21,655	\$ 19,970	21,655	19,970
<i>Debt Service</i>	\$ 39,843	\$ 29,064	\$ 39,843	\$ 38,158
Capital Equipment	\$ 12,001	\$ 12,857	\$ 12,857	\$ 27,451
Capital Projects	32,473	\$ -	-	31,800
Total Expenses	\$ 519,910	\$ 384,870	\$ 497,869	\$ 630,848
TOTAL NET REVENUE	\$ 191,080		\$ 227,337	\$ 129,360

DONNER SUMMIT PUBLIC UTILITY DISTRICT

**DRAFT BUDGET
 May 16, 2023**

SEWER SUMMARY

	FY22-23 Budget	Actual 3/31/2023	FY22-23 Projected	FY23-24 Budget
Program Revenue				
Sewer rates	\$ 459,844	\$ 353,493	\$ 459,844	\$ 483,683
Connection fees		10,123	10,123	
<i>Total Program Revenue</i>	<u>\$ 459,844</u>	<u>\$ 363,616</u>	<u>\$ 469,967</u>	<u>\$ 483,683</u>
General Revenues				
Property tax	\$ 20,353	\$ 38,878	\$ 20,353	\$ 20,353
Other	27,388	\$ 29,812	29,812	-
<i>Total General Revenues</i>	<u>\$ 47,741</u>	<u>\$ 68,690</u>	<u>\$ 50,165</u>	<u>\$ 20,353</u>
Total Revenues	\$ 507,585	\$ 432,306	\$ 520,132	\$ 504,036

DONNER SUMMIT PUBLIC UTILITY DISTRICT

DRAFT BUDGET
 May 16, 2023

SEWER SUMMARY

	FY22-23 Budget	Actual 3/31/2023	FY22-23 Projected	FY23-24 Budget
Expenses				
Salaries	\$ 103,565	\$ 81,563	\$ 111,613	\$ 108,631
Overtime	\$ 7,241	\$ 11,422	\$ 15,630	\$ 11,180
Medical/Dental/Life Insurance	21,555	\$ 16,544	\$ 22,639	\$ 23,115
Long Term Disability	1,303	\$ 1,085	\$ 1,485	\$ 1,086
Retirement	5,788	\$ -	5,788	\$ 6,518
Clothing Allowance	666	\$ -	666	\$ 666
Payroll Tax	8,966	\$ 7,340	\$ 10,045	\$ 9,884
W/C Insurance	7,895	\$ 5,351	7,895	\$ 3,295
<i>Salaries & Benefits</i>	\$ 156,979	\$ 123,307	\$ 175,762	\$ 164,375
Professional fees	-	\$ 912	1,216	-
Dues and subscriptions	-	\$ -	-	-
Fees, permits, certifications, leases	3,460	\$ 351	468	460
Training, education, travel	300	\$ -	-	300
Travel	-	\$ -	-	-
Insurance	33,997	\$ 25,498	33,997	40,111
Office supplies and miscellaneous	550	\$ 186	247	550
Utilities, communications, telemetry	30,293	\$ 20,293	25,640	25,640
Chemicals and lab supplies	500	\$ -	-	500
Laboratory testing	-	\$ -	-	-
Equipment maintenance and repair	1,600	\$ -	-	21,600
Small equipment and rental	-	\$ -	-	-
Infiltration and inflow program	18,500	\$ 18,501	18,501	30,000
Operating supplies	3,500	\$ 1,117	1,490	1,200
Vehicle maintenance, repair, fuel	19,026	\$ 691	921	5,410
Facility maintenance and repair	2,000	\$ 428	570	7,640
<i>Materials, Supplies, Services</i>	\$ 113,726	\$ 67,977	\$ 83,052	\$ 133,411
Interest		\$ -		
Long Term Debt		\$ -		
<i>Debt Service</i>	\$ -	\$ -	\$ -	\$ -
Capital Equipment	\$ 1,263	\$ 855	\$ 1,263	\$ 20,500
Capital Projects	90,678	\$ -		28,200
Total Expenses	\$ 362,645	\$ 192,140	\$ 260,076	\$ 346,486
TOTAL NET REVENUE	\$ 144,940		\$ 260,056	\$ 157,549

DONNER SUMMIT PUBLIC UTILITY DISTRICT

**DRAFT BUDGET
May 16, 2023**

WASTEWATER TREATMENT PLANT SUMMARY

	FY22-23 Budget	Actual 3/31/2023	FY22-23 Projected	FY23-24 Budget
Program Revenue				
Sewer rates	\$ 1,456,174	\$ 1,060,478	\$ 1,456,174	\$ 1,531,662
Recycled Water Sales	\$ 50,000	45,203	\$ 45,203	\$ -
Connection fees				\$ -
Non CFD Revenue for WWTP Loan	\$ 281,044	\$ 209,860	\$ 281,044	\$ 281,044
Sierra Lakes Service	\$ 512,570	\$ 379,719	\$ 512,570	\$ 514,514
<i>Total Program Revenue</i>	<u>\$ 2,299,788</u>	<u>\$ 1,695,260</u>	<u>\$ 2,294,991</u>	<u>\$ 2,327,220</u>
General Revenues				
Property tax	86,767	171,274	86,767	86,800
CFD Revenue for WWTP Loan	\$ 282,392	\$ 18,175	\$ 282,392	\$ 282,392
Other income	20,885	-		50,000
<i>Total General Revenues</i>	<u>\$ 390,044</u>	<u>\$ 189,449</u>	<u>\$ 369,159</u>	<u>\$ 419,192</u>
Total Revenues	\$ 2,689,832	\$ 1,884,709	\$ 2,664,150	\$ 2,746,412

DONNER SUMMIT PUBLIC UTILITY DISTRICT

DRAFT BUDGET
May 16, 2023

WASTEWATER TREATMENT PLANT SUMMARY

		FY22-23 Budget		Actual 3/31/2023		FY22-23 Projected		FY23-24 Budget
Expenses								
Salaries	\$	333,086	\$	262,325	\$	358,971	\$	349,380
Overtime	\$	23,289	\$	36,736	\$	38,220	\$	35,957
Medical/Dental/Life Insurance		69,325	\$	53,198	\$	69,325	\$	74,342
Long Term Disability		4,192	\$	3,491	\$	4,192	\$	3,493
Retirement		18,614	\$	-	\$	18,614	\$	20,963
Clothing Allowance		2,142	\$	723	\$	2,142	\$	2,142
Payroll Tax		28,837	\$	23,609	\$	32,306	\$	31,790
W/C Insurance		25,392	\$	21,405	\$	25,392	\$	10,597
<i>Salaries & Benefits</i>	\$	<u>504,876</u>	\$	<u>401,487</u>	\$	<u>549,163</u>	\$	<u>528,663</u>
Professional fees		42,070	\$	47,775		52,900		52,900
Dues and subscriptions		1,200	\$	2,107		2,107		2,200
Fees, permits, certifications, leases		16,600	\$	26,792		26,618		28,000
Training, education, travel		2,800	\$	3,330		3,118		3,120
Insurance		109,343	\$	82,007		109,343		129,006
Office supplies and miscellaneous		500	\$	1,403		1,870		1,870
Utilities, communications, telemetry		429,390	\$	354,338		472,451		458,000
Chemicals and lab supplies		172,406	\$	102,309		136,413		152,030
Laboratory testing		45,840	\$	16,772		22,363		22,363
Equipment maintenance and repair		61,034	\$	14,672		19,563		19,420
Small equipment and rental		6,340	\$	927		1,236		1,240
Sludge removal		14,510	\$	16,137		21,516		21,520
Operating supplies		2,100	\$	243		324		375
Vehicle maintenance, repair, fuel		9,300	\$	15,186		20,248		17,520
Facility maintenance and repair		43,675	\$	24,701		32,934		65,580
<i>Materials, Supplies, Services</i>	\$	<u>957,108</u>	\$	<u>708,700</u>	\$	<u>923,004</u>	\$	<u>975,144</u>
Long Term Debt	\$	719,191	\$	719,191	\$	719,191		719,191
Land Lease		20,250	\$	15,188		20,250		20,250
<i>Debt Service</i>	\$	<u>739,441</u>	\$	<u>734,379</u>	\$	<u>739,441</u>	\$	<u>739,441</u>
Capital Equipment	\$	73,632	\$	72,196	\$	73,632	\$	57,896
Capital Projects		-	\$	-		-		-
Total Expenses	\$	<u>2,275,057</u>	\$	<u>1,916,762</u>	\$	<u>2,285,239</u>	\$	<u>2,301,144</u>
TOTAL NET REVENUE	\$	<u>414,775</u>			\$	<u>378,911</u>	\$	<u>445,268</u>

DONNER SUMMIT PUBLIC UTILITY DISTRICT

**DRAFT BUDGET
May 16, 2023**

ADMINISTRATION SUMMARY

	FY22-23 Budget	Actual 3/31/2023	FY22-23 Projected	FY23-24 Budget
Program Revenue				
Service Fees	\$ -	\$ -	\$ -	\$ -
<i>Total Program Revenue</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
General Revenues				
Interest revenue	-	1,273	1,909	2,000
Other income	6,500	6,124	6,124	-
<i>Total General Revenues</i>	<u>\$ 6,500</u>	<u>\$ 7,397</u>	<u>\$ 8,033</u>	<u>\$ 2,000</u>
Total Revenues	\$ 6,500	\$ 7,397	\$ 8,033	\$ 2,000

DONNER SUMMIT PUBLIC UTILITY DISTRICT

DRAFT BUDGET
May 16, 2023

ADMINISTRATION SUMMARY

	FY22-23 Budget	Actual 3/31/2023	FY22-23 Projected	FY23-24 Budget
Expenses				
Salaries	\$ 271,529	\$ 208,415	\$ 285,199	\$ 287,755
Overtime	\$ -	\$ 662	\$ 662	\$ 3,522
Medical/Dental/Life Insurance	60,684	\$ 58,725	\$ 80,361	\$ 72,753
Long Term Disability	2,818	\$ 3,655	\$ 2,818	\$ 3,655
Retirement	26,417	\$ -	26,417	\$ 27,926
Clothing	400	\$ -	400	\$ 400
Payroll Tax	22,401	\$ 14,674	\$ 20,080	\$ 24,030
W/C Insurance	4,221	\$ 3,523	4,820	\$ 2,293
<i>Salaries & Benefits</i>	\$ 388,470	\$ 289,653	\$ 420,757	\$ 422,334
Board Expense	67,907	\$ 58,603	78,137	72,245
<i>Board Expense</i>	\$ 67,907	\$ 58,603	\$ 78,137	\$ 72,245
Professional fees	133,989	\$ 95,899	112,989	103,780
Dues and subscriptions	7,100	\$ 8,829	8,829	11,400
Fees, permits, certifications, leases	20,650	\$ 10,422	20,650	13,240
Training, education, travel	1,500	\$ 2,063	3,000	3,000
Insurance	9,672	\$ 7,254	9,672	11,411
Office supplies and miscellaneous	9,000	\$ 6,738	8,984	9,000
Utilities, communications, telemetry	35,035	\$ 34,010	45,346	34,620
Chemicals and lab supplies	-	\$ -	-	-
Laboratory testing	-	\$ -	-	-
Equipment maintenance and repair	6,660	\$ -	-	-
Small equipment and rental	-	\$ -	-	-
Sludge removal	-	\$ -	-	-
Operating supplies	-	\$ 2,426	3,234	2,080
Vehicle maintenance, repair, fuel	-	\$ -	-	-
Facility maintenance and repair	3,000	\$ 4,417	5,890	10,280
<i>Operating Expenses</i>	\$ 226,606	\$ 172,059	\$ 218,595	\$ 198,811
<i>Debt Service</i>	\$ -	\$ -	\$ -	\$ -
Capital Equipment	\$ -	\$ -	\$ -	\$ 7,500
Capital Projects	-	\$ -	-	-
Total Expenses	\$ 682,983	\$ 520,314	\$ 717,488	\$ 700,890
TOTAL NET REVENUE	\$ (676,483)		\$ (709,455)	\$ (698,890)

**DONNER SUMMIT PUBLIC UTILITY DISTRICT
FISCAL YEAR 2023/2024 BUDGET
Expense Detail
May 16, 2023**

Description	Department				Total Budgeted
	Water (30)	Sewer (40)	WWTP (42)	Admin (50)	
Board Expense					
Meeting Stipend				\$ 15,900	\$ 15,900
Health Stipend				47,570	47,570
Payroll Taxes				5,236	5,236
Board Meeting Food				1,500	1,500
Training & Travel				1,500	1,500
Worker's Comp				538	538
TOTAL - Board Expense	\$ -	\$ -	\$ -	\$ 72,245	\$ 72,245

Professional Services	Department				Total Budgeted
	Water (30)	Sewer (40)	WWTP (42)	Admin (50)	
Legal				\$ 11,580	\$ 11,580
Auditors				31,000	31,000
Bookkeeping				33,600	33,600
Public Outreach/Webmaster				3,000	3,000
GIS Subscription & Support				10,000	10,000
Utility Billing Software				1,500	1,500
Fee/Rate/CFD Services				10,000	10,000
IT Services				3,100	3,100
Drought/Supply Resiliency Study	47,300				47,300
Lake Angela Dam Concrete Patching	20,000				20,000
Tank Inspection (Diving)	30,000				30,000
General Eng (Woodward, Controlpoint, Pioneer)			52,900		52,900
TOTAL - Professional Services	\$ 97,300	\$ -	\$ 52,900	\$ 103,780	\$ 253,980

Dues	Department				Total Budgeted
	Water (30)	Sewer (40)	WWTP (42)	Admin (50)	
Local Agency Formation Commission				\$ 3,200	\$ 3,200
California Special District Association				8,200	8,200
California Rural Water Association	680				680
Underground Service Alert			600		600
After Hours Answering Service			400		400
California Water Environt Association			1,200		1,200
TOTAL - Dues	\$ 680	\$ -	\$ 2,200	\$ 11,400	\$ 14,280

DONNER SUMMIT PUBLIC UTILITY DISTRICT
FISCAL YEAR 2023/2024 BUDGET
Expense Detail
May 16, 2023

Description	Department				Total Budgeted
	Water (30)	Sewer (40)	WWTP (42)	Admin (50)	
Fees, Permits, Leases					
US Forest Service Permit	\$ 50		\$ 8,100	\$ 1,050	\$ 9,200
Copier Lease				3,990	3,990
Postage Meter Rental				1,500	1,500
Bank Fees (Incl Payroll)				6,700	6,700
Water & Distribution Certifications	1,000				1,000
Department of Health Services	1,000				1,000
Nevada County	2,000		3,300		5,300
SWRCB	3,450	-	16,200		19,650
Big Bend SWRCB	1,300				1,300
Division Dam Safety	8,100				8,100
USA Dig Alert	630	230			860
AQMD		230	400		630
TOTAL - Fees, Permits, Leases	\$ 17,530	\$ 460	\$ 28,000	\$ 13,240	\$ 59,230
Training and Education					
Classes, seminars, conferences	\$ 700	\$ 300	\$ 3,120	\$ 3,000	\$ 7,120
Travel	300				300
TOTAL - Training and Education	\$ 1,000	\$ 300	\$ 3,120	\$ 3,000	\$ 7,420
Utilities, Communications					
Electricity (5825)	\$ 42,490	\$ 25,640	\$ 223,100	\$ 25,100	\$ 316,330
Big Bend Electricity (5825)	\$ 1,220				\$ 1,220
Propane (6825) & Diesel			\$ 227,940		227,940
Phones (6675)	\$ 850		\$ 6,960	\$ 4,170	11,980
Big Bend Phones (6675)	\$ 1,500				\$ 1,500
Postage (6700, 6701)				2,100	2,100
Website				3,250	3,250
TOTAL - Utilities, Communications	\$ 46,060	\$ 25,640	\$ 458,000	\$ 34,620	\$ 564,320

**DONNER SUMMIT PUBLIC UTILITY DISTRICT
FISCAL YEAR 2023/2024 BUDGET
Expense Detail
May 16, 2023**

Description	Department				Total Budgeted
	Water (30)	Sewer (40)	WWTP (42)	Admin (50)	
Chemicals & Lab Supplies					
Hach Company	2,670				\$ 2,670
Thatcher	22,030		81,560		103,590
USA Bluebook	5,300		5,330		10,630
Grainger		500			500
Univar			26,490		26,490
EOSi (Micro C)			34,350		34,350
JenFitch			4,300		4,300
TOTAL - Chemicals & Lab Supplies	\$ 30,000	\$ 500	\$ 152,030	\$ -	\$ 182,530
Equipment Maintenance & Support					
Snow Removal Equipment Rental	\$ 20,000	\$ 20,000			\$ 40,000
USA Bluebook	\$ 11,295				\$ 11,295
Various Vendors	\$ 2,000	\$ 1,600	\$ 9,700		\$ 13,300
Grainger			\$ 1,720		\$ 1,720
Holt Generator Servicing	\$ 3,600		\$ 8,000		\$ 11,600
TOTAL - Equipment Maintenance & Support	\$ 36,895	\$ 21,600	\$ 19,420	\$ -	\$ 77,915
Operating Supplies					
ALSCO (Rags & Coveralls)	\$ 390	\$ 1,170	\$ 375		\$ 1,935
Zoom & Adobe Subscriptions				\$ 2,080	\$ 2,080
TOTAL - Operating Supplies	\$ 390	\$ 1,170	\$ 375	\$ 2,080	\$ 4,015
Infiltration - Inflow					
Video and Clean Various Sewer Mains		\$ 30,000			\$ 30,000
TOTAL - Infiltration & Inflow	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
Vehicle Maintenance & Repair					
Fuel	\$ 1,810	\$ 5,410	\$ 8,100		\$ 15,320
Repair	\$ 3,800		\$ 9,420		\$ 13,220
TOTAL - Vehicle Maintenance & Repair	\$ 5,610	\$ 5,410	\$ 17,520	\$ -	\$ 28,540

DONNER SUMMIT PUBLIC UTILITY DISTRICT
FISCAL YEAR 2023/2024 BUDGET
Expense Detail
May 16, 2023

Description	Department				Total Budgeted
	Water (30)	Sewer (40)	WWTP (42)	Admin (50)	
Facility Maintenance & Repair					
Pest Control				\$ 780	\$ 780
Office Cleaning Service				\$ 3,000	\$ 3,000
On-Call Access Road/Snow Maintenance	\$ 5,000	\$ 5,000			\$ 10,000
General Building Maintenance (contract)	\$ 3,000		\$ 2,000	\$ 5,000	\$ 10,000
Road Repairs (T-Bar)	\$ 6,500				\$ 6,500
On-Site Asphalt Crack Sealing			\$ 15,000		\$ 15,000
Soda Ash Fill Pipe Repair			\$ 6,000		\$ 6,000
Western Nevada Supply	\$ 2,030	\$ 640	\$ 600		\$ 3,270
Waters Vacuum Truck		\$ 2,000	\$ -		\$ 2,000
Kimball Midwest			\$ 2,010		\$ 2,010
Grainger	\$ 1,060		\$ -		\$ 1,060
Mountain Hardware	\$ 2,280		\$ 1,100		\$ 3,380
Sierra Mountain Pipe	\$ 5,480		\$ -		\$ 5,480
Zenon Membrane Servicing			\$ 9,000		\$ 9,000
Xylem			\$ 9,700		\$ 9,700
USA Bluebook	\$ 4,750		\$ 2,300		\$ 7,050
EMCOR			\$ 9,900		\$ 9,900
Rain for Rent (Lake Angela algae)	\$ 10,000				\$ 10,000
Various Vendors	\$ 6,150		\$ 7,970	\$ 1,500	\$ 15,620
TOTAL - Facility Maintenance & Repair	\$ 46,250	\$ 7,640	\$ 65,580	\$ 10,280	\$ 129,750
CAPITAL ACQUISITION					
Membrane Permeate Pump			\$ 25,000		\$ 25,000
Replace Operations Monitor & Laptop (1)	\$ 300	\$ 500	\$ 1,000		\$ 1,800
Replace Firewall, Fire Server, Admin PC				\$ 7,500	\$ 7,500
Turbidimeter (1)	\$ 3,500				\$ 3,500
Chlorine Analyzer (1)	\$ 3,651				\$ 3,651
UV Wiper Replacements			\$ 16,896		\$ 16,896
Overhaul of WWTP heat exchanger			\$ 15,000		\$ 15,000
Replacement UTV	\$ 20,000	\$ 20,000			\$ 40,000
TOTAL - Capital Acquisition	\$ 27,451	\$ 20,500	\$ 57,896	\$ 7,500	\$ 113,347
TOTAL	\$ 309,166	\$ 113,220	\$ 857,041	\$ 258,145	\$ 1,537,571