

**Donner Summit Public Utility District
Board of Directors Regular Meeting**

Agenda

Tuesday, May 21, 2024 – 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, 878 8109 9719 Password: 345906

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 2024

- 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 16, 2024

C. Approve Safety Meeting Minutes for April 2024

6. Department Reports

A. Administration - Steven Palmer, General Manager

B. Operations and Maintenance Summary, April

7. Information - None

8. Action

A. Third Quarter Budget to Actual Report and Budget Amendment Increasing Planned Revenue by \$56,708 and Expenditures by \$22,000

B. Review Draft Budget Fiscal Year 2024/2025 Operating Budget and Draft 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 18, 2024

Regular Meeting – July 16, 2024

Regular Meeting – August 20, 2024

We certify that on May 17, 2024, 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 11, 2024

Check Number	Check Date	Payee	Amount
Vendor Checks			
10271	04/11/24	49ER WATER SERVICES	2,190.00
10272	04/11/24	49ER WATER SERVICES	2,325.00
10273	04/11/24	ALPEN LILY LLC	150.00
10274	04/11/24	ALSCO	139.27
10275	04/11/24	ALSCO	137.22
10276	04/11/24	ANTHEM/BLUE CROSS	12,728.42
10277	04/11/24	AUERBACH ENGINEERING CORP	5,073.50
10278	04/11/24	DONNER SUMMIT RENTALS	300.00
10279	04/11/24	DONNER SUMMIT RENTALS	200.00
10280	04/11/24	EMCOR SERVICES INC.	3,290.00
10281	04/11/24	EMCOR SERVICES INC.	1,390.00
10282	04/11/24	EMPLOYER DRIVEN SOLUTIONS	7,726.53
10283	04/11/24	EVERS LAW GROUP	2,516.00
10284	04/11/24	FED-EX	9.39
10285	04/11/24	FED-EX	9.47
10286	04/11/24	GEI CONSULTANTS	140.70
10287	04/11/24	HUMANA DENTAL INS. CO.	1,456.26
10288	04/11/24	KNOWLEDGE SOLUTIONS	280.00
10289	04/11/24	MAPCOMMUNICATIONS	44.00
10290	04/11/24	PARAGON PEST CONTROL	65.00
10291	04/11/24	PRINCIPAL LIFE INSURANCE COMPANY	821.23
10292	04/11/24	SCHAELENE ROLLINS	552.50
10293	04/11/24	SUBURBAN PROPANE	6,513.79
10294	04/11/24	SWRCB	110.00
10295	04/11/24	SUBURBAN PROPANE	5,750.79
10296	04/11/24	TAHOE TRUCKEE SIERRA DISPOSAL-BIN	628.06
10297	04/11/24	THE OFFICE BOSS, INC.	257.49
10298	04/11/24	THE OFFICE BOSS, INC.	258.30
10299	04/11/24	TRUCKEE AUTO PARTS	36.78
10300	04/11/24	TRUCKEE FIRE PROTECTION DISTRICT	4,782.84
10301	04/11/24	TRUCKEE FIRE PROTECTION DISTRICT	4,907.28
10302	04/11/24	USA BLUEBOOK	662.82
Vendor Check Total			<u>65,452.64</u>
Check List Total			<u><u>65,452.64</u></u>

Check count = 32

Donner Summit Public Utility District

Check List

GENERAL DISBURSEMENT-AP-FIVE STAR #5715
April 24, 2024

Check Number	Check Date	Payee	Amount
Vendor Checks			
10303	04/24/24	49ER WATER SERVICES	2,800.00
10304	04/24/24	ASBURY ENVIRONMENTAL SERVICES	100.00
10305	04/24/24	CALIFORNIA WATER ENVIRONMENT	221.00
10306	04/24/24	CENTRAL VALLEY SALINITY COALITION INC	331.48
10307	04/24/24	CONTROLPOINT ENGINEERING, INC.	16,345.97
10308	04/24/24	CORBIN WILLITS SYSTEMS, INC.	474.50
10309	04/24/24	DEPENDABLE TOW, INC.	1,237.50
10310	04/24/24	FED-EX	9.39
10311	04/24/24	GOODWIN CONSULTING GROUP	10,682.50
10312	04/24/24	GOODWIN CONSULTING GROUP	2,080.74
10313	04/24/24	GRAINGER	317.24
10314	04/24/24	HUMANA DENTAL INS. CO.	1,456.26
10315	04/24/24	MOUNTAIN HARDWARE & SPORTS	34.63
10316	04/24/24	MOUNTAIN HARDWARE & SPORTS	181.78
10317	04/24/24	NATIONAL LIFE INSURANCE CO.	62.17
10318	04/24/24	PG&E COMPANY	283.49
10319	04/24/24	PRINCIPAL LIFE INSURANCE COMPANY	821.23
10320	04/24/24	SIERRA MOUNTAIN PIPE & SUPPLY	866.37
10321	04/24/24	SKI CAT SNOWCAT RENTALS	1,650.00
10322	04/24/24	SNOQUIP	1,677.27
10323	04/24/24	SUBURBAN PROPANE	5,527.34
10324	04/24/24	SUBURBAN PROPANE	8,417.60
10325	04/24/24	SUBURBAN PROPANE	8,870.51
10326	04/24/24	SUBURBAN PROPANE	6,419.54
10327	04/24/24	TRANSAMERICA LIFE INSURANCE	194.19
10328	04/24/24	TRUCKEE AUTO PARTS	330.56
10329	04/24/24	WESTERN NEVADA SUPPLY COMPANY	160.95
10330	04/24/24	WESTERN NEVADA SUPPLY COMPANY	427.10
Vendor Check Total			<u>71,981.31</u>
Check List Total			<u>71,981.31</u>

Check count = 28

OK
JSP
4/29/24

Agenda Item: 5A.2

PAYROLL JOURNAL

May 21, 2024
Agenda Item: 5A2

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				REIMB & OTHER PAYMENTS	WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS	
	DESCRIPTION	RATE	HOURS	EARNINGS					
*** 30 WATER SEWER King, James R 49	Regular			6,458.66		Social Security	409.44	150.00	Direct Deposit # 90
	Vacation		M12.0000			Medicare	59.65	1,292.31	Check Amt
	Sick Accr-Memo					Fed Income Tax	794.17	454.24	Chkg 730
	Vacation-Memo					CA Income Tax	421.74		2,781.06
						CA Disability	71.05		
	EMPLOYEE TOTAL		12.0000	6,458.66			1,781.05	1,896.55	Net Pay
Patrick, Sean M 59	Regular	51.0800	78.2500	3,997.01		Social Security	310.51	450.00	Direct Deposit # 91
	Overtime	76.6200	6.0000	458.72		Medicare	72.62		Check Amt
	Double Time	102.1600	1.0000	102.16		Fed Income Tax	484.36		Chkg 717
	Sick	51.0800	1.7500	89.39		CA Income Tax	303.60		3,332.10
	Stand By			360.00		CA Disability	55.09		
	EMPLOYEE TOTAL	54.0600	87.0000	5,008.28			1,228.18	450.00	Net Pay
Schott, Paul A 14	Regular	37.6000	80.0000	4,594.00		Social Security	284.83	850.00	Direct Deposit # 92
	Stand By	37.6000		270.00		Medicare	66.61	150.00	Check Amt
	Sick Accr-Memo					Fed Income Tax	582.84		Chkg 019
	Vacation-Memo					CA Income Tax	220.30		2,389.09
						CA Disability	50.53		
	EMPLOYEE TOTAL	37.6000	80.0000	4,594.00			1,204.91	1,000.00	Net Pay
Spelton, Joshua M... 64	Regular	37.6000	78.5000	2,951.60		Social Security	186.49	50.00	Direct Deposit # 93
	Sick	37.6000	1.5000	56.40		Medicare	43.62		Check Amt
						Fed Income Tax	242.73		Chkg 722
						CA Income Tax	138.88		2,312.18
						CA Disability	33.06		
	EMPLOYEE TOTAL	55.7000	80.0000	3,008.00			64.582	50.00	Net Pay
Vosburgh, Justin E 57	Regular	55.7000	74.0000	4,121.80		Social Security	287.43	200.00	Direct Deposit # 94
	Standby			180.00		Medicare	67.23	171.34	Check Amt
	Sick			334.20		Fed Income Tax	862.27		Chkg 400
						CA Income Tax	292.06		2,904.64
						CA Disability	51.00		
	CHECK 1 TOTAL		80.0000	4,636.00			1,360.02	371.34	Net Pay
**** 40 BOARD MEMBER Combs, William C 68	Overtime	83.5500	10.0000	835.50		Social Security	93.24		Direct Deposit # 95
	Double Time	111.4000	6.0000	668.40		Medicare	21.90		Check Amt
						Fed Income Tax	104.16		Chkg 400
						CA Income Tax	32.80		1,235.36
						CA Disability	16.54		
	CHECK 2 TOTAL		16.0000	1,503.90			268.54		Net Pay
	EMPLOYEE TOTAL		96.0000	6,139.90			1,628.56	371.34	Net Pay
	EMPLOYEE TOTAL			250.00		Social Security	15.50		Direct Deposit # 96
						Medicare	3.63		Check Amt
						CA Disability	2.75		Chkg 718
	EMPLOYEE TOTAL			250.00			21.88		Net Pay

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			
**** 40 BOARD MEMBER (cont.) Gamick, Philip 28	Regular			250.00	Social Security 15:50 Medicare 3:63 Fed Income Tax 50:00 CA Disability 2:75		Direct Deposit # 97 Check Amt 0:00 Chkg 486 178:12
	EMPLOYEE TOTAL			250:00	71:88		Net Pay 178:12
Kaufman, Joan B 67	Regular			275.00	Social Security 17:05 Medicare 3:99 CA Disability 3:03		Direct Deposit # 98 Check Amt 0:00 Chkg 974 250:93
	EMPLOYEE TOTAL			275:00	24:07		Net Pay 250:93
Parkhurst, Dawn E 66	Regular			250.00	Social Security 15:50 Medicare 3:62 CA Disability 2:75		Direct Deposit # 99 Check Amt 0:00 Chkg 320 228:13
	EMPLOYEE TOTAL			250:00	21:87		Net Pay 228:13
Preis, Cathy 44	Regular			300.00	Social Security 18:60 Medicare 4:35 CA Disability 3:30		Direct Deposit # 100 Check Amt 0:00 Chkg 011 273:75
	EMPLOYEE TOTAL			300:00	26:25		Net Pay 273:75
**** 50 ADMIN Mehler, Deleane 51	Regular Sick	44:2700 44:2700	68:0000 12:0000	3,010.36 531:24	Social Security 219:58 Medicare 51:35 Fed Income Tax 516:11 CA Income Tax 189:36 CA Disability 38:96	100:00 243:52 103:78	Direct Deposit # 101 Check Amt 0:00 Chkg 963 2,078:94
	EMPLOYEE TOTAL		80:0000	3,541:60	1,015:36	447:30	Net Pay 2,078:94
Palmer, Steven V 65	Regular			7,456.04	Social Security 462:28 Medicare 108:11 Fed Income Tax 1,227:14 CA Income Tax 579:38 CA Disability 82:02	457 201:93	Direct Deposit # 102 Check Amt 0:00 Chkg 779 4,007:18 Savg 217 788:00
	EMPLOYEE TOTAL			7,456:04	2,458:93	201:93	Net Pay 4,795:18
COMPANY TOTALS 12 Person(s) 13 Transaction(s)	Regular Standby Double Time Overtime Sick Stand By Vacation Sick Accr-Memo Vacation -Memo COMPANY TOTAL		378:7500 7:0000 16:0000 21:2500 12:0000 435:0000	33,644:47 180:00 770:56 1,295:22 1,011:23 630:00 37,531:48	Social Security 2,326:95 Medicare 544:21 Fed Income Tax 4,663:58 CA Income Tax 2,178:16 CA Disability 412:66 3:70 10:77	457 2,001:93 150:00 1,292:31 414:86 558:02	Check Amt 0:00 Dir Dep 22,987:60 Garnishment 1,292:31 Loan 2 414:86 Loan Payment 558:02 Net Pay 22,987:60

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			
					Employer Liabilities		
					Social Security	2,326.95	
					Medicare	544.22	
					Fed Unemploy	7.95	
					CA Unemploy	64.93	
					CA Emp Train	1.33	
					TOTAL EMPLOYER LIABILITY	2,945.38	
					TOTAL TAX LIABILITY	13,072.14	
(IC) = Independent Contractor							

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 04/12/24: \$40,476.86

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)	40,476.86
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	40,476.86
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	3,124.81
	CASH REQUIRED FOR CHECK DATE 04/12/24	43,601.67

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
04/11/24	FIVE STAR BANK	xxxxxxxxxxxxx707	Direct Deposit	Net Pay Allocations	22,987.60	22,987.60
04/11/24	FIVE STAR BANK	xxxxxxxxxxxxx707	Readychex®	Check Amounts	4,417.12	4,417.12
04/11/24	FIVE STAR BANK	xxxxxxxxxxxxx707	Taxpay®	Employee Withholdings		
				Social Security	2,326.95	
				Medicare	544.21	
				Fed Income Tax	4,663.58	
				CA Income Tax	2,179.16	
				CA Disability	412.86	
				Total Withholdings	10,126.76	
				Employer Liabilities		
				Social Security	2,326.95	
				Medicare	544.22	
				Fed Unemploy	7.95	
				CA Unemploy	64.93	
				CA Emp Train	1.33	
				Total Liabilities	2,945.38	13,072.14
				EFT FOR 04/11/24		40,476.86
				TOTAL EFT		40,476.86

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>
04/12/24	Refer to your records for account information		Payroll	Employee Deductions		
				457	2,001.93	
				Credit Un 2	150.00	
				Loan 2	414.86	

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			
**** 40 BOARD MEMBER (cont.) Gamick, Philip 28	Regular Health Stipend			250.00 995.96	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	77.25 18.06 62.29 14.06 13.71	Direct Deposit # 110 Check Amt 0:00 Chkg 486 1,060.59
	EMPLOYEE TOTAL			1,245.96		185.37	Net Pay 1,060.59
Kaufman, Joan B 67	Regular Health Stipend			275.00 1,147.66	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	38.22 20.63 94.44 28.24 15.65	Direct Deposit # 111 Check Amt 0:00 Chkg 974 1,175.68
	EMPLOYEE TOTAL			1,422.66		247.19	Net Pay 1,175.68
Parkhurst, Dawn E 66	Regular Health Stipend			250.00 780.54	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	63.90 14.94 297.36 13.73 11.34	Direct Deposit # 112 Check Amt 0:00 Chkg 320 629.27
	EMPLOYEE TOTAL			1,030.54		401.27	Net Pay 629.27
Preis, Cathy 44	Regular Health Stipend			300.00 713.59	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	62.84 14.70 65.17 7.27 11.15	Direct Deposit # 113 Check Amt 0:00 Chkg 011 852.46
	EMPLOYEE TOTAL			1,013.59		161.13	Net Pay 852.46
**** 50 ADMIN Mehler, Deleane 51	Regular	44:2700	80:0000	3,541.60	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	219.58 51.35 516.11 188.36 38.96	100.00 243.52 103.78 Direct Deposit # 114 Check Amt 0:00 Chkg 963 2,078.94
	EMPLOYEE TOTAL		80:0000	3,541.60		1,015.36	Net Pay 2,078.94
Palmer, Steven V 65	Regular Holiday Vacation		M16:0000 M4:0000	7,456.04	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	462.27 108.11 1,227.14 579.38 82.02	447.30 201.93 Direct Deposit # 115 Check Amt 0:00 Chkg 779 4,007.19 Savg 217 788.00
	EMPLOYEE TOTAL		20:0000	7,456.04		2,458.92	Net Pay 4,795.19
COMPANY TOTALS 12 Person(s) 13 Transaction(s)	Regular Overtime Health Stipend Holiday Sick Stand By Vacation		347:7500 16:0000 46:0000 2:2500 24:0000	32,479.77 1,336.80 4,114.69 1,128.00 114.93 720.00 933.00	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	2,531.29 591.98 5,004.12 2,175.47 449.11	2,001.93 150.00 1,292.31 414.86 558.02 Check Amt 0:00 Dir Dep 25,658.10

PAYROLL JOURNAL

May 21, 2024
Agenda Item: 5A2

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	HOURS	EARNINGS			
	Sick Accr-Memo				3.70		
	Vacation -Memo				10.77		
	COMPANY TOTAL:		436,0000	40,827.19			
						10,751.97	
						4,417.12	Net Pay
							25,658.10
					<i>Employer Liabilities</i>		
					Social Security	2,531.29	
					Medicare	591.99	
					Fed Unemploy	31.95	
					CA Unemploy	260.95	
					CA Emp Train	5.33	
					TOTAL EMPLOYER LIABILITY	3,421.51	
					TOTAL TAX LIABILITY	14,173.48	
(IC) = Independent Contractor							

0085 0085-T591 Donner Summit Public Utility

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 04/26/24: \$44,248.70

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)	44,248.70
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	44,248.70
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	3,124.81
	CASH REQUIRED FOR CHECK DATE 04/26/24	47,373.51

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
04/25/24	FIVE STAR BANK	xxxxxxxxxxxx707	Direct Deposit	Net Pay Allocations	25,658.10	25,658.10
04/25/24	FIVE STAR BANK	xxxxxxxxxxxx707	Readychex®	Check Amounts	4,417.12	4,417.12
04/25/24	FIVE STAR BANK	xxxxxxxxxxxx707	Taxpay®	Employee Withholdings		
				Social Security	2,531.29	
				Medicare	591.98	
				Fed Income Tax	5,004.12	
				CA Income Tax	2,175.47	
				CA Disability	449.11	
				Total Withholdings	10,751.97	
				Employer Liabilities		
				Social Security	2,531.29	
				Medicare	591.99	
				Fed Unemploy	31.95	
				CA Unemploy	260.95	
				CA Emp Train	5.33	
				Total Liabilities	3,421.51	14,173.48
				EFT FOR 04/25/24		44,248.70
				TOTAL EFT		44,248.70

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>
04/26/24	Refer to your records for account information		Payroll	Employee Deductions		
				457	2,001.93	
				Credit Un 2	150.00	
				Loan 2	414.86	

Agenda Item: 5A.3

DONNER SUMMIT PUBLIC UTILITY DISTRICT
 SCHEDULE OF CASH AND DEBT RESTRICTED RESERVES
 MARCH 31, 2024

<u>Bank Account</u>	<u>Reserve</u>	<u>Book Balance</u>	<u>Reserves Restricted</u>
Five Star #5723 Money Market		\$ 502,185.70	
Five Star Bank #5715 General Disbursement		(125,810.16)	
Five Star Bank #5693 Main Checking		616,508.19	
LAIF		3,542.20	
	SWRCB Loan Construction		719,191.03
	WTP Loan Construction		10,359.94
	Big Bend Water Loan Reserve 1		5,662.40
	Big Bend Water Loan Reserve 2		2,325.60
	Big Bend Assessment		2,104.56
	Big Bend Loan Fund - Loan 1		14,156.00
	Big Bend Loan Fund - Loan 2		5,814.00
	Sugar Bowl Expansion		125,579.54
Totals		<u>996,425.93</u>	<u>885,193.07</u>
Unrestricted Cash Available			<u>\$ 111,232.86</u>

Agenda Item: 5A.4

DONNER SUMMIT PUBLIC UTILITY DISTRICT
FINANCIAL STATEMENTS
AND
INDEPENDENT ACCOUNTANTS' COMPILATION REPORT
MARCH 31, 2024

DONNER SUMMIT PUBLIC UTILITY DISTRICT
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MARCH 31, 2024

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100 West Liberty St.
Suite 1100
Reno, NV 89501

775.786.6141
775.323.6211
bvcopas.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, 2024 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
April 29, 2024

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, 2024

	Water	Sewer	Treatment	Admin	Total
Program Revenue					
Water fees	\$ 528,198.03	\$ -	\$ -	\$ -	\$ 528,198.03
Sewer fees	-	430,978.34	1,292,935.01	-	1,723,913.35
Connection fees	-	-	-	-	-
Recycled water sales	-	-	-	-	-
Non-CFD revenue for WWTP loan	-	-	3,088.83	-	3,088.83
Sierra Lakes service	-	-	393,527.25	-	393,527.25
Big Bend service fees	23,310.00	-	-	-	23,310.00
Big Bend assessment	15,578.64	-	-	-	15,578.64
Total Program Revenue	<u>567,086.67</u>	<u>430,978.34</u>	<u>1,689,551.09</u>	<u>-</u>	<u>2,687,616.10</u>
Expenses					
Salaries-operations	105,189.99	88,455.21	284,490.89	230,341.70	708,477.79
Overtime	12,455.33	10,473.80	33,685.91	-	56,615.04
Employee benefits and taxes	33,384.32	25,731.30	97,449.32	66,464.42	223,029.36
Board expense	-	-	-	60,273.42	60,273.42
Professional fees	63,108.86	290.54	16,155.43	90,190.74	169,745.57
Dues and subscriptions	210.00	-	1,300.70	10,027.82	11,538.52
Fees, permits, certifications, leases	15,756.71	-	29,245.05	14,001.80	59,003.56
Training, education, travel	354.58	-	1,013.58	1,158.86	2,527.02
Insurance	39,222.08	32,688.65	104,144.14	9,066.18	185,121.05
Office supplies and miscellaneous	236.00	262.88	850.46	6,130.03	7,479.37
Utilities, communications, telemetry	46,208.99	27,037.86	335,337.41	31,737.76	440,322.02
Chemicals and lab supplies	11,511.00	-	140,887.31	-	152,398.31
Laboratory testing	(140.00)	-	25,920.00	-	25,780.00
Equipment maintenance and repair	15,044.76	7,463.25	31,074.91	-	53,582.92
Small equipment and rental	20,456.99	20,457.01	476.39	281.87	41,672.26
Operating supplies	498.75	3,416.28	605.33	2,340.90	6,861.26
Sludge removal	-	-	20,751.29	-	20,751.29
Vehicle maintenance, repair, fuel	2,354.53	7,063.62	15,442.57	-	24,860.72
Infiltration and inflow program	-	33,014.25	-	-	33,014.25
Facility maintenance and repair	108,302.80	4,808.59	43,845.23	2,020.00	158,976.62
Amortization of land lease	-	-	16,269.75	-	16,269.75
Debt service	29,063.64	-	719,191.03	-	748,254.67
Capital equipment	24,533.83	17,326.58	75,400.88	-	117,261.29
Sugar Bowl expansion	-	186,334.20	-	-	186,334.20
Capital projects	-	-	-	-	-
Total Expenses	<u>527,753.16</u>	<u>464,824.02</u>	<u>1,993,537.58</u>	<u>524,035.50</u>	<u>3,510,150.26</u>
Excess (Deficiency) of Program Revenues Over Expenses					
	39,333.51	(33,845.68)	(303,986.49)	(524,035.50)	(822,534.16)
General Revenues					
Interest revenue	-	-	-	4,106.96	4,106.96
CFD revenue for WWTP loan	-	-	167,949.45	-	167,949.45
Property tax	20,963.57	13,750.22	60,575.30	-	95,289.09
Other income	34,701.75	3,443.76	3,661.00	2,934.66	44,741.17
Sugar Bowl expansion	-	176,344.00	-	-	176,344.00
Grants	675.00	-	-	-	675.00
Total General Revenues	<u>56,340.32</u>	<u>193,537.98</u>	<u>232,185.75</u>	<u>7,041.62</u>	<u>489,105.67</u>
Increase (Decrease) in Net Position	<u>\$ 95,673.83</u>	<u>\$ 159,692.30</u>	<u>\$ (71,800.74)</u>	<u>\$ (516,993.88)</u>	<u>\$ (333,428.49)</u>
Net Position, Beginning of Year					<u>12,798,744.03</u>
Net Position, End of Period					<u>\$ 12,465,315.54</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, 2024

	Actual Year to Date 3/31/24	Budget Total Fiscal Year 2024	Budget Percent Complete 3/31/24	Remaining Budget 3/31/24
Program Revenue				
Water fees	\$ 528,198.03	\$ 677,677.00	77.94%	\$ (149,478.97)
Connection fees	-	-	0.00%	-
Big Bend service fees	23,310.00	31,546.00	73.89%	(8,236.00)
Big Bend assessment	15,578.64	20,772.00	75.00%	(5,193.36)
Total Program Revenue	<u>567,086.67</u>	<u>729,995.00</u>	<u>77.68%</u>	<u>(162,908.33)</u>
Expenses				
Salaries-operations	105,189.99	129,183.00	81.43%	23,993.01
Overtime	12,455.33	13,295.00	93.68%	839.67
Employee benefits and taxes	33,384.32	52,477.00	63.62%	19,092.68
Professional fees	63,108.86	115,452.00	54.66%	52,343.14
Dues and subscriptions	210.00	680.00	30.88%	470.00
Fees, permits, certifications, leases	15,756.71	17,530.00	89.88%	1,773.29
Training, education, travel	354.58	1,000.00	35.46%	645.42
Insurance	39,222.08	47,700.00	82.23%	8,477.92
Office supplies and miscellaneous	236.00	550.00	42.91%	314.00
Utilities, communications, telemetry	46,208.99	50,309.00	91.85%	4,100.01
Chemicals and lab supplies	11,511.00	30,000.00	38.37%	18,489.00
Laboratory testing	(140.00)	5,000.00	-2.80%	5,140.00
Equipment maintenance and repair	15,044.76	39,645.00	37.95%	24,600.24
Small equipment and rental	20,456.99	3,150.00	649.43%	(17,306.99)
Operating supplies	498.75	390.00	127.88%	(108.75)
Vehicle maintainance, repair, fuel	2,354.53	5,610.00	41.97%	3,255.47
Facility maintenance and repair	108,302.80	97,313.00	111.29%	(10,989.80)
Angela WTP loan principal and interest	9,093.64	18,188.00	50.00%	9,094.36
Big Bend debt service	19,970.00	19,970.00	100.00%	0.00
Capital equipment	24,533.83	25,676.00	95.55%	1,142.17
Capital projects	-	37,300.00	0.00%	37,300.00
Total Expenses	<u>527,753.16</u>	<u>710,418.00</u>	<u>74.29%</u>	<u>182,664.84</u>
Excess of Program				
Revenues Over Expenses	39,333.51	19,577.00	200.92%	19,756.51
General Revenues				
Property tax	20,963.57	30,213.00	69.39%	9,249.43
Other income	34,701.75	55,250.00	62.81%	20,548.25
Grants	675.00	20,400.00	100.00%	19,725.00
Total General Revenues	<u>56,340.32</u>	<u>105,863.00</u>	<u>232.20%</u>	<u>49,522.68</u>
Increase in Net Position	<u>\$ 95,673.83</u>	<u>\$ 125,440.00</u>	<u>76.27%</u>	<u>\$ 69,279.19</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, 2024

	Actual Year to Date 3/31/24	Budget Total Fiscal Year 2024	Budget Percent Complete 3/31/24	Remaining Budget 3/31/24
Program Revenue				
Sewer fees	\$ 430,978.34	\$ 483,683.00	89.10%	\$ (52,704.66)
Connection fees	-	-	0.00%	-
Total Program Revenue	<u>430,978.34</u>	<u>483,683.00</u>	<u>89.10%</u>	<u>(52,704.66)</u>
Expenses				
Salaries-operations	88,455.21	108,631.00	81.43%	20,175.79
Overtime	10,473.80	11,180.00	93.68%	706.20
Employee benefits and taxes	25,731.30	44,649.00	57.63%	18,917.70
Professional fees	290.54	-	0.00%	(290.54)
Training, education and travel	-	300.00	0.00%	300.00
Insurance	32,688.65	40,111.00	81.50%	7,422.35
Office supplies and miscellaneous	262.88	550.00	47.80%	287.12
Utilities, communications, telemetry	27,037.86	30,512.00	88.61%	3,474.14
Chemicals and lab supplies	-	500.00	0.00%	500.00
Small equipment and rental	20,457.01	-	0.00%	(20,457.01)
Operating supplies	3,416.28	1,200.00	284.69%	(2,216.28)
Infiltration and inflow program	33,014.25	30,000.00	110.05%	(3,014.25)
Equipment maintenance and repair	7,463.25	24,350.00	30.65%	16,886.75
Vehicle maintenance, repair, fuel	7,063.62	5,410.00	130.57%	(1,653.62)
Facility maintenance and repair	4,808.59	7,640.00	62.94%	2,831.41
Capital equipment	17,326.58	18,725.00	92.53%	1,398.42
Sugar Bowl expansion	186,334.20	-		
Capital projects	-	8,200.00	0.00%	8,200.00
Total Expenses	<u>464,824.02</u>	<u>332,418.00</u>	<u>83.78%</u>	<u>53,928.18</u>
Excess (Deficiency) of Program				
Revenues Over Expenses	(33,845.68)	151,265.00	100.81%	(185,110.68)
General Revenues				
Property tax	13,750.22	20,353.00	67.56%	(6,602.78)
Other income	3,443.76	3,000.00	114.79%	443.76
Sugar Bowl expansion	176,344.00	-		
Total General Revenues	<u>193,537.98</u>	<u>23,353.00</u>	<u>73.63%</u>	<u>(6,159.02)</u>
Increase in Net Position	<u>\$ 159,692.30</u>	<u>\$ 174,618.00</u>	<u>5.72%</u>	<u>\$ (14,925.70)</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, 2024

	Actual Year to Date 3/31/24	Budget Total Fiscal Year 2024	Budget Percent Complete 3/31/24	Remaining Budget 3/31/24
Program Revenue				
Sewer fees	\$ 1,292,935.01	\$ 1,531,662.00	84.41%	\$ (238,726.99)
Recycled water sales	-	-	0.00%	-
Non-CFD revenue for WWTP loan	3,088.83	281,044.00	1.10%	(277,955.17)
Sierra Lakes service	393,527.25	547,280.00	71.91%	(153,752.75)
Total Program Revenue	<u>1,689,551.09</u>	<u>2,359,986.00</u>	<u>71.59%</u>	<u>(670,434.91)</u>
Expenses				
Salaries-operations	284,490.89	349,380.00	81.43%	64,889.11
Overtime	33,685.91	35,957.00	93.68%	2,271.09
Employee benefits and taxes	97,449.32	143,601.00	67.86%	46,151.68
Professional fees	16,155.43	52,900.00	30.54%	36,744.57
Dues and subscriptions	1,300.70	2,200.00	59.12%	899.30
Fees, permits, certifications, leases	29,245.05	28,000.00	104.45%	(1,245.05)
Training, education, travel	1,013.58	3,120.00	32.49%	2,106.42
Insurance	104,144.14	129,006.00	80.73%	24,861.86
Office supplies and miscellaneous	850.46	2,248.00	37.83%	1,397.54
Utilities, communications, telemetry	335,337.41	458,000.00	73.22%	122,662.59
Chemicals and lab supplies	140,887.31	180,380.00	78.11%	39,492.69
Laboratory testing	25,920.00	26,043.00	99.53%	123.00
Small equipment and rental	476.39	1,240.00	38.42%	763.61
Operating supplies	605.33	375.00	161.42%	(230.33)
Equipment maintenance and repair	31,074.91	19,420.00	160.01%	(11,654.91)
Vehicle maintenance, repair, fuel	15,442.57	17,520.00	88.14%	2,077.43
Sludge removal	20,751.29	22,340.00	92.89%	1,588.71
Facility maintenance and repair	43,845.23	61,520.00	71.27%	17,674.77
Amortization of land lease	16,269.75	21,693.00	75.00%	5,423.25
WWTP loan	719,191.03	719,191.00	100.00%	(0.03)
Capital equipment	75,400.88	68,886.00	109.46%	(6,514.88)
Total Expenses	<u>1,993,537.58</u>	<u>2,343,020.00</u>	<u>85.08%</u>	<u>349,482.42</u>
Excess (Deficiency) of Program				
Revenues Over Expenses	(303,986.49)	16,966.00	-1791.74%	(320,952.49)
General Revenues				
CFD revenue for WWTP loan	167,949.45	290,593.00	57.80%	(122,643.55)
Property tax	60,575.30	86,800.00	69.79%	(26,224.70)
Other income	3,661.00	-	0.00%	3,661.00
Total General Revenues	<u>232,185.75</u>	<u>377,393.00</u>	<u>61.52%</u>	<u>(145,207.25)</u>
Increase (Decrease) in Net Position	<u>\$ (71,800.74)</u>	<u>\$ 394,359.00</u>	<u>-18.21%</u>	<u>\$ 466,159.74</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, 2024

	Actual Year to Date 3/31/24	Budget Total Fiscal Year 2024	Budget Percent Complete 3/31/24	Remaining Budget 3/31/24
Program Revenue				
Service Fees	\$ -	\$ -	-	\$ -
Total Program Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenses				
Salaries-operations	230,341.70	287,755.00	80.05%	57,413.30
Overtime	-	3,522.00	0.00%	3,522.00
Employee benefits and taxes	66,464.42	130,669.00	50.86%	64,204.58
Board expense	60,273.42	72,245.00	83.43%	11,971.58
Professional fees	90,190.74	111,600.00	80.82%	21,409.26
Dues and subscriptions	10,027.82	11,400.00	87.96%	1,372.18
Fees, permits, certifications, leases	14,001.80	13,240.00	105.75%	(761.80)
Training, education, travel	1,158.86	3,000.00	38.63%	1,841.14
Insurance	9,066.18	11,411.00	79.45%	2,344.82
Office supplies and miscellaneous	6,130.03	9,000.00	68.11%	2,869.97
Utilities, communications, telemetry	31,737.76	34,871.00	91.01%	3,133.24
Small equipment and rental	281.87	-	0.00%	(281.87)
Operating supplies	2,340.90	2,080.00	112.54%	(260.90)
Facility maintenance and repair	2,020.00	10,280.00	19.65%	8,260.00
Capital equipment	-	7,500.00	0.00%	7,500.00
Total Expenses	<u>524,035.50</u>	<u>708,573.00</u>	<u>73.96%</u>	<u>184,537.50</u>
Deficiency of Program				
Revenues Over Expenses	(524,035.50)	(708,573.00)	73.96%	184,537.50
General Revenues				
Interest revenue	4,106.96	2,000.00	205.35%	2,106.96
Other income	2,934.66	9,000.00	32.61%	(6,065.34)
Grants	-	-	0.00%	-
Total General Revenues	<u>7,041.62</u>	<u>11,000.00</u>	<u>64.01%</u>	<u>(3,958.38)</u>
Decrease in Net Position	<u>\$ (516,993.88)</u>	<u>\$ (697,573.00)</u>	<u>74.11%</u>	<u>\$ 180,579.12</u>

SUPPLEMENTARY INFORMATION

DONNER SUMMIT PUBLIC UTILITY DISTRICT
SCHEDULE OF BIG BEND TRANSACTIONS
FOR THE NINE MONTHS ENDED MARCH 31, 2024

Revenue	\$	38,888.64
Expenses		
Fees and permits		1,339.00
Telephone		1,094.40
Interest		12,798.07
Loan principal		7,171.93
Electricity		(959.71)
Repairs and maintenance		<u>658.86</u>
Total expenses		<u>22,102.55</u>
Excess of revenue over expenses	\$	<u><u>16,786.09</u></u>

Agenda Item: 5B

**Donner Summit Public Utility District
Board of Directors Regular Meeting
Minutes
Tuesday, April 16, 2024 - 6:00 P.M.
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

STAFF PRESENT: Steven Palmer, General Manager; Jim King, Plant Manager; Deleane Mehler, Office Assistant
OTHERS PRESENT: Geoffrey O. Evers, General Counsel, by Zoom

1. Call to Order

The Regular Meeting of April 16, 2024 of the Donner Summit Public Utility District Board of Directors was called to order at 6:02 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 April 2024

- 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 for March 26, 2024

C. Approve Safety Meeting Minutes for March 2024

Motion: Accept the Consent Calendar

By: Joni Kaufman

Second: Phil Gamick

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 - None

8. Action

A. Resolution 2024-08 Approve and Authorize the General Manager to Execute an Agreement with Property Owners for Advance Funding for the Sugar Bowl West Village Sewer Project Phase 2A

Motion: Adopt Resolution 2024-08 of the Donner Summit Public Utility District Authorize General Manager to Execute an Agreement with Property Owners for Advance Funding for the Sugar Bowl West Village Sewer Project Phase 2A

By: Dawn Parkhurst

Second: Craig Combs

Roll Call Vote:

Cathy Preis	-	Aye
Phil Gamick	-	Aye
Craig Combs	-	Aye
Joni Kaufman	-	Aye
Dawn Parkhurst	-	Aye

B. Resolution 2024-09 Accepting Two Easements in Sugar Bowl West Village for the Phase 2A Sewer Project

Motion: Adopt Resolution 2024-09 of the Donner Summit Public Utility District a Resolution Accepting Two Easements in Sugar Bowl West Village for the Phase 2A Sewer Project

By: Phil Gamick

Second: Dawn Parkhurst

Roll Call Vote:

Cathy Preis	-	Aye
Phil Gamick	-	Aye
Craig Combs	-	Aye
Joni Kaufman	-	Aye
Dawn Parkhurst	-	Aye

C. Resolution 2024-010 Approve a Professional Services Agreement with Construction Materials Engineers, Inc. for a Not to Exceed Amount of \$185,816.80 for Construction Management and Inspection Services for the Sugar Bowl West Village Sewer Project Phase 2A

Motion: Adopt Resolution 2024-10 of the Donner Summit Public Utility District Approve a Professional Services Agreement with Construction Materials Engineers, Inc. for a Not to Exceed Amount of \$185,816.80 for Construction Management and Inspection Services for the Sugar Bowl West Village Sewer Project Phase 2A

By: Dawn Parkhurst

Second: Joni Kaufman

Roll Call Vote:

Cathy Preis - Aye

Phil Gamick - Aye

Craig Combs - Aye

Joni Kaufman - Aye

Dawn Parkhurst - Aye

D. Resolution 2024-11 of the Donner Summit Public Utility District Awarding a Construction Contract to Farr Construction Corporation in the Amount of \$1,594,685 for the Sugar Bowl West Village Sewer Project Phase 2A

Motion: Adopt Resolution 2024-11 Adopt a Resolution Awarding a Construction Contract to Farr Construction Corporation in the Amount of \$1,594,685 for the Sugar Bowl West Village Sewer Project Phase 2A

By: Joni Kaufman

Second: Phil Gamick

Roll Call Vote:

Cathy Preis - Aye

Phil Gamick - Aye

Craig Combs - Aye

Joni Kaufman - Aye

Dawn Parkhurst - Aye

E. Budget Discussion. Reported.

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.*

Adjournment

Motion: Adjourn Meeting at 7:20 p.m.
By: Phil Gamick
Second: Joni Kaufman
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain, 0 Vacancy
Motion Carries

Schedule of Upcoming Meetings

Regular Meeting – May 21, 2024
Regular Meeting – June 18, 2024
Regular Meeting – July 16, 2024

Respectfully Submitted,

Deleane Mehler
Administrative Assistant

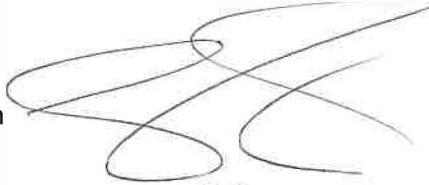
Agenda Item: 5C

Safety / Plant Training Donner Summit PUD WWTP

- **Safety Topics** : April 2024
 - Heat Stress
- **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

Preconstruction meeting with contractor scheduled for June 3. Construction planned to start in mid-June.

Big Bend Water Line Replacement Project Phase 1

PCWA Board is considering awarding an additional \$33,600 for a total of \$54,000 at their meeting on May 16. There was \$250,000 available this year and PCWA received 13 requests totaling \$2,000,000.

Leak Detection Survey

I have been working with the California Department of Water Resources Small Suppliers Water Conservation Assistance Program to identify grant funding opportunities. We are eligible for a no cost leak detection survey that would help identify leaks in the Lake Angela water system and the Big Bend Water System. Preliminary work has started.

PCWA East Slope Coordination Meeting

I attended the PCWA East Slope Coordination Meeting on May 1. Some interesting information:

- Sierra Lakes County Water District approved a 4.9% sewer rate increase and 19% water rate increase in Fall 2023. They are considering another increase of 40% to fund capital improvements. Current rates are \$1,246 per year for water and \$1,519 per year for sewer.
- Tahoe City Public Utility District recently approved an infrastructure improvement charge of \$43.58 per month for customers in the Tahoe Cedars and Madden Creek water service areas.
- North Tahoe Public Utility District recently approved new water rates which increase their average monthly water bill from \$85 to \$149 over the next five years. This is an increase of 74%. They also approved new sewer rates which increase their average monthly sewer bill from \$51.85 to \$87.37 over the next five years. This is a 68.5% increase.

California Water Environment Association Sierra Section

Donner Summit Public Utility District was awarded the Small Plant of the Year Award. A copy of the plaque is attached.

Upcoming Board Items

June

- Fiscal Year 2024/25 Budget
- Five Year Capital Improvement Plan
- Annual Special Tax Levies (CFDs and Delinquent Bills)
- Appropriations Limit

July

- FY2024 Budget Update
- Special District Risk Management Authority Board Election
- Sugar Bowl Sewer CFD Election

**CALIFORNIA
WATER ENVIRONMENT ASSOCIATION
and its
Sierra Section**

present to

**Donner Summit
Public Utility District**

this

Plant of the Year Award, Small

2023

CW^{EA}



Agenda Item: 6B

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

April 2024

Donner Summit Public Utility District Waste Water Flow Data

May 21, 2024
Agenda Item: 6B

MONTH OF April 2024		DSPUD Influent	SLCWD 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	MGD	MGD	MGD	MGD	MGD	Cond	
04/01/24	MON	0.23478	0.06322	0.298	0.253			0.234	0.0827	Clear	2" Snow 2" Snow
04/02/24	TUE	0.22526	0.06674	0.292	0.297			0.189	0.0771	Clear	
04/03/24	WED	0.28775	0.08025	0.368	0.386			0.211	0.0453	Clear	
04/04/24	THU	0.28023	0.06877	0.349	0.398			0.258	0.0544	Pt Cloudy	
04/05/24	FRI	0.21823	0.06877	0.287	0.314			0.176	0.0000	Snow	
04/06/24	SAT	0.22723	0.06877	0.296	0.295			0.249	0.0000	Snow	
04/07/24	SUN	0.07323	0.06877	0.142	0.281			0.214	0.0000	Clear	
04/08/24	MON	0.19423	0.06877	0.263	0.200			0.202	0.0575	Clear	
04/09/24	TUE	0.20527	0.06673	0.272	0.314			0.212	0.0492	Clear	
04/10/24	WED	0.25086	0.08114	0.332	0.385			0.246	0.1134	Clear	
04/11/24	THU	0.23004	0.10096	0.331	0.444			0.238	0.0719	Clear	
04/12/24	FRI	0.29165	0.09535	0.387	0.369			0.268	0.0000	Clear	
04/13/24	SAT	0.24082	0.10718	0.348	0.378			0.260	0.0657	Cloudy	
04/14/24	SUN	0.24476	0.09224	0.337	0.371			0.216	0.0000	Lt Snow	
04/15/24	MON	0.25260	0.08840	0.341	0.253			0.262	0.0680	Clear	
04/16/24	TUE	0.22222	0.09178	0.314	0.258			0.261	0.0627	Clear	
04/17/24	WED	0.27464	0.10336	0.378	0.393			0.351	0.0362	Clear	
04/18/24	THU	0.28381	0.10219	0.386	0.337			0.182	0.0430	Clear	
04/19/24	FRI	0.28139	0.10861	0.390	0.363			0.253	0.0000	Pt Cloudy	
04/20/24	SAT	0.26802	0.11998	0.388	0.348			0.207	0.0000	Clear	
04/21/24	SUN	0.29659	0.11741	0.414	0.423			0.258	0.0000	Clear	
04/22/24	MON	0.27590	0.15510	0.431	0.436			0.365	0.0237	Clear	
04/23/24	TUE	0.25506	0.15294	0.408	0.409			0.332	0.0492	Clear	
04/24/24	WED	0.27805	0.10895	0.387	0.288			0.362	0.0597	Clear	
04/25/24	THU	0.23018	0.11282	0.343	0.419			0.216	0.0812	Clear	
04/26/24	FRI	0.22007	0.11293	0.333	0.338			0.299	0.0000	Lt Snow	
04/27/24	SAT	0.21939	0.10261	0.322	0.316			0.248	0.0000	Clear	
04/28/24	SUN	0.27015	0.10285	0.373	0.288			0.189	0.0000	Clear	
04/29/24	MON	0.25274	0.10526	0.358	0.384			0.155	0.0306	Clear	
04/30/24	TUE	0.21706	0.10494	0.322	0.280			0.269	0.0740	Clear	
4/2024 Daily Totals		7.30221	2.88779	10.190	10.218	0.0000	0.0000	7.3820	1.1455		6"
4/2024 Totalizer Total		7.30221	2.88779	10.190	10.218	0.0000	0.0000	7.3820	1.1392		11"
Difference		0.00000	0.00000	0.00000	0.0000	0.0000	N/A	0.0000	-0.0063		
Percentage Difference		0.00%	0.000%	0.000%	0.000%	#DIV/0!	N/A	0.000%	-0.553%		
4/2024 AVG/DAY		243,407	96,260	339,667	340,600	0	0	246,067	37,974		
Percentage Flow SLCWD			28.339%								
4/2023 Totalizer Total		7.09068	3.50232	10.5930	11.401	0.000	0.000	4.8990	1.8167		
4/2023 AVG/DAY		236,356	116,744	353,100	380,033	0	0	163,300	60,557		

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

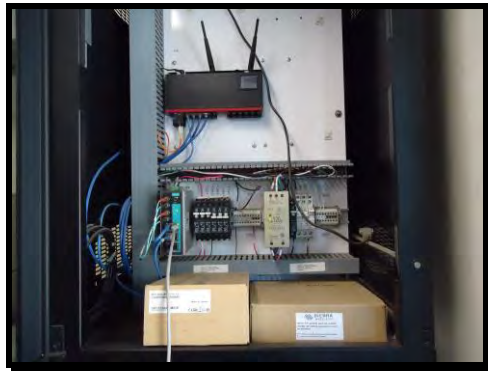
Prepared for: Steve Palmer, General Manager

Prepared by: Jim King, Plant Manager

Date: April 2024

Operations WWTP

- ◆ Discharged 10.2 MG to the river.
- ◆ Staff gave a plant tour to a group from TTSA with specific interest in the membranes and how they function.
- ◆ Trouble shot problems with the SCADA system due to power fluctuations in the plant. Staff had to reset multiple electronic components.

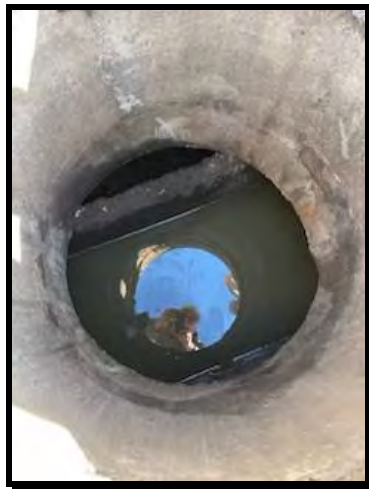


- ◆ The district manager, permit consultant and plant manager had a meeting with the state board permit enforcement engineer to discuss the issue of zinc in the effluent and how to best approach the possible fines and what to do going forward if this trend continues.
- ◆ Continued testing the sewer collection system for zinc. Also began testing drinking water in areas of the Sugar Bowl Village. Began and continue to test the plant influent and effluent weekly to check zinc levels.

- ◆ Had seasonally leased PistonBully picked up.



- ◆ Staff conducted a visual inspection of Sugar Bowls maintenance shop oil separator as a possible zinc entrance point into the wastewater stream. Some issues were found with the covers and rings but nothing out of the ordinary. A review of past inspection records will be conducted.



- ◆ Discontinued ammonia feed but continue with Micro C to the treatment reactors to manage with changing flows and loads from the ski areas shutting down for the season.
- ◆ Staff continued to gather flow meter data from sewer pump stations L-8 and N-2 that services Sugar Bowl.
- ◆ Processed 4 USA dig tickets.

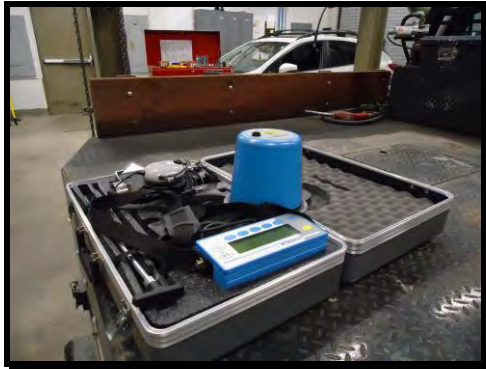
Operations Water Plant

- ◆ Staff data gathering for the lead and copper pipe inventory requirements for the state.
- ◆ Completed and sent out monthly potable water reports to DHS.

- ◆ Installed a hydrant meter at the gas station for use by CalTrans during emergency road work.



- ◆ Pinpointed a water leak on Soda Springs Rd before the train tracks using the districts detection equipment.

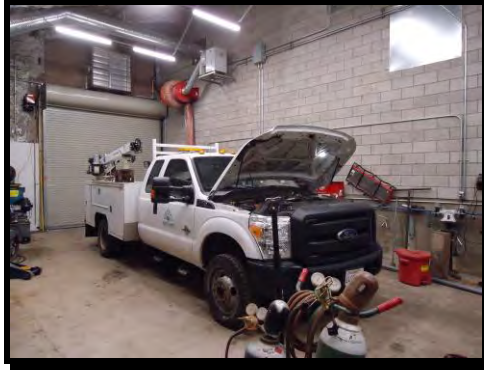


Repairs and Maintenance WWTP

- ◆ Staff found the VFD (Variable Frequency Drive) on solids blower # 4212 failed. Staff switched blowers and will replace failed VFD.



- ◆ Repaired a problem with the fuel system on the F-350 service truck.



- ◆ Received the Dodge 1500 truck back from getting repairs to the tire pressure system, backup camera and radio.
- ◆ Began cleaning and preparing the sludge drying beds for use.



Repairs and Maintenance WTP

- ◆ Made final repairs to the water leak at Big Bend.
- ◆ Staff found the districts PRV (Pressure Relief Valve) stuck in a partial bypass mode. Staff cleaned and adjusted the valve and returning it to normal operation.



- ◆ Staff repaired the water leak on Soda Springs Rd.



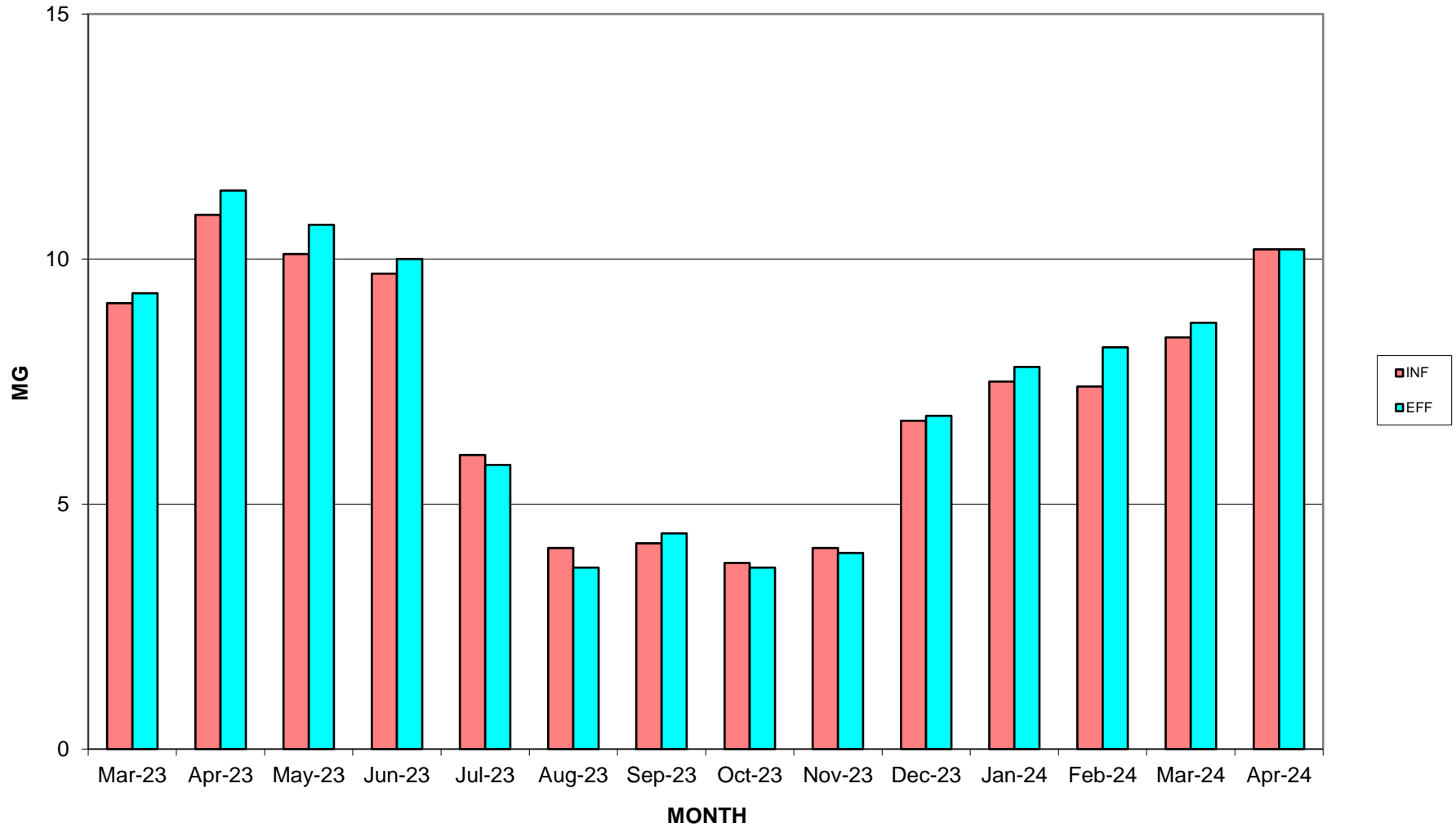
- ◆ Replaced a failed idler wheel on the UTV.



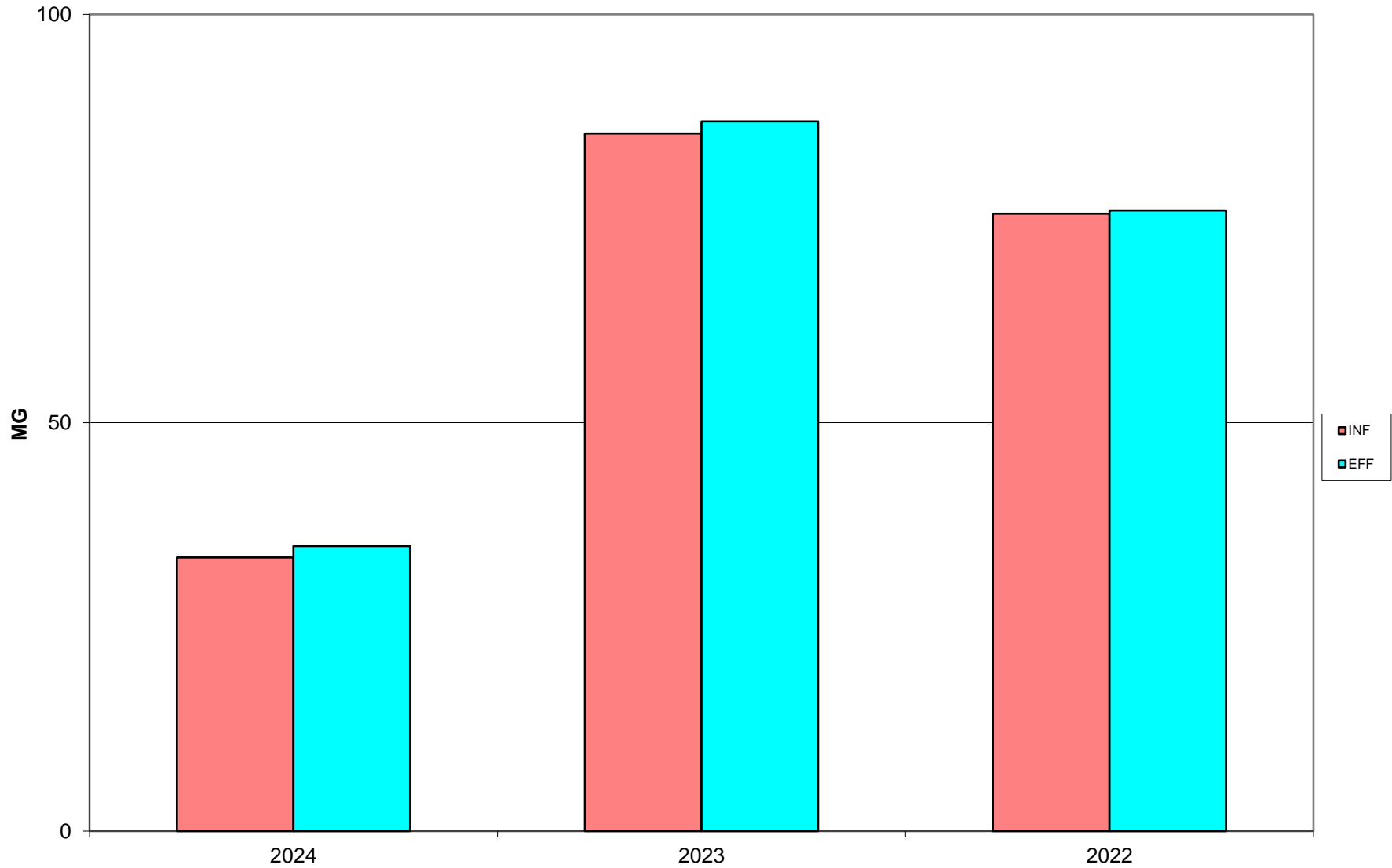
Laboratory

- ◆ Continued river discharge monitoring.
- ◆ Continued testing for zinc residuals out in the districts collection system.

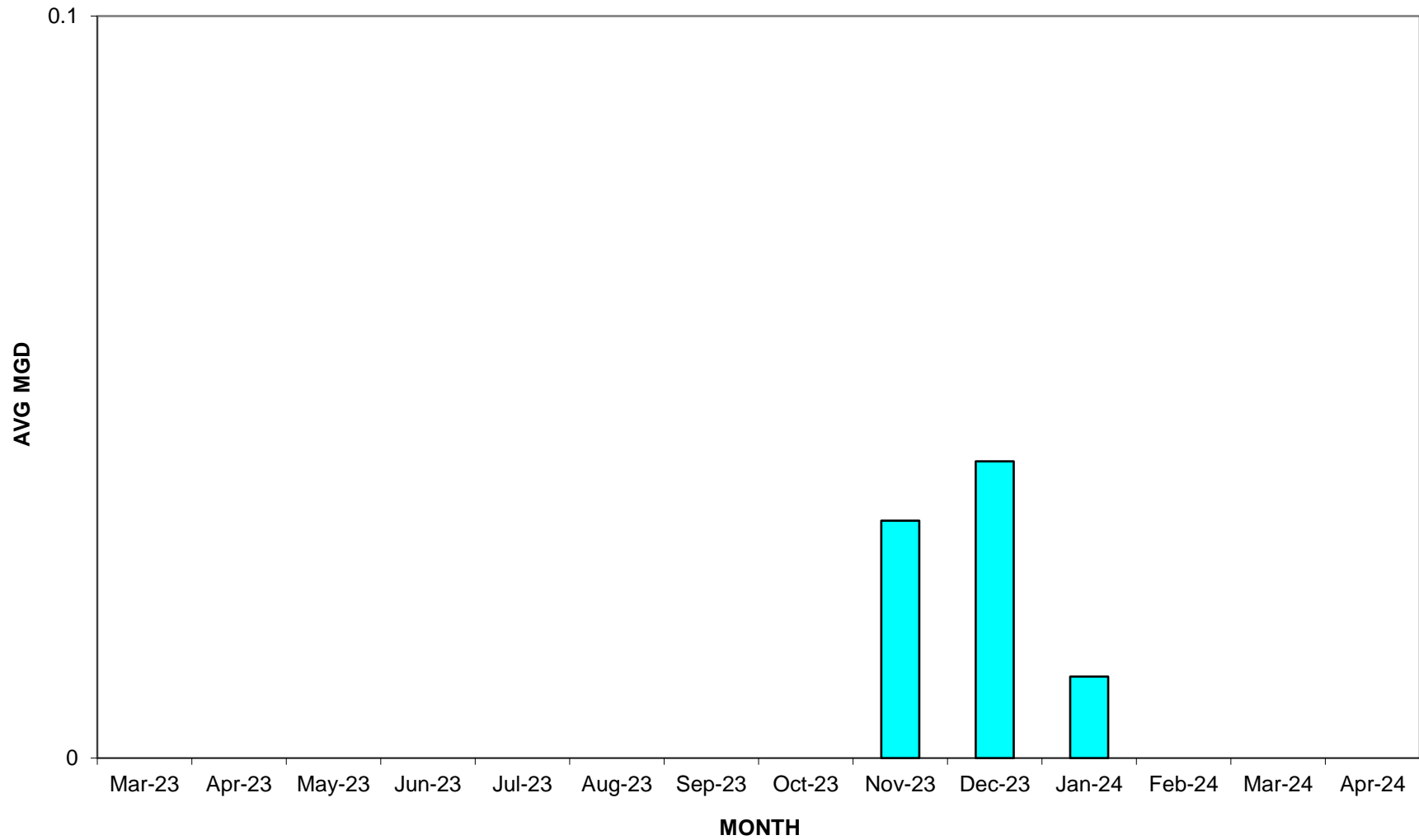
DONNER SUMMIT PUD WWTP **TOTAL INFLUENT FLOW TO TOTAL**
EFFLUENT FLOW YEAR 2023/2024



DONNER SUMMIT PUD WWTP ANNUAL TOTAL INFLUENT FLOW TO TOTAL EFFLUENT FLOW
2024 DATA THROUGH APRIL



**DONNER SUMMIT PUD WWTP AVG EFFLUENT FLOW TO SNOW
STORAGE/PRODUCTION
YEARS 2023/2024**



Agenda Item: 8A



STAFF REPORT

TO: Board of Directors

PREPARED BY: Steven Palmer, PE, General Manager

SUBJECT: Third Quarter Budget to Actual Report and Budget Amendment No. 2
Increasing Planned Revenue by \$56,708 and Expenditures by \$22,000

RECOMMENDATION

Receive FY2023-2024 budget to actual report for July 1, 2023 through March 31, 2024 from the General Manager. Approve Budget Amendment No. 2.

BACKGROUND

To provide timely information to the Board and the public, this report provides a comparison of the approved operating budget to actual revenues and expenditures for the first nine months of Fiscal Year 2023-2024. The comparison is presented in Attachment 1, and any material differences are discussed in this Staff Report.

DISCUSSION

At this point in the fiscal year total expenses are 81% of the budgeted amount; with water expenses at 74%, sewer expenses at 84%, wastewater treatment expenses at 85%, and administration expenses at 74%. Overall, this appears to be higher than expected at this point in the fiscal year.

ANALYSIS

One reason for expenses to be slightly higher than expected is the timing of the payment for the wastewater treatment plant loan. This loan payment of \$719,191 is made in January each year and it tends to skew expense data. After adjusting for this loan payment, the wastewater treatment expenses drop to 78% of budget, and total expenses drop to 77% of budget. This is still 2-3% higher than expected.

The budget amendment is recommended to recognize the following changes to revenue:

1. As stipulated in the agreement for the Sugar Bowl Sewer Extension Project, the District receives \$77,104 from the deposit that was provided by Sugar Bowl for the formation of the community facilities district. These funds are reimbursement to the District for a portion of the money that was spent on the project in prior years.
2. The District will not receive the \$20,400 grant from PCWA for the Big Bend water system improvements project this fiscal year. That project has been delayed until next fiscal year.

Additionally, the following changes to expenses are needed to reflect unanticipated events:

1. Increase water facility expenses by \$15,000 to pay for emergency repairs on Soda Springs Road.
2. Increase overtime/salary expenses by a total of \$7,000 across the water, sewer, and wastewater divisions due to unplanned callouts.

FISCAL IMPACT

A Budget Amendment is proposed and included as Attachment 2. The amendment increases total revenue by \$56,708; and increases total budgeted expenditures by \$22,000.

The net impact of this budget amendment is that the operating fund will increase by \$34,708.

CEQA ASSESSMENT

This is not a CEQA Project

ATTACHMENTS

1. March 31, 2024, FY2023-2024 Budget to Actual Comparison
2. Budget Amendment
3. Resolution

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET
March 31, 2024

ALL DEPARTMENTS SUMMARY

	Actual 3/31/2024	FY23-24 Budget	Remaining Budget	Percent Complete	Projected
Water Revenue					
Water Program Revenue	\$ 567,087	\$ 729,994	\$ 162,908	78%	\$ 729,995
Water General Revenue	56,340	105,863	\$ 49,523	53%	85,463
<i>Total Water Revenue</i>	<u>\$ 623,427</u>	<u>\$ 835,857</u>	<u>\$ 212,430</u>	<u>75%</u>	<u>\$ 815,458</u>
Wastewater Revenue					
Wastewater Program Revenue	\$ 2,120,287	\$ 2,843,669	\$ 723,382	75%	\$ 2,843,669
Wastewater General Revenue	249,380	400,746	\$ 151,366	62%	481,959
<i>Total Wastewater Revenue</i>	<u>\$ 2,369,667</u>	<u>\$ 3,244,415</u>	<u>\$ 874,748</u>	<u>73%</u>	<u>\$ 3,325,628</u>
Administration Revenue					
Admin Program Revenue	\$ -	\$ -	\$ -		\$ -
Admin General Revenue	7,042	11,000	\$ 3,958	64%	16,587
<i>Total Administration Revenue</i>	<u>\$ 7,042</u>	<u>\$ 11,000</u>	<u>\$ 3,958</u>	<u>64%</u>	<u>\$ 16,587</u>
Total Revenues	\$ 3,000,135	\$ 4,091,272	\$ 1,091,137	73%	\$ 4,157,673
Water Expenses					
Salaries and Benefits	\$ 151,030	\$ 194,955	\$ 43,925	77%	\$ 204,133
Materials, Supplies, Services	323,126	414,329	\$ 91,203	78%	446,859
Debt Service	29,064	38,158	\$ 9,094	76%	38,158
Capital Equipment	24,534	25,676	\$ 1,142	96%	25,676
Capital Projects	-	37,300	\$ 37,300	0%	-
<i>Total Water Expenses</i>	<u>\$ 527,753</u>	<u>\$ 710,418</u>	<u>\$ 182,665</u>	<u>74%</u>	<u>\$ 714,826</u>
Wastewater Expenses					
Salaries and Benefits	\$ 532,835	\$ 693,398	\$ 160,563	77%	\$ 730,011
Materials, Supplies, Services	911,004	1,145,345	\$ 234,341	80%	1,141,729
Debt Service	735,461	740,884	\$ 5,423	99%	740,884
Capital Equipment	92,727	87,611	\$ (5,116)	106%	87,611
Capital Projects	-	8,200	\$ 8,200	0%	-
<i>Total Wastewater Expenses</i>	<u>\$ 2,272,027</u>	<u>\$ 2,675,438</u>	<u>\$ 403,411</u>	<u>85%</u>	<u>\$ 2,700,235</u>
Admin Expenses					
Salaries and Benefits	\$ 296,806	\$ 421,946	\$ 125,140	70%	\$ 410,748
Board Expenses	60,273	72,245	\$ 11,972	83%	73,539
Materials, Supplies, Services	166,956	206,882	\$ 39,926	81%	203,187
Debt Service	-	-	\$ -		-
Capital Equipment	-	7,500	\$ 7,500	0%	7,500
Capital Projects	-	-	\$ -		-
<i>Total Admin Expenses</i>	<u>\$ 524,036</u>	<u>\$ 708,573</u>	<u>\$ 184,538</u>	<u>74%</u>	<u>\$ 694,974</u>
Total Expenses	\$ 3,323,816	\$ 4,094,429	\$ 770,613	81%	\$ 4,110,035

DONNER SUMMIT PUBLIC UTILITY DISTRICT
 FISCAL YEAR 2023/2024 BUDGET TO ACTUAL
 March 31, 2024

WATER SUMMARY

	Actual 3/31/2024	FY23-24 Budget	Remaining Budget	Percent Complete	Projection
Program Revenue					
Water fees	\$ 528,198	\$ 677,677	\$ 149,479	78%	\$ 677,677
Connection fees		-	\$ -		-
Recycled water sales		-	\$ -		-
Big Bend Service Fees	23,310	31,546	\$ 8,236	74%	31,546
Big Bend Assessment	\$ 15,579	\$ 20,772	\$ 5,193	75%	\$ 20,772
<i>Total Program Revenue</i>	<u>\$ 567,087</u>	<u>\$ 729,994</u>	<u>\$ 162,908</u>	<u>78%</u>	<u>\$ 729,995</u>
General Revenues					
Property tax	\$ 20,964	\$ 30,213	\$ 9,249	69%	\$ 30,213
Other income	\$ 34,702	\$ 55,250	\$ 20,548	63%	\$ 55,250
Grants	\$ 675	20,400	\$ 19,725	3%	-
<i>Total General Revenues</i>	<u>\$ 56,340</u>	<u>\$ 105,863</u>	<u>\$ 49,523</u>	<u>53%</u>	<u>\$ 85,463</u>
Total Revenues	\$ 623,427	\$ 835,857	\$ 212,430	75%	\$ 815,458

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET TO ACTUAL
 March 31, 2024

WATER SUMMARY

	Actual 3/31/2024	FY23-24 Budget	Remaining Budget	Percent Complete	Projection
Expenses					
Salaries	\$ 105,190	\$ 129,183	\$ 23,993	81%	\$ 135,178
Overtime	\$ 12,455	\$ 13,295	\$ 840	94%	\$ 14,700
Medical/Dental/Life Insurance	\$ 20,426	\$ 27,488	\$ 7,062	74%	--
Long Term Disability	\$ 900	\$ 1,292	\$ 392	70%	--
Retirement	\$ -	\$ 7,751	\$ 7,751	0%	--
Clothing Allowance	\$ -	\$ 792	\$ 792	0%	--
Payroll Tax	\$ 9,507	\$ 11,754	\$ 2,247	81%	--
W/C Insurance	\$ 2,550	\$ 3,400	\$ 850	75%	\$ 54,255
<i>Salaries & Benefits</i>	\$ 151,030	\$ 194,955	\$ 43,925	77%	\$ 204,133
Professional fees	\$ 63,109	115,452	\$ 52,343	55%	104,576
Dues and subscriptions	\$ 210	680	\$ 470	31%	680
Fees, permits, certifications, leases	\$ 15,757	17,530	\$ 1,773	90%	17,530
Training, education, travel	\$ 355	1,000	\$ 645	35%	1,000
Travel	\$ -	-	\$ -	-	-
Insurance	\$ 39,222	47,700	\$ 8,478	82%	47,700
Office supplies and miscellaneous	\$ 236	550	\$ 314	43%	550
Utilities, communications, telemetry	\$ 46,209	50,309	\$ 4,100	92%	50,309
Chemicals and lab supplies	\$ 11,511	30,000	\$ 18,489	38%	30,000
Laboratory testing	\$ (140)	5,000	\$ 5,140	-3%	5,000
Equipment maintenance and repair	\$ 15,045	39,645	\$ 24,600	38%	39,645
Small equipment and rental	\$ 20,457	3,150	\$ (17,307)	649%	20,457
Interest expense	\$ -	-	\$ -	-	-
Operating supplies	\$ 499	390	\$ (109)	128%	499
Vehicle maintenance, repair, fuel	\$ 2,355	5,610	\$ 3,255	42%	5,610
Facility maintenance and repair	\$ 108,303	97,313	\$ (10,990)	111%	123,303
<i>Materials, Supplies, Services</i>	\$ 323,126	\$ 414,329	\$ 91,203	78%	\$ 446,859
Angela WTP Loan P&I	\$ 9,094	\$ 18,188	\$ 9,094	50%	\$ 18,188
Big Bend Debt Service	\$ 19,970	19,970	\$ -	100%	19,970
<i>Debt Service</i>	\$ 29,064	\$ 38,158	\$ 9,094	76%	\$ 38,158
Capital Equipment	\$ 24,534	\$ 25,676	\$ 1,142	96%	\$ 25,676
Capital Projects	\$ -	37,300	\$ 37,300	0%	-
Total Expenses	\$ 527,753	\$ 710,418	\$ 182,665	74%	\$ 714,826

DONNER SUMMIT PUBLIC UTILITY DISTRICT
 FISCAL YEAR 2023/2024 BUDGET TO ACTUAL
 March 31, 2024

SEWER SUMMARY

	Actual 3/31/2024	FY23-24 Budget	Remaining Budget	Percent Complete	Projection
Program Revenue					
Sewer rates	\$ 430,978	\$ 483,683	\$ 52,705	89%	\$ 483,683
Connection fees			0		-
<i>Total Program Revenue</i>	<u>\$ 430,978</u>	<u>\$ 483,683</u>	<u>\$ 52,705</u>	<u>89%</u>	<u>\$ 483,683</u>
General Revenues					
Property tax	\$ 13,750	\$ 20,353	\$ 6,603	68%	\$ 20,353
Other	\$ 3,444	3,000	\$ -		80,552
<i>Total General Revenues</i>	<u>\$ 17,194</u>	<u>\$ 23,353</u>	<u>\$ 6,159</u>	<u>74%</u>	<u>\$ 100,905</u>
Total Revenues	\$ 448,172	\$ 507,036	\$ 58,864	88%	\$ 584,588

DONNER SUMMIT PUBLIC UTILITY DISTRICT
 FISCAL YEAR 2023/2024 BUDGET TO ACTUAL
 March 31, 2024

SEWER SUMMARY

	Actual 3/31/2024	FY23-24 Budget	Remaining Budget	Percent Complete	Projection
Expenses					
Salaries	\$ 88,455	\$ 108,631	\$ 20,176	81%	\$ 113,673
Overtime	\$ 10,474	\$ 11,180	\$ 706	94%	\$ 12,362
Medical/Dental/Life Insurance	\$ 15,925	\$ 23,115	\$ 7,190	69%	--
Long Term Disability	\$ 757	\$ 1,086	\$ 329	70%	--
Retirement	\$ 0	\$ 6,518	\$ 6,518	0%	--
Clothing Allowance	\$ -	\$ 666	\$ 666	0%	--
Payroll Tax	\$ 7,995	\$ 9,884	\$ 1,889	81%	--
W/C Insurance	\$ 1,055	\$ 3,380	\$ 2,325	31%	\$ 42,578
<i>Salaries & Benefits</i>	\$ 124,660	\$ 164,460	\$ 39,800	76%	\$ 168,613
Professional fees	\$ 291	-	\$ (291)		291
Dues and subscriptions	\$ -	-	\$ -		-
Fees, permits, certifications, leases	\$ -	460	\$ 460	0%	460
Training, education, travel	\$ -	300	\$ 300	0%	300
Travel	\$ -	-	\$ -		-
Insurance	\$ 32,689	40,111	\$ 7,422	81%	40,111
Office supplies and miscellaneous	\$ 263	550	\$ 287	48%	550
Utilities, communications, telemetry	\$ 27,038	30,512	\$ 3,474	89%	30,512
Chemicals and lab supplies	\$ -	500	\$ 500	0%	500
Laboratory testing	\$ -	-	\$ -		-
Equipment maintenance and repair	\$ 7,463	24,350	\$ 16,887	31%	7,463
Small equipment and rental	\$ 20,457	-	\$ (20,457)		24,350
Infiltration and inflow program	\$ 33,014	30,000	\$ (3,014)	110%	33,014
Operating supplies	\$ 3,416	1,200	\$ (2,216)	285%	3,416
Vehicle maintenance, repair, fuel	\$ 7,064	5,410	\$ (1,654)	131%	7,064
Facility maintenance and repair	\$ 4,809	7,640	\$ 2,831	63%	4,809
<i>Materials, Supplies, Services</i>	\$ 136,503	\$ 141,033	\$ 4,530	97%	\$ 152,840
Interest	\$ -	-	\$ -		\$ -
Long Term Debt	\$ -	-	\$ -		-
<i>Debt Service</i>	\$ -	\$ -	\$ -		-
Capital Equipment	\$ 17,327	\$ 18,725	\$ 1,398	93%	\$ 18,725
Capital Projects	\$ -	8,200	\$ 8,200	0%	-
Total Expenses	\$ 278,490	\$ 332,418	\$ 53,928	84%	\$ 340,178

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET TO ACTUAL
 March 31, 2024

WASTEWATER TREATMENT PLANT SUMMARY

	Actual 3/31/2024	FY23-24 Budget	Remaining Budget	Percent Complete	Projection
Program Revenue					
Sewer rates	\$ 1,292,693	\$ 1,531,662	\$ 238,969	84%	\$ 1,531,662
Recycled Water Sales		\$ -	\$ -		\$ -
Connection fees		\$ -	\$ -		\$ -
Non CFD Revenue for WWTP Loan	\$ 3,089	\$ 281,044	\$ 277,955	1%	\$ 281,044
Sierra Lakes Service	\$ 393,527	\$ 547,280	\$ 153,753	72%	\$ 547,280
<i>Total Program Revenue</i>	<u>\$ 1,689,309</u>	<u>\$ 2,359,986</u>	<u>\$ 670,677</u>	<u>72%</u>	<u>\$ 2,359,986</u>
General Revenues					
Property tax	60,575	86,800	\$ 26,225	70%	86,800
CFD Revenue for WWTP Loan	\$ 167,949	\$ 290,593	\$ 122,644	58%	\$ 290,593
Other income	3,661	-	\$ (3,661)		3,661
<i>Total General Revenues</i>	<u>\$ 232,186</u>	<u>\$ 377,393</u>	<u>\$ 145,207</u>	<u>62%</u>	<u>\$ 381,054</u>
Total Revenues	\$ 1,921,495	\$ 2,737,379	\$ 815,884	70%	\$ 2,741,040

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET TO ACTUAL
 March 31, 2024

WASTEWATER TREATMENT PLANT SUMMARY

	Actual 3/31/2024	FY23-24 Budget	Remaining Budget	Percent Complete	Projection
Expenses					
Salaries	\$ 284,491	\$ 349,380	\$ 64,889	81%	\$ 365,596
Overtime	\$ 33,686	\$ 35,957	\$ 2,271	94%	\$ 39,759
Medical/Dental/Life Insurance	\$ 51,216	\$ 74,342	\$ 23,126	69%	--
Long Term Disability	\$ 2,435	\$ 3,493	\$ 1,058	70%	--
Retirement	\$ (0)	\$ 20,963	\$ 20,963	0%	--
Clothing Allowance	\$ 1,000	\$ 2,142	\$ 1,142	47%	--
Payroll Tax	\$ 25,713	\$ 31,790	\$ 6,077	81%	--
W/C Insurance	\$ 9,633	\$ 10,871	\$ 1,238	89%	\$ 156,043
<i>Salaries & Benefits</i>	\$ 408,175	\$ 528,938	\$ 120,763	77%	\$ 561,398
Professional fees	\$ 16,155	52,900	\$ 36,745	31%	38,232
Dues and subscriptions	\$ 1,301	2,200	\$ 899	59%	2,200
Fees, permits, certifications, leases	\$ 29,245	28,000	\$ (1,245)	104%	29,245
Training, education, travel	\$ 1,014	3,120	\$ 2,106	32%	3,120
Insurance	\$ 104,144	129,006	\$ 24,862	81%	129,006
Office supplies and miscellaneous	\$ 850	2,248	\$ 1,398	38%	2,248
Utilities, communications, telemetry	\$ 335,337	458,000	\$ 122,663	73%	458,000
Chemicals and lab supplies	\$ 148,339	180,380	\$ 32,041	82%	180,380
Laboratory testing	\$ 25,920	26,043	\$ 123	100%	26,043
Equipment maintenance and repair	\$ 31,075	19,420	\$ (11,655)	160%	19,420
Small equipment and rental	\$ 476	1,240	\$ 764	38%	1,240
Sludge removal	\$ 20,751	22,340	\$ 1,589	93%	22,340
Operating supplies	\$ 605	375	\$ (230)	161%	375
Vehicle maintenance, repair, fuel	\$ 15,443	17,520	\$ 2,077	88%	17,520
Facility maintenance and repair	\$ 43,845	61,520	\$ 17,675	71%	59,520
<i>Materials, Supplies, Services</i>	\$ 774,501	\$ 1,004,312	\$ 229,811	77%	\$ 988,889
Long Term Debt	\$ 719,191	719,191	\$ -	100%	719,191
Land Lease	\$ 16,270	21,693	\$ 5,423	75%	21,693
<i>Debt Service</i>	\$ 735,461	\$ 740,884	\$ 5,423	99%	\$ 740,884
Capital Equipment	\$ 75,401	\$ 68,886	\$ (6,515)	109%	\$ 68,886
Capital Projects	\$ -	-	\$ -		-
Total Expenses	\$ 1,993,538	\$ 2,343,020	\$ 349,482	85%	\$ 2,360,057

DONNER SUMMIT PUBLIC UTILITY DISTRICT
 FISCAL YEAR 2023/2024 BUDGET TO ACTUAL
 March 31, 2024

ADMINISTRATION SUMMARY

	Actual 3/31/2024	FY23-24 Budget	Remaining Budget	Percent Complete	Projection
Program Revenue					
Service Fees	\$ -	\$ -	\$ -		\$ -
<i>Total Program Revenue</i>	<u>\$ -</u>	<u>\$ -</u>	<u>0</u>		<u>\$ -</u>
General Revenues					
Interest revenue	4,107	2,000	\$ (2,107)	205%	7,587
Other income	2,935	9,000	\$ 6,065	33%	9,000
<i>Total General Revenues</i>	<u>\$ 7,042</u>	<u>\$ 11,000</u>	<u>\$ 3,958</u>	<u>64%</u>	<u>\$ 16,587</u>
Total Revenues	\$ 7,042	\$ 11,000	\$ 3,958	64%	\$ 16,587

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET TO ACTUAL
 March 31, 2024

ADMINISTRATION SUMMARY

	Actual 3/31/2024	FY23-24 Budget	Remaining Budget	Percent Complete	Projection
Expenses					
Salaries	\$ 230,342	\$ 287,755	\$ 57,413	80%	\$ 296,171.00
Overtime	\$ -	\$ 3,522	\$ 3,522	0%	\$ -
Medical/Dental/Life Insurance	\$ 45,417	\$ 72,753	\$ 27,336	62%	--
Long Term Disability	\$ 2,505	\$ 3,655	\$ 1,150	69%	--
Retirement	\$ -	\$ 27,926	\$ 27,926	0%	--
Clothing	\$ -	\$ 400	\$ 400	0%	--
Payroll Tax	\$ 16,859	\$ 24,030	\$ 7,171	70%	--
W/C Insurance	\$ 1,684	\$ 1,905	\$ 221	88%	\$ 114,577.00
<i>Salaries & Benefits</i>	\$ 296,806	\$ 421,946	\$ 125,140	70%	\$ 410,748
Board Expense	\$ 60,273	72,245	\$ 11,972	83%	73,539
<i>Board Expense</i>	\$ 60,273	\$ 72,245	\$ 11,972	83%	\$ 73,539
Professional fees	\$ 90,191	111,600	\$ 21,409	81%	111,600
Dues and subscriptions	\$ 10,028	11,400	\$ 1,372	88%	11,400
Fees, permits, certifications, leases	\$ 14,002	13,240	\$ (762)	106%	14,002
Training, education, travel	\$ 1,159	3,000	\$ 1,841	39%	3,000
Insurance	\$ 9,066	11,411	\$ 2,345	79%	11,411
Office supplies and miscellaneous	\$ 6,130	9,000	\$ 2,870	68%	9,000
Utilities, communications, telemetry	\$ 31,738	34,871	\$ 3,133	91%	34,871
Chemicals and lab supplies	\$ -	-	\$ -	-	-
Laboratory testing	\$ -	-	\$ -	-	-
Equipment maintenance and repair	\$ -	-	\$ -	-	-
Small equipment and rental	\$ 282	-	\$ (282)	-	282
Sludge removal	\$ -	-	\$ -	-	-
Operating supplies	\$ 2,341	2,080	\$ (261)	113%	2,341
Vehicle maintenance, repair, fuel	\$ -	-	\$ -	-	-
Facility maintenance and repair	\$ 2,020	10,280	\$ 8,260	20%	5,280
<i>Operating Expenses</i>	\$ 166,956	\$ 206,882	\$ 39,926	81%	\$ 203,187
			\$ -		
<i>Debt Service</i>	\$ -	\$ -	\$ -		\$ -
Capital Equipment	\$ -	\$ 7,500	\$ 7,500	0%	\$ 7,500
Capital Projects	\$ -	-	\$ -		-
Total Expenses	\$ 524,036	\$ 708,573	\$ 184,538	74%	\$ 694,974

Donner Summit Public Utility District
 Budget Amendment Form
 Fiscal Year 2023/2024
 Amendment No. 2

Date: 5/21/2024
 Requested by: Steven Palmer
 Source: Operating Fund

Department	Account	Description	Amount	Current Budget	Revised Budget
Expenses					
30	6975	Increase budget for overtime/salaries/benefits	\$ 2,000.00	\$ 194,955.00	\$ 196,955
40	6975	Increase budget for overtime/salaries/benefits	\$ 1,200.00	\$ 164,460.00	\$ 165,660
42	6975	Increase budget for overtime/salaries/benefits	\$ 3,800.00	\$ 528,938.00	\$ 532,738
30	6025	Increase budget for emergency water line repairs	\$ 15,000.00	\$ 97,313.00	\$ 112,313

Subtotal \$ 22,000.00

Revenue					
40	4991	Recognize Sugar Bowl contribution for sewer planning	\$ (77,108.00)	\$ -	\$ (77,108)
30	4991	Remove PCWA FAP Funding from this fiscal year	\$ 20,400.00	\$ -	\$ 20,400

Subtotal \$ (56,708.00)

Net Change \$ 34,708.00 Increase to operating

Board Approval Date: _____ Resolution _____

Signature: _____
 General Manager

RESOLUTION NO. 2024-12

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DONNER SUMMIT PUBLIC UTILITY DISTRICT APPROVING AMENDMENT NO. 2 TO THE FISCAL YEAR 2023/2024 OPERATING BUDGET

WHEREAS, revenue that was not identified in the Fiscal Year 2023/2024 budget will be received; and

WHEREAS, grant revenue from Placer County Water Agency will not be received this fiscal year; and

WHEREAS, urgent repairs that were not in the FY2023/2024 budget were needed due to a water main leak on Soda Springs Drive; and

WHEREAS, unplanned callouts and emergencies will cause personnel costs to exceed the current budget; and

WHEREAS, total revenue budget is planned to increase by \$56,708 and the total expense budget is planned to increase by \$22,000 for a net increase to the operating fund of \$34,708; and

WHEREAS, detail of the budget changes are described in the attached Amendment No. 2.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF DONNER SUMMIT PUBLIC UTILITY DISTRICT DOES HEREBY RESOLVE that the attached Amendment No. 2 to the Fiscal Year 2023/2024 budget is approved.

PASSED AND ADOPTED by the Board of Directors of Donner Summit Public Utility District, this 21st day of May 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

DONNER SUMMIT PUBLIC UTILITY DISTRICT

By: _____
Cathy Preis
President, Board of Directors

ATTEST:

By: _____
Dawn Parkhurst
Secretary of the Board

Agenda Item: 8B



STAFF REPORT

TO: Board of Directors

PREPARED BY: Steven Palmer, PE, General Manager

SUBJECT: **Draft Five-Year Capital Improvement Plan and Draft Fiscal Year 2024/25 Budget**

RECOMMENDATION

The General Manager will present a Draft Five-Year Capital Improvement Plan (CIP) and Draft Fiscal Year 2024/25 Budget. The Board may provide direction to the General Manager regarding the CIP and budget.

BACKGROUND

At the April Board meeting, the Chief Plant Operator and General Manager provided the following for Board discussion:

- Presentation regarding District operations
- Needs Assessment
 - Base Operating Budget
 - Potential Additions to Operating Budget
 - Capital Improvement Projects

The Base Operating Budget presented at the April meeting was prepared using projected Fiscal Year 2023/2024 expenditures, revenue projections from the 2021 Utility Rates Study, and planned expenditures for Fiscal Year 2024/2025. It did not include any funding for the One-Time Operational Expenses, Capital Acquisitions, or Capital Improvement Projects. The following notable expenditures are included:

Cost of living adjustment for staff wages (2.4%)
WWTP Permit Renewal
Annual Sewer Main CCTV and Cleaning

At that time, Staff identified a total of \$264,290 of One-Time Operational Expenses and Capital Acquisitions and a total of \$664,790 of Capital Improvement Project costs for consideration to include in the operating budget. The sum of the Potential Additions and Capital Improvement Projects (\$929,080) exceeded the available funding by \$591,538 ($\$929,080 - \$337,542 = \$591,538$). Staff received input from the Board, reviewed and updated the capital improvement project list and budget, and prepared a draft budget for Board comment.

DISCUSSION

The following changes were made to the Base Budget after the April meeting:

Increase LAFCO dues
Adjust insurance estimates per SDRMA April estimate
Increase medical insurance cost by 9.87%
Decrease snow removal equipment rental cost for 6-year rental term
Adjust employee vacation cash-outs and standby pay calculation
Convert assistant plant manager position to salary
Add 1 VFD for solids handling tank blowers
Add 1 walk behind snowblower
Increase website administration cost
Remove purchase of new server and admin computer equipment (completed)
Increase UV maintenance costs
Add fine for zinc wastewater treatment plant discharge violations
Add SCADA upgrades
Add annual inflation factor for spray field lease
Add engineering support services for water division (eg. Controlpoint)
Add Big Bend Water Replacement Project Phase 1 and PCWA Grant
Add revenue from recycled water sales for Caltrans I-80 projects

Additionally, the following One-Time Operational Expenses, Capital Acquisitions, Capital Improvement Projects from the prior staff report were added to the budget. These expenditures are deemed critically important by staff and further delay would put even more District infrastructure, equipment, and resources at risk.

Sewer Infrastructure Fee Update
Lake Angela Dam weir repairs and crack seal
Influent pipe repair
Headworks heater
Radio upgrade project construction
Tank recoating project engineering
Lake Angela Dam tendon tensioning and repair

The draft capital improvement project list and operating budget are included as Attachments 1 and 2.

The draft capital improvement project list includes the following projects.

PROJECT	FY24/25	5 Year Total
Sewer		
Radio System Upgrade	\$ 82,000	\$ 164,000
Sewer LS Rehabilitation	\$ -	\$ 197,000
Sewer LS Norden 1, Norden 2, and No 8 Upgrades	\$ -	\$ 300,000
<i>Subtotal Sewer</i>	\$ 82,000	\$ 661,000
Wastewater Treatment		
WWTP Membrane Replacement	\$ -	\$ 87,000
Reactor 1 Coating	\$ -	\$ 150,000
<i>Subtotal WWTP</i>	\$ -	\$ 247,000
<i>Total Wastewater</i>	\$ 82,000	\$ 898,000
Water		
Radio System Upgrade	\$ 18,000	\$ 36,000
Tank Recoating Program	\$ 30,000	\$ 320,000
Boreal Pump Station Building Repairs		\$ 80,000
Lake Angela Dam Tendon Tensioning	\$ 150,000	\$ 150,000
Big Bend Water System Rehabilitation	\$ 50,400	\$ 50,400
<i>Subtotal Water</i>	\$ 248,400	\$ 626,400
Grand Total	\$ 330,400	\$ 1,534,400

This list only includes projects that are planned for funding; several projects are not listed due to lack of funding. Additionally, the Sugar Bowl West and East Villages Sewer Extension Project is not included because it is being funded by the property owners.

The following One-Time Operational Expenses and Capital Acquisitions are included in the draft operating budget. Most were presented at the April Board meeting; however the SCADA upgrade was added after the April meeting.

Description	Amount
Sewer Infrastructure Fee Update	\$ 20,500
Lake Angela weir repairs and crack seal	\$ 35,000
WWTP influent pipe repair	\$ 19,500
WWTP Headworks heater	\$ 25,000
SCADA upgrade	\$ 37,000
Total	\$137,000

A summary of the draft budget for FY24/25 with the recommended One-Time Operational Expenses, Capital Acquisitions, Capital Improvement Projects is summarized below.

Revenue

	FY23-24 Projected	FY24-25 Budget
Water Revenue		
Water Program Revenue	\$ 729,995	\$ 761,750
Water General Revenue	86,138	84,213
<i>Total Water Revenue</i>	<u>\$ 816,133</u>	<u>\$ 845,963</u>
Wastewater Revenue		
Wastewater Program Revenue	\$ 2,843,669	\$ 2,982,885
Wastewater General Revenue	481,959	400,746
<i>Total Wastewater Revenue</i>	<u>\$ 3,325,628</u>	<u>\$ 3,383,631</u>
Administration Revenue		
Admin Program Revenue	\$ -	\$ -
Admin General Revenue	15,000	29,000
<i>Total Administration Revenue</i>	<u>\$ 15,000</u>	<u>\$ 29,000</u>
Total Revenues	\$ 4,156,761	\$ 4,258,595

Expenses

Water Expenses

Salaries and Benefits	\$ 204,808	\$ 209,062
Materials, Supplies, Services	434,637	269,045
Debt Service	38,158	38,158
Capital Equipment	25,676	8,140
Capital Projects	7,500	248,400
<i>Total Water Expenses</i>	<u>\$ 710,779</u>	<u>\$ 772,805</u>

Wastewater Expenses

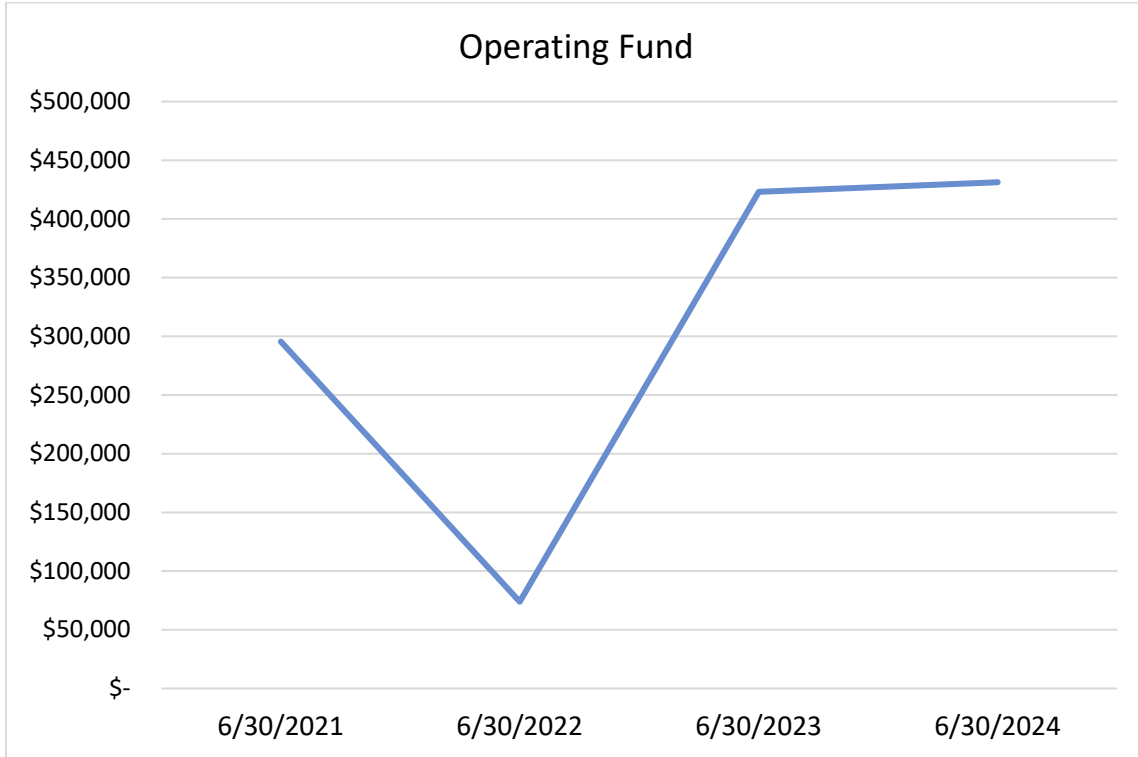
Salaries and Benefits	\$ 718,438	\$ 744,044
Materials, Supplies, Services	1,174,459	1,268,499
Debt Service	740,884	741,643
Capital Equipment	94,126	28,860
Capital Projects	-	82,000
<i>Total Wastewater Expenses</i>	<u>\$ 2,727,907</u>	<u>\$ 2,865,046</u>

Admin Expenses

Salaries and Benefits	\$ 408,124	\$ 433,967
Board Expenses	73,539	73,555
Materials, Supplies, Services	202,164	231,300
Debt Service	-	-
Capital Equipment	7,500	7,500
Capital Projects	-	-
<i>Total Admin Expenses</i>	<u>\$ 691,327</u>	<u>\$ 746,322</u>
Total Expenses	\$ 4,130,012	\$ 4,384,173

ANALYSIS

The draft capital improvement plan and operating budget relies on spending \$125,578 from operating reserves. The estimated beginning operating reserve balance on June 30, 2024 is \$431,255, which will decrease to \$305,677 with this draft budget. A graph of the operating reserve fund balance over the last years is shown below.



While the District is making some much needed infrastructure improvements, there are several important one-time expenses and capital improvement projects that are deferred due to lack of funding. There is risk associated with deferring these 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.

Staff is providing this opportunity for Board input regarding budget priorities and reserve contributions.

RECOMMENDATIONS

The Board may provide input to the General Manager on priorities for the CIP and operating budget, on how funding is allocated between the CIP, One-Time Operating Expenses, Capital Expenditures, and reserve contributions.

FISCAL IMPACT

The District needs to adopt an annual operating budget for the upcoming fiscal year before July 1, 2024. This draft capital improvement plan and budget are projected to cause the operating reserve balance to decrease from \$431,255 to \$305,677 from July 1, 2024 to June 30, 2025.

CEQA ASSESSMENT

This is not a CEQA project.

ATTACHMENTS

1. Draft Capital Improvement Projects
2. Draft Operating Budget

PROJECT LIST – CIP 2024/25 THROUGH 2028/29

PROJECT	FY24/25	FY25/26	FY26/27	FY27/28	FY28/29	5 Year Total
Sewer						
Radio System Upgrade	\$ 82,000	\$ 82,000	\$ -	\$ -	\$ -	\$ 164,000
Sewer LS Rehabilitation	\$ -	\$ -	\$ -	\$ 44,000	\$ 153,000	\$ 197,000
Sewer LS Norden 1, Norden 2, and No 8 Upgrades	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000
<i>Subtotal Sewer</i>	<i>\$ 82,000</i>	<i>\$ 82,000</i>	<i>\$ -</i>	<i>\$ 44,000</i>	<i>\$ 453,000</i>	<i>\$ 661,000</i>
Wastewater Treatment Plant						
WWTP Membrane Replacement	\$ -	\$ -	\$ -	\$ 87,000	\$ -	\$ 87,000
Reactor 1 Coating	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000
<i>Subtotal WWTP</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 150,000</i>	<i>\$ 87,000</i>	<i>\$ -</i>	<i>\$ 237,000</i>
<i>Total Wastewater</i>	<i>\$ 82,000</i>	<i>\$ 82,000</i>	<i>\$ 150,000</i>	<i>\$ 131,000</i>	<i>\$ 453,000</i>	<i>\$ 898,000</i>
Water						
Radio System Upgrade	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ -	\$ 36,000
Tank Recoating Program	\$ 30,000	\$ 130,000	\$ 160,000	\$ -	\$ -	\$ 320,000
Boreal Pump Station Building Repairs		\$ 80,000	\$ -	\$ -	\$ -	\$ 80,000
Lake Angela Dam Tendon Tensioning	\$ 150,000		\$ -	\$ -	\$ -	\$ 150,000
Big Bend Water System Rehabilitation	\$ 50,400	\$ -	\$ -	\$ -	\$ -	\$ 50,400
<i>Subtotal Water</i>	<i>\$ 248,400</i>	<i>\$ 228,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 636,400</i>
Grand Total	\$ 330,400	\$ 310,000	\$ 310,000	\$ 131,000	\$ 453,000	\$ 1,534,400

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2024/2025 BUDGET
 May 21, 2024

ALL DEPARTMENTS SUMMARY

	FY23-24 Budget	Actual 3/31/2024	FY23-24 Projected	FY24-25 Budget
Water Revenue				
Water Program Revenue	\$ 729,994	\$ 567,087	\$ 729,995	\$ 761,750
Water General Revenue	105,863	56,341	86,138	84,213
<i>Total Water Revenue</i>	<u>\$ 835,857</u>	<u>\$ 623,428</u>	<u>\$ 816,133</u>	<u>\$ 845,963</u>
Wastewater Revenue				
Wastewater Program Revenue	\$ 2,843,669	\$ 2,120,288	\$ 2,843,669	\$ 2,982,885
Wastewater General Revenue	400,746	249,380	481,959	400,746
<i>Total Wastewater Revenue</i>	<u>\$ 3,244,415</u>	<u>\$ 2,369,667</u>	<u>\$ 3,325,628</u>	<u>\$ 3,383,631</u>
Administration Revenue				
Admin Program Revenue	\$ -	\$ -	\$ -	\$ -
Admin General Revenue	11,000	7,042	15,000	29,000
<i>Total Administration Revenue</i>	<u>\$ 11,000</u>	<u>\$ 7,042</u>	<u>\$ 15,000</u>	<u>\$ 29,000</u>
Total Revenues	\$ 4,091,273	\$ 3,000,137	\$ 4,156,761	\$ 4,258,595
Water Expenses				
Salaries and Benefits	\$ 194,955	\$ 151,030	\$ 204,808	\$ 209,062
Materials, Supplies, Services	414,329	323,127	434,637	269,045
Debt Service	38,158	29,064	38,158	38,158
Capital Equipment	25,676	24,534	25,676	8,140
Capital Projects	37,300	-	7,500	248,400
<i>Total Water Expenses</i>	<u>\$ 710,418</u>	<u>\$ 527,754</u>	<u>\$ 710,779</u>	<u>\$ 772,805</u>
Wastewater Expenses				
Salaries and Benefits	\$ 693,398	\$ 532,835	\$ 718,438	\$ 744,044
Materials, Supplies, Services	1,145,345	911,004	1,174,459	1,268,499
Debt Service	740,884	735,461	740,884	741,643
Capital Equipment	87,611	92,728	94,126	28,860
Capital Projects	8,200	-	-	82,000
<i>Total Wastewater Expenses</i>	<u>\$ 2,675,438</u>	<u>\$ 2,272,028</u>	<u>\$ 2,727,907</u>	<u>\$ 2,865,046</u>
Admin Expenses				
Salaries and Benefits	\$ 421,946	\$ 296,806	\$ 408,124	\$ 433,967
Board Expenses	72,245	60,273	73,539	73,555
Materials, Supplies, Services	206,882	166,956	202,164	231,300
Debt Service	-	-	-	-
Capital Equipment	7,500	-	7,500	7,500
Capital Projects	-	-	-	-
<i>Total Admin Expenses</i>	<u>\$ 708,573</u>	<u>\$ 524,036</u>	<u>\$ 691,327</u>	<u>\$ 746,322</u>
Total Expenses	\$ 4,094,429	\$ 3,323,817	\$ 4,130,012	\$ 4,384,173
	<u>\$ (3,156)</u>		<u>\$ 26,748</u>	<u>\$ (125,578)</u>

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2024/2025 BUDGET
 May 21, 2024

WATER SUMMARY

	FY23-24 Budget	Actual 3/31/2024	FY23-24 Projected	FY24-25 Budget
Program Revenue				
Water fees	\$ 677,677	\$ 528,198	\$ 677,677	\$ 709,433
Connection fees	-	-	-	-
Recycled water sales	-	-	-	-
Big Bend Service Fees	31,546	23,310	\$ 31,546	31,546
Big Bend Assessment	\$ 20,772	\$ 15,579	\$ 20,772	\$ 20,772
<i>Total Program Revenue</i>	<u>\$ 729,994</u>	<u>\$ 567,087</u>	<u>\$ 729,995</u>	<u>\$ 761,750</u>
General Revenues				
Property tax	\$ 30,213	\$ 20,964	\$ 30,213	\$ 30,213
Other income	\$ 55,250	\$ 34,702	\$ 55,250	\$ -
Grants	20,400	\$ 675	675	54,000
<i>Total General Revenues</i>	<u>\$ 105,863</u>	<u>\$ 56,341</u>	<u>\$ 86,138</u>	<u>\$ 84,213</u>
Total Revenues	\$ 835,857	\$ 623,428	\$ 816,133	\$ 845,963

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2024/2025 BUDGET
 May 21, 2024

WATER SUMMARY

	FY23-24 Budget	Actual 3/31/2024	FY23-24 Projected	FY24-25 Budget
Expenses				
Salaries	\$ 129,183	\$ 105,190	\$ 132,872	\$ 140,800
Overtime	\$ 13,295	\$ 12,455	\$ 16,607	\$ 10,528
Medical/Dental/Life Insurance	\$ 27,488	\$ 20,426	\$ 27,235	\$ 30,814
Long Term Disability	\$ 1,292	\$ 900	\$ 1,292	\$ 1,292
Retirement	\$ 7,751	\$ -	\$ 10,856	\$ 8,263
Clothing Allowance	\$ 792	\$ -	\$ 792	\$ 792
Payroll Tax	\$ 11,754	\$ 9,507	\$ 11,754	\$ 12,230
W/C Insurance	\$ 3,400	\$ 2,550	\$ 3,400	\$ 4,343
<i>Salaries & Benefits</i>	\$ 194,955	\$ 151,030	\$ 204,808	\$ 209,062
Professional fees	115,452	\$ 63,109	115,452	8,000
Dues and subscriptions	680	\$ 210	680	680
Fees, permits, certifications, leases	17,530	\$ 15,757	17,530	18,180
Training, education, travel	1,000	\$ 355	1,000	1,000
Travel	-	\$ -	-	-
Insurance	47,700	\$ 39,222	47,700	57,475
Office supplies and miscellaneous	550	\$ 236	550	550
Utilities, communications, telemetry	50,309	\$ 46,209	50,309	56,740
Chemicals and lab supplies	30,000	\$ 11,511	30,000	18,440
Laboratory testing	5,000	\$ (140)	5,000	5,000
Equipment maintenance and repair	39,645	\$ 15,045	39,645	40,270
Small equipment and rental	3,150	\$ 20,457	10,697	3,150
Interest expense	-	\$ -	-	-
Operating supplies	390	\$ 499	464	740
Vehicle maintenance, repair, fuel	5,610	\$ 2,355	5,610	4,100
Facility maintenance and repair	97,313	\$ 108,303	110,000	54,720
<i>Materials, Supplies, Services</i>	\$ 414,329	\$ 323,127	\$ 434,637	\$ 269,045
Angela WTP Loan P&I	\$ 18,188	\$ 9,094	\$ 18,188	\$ 18,188
Big Bend Debt Service	19,970	\$ 19,970	19,970	19,970
<i>Debt Service</i>	\$ 38,158	\$ 29,064	\$ 38,158	\$ 38,158
Capital Equipment	\$ 25,676	\$ 24,534	\$ 25,676	\$ 8,140
Capital Projects	37,300	\$ -	7,500	248,400
Total Expenses	\$ 710,418	\$ 527,754	\$ 710,779	\$ 772,805
TOTAL NET REVENUE	\$ 125,440		\$ 105,354	\$ 73,158

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2024/2025 BUDGET
 May 21, 2024

SEWER SUMMARY

	FY23-24 Budget	Actual 3/31/2024	FY23-24 Projected	FY24-25 Budget
Program Revenue				
Sewer rates	\$ 483,683	\$ 430,978	\$ 483,683	\$ 469,758
Connection fees		-	-	
<i>Total Program Revenue</i>	<u>\$ 483,683</u>	<u>\$ 430,978</u>	<u>\$ 483,683</u>	<u>\$ 469,758</u>
General Revenues				
Property tax	\$ 20,353	\$ 13,750	\$ 20,353	\$ 20,353
Other	3,000	\$ 3,444	80,552	3,000
<i>Total General Revenues</i>	<u>\$ 23,353</u>	<u>\$ 17,194</u>	<u>\$ 100,905</u>	<u>\$ 23,353</u>
Total Revenues	\$ 507,036	\$ 448,172	\$ 584,588	\$ 493,110

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2024/2025 BUDGET
 May 21, 2024

SEWER SUMMARY

	FY23-24 Budget	Actual 3/31/2024	FY23-24 Projected	FY24-25 Budget
Expenses				
Salaries	\$ 108,631	\$ 88,455	\$ 111,733	\$ 118,400
Overtime	\$ 11,180	\$ 10,474	\$ 13,477	\$ 8,853
Medical/Dental/Life Insurance	\$ 23,115	\$ 15,925	\$ 21,233	\$ 25,912
Long Term Disability	\$ 1,086	\$ 757	\$ 1,086	\$ 1,086
Retirement	\$ 6,518	\$ -	9,128	\$ 6,948
Clothing Allowance	\$ 666	\$ -	666	\$ 666
Payroll Tax	\$ 9,884	\$ 7,995	\$ 9,884	\$ 10,284
W/C Insurance	\$ 3,380	\$ 1,055	\$ 3,380	\$ 4,366
<i>Salaries & Benefits</i>	\$ 164,460	\$ 124,660	\$ 170,587	\$ 176,515
Professional fees	-	\$ 291	300	-
Dues and subscriptions	-	\$ -	-	-
Fees, permits, certifications, leases	460	\$ -	460	460
Training, education, travel	300	\$ -	300	300
Travel	-	\$ -	-	-
Insurance	40,111	\$ 32,689	40,111	48,331
Office supplies and miscellaneous	550	\$ 263	550	550
Utilities, communications, telemetry	30,512	\$ 27,038	30,512	25,950
Chemicals and lab supplies	500	\$ -	500	-
Laboratory testing	-	\$ -	-	-
Equipment maintenance and repair	24,350	\$ 7,463	24,350	22,950
Small equipment and rental	-	\$ 20,457	20,457	-
Infiltration and inflow program	30,000	\$ 33,014	33,014	33,100
Operating supplies	1,200	\$ 3,416	3,227	1,200
Vehicle maintenance, repair, fuel	5,410	\$ 7,064	7,064	12,200
Facility maintenance and repair	7,640	\$ 4,809	7,640	12,320
<i>Materials, Supplies, Services</i>	\$ 141,033	\$ 136,503	\$ 168,485	\$ 157,361
Interest		\$ -		
Long Term Debt		\$ -		
<i>Debt Service</i>	\$ -	\$ -	\$ -	\$ -
Capital Equipment	\$ 18,725	\$ 17,327	\$ 18,725	\$ 6,845
Capital Projects	8,200	\$ -	-	82,000
Total Expenses	\$ 332,418	\$ 278,490	\$ 357,797	\$ 422,721
TOTAL NET REVENUE	\$ 174,618		\$ 226,791	\$ 70,389

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2024/2025 BUDGET
 May 21, 2024

WASTEWATER TREATMENT PLANT SUMMARY

	FY23-24 Budget	Actual 3/31/2024	FY23-24 Projected	FY24-25 Budget
Program Revenue				
Sewer rates	\$ 1,531,662	\$ 1,292,693	\$ 1,531,662	\$ 1,487,565
Recycled Water Sales	\$ -		\$ -	\$ 10,000
Connection fees	\$ -			\$ -
Non CFD Revenue for WWTP Loan	\$ 281,044	\$ 3,089	\$ 281,044	\$ 445,462
Sierra Lakes Service	\$ 547,280	\$ 393,527	\$ 547,280	\$ 570,100
<i>Total Program Revenue</i>	<u>\$ 2,359,986</u>	<u>\$ 1,689,309</u>	<u>\$ 2,359,986</u>	<u>\$ 2,513,128</u>
General Revenues				
Property tax	86,800	60,575	86,800	86,800
CFD Revenue for WWTP Loan	\$ 290,593	\$ 167,949	\$ 290,593	\$ 290,593
Other income	-	3,661	3,661	
<i>Total General Revenues</i>	<u>\$ 377,393</u>	<u>\$ 232,186</u>	<u>\$ 381,054</u>	<u>\$ 377,393</u>
Total Revenues	\$ 2,737,379	\$ 1,921,495	\$ 2,741,040	\$ 2,890,521

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2024/2025 BUDGET
 May 21, 2024

WASTEWATER TREATMENT PLANT SUMMARY

	FY23-24 Budget	Actual 3/31/2024	FY23-24 Projected	FY24-25 Budget
Expenses				
Salaries	\$ 349,380	\$ 284,491	\$ 359,357	\$ 380,799
Overtime	\$ 35,957	\$ 33,686	\$ 42,551	\$ 28,472
Medical/Dental/Life Insurance	\$ 74,342	\$ 51,216	\$ 68,289	\$ 83,338
Long Term Disability	\$ 3,493	\$ 2,435	\$ 3,493	\$ 3,493
Retirement	\$ 20,963	\$ (0)	\$ 29,359	\$ 22,347
Clothing Allowance	\$ 2,142	\$ 1,000	\$ 2,142	\$ 2,142
Payroll Tax	\$ 31,790	\$ 25,713	\$ 31,790	\$ 33,076
W/C Insurance	\$ 10,871	\$ 9,633	\$ 10,871	\$ 13,862
<i>Salaries & Benefits</i>	\$ 528,938	\$ 408,175	\$ 547,851	\$ 567,529
Professional fees	52,900	\$ 16,155	52,900	99,800
Dues and subscriptions	2,200	\$ 1,301	2,200	2,500
Fees, permits, certifications, leases	28,000	\$ 29,245	29,245	56,300
Training, education, travel	3,120	\$ 1,014	3,120	3,120
Insurance	129,006	\$ 104,144	129,006	155,444
Office supplies and miscellaneous	2,248	\$ 850	2,248	1,134
Utilities, communications, telemetry	458,000	\$ 335,337	458,000	383,450
Chemicals and lab supplies	180,380	\$ 148,339	180,380	242,920
Laboratory testing	26,043	\$ 25,920	26,043	34,560
Equipment maintenance and repair	19,420	\$ 31,075	19,607	35,850
Small equipment and rental	1,240	\$ 476	1,240	640
Sludge removal	22,340	\$ 20,751	22,340	27,670
Operating supplies	375	\$ 605	605	740
Vehicle maintenance, repair, fuel	17,520	\$ 15,443	17,520	8,980
Facility maintenance and repair	61,520	\$ 43,845	61,520	58,030
<i>Materials, Supplies, Services</i>	\$ 1,004,312	\$ 774,501	\$ 1,005,974	\$ 1,111,138
Long Term Debt	\$ 719,191	\$ 719,191	\$ 719,191	719,191
Land Lease	21,693	\$ 16,270	21,693	22,452
<i>Debt Service</i>	\$ 740,884	\$ 735,461	\$ 740,884	\$ 741,643
Capital Equipment	\$ 68,886	\$ 75,401	\$ 75,401	\$ 22,015
Capital Projects	-	\$ -	-	-
Total Expenses	\$ 2,343,020	\$ 1,993,538	\$ 2,370,110	\$ 2,442,325
TOTAL NET REVENUE	\$ 394,359		\$ 370,930	\$ 448,196

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2024/2025 BUDGET
 May 21, 2024

ADMINISTRATION SUMMARY

	FY23-24 Budget	Actual 3/31/2024	FY23-24 Projected	FY24-25 Budget
Program Revenue				
Service Fees	\$ -	\$ -	\$ -	\$ -
<i>Total Program Revenue</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
General Revenues				
Interest revenue	2,000	4,107	6,000	20,000
Other income	9,000	2,935	9,000	9,000
<i>Total General Revenues</i>	<u>\$ 11,000</u>	<u>\$ 7,042</u>	<u>\$ 15,000</u>	<u>\$ 29,000</u>
Total Revenues	\$ 11,000	\$ 7,042	\$ 15,000	\$ 29,000

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2024/2025 BUDGET
 May 21, 2024

ADMINISTRATION SUMMARY

	FY23-24 Budget	Actual 3/31/2024	FY23-24 Projected	FY24-25 Budget
Expenses				
Salaries	\$ 287,755	\$ 230,342	\$ 290,958	\$ 292,801
Overtime	\$ 3,522	\$ -	\$ -	\$ 3,536
Medical/Dental/Life Insurance	\$ 72,753	\$ 45,417	\$ 60,556	\$ 78,267
Long Term Disability	\$ 3,655	\$ 2,505	\$ 3,655	\$ 3,655
Retirement	\$ 27,926	\$ -	28,172	\$ 28,486
Clothing	\$ 400	\$ -	400	\$ 400
Payroll Tax	\$ 24,030	\$ 16,859	\$ 22,478	\$ 24,448
W/C Insurance	\$ 1,905	\$ 1,684	\$ 1,905	\$ 2,374
<i>Salaries & Benefits</i>	\$ 421,946	\$ 296,806	\$ 408,124	\$ 433,967
Board Expense	72,245	\$ 60,273	73,539	73,555
<i>Board Expense</i>	\$ 72,245	\$ 60,273	\$ 73,539	\$ 73,555
Professional fees	111,600	\$ 90,191	111,600	123,200
Dues and subscriptions	11,400	\$ 10,028	11,400	12,700
Fees, permits, certifications, leases	13,240	\$ 14,002	13,240	18,980
Training, education, travel	3,000	\$ 1,159	3,000	3,000
Insurance	11,411	\$ 9,066	11,411	13,750
Office supplies and miscellaneous	9,000	\$ 6,130	9,000	9,000
Utilities, communications, telemetry	34,871	\$ 31,738	34,871	39,190
Chemicals and lab supplies	-	\$ -	-	-
Laboratory testing	-	\$ -	-	-
Equipment maintenance and repair	-	\$ -	-	-
Small equipment and rental	-	\$ 282	282	-
Sludge removal	-	\$ -	-	-
Operating supplies	2,080	\$ 2,341	2,080	2,700
Vehicle maintenance, repair, fuel	-	\$ -	-	-
Facility maintenance and repair	10,280	\$ 2,020	5,280	8,780
<i>Operating Expenses</i>	\$ 206,882	\$ 166,956	\$ 202,164	\$ 231,300
<i>Debt Service</i>	\$ -	\$ -	\$ -	\$ -
Capital Equipment	\$ 7,500	\$ -	\$ 7,500	\$ 7,500
Capital Projects	-	\$ -	-	-
Total Expenses	\$ 708,573	\$ 524,036	\$ 691,327	\$ 746,322
TOTAL NET REVENUE	\$ (697,573)		\$ (676,327)	\$ (717,322)

**DONNER SUMMIT PUBLIC UTILITY DISTRICT
FISCAL YEAR 2024/2025 BUDGET**

**May 21, 2024
Agenda Item: 8B**

Expense Detail
May 21, 2024

Description	Department				Total Budgeted	
	Water (30)	Sewer (40)	WWTP (42)	Admin (50)		
Board Expense						
Meeting Stipend				\$ 15,900	\$	15,900
Health Stipend				48,800		48,800
Payroll Taxes				6,200		6,200
Board Meeting Food				1,100		1,100
Training & Travel				1,500		1,500
Worker's Comp				55		55
TOTAL - Board Expense	\$ -	\$ -	\$ -	\$ 73,555	\$	73,555
Professional Services						
Legal				\$ 7,200	\$	7,200
Auditors				32,500		32,500
Bookkeeping				36,000		36,000
Public Outreach/Webmaster				7,000		7,000
GIS Subscription & Support				10,000		10,000
Utility Billing Software				5,000		5,000
WWTRP Permit (ROWD)			80,000			80,000
IT Services				5,000		5,000
Sewer Infrastructure Fee Update				20,500		20,500
General Engineering	8,000		19,800			27,800
TOTAL - Professional Services	\$ 8,000	\$ -	\$ 99,800	\$ 123,200	\$	231,000
Dues						
Local Agency Formation Commission				\$ 4,500	\$	4,500
California Special District Association				8,200		8,200
California Rural Water Association	680					680
Underground Service Alert			600			600
After Hours Answering Service			700			700
California Water Environot Association			1,200			1,200
TOTAL - Dues	\$ 680	\$ -	\$ 2,500	\$ 12,700	\$	15,880

DONNER SUMMIT PUBLIC UTILITY DISTRICT
 FISCAL YEAR 2024/2025 BUDGET

Expense Detail
 May 21, 2024

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				3,730	3,730
Postage Meter Rental				1,300	1,300
Bank Fees (Incl Payroll)				12,900	12,900
Water & Distribution Certifications	1,000				1,000
Department of Health Services	1,000				1,000
Nevada County	2,000		3,300		5,300
SWRCB	4,000	-	19,500		23,500
Big Bend SWRCB	1,400				1,400
Division Dam Safety	8,100				8,100
USA Dig Alert	630	230			860
Fines for zinc discharge violations			25,000		25,000
AQMD		230	400		630
TOTAL - Fees, Permits, Leases	\$ 18,180	\$ 460	\$ 56,300	\$ 18,980	\$ 93,920
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)	\$ 52,900	\$ 25,950	\$ 261,250	\$ 29,100	\$ 369,200
Big Bend Electricity (5825)	\$ 1,650				\$ 1,650
Propane (6825)			\$ 113,200		113,200
Phones (6675)	\$ 750		\$ 9,000	\$ 4,500	14,250
Big Bend Phones (6675)	\$ 1,440				\$ 1,440
Postage (6700, 6701)				2,340	2,340
Website				3,250	3,250
TOTAL - Utilities, Communications	\$ 56,740	\$ 25,950	\$ 383,450	\$ 39,190	\$ 505,330

DONNER SUMMIT PUBLIC UTILITY DISTRICT
FISCAL YEAR 2024/2025 BUDGET
Expense Detail
May 21, 2024

Description	Department				Total Budgeted
	Water (30)	Sewer (40)	WWTP (42)	Admin (50)	
Chemicals & Lab Supplies					
Hach Company					\$ -
Thatcher	10,100		168,800		178,900
USA Bluebook	8,340		11,420		19,760
Grainger					-
Univar					-
EOSi (Micro C)			62,700		62,700
JenFitch					-
TOTAL - Chemicals & Lab Supplies	\$ 18,440	\$ -	\$ 242,920	\$ -	\$ 261,360
Equipment Maintenance & Support					
Snow Removal Equipment Rental	\$ 22,350	\$ 22,350			\$ 44,700
USA Bluebook	\$ 5,100				\$ 5,100
Various Vendors	\$ 11,100	\$ 600	\$ 23,200		\$ 34,900
Grainger			\$ 2,650		\$ 2,650
Holt Generator Servicing	\$ 1,720		\$ 10,000		\$ 11,720
TOTAL - Equipment Maintenance & Support	\$ 40,270	\$ 22,950	\$ 35,850	\$ -	\$ 99,070
Operating Supplies					
ALSCO (Rags & Coveralls)	\$ 740	\$ 2,220	\$ 740		\$ 3,700
Zoom & Adobe Subscriptions				\$ 2,700	\$ 2,700
TOTAL - Operating Supplies	\$ 740	\$ 2,220	\$ 740	\$ 2,700	\$ 6,400
Infiltration - Inflow					
Video and Clean Various Sewer Mains		\$ 33,100			\$ 33,100
TOTAL - Infiltration & Inflow	\$ -	\$ 33,100	\$ -	\$ -	\$ 33,100
Vehicle Maintenance & Repair					
Fuel	\$ 4,100	\$ 12,200	\$ 380		\$ 16,680
Repair			\$ 8,600		\$ 8,600
TOTAL - Vehicle Maintenance & Repair	\$ 4,100	\$ 12,200	\$ 8,980	\$ -	\$ 25,280

DONNER SUMMIT PUBLIC UTILITY DISTRICT
FISCAL YEAR 2024/2025 BUDGET
Expense Detail
May 21, 2024

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
Lake Angela weir repairs and crack seal	\$ 35,000				\$ 35,000
WWTP influent pipe repair			\$ 19,500		\$ 19,500
On-Call Access Road/Snow Maintenance	\$ 5,000	\$ 5,000			\$ 10,000
General Building Maintenance (contract)	\$ 3,000		\$ 2,000	\$ 5,000	\$ 10,000
Grainger	\$ 1,600	\$ 1,220	\$ 7,010		\$ 9,830
Mountain Hardware	\$ 40		\$ 3,630		\$ 3,670
Sierra Mountain Pipe	\$ 2,280		\$ 3,570		\$ 5,850
Xylem			\$ 8,400		\$ 8,400
USA Bluebook	\$ 2,200	\$ 6,100	\$ 400		\$ 8,700
EMCOR			\$ 9,500		\$ 9,500
Various Vendors	\$ 5,600		\$ 4,020		\$ 9,620
TOTAL - Facility Maintenance & Repair	\$ 54,720	\$ 12,320	\$ 58,030	\$ 8,780	\$ 133,850
CAPITAL ACQUISITION					
SCADA upgrades	\$ 8,140	\$ 6,845	\$ 22,015	\$ -	\$ 37,000
Headworks heater			\$ 25,000		\$ 25,000
VFD for solids handling tank blowers			\$ 8,000		\$ 8,000
Walk Behind Snowblower			\$ 4,250		\$ 4,250
TOTAL - Capital Acquisition	\$ 8,140	\$ 6,845	\$ 22,015	\$ -	\$ 74,250
TOTAL	\$ 211,010	\$ 116,345	\$ 950,955	\$ 282,105	\$ 1,560,415