

**APPROVED**

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

**Tuesday, December 19, 2023 - 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 December 19, 2023 of the Donner Summit Public Utility District Board of Directors was called to order at 6:23 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	- Absent
Craig Combs, Director	- Present

**Motion: Approve Director Phil Gamick's absence as Excused from the December 19, 2023 Donner Summit Public Utility District's Board of Directors Meeting.**

By: Joni Kaufman

Second: Craig Combs

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain, 0 Vacancy

**Motion Carries**

**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 December 2023**

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

**B. Approve Regular Meeting Minutes for November 21, 2023**

**C. Approve Safety Meeting Minutes for November 2023**

**Motion: Accept the Consent Calendar**

By: Dawn Parkhurst

Second: Joni Kaufman

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain, 0 Vacancy

**Motion Carries**

**6. Department Reports**

**A. Administration - Steven Palmer, General Manager.** Reported.

**B. Operations and Maintenance Summary, November.** Reported

**7. Action**

**A. Budget to Actual Report and Budget Amendment No. 1 Increasing Planned Revenue by \$8,250 and Expenditures by \$66,445**

**Motion: Approve the Budget Amendment No.1 Increasing Planned Revenue by \$8,250 and Expenditures by\$66,445.**

By: Joni Kaufman

Second: Dawn Parkhurst

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain, 0 Vacancy

**Motion Carries**

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

**9. Adjournment**

**Motion: Adjourn Meeting at 6:58 p.m.**

By: Joni Kaufman

Second: Dawn Parkhurst

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain, 0 Vacancy

**Motion Carries**

**Schedule of Upcoming Meetings**

Regular Meeting – January 16, 2024

Regular Meeting – February 20, 2024

Regular Meeting – March 16, 2023

Respectfully Submitted,

Deleane Mehler  
Administrative Assistant

