

**Donner Summit Public Utility District  
Board of Directors Regular Meeting  
Agenda  
Tuesday, June 20, 2023 - 6:00 P.M.  
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

The Public is welcome to attend in person or participate by Zoom Webinar: Meeting ID 880-4410-0133, Password: 333916

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 June 2023**

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

**B. Approve Regular Meeting Minutes for May 16, 2023**

**C. Approve Monthly Safety Meeting Minutes – May 2023**

**D. Adopt Resolution 2023-07 Establishing the Appropriations Limit for Fiscal Year 2023/24**

**E. Adopt Resolutions 2023-08 and 2023-09 Fixing and Placing the Annual Special Tax Levy for Community Facilities District No. 1**

**F. Adopt Resolutions 2023-10 and 2023-11 Requesting Collection of Unpaid Charges on the Nevada and Placer County Tax Rolls**

**6. Department Reports**

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

**B. Operations and Maintenance Summary, May**

**7. Action**

**A. Adopt Resolution 2023-12 Approving Fiscal Year 2023/2024 Budget and Five-Year Capital Improvement Plan**

**B. Approve Funding Agreement with Placer County Water Agency for Financial Assistance Program Grant in the Amount of \$20,400 for Environmental Permitting and Design for the Big Bend Water System Phase 1 Pipeline Replacement**

**C. Vote for Special District Risk Management Authority Board of Directors**

**D. Vote for California Special District Association Board of Directors**

**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**

Schedule of Upcoming Meetings

Regular Meeting – July 18, 2023

Regular Meeting – August 15, 2023

Regular Meeting – September 19, 2023

We certify that on June 16, 2023, a copy of this agenda was posted in public view at 53823 Sherritt Lane Soda Springs, California, and the Soda Springs General Store.

Deleane Mehler  
Administrative Assistant

Steven Palmer  
General Manager

## Agenda Item: 5A.1

**Donner Summit Public Utility District**

**Check List**

All Bank Accounts

May 10, 2023

Check Number	Check Date	Payee	Amount
<b>Vendor Checks</b>			
11561	05/10/23	ALSCO	150.40
11562	05/10/23	ALSCO	127.74
11563	05/10/23	AUERBACH ENGINEERING CORP	11,357.00
11565	05/10/23	CORBIN WILLITS SYSTEMS, INC.	431.36
11566	05/10/23	CORBIN WILLITS SYSTEMS, INC.	431.36
11567	05/10/23	CREATIVE TECHNOLOGIES	375.00
11568	05/10/23	EMPLOYER DRIVEN SOLUTIONS	11,743.05
11569	05/10/23	EVERS LAW GROUP	721.50
11570	05/10/23	FED-EX	8.74
11571	05/10/23	GRAINGER	526.23
11572	05/10/23	HY-TECH AUTO AND SMOG INC.	189.00
11573	05/10/23	MOUNTAIN HARDWARE & SPORTS	6.48
11574	05/10/23	NATIONAL LIFE INSURANCE CO.	62.17
11575	05/10/23	NORTHERN SIERRA AIR QUALITY MGMT	158.45
11576	05/10/23	NORTHERN SIERRA AIR QUALITY MGMT	162.22
11577	05/10/23	PITNEY BOWES	297.42
11578	05/10/23	SCHAELENE ROLLINS	1,170.00
11579	05/10/23	SIERRA MOUNTAIN PIPE & SUPPLY	62.60
11580	05/10/23	SIERRA MOUNTAIN PIPE & SUPPLY	137.25
11581	05/10/23	SKI CAT SNOWCAT RENTALS	4,581.25
11582	05/10/23	SMALL POND MARKETING ARTS & DESIGN	181.25
11583	05/10/23	SUBURBAN PROPANE	9,137.73
11584	05/10/23	SUMMIT HOME CARE	200.00
11585	05/10/23	TAHOE TRUCKEE SIERRA DISPOSAL-BIN	616.01
11586	05/10/23	THE OFFICE BOSS, INC.	90.69
11587	05/10/23	TRUCKEE FIRE PROTECTION DISTRICT	4,496.92
11588	05/10/23	TUCKER SNO-CAT CORP	86.69
11589	05/10/23	WESTERN NEVADA SUPPLY COMPANY	511.37
11590	05/10/23	WOODARD & CURRAN	2,177.50
11591	05/10/23	CALIFORNIA WATER ENVIRONMENT	202.00
<b>Vendor Check Total</b>			<u>50,399.38</u>
<b>Check List Total</b>			<u>50,399.38</u>

Check count = 30

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JP  
5/11/23

Donner Summit Public Utility District


Check List

All Bank Accounts

May 24, 2023

Check Number	Check Date	Payee	Amount
<b>Vendor Checks</b>			
11592	05/24/23	AIRGAS USA, LLC	304.08
11593	05/24/23	AIRGAS USA, LLC	810.52
11594	05/24/23	ALHAMBRA & SIERRA SPRINGS	37.00
11595	05/24/23	AUERBACH ENGINEERING CORP	36,691.50
11596	05/24/23	BARNARD, VOGLER & CO.	2,707.50
11597	05/24/23	BLUE SHIELD OF CALIFORNIA	11,990.95
11598	05/24/23	CORBIN WILLITS SYSTEMS, INC.	474.50
11599	05/24/23	HANSFORD ECONOMIC CONSULTING, LLC	1,038.75
11600	05/24/23	HUMANA DENTAL INS. CO.	1,456.30
11601	05/24/23	JIM KING	175.00
11602	05/24/23	MAPCOMMUNICATIONS	42.56
11603	05/24/23	NATIONAL LIFE INSURANCE CO.	62.17
11604	05/24/23	NH HICKS	1,565.00
11605	05/24/23	PARAGON PEST CONTROL	65.00
11606	05/24/23	PG&E COMPANY	38,091.19
11607	05/24/23	PG&E COMPANY	758.40
11608	05/24/23	PG&E COMPANY	292.92
11609	05/24/23	PRINCIPAL LIFE INSURANCE COMPANY	793.46
11610	05/24/23	RK CONTRACTORS, INC.	4,037.75
11611	05/24/23	STEVEN PALMER	124.75
11612	05/24/23	SUBURBAN PROPANE	14,658.34
11613	05/24/23	THATCHER COMPANY OF NEVADA, INC.	3,166.27
11615	05/24/23	TRANSAMERICA LIFE INSURANCE	194.19
11616	05/24/23	UNIVAR SOLUTIONS	5,861.14
11617	05/24/23	USA BLUEBOOK	953.60
11618	05/24/23	USA BLUEBOOK	557.92
11619	05/24/23	WOODARD & CURRAN	1,340.00
11620	05/24/23	THATCHER COMPANY OF NEVADA, INC.	6,548.43
11621	05/24/23	THATCHER COMPANY OF NEVADA, INC.	2,136.42
<b>Vendor Check Total</b>			<u>136,935.61</u>
<b>Check List Total</b>			<u>136,935.61</u>

Check count = 29

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 5/25/23

## Agenda Item: 5A.2

# PAYROLL JOURNAL

June 20, 2023  
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				REIMB & OTHER PAYMENTS
**** 30 WATER SEWER King, James R 49	Regular			6,133.58	Social Security	380.28	150.00	Direct Deposit # 4528
	Sick		M8.0000		Medicare	88.94	1,292.31	Check Amt
	Vacation		M48.0000		Fed Income Tax	736.83	454.24	Chkg 730
	Sick Accr-Memo				CA Income Tax	395.07	129.65	2,451.06
	Vacation -Memo				CA Disability	55.20		
	EMPLOYEE TOTAL		56.0000	6,133.58		1,656.32	2,026.20	Net Pay
Patrick, Sean M 59	Regular	48.0500	76.5000	3,675.83	Social Security	290.82	150.00	Direct Deposit # 4529
	Standby			270.00	Medicare	68.02		Check Amt
	Overtime	72.0750	8.0000	576.60	Fed Income Tax	512.74		0.00
	Vacation	48.0500	3.5000	168.18	CA Income Tax	306.68		3,320.13
					CA Disability	42.22		
	EMPLOYEE TOTAL		88.0000	4,690.61		1,220.48	150.00	Net Pay
Schott, Paul A 14	Regular	51.3300	73.5000	3,772.76	Social Security	271.34	150.00	Direct Deposit # 4530
	Standby			270.00	Medicare	63.46	150.00	Check Amt
	Sick	51.3300	6.5000	333.65	Fed Income Tax	550.91		0.00
	Sick Accr-Memo				CA Income Tax	202.93		2,248.38
	Vacation -Memo				CA Disability	39.39		
	CHECK 1 TOTAL		80.0000	4,376.41		1,128.03	1,000.00	Net Pay
	Overtime	76.9950	10.0000	769.95	Social Security	60.47		Direct Deposit # 4531
	Double Time	102.6600	2.0000	205.32	Medicare	14.14		Check Amt
	Sick Accr-Memo				Fed Income Tax	84.34		0.00
	Vacation -Memo				CA Income Tax	12.78		794.76
					CA Disability	8.78		
	CHECK 2 TOTAL		12.0000	975.27		180.51		Net Pay
	EMPLOYEE TOTAL		92.0000	5,351.68		1,308.54	1,000.00	Net Pay
Shelton, Joshua M... 64	Regular	35.0400	60.0000	2,102.40	Social Security	173.60	50.00	Direct Deposit # 4532
	Vacation	35.0400	20.0000	700.80	Medicare	40.64		Check Amt
					Fed Income Tax	226.00		0.00
					CA Income Tax	123.83		2,163.70
					CA Disability	25.23		
	EMPLOYEE TOTAL		80.0000	2,803.20		589.50	50.00	Net Pay
Vosburgh, Justin E 57	Overtime	77.1450	17.0000	1,311.47	Social Security	100.44		Direct Deposit # 4533
	Double Time	102.8600	3.0000	308.58	Medicare	23.49		Check Amt
					Fed Income Tax	55.47		0.00
					CA Income Tax	38.95		1,387.12
					CA Disability	14.58		
	CHECK 1 TOTAL		20.0000	1,620.05		232.93		Net Pay
	Regular	51.4300	75.0000	3,857.25	Social Security	266.25	200.00	Direct Deposit # 4534
	Standby			180.00	Medicare	62.27	171.34	Check Amt
	Sick	51.4300	1.0000	51.43	Fed Income Tax	346.56		0.00
	Vacation	51.4300	4.0000	205.72	CA Income Tax	262.04		2,947.29
					CA Disability	38.65		

# PAYROLL JOURNAL

June 20, 2023  
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			REIMB & OTHER PAYMENTS	
<b>**** 30 WATER SEWER (cont.)</b> Vosburgh, Justin E (cont.) 57								
	CHECK 2 TOTAL		80:0000	4,294:40		975:77	371:34	Net Pay 2,947:29
	EMPLOYEE TOTAL		100:0000	5,914:45		1,208:70	371:34	Net Pay 4,334:41
<b>**** 50 ADMIN</b> Mehler, Deleane 51	Regular	42:0400	80:0000	3,363:20	Social Security 208:51 Medicare 48:76 Fed Income Tax 493:00 CA Income Tax 173:00 CA Disability 30:27	100:00 243:52 103:78	Direct Deposit # 4535 Check Amt Chkg 963	0:00 1,959:36
	EMPLOYEE TOTAL		80:0000	3,363:20		956:54	447:30	Net Pay 1,959:36
<b>Palmer, Steven V</b> 65	Regular Vacation		M28:0000	7,080:77	Social Security 439:01 Medicare 102:67 Fed Income Tax 1,444:85 CA Income Tax 545:88 CA Disability 63:73	457 201:93	Direct Deposit # 4536 Check Amt Chkg 779 Savg 217	0:00 3,682:70 600:00
	EMPLOYEE TOTAL		28:0000	7,080:77		2,596:14	201:93	Net Pay 4,282:70
<b>COMPANY TOTALS</b> 7 Person(s) 9 Transaction(s)	Regular Standby Double Time Overtime Sick Vacation Sick Accr-Memo Vacation -Memo COMPANY TOTAL:		365:0000 5:0000 35:0000 15:5000 103:5000 524:0000	29,985:79 720:00 513:90 2,658:02 385:08 1,074:70 35,337:49	Social Security 2,190:92 Medicare 512:39 Fed Income Tax 4,450:70 CA Income Tax 2,064:16 CA Disability 318:05 5:55 16:92 TOTAL EMPLOYER LIABILITY 2,703:33 TOTAL TAX LIABILITY 12,235:55	457 Credit Un 2 150:00 Garnishment 1,292:31 Loan 2 414:86 Loan Payment 558:02 Overpayment Pa 129:65	1,701:93 Dir Dep 21,554:50	Check Amt 0:00 Net Pay 21,554:50
						9,536:22	4,246:77	Net Pay 21,554:50
					<i>Employer Liabilities</i>			
					Social Security 2,190:93 Medicare 512:40			
					TOTAL EMPLOYER LIABILITY 2,703:33 TOTAL TAX LIABILITY 12,235:55			

(IC) = Independent Contractor



# CASH REQUIREMENTS

**CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 05/12/23: \$37,911.13**

**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**

<b>SUMMARY BY TRANSACTION TYPE -</b>	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	37,911.13
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	<b>37,911.13</b>
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	2,954.46
	CASH REQUIRED FOR CHECK DATE 05/12/23	40,865.59

**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>		<u>BANK DRAFT AMOUNTS &amp; OTHER TOTALS</u>
05/11/23	WELLS FARGO BANK, NA	xxxxxxxxxxxx393	Direct Deposit	Net Pay Allocations	21,554.50	21,554.50
05/11/23	WELLS FARGO BANK, NA	xxxxxxxxxxxx393	Readychex®	Check Amounts	4,117.08	4,117.08
<b>EFT FOR 05/11/23</b>						<b>25,671.58</b>
05/12/23	WELLS FARGO BANK, NA	xxxxxxxxxxxx393	Taxpay®	Employee Withholdings		
				Social Security	2,190.92	
				Medicare	512.39	
				Fed Income Tax	4,450.70	
				CA Income Tax	2,064.16	
				CA Disability	318.05	
				<b>Total Withholdings</b>	<b>9,536.22</b>	
				Employer Liabilities		
				Social Security	2,190.93	
				Medicare	512.40	
				<b>Total Liabilities</b>	<b>2,703.33</b>	12,239.55
<b>EFT FOR 05/12/23</b>						<b>12,239.55</b>
<b>TOTAL EFT</b>						<b>37,911.13</b>

**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>
05/12/23	Refer to your records for account Information		Payroll	Employee Deductions		
				457	1,701.93	
				Credit Un 2	150.00	
				Loan 2	414.86	
				Loan Payment	558.02	

# PAYROLL JOURNAL

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS	
	DESCRIPTION	RATE	HOURS	EARNINGS				REIMB & OTHER PAYMENTS
**** 30 WATER SEWER King, James R 49	Regular			6,133.58		Social Security 386.48		
	Life Ins Reimb Txble			100.00		Medicare 90.38	150.00	
	Sick Accr-Memo				M1.85	Fed Income Tax 760.83	1,292.31	
	Vacation-Memo				M4.62	CA Income Tax 405.30	454.24	
						CA Disability 56.10	129.65	
EMPLOYEE TOTAL				6,233.58	1,699.10	2,026.20	Net Pay 2,508.28	
Patrick, Sean M 59	Regular	48.0500	71.7500	3,447.69		Social Security 285.78	150.00	
	Overtime	72.0750	6.2500	450.47		Medicare 66.83	37.41	
	Stand By			315.00		Fed Income Tax 494.89		
	Vacation	48.0500	8.2500	396.41		CA Income Tax 298.38		
						CA Disability 41.49		
EMPLOYEE TOTAL				4,609.47	1,187.37	187.41	Net Pay 3,234.69	
Schott, Paul A 14	Regular	51.3300	40.0000	2,053.20		Social Security 279.90	850.00	
	Overtime	76.9950	2.2500	173.24		Medicare 65.48	150.00	
	Life Ins Reimb Txble			100.00		Fed Income Tax 581.32		
	Sick	51.3300	40.0000	2,053.20		CA Income Tax 217.07		
	Stand By			135.00		CA Disability 40.63		
	Sick Accr-Memo Vacation-Memo							
EMPLOYEE TOTAL				4,514.64	1,184.38	1,000.00	Net Pay 2,330.26	
Shelton, Joshua M... 64	Regular	35.0400	74.5000	2,610.48		Social Security 180.00	50.00	
	Life Ins Reimb Txble			100.00		Medicare 42.10		
	Sick	35.0400	5.5000	192.72		Fed Income Tax 238.00		
						CA Income Tax 134.06		
EMPLOYEE TOTAL				2,903.20	620.29	50.00	Net Pay 2,232.91	
Vosburgh, Justin E 57	Overtime	77.1450	20.0000	1,542.90		Social Security 146.68		
	Double Time	102.8600	8.0000	822.88		Medicare 34.30		
						Fed Income Tax 139.13		
						CA Income Tax 90.69		
						CA Disability 21.29		
CHECK 1 TOTAL				2,365.78	432.09		Net Pay 1,933.69	
Regular	51.4300	77.0000	3,960.11		Social Security 271.83	200.00	Direct Deposit # 4542	
	Stand By			270.00		Medicare 63.58	35.00	Check Amt 0:00
	Vacation	51.4300	3.0000	154.29		Fed Income Tax 357.36	171.34	Chkg 400 2,974.59
CHECK 2 TOTAL				4,384.40	1,003.47	406.34	Net Pay 2,974.59	
EMPLOYEE TOTAL				6,750.18	1,435.56	406.34	Net Pay 4,908.28	
**** 40 BOARD MEMBER Combs, William C 68	Board Meet			250.00		Social Security 44.72		
	Health Stipend			471.34		Medicare 10.46		
						Fed Income Tax 7.20		
						CA Disability 6.49		
							Direct Deposit # 4543	
							Check Amt 0:00	
							Chkg 718 652.47	



# PAYROLL JOURNAL

June 20, 2023  
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	REIMB & OTHER PAYMENTS		
	Board Meet			1,325.00		CA Income Tax	2,207.96
	Health Stipend			3,964.53		CA Disability	366.70
	Life Ins Reimb Txble			300.00		Life Ins EE Post	72.41
	Sick		45.5000	2,245.92		Loan 2	414.86
	Stand By			720.00		Loan Payment	558.02
	Vacation		11.2500	550.70		Overpayment Pa	129.65
	Sick Accr-Memo				3.70		
	Vacation -Memo				10.77		
	COMPANY TOTAL:		436.5000	40,744.57			
						10,721.77	4,319.18
							Net Pay
							25,703.62
					<i>Employer Liabilities</i>		
					Social Security	2,526.18	
					Medicare	590.80	
					Fed Unemploy	22.83	
					CA Unemploy	235.93	
					TOTAL EMPLOYER LIABILITY	3,375.74	
					TOTAL TAX LIABILITY	14,097.51	
(IC) = Independent Contractor							

# CASH REQUIREMENTS

**CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 05/26/23: \$43,918.17**

**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

<b>SUMMARY BY TRANSACTION TYPE -</b>	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	43,918.17
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	43,918.17
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	3,026.87
	CASH REQUIRED FOR CHECK DATE 05/26/23	46,945.04

## 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>		<u>BANK DRAFT AMOUNTS &amp; OTHER TOTALS</u>
05/25/23	WELLS FARGO BANK, NA	xxxxxxxxxxxx393	Direct Deposit	Net Pay Allocations	25,703.62	25,703.62
05/25/23	WELLS FARGO BANK, NA	xxxxxxxxxxxx393	Readychex®	Check Amounts	4,117.04	4,117.04
				<b>EFT FOR 05/25/23</b>		<b>29,820.66</b>
05/26/23	WELLS FARGO BANK, NA	xxxxxxxxxxxx393	Taxpay®	Employee Withholdings		
				Social Security	2,526.14	
				Medicare	590.80	
				Fed Income Tax	5,030.17	
				CA Income Tax	2,207.96	
				CA Disability	366.70	
				<b>Total Withholdings</b>	<b>10,721.77</b>	
				Employer Liabilities		
				Social Security	2,526.18	
				Medicare	590.80	
				Fed Unemploy	22.83	
				CA Unemploy	235.93	
				<b>Total Liabilities</b>	<b>3,375.74</b>	14,097.51
				<b>EFT FOR 05/26/23</b>		<b>14,097.51</b>
				<b>TOTAL EFT</b>		<b>43,918.17</b>

**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>
05/26/23	Refer to your records for account information		Payroll	Employee Deductions		
				457	1,701.93	
				Credit Un 2	150.00	

## Agenda Item: 5A.3

DONNER SUMMIT PUBLIC UTILITY DISTRICT  
 SCHEDULE OF CASH AND DEBT RESTRICTED RESERVES  
 April 30, 2023

<u>Bank Account</u>	<u>Reserve</u>	<u>Book Balance</u>	<u>Reserves Restricted</u>
Wells Fargo - Checking		\$ (107,114.17)	
Wells Fargo - Deposit		1,153,652.28	
Wells Fargo - Savings		306,239.29	
Wells Fargo - Payroll		-	
LAIF		3,448.55	
	SWRCB Loan Construction		719,191.03
	WTP Loan Construction		18,187.00
	Big Bend Water Loan Reserve 1		10,435.58
	Big Bend Water Loan Reserve 2		4,286.03
	Big Bend Assessment		1,303.04
	Sugar Bowl Expansion		244,371.25
<b>Totals</b>		<u>1,356,225.95</u>	<u>997,773.93</u>
Unrestricted Cash Available			<u><u>\$ 358,452.02</u></u>

## Agenda Item: 5A.4



DONNER SUMMIT PUBLIC UTILITY DISTRICT  
FINANCIAL STATEMENTS  
AND  
INDEPENDENT ACCOUNTANTS' COMPILATION REPORT  
APRIL 30, 2023

DONNER SUMMIT PUBLIC UTILITY DISTRICT  
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APRIL 30, 2023

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100 West Liberty St.  
Suite 1100  
Reno, NV 89501

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bvcpcpas.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 ten months ended April 30, 2023 in accordance with the budgetary basis of accounting, and for determining that the budgetary basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or the completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

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

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

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

*Barnard, Vogler & Co.*

Reno, Nevada  
June 1, 2023

DONNER SUMMIT PUBLIC UTILITY DISTRICT  
STATEMENT OF ACTIVITIES AND CHANGES IN NET POSITION - BUDGETARY BASIS  
COMBINED BUSINESS-TYPE ACTIVITIES  
FOR THE TEN MONTHS ENDED APRIL 30, 2023

	Water	Sewer	Treatment	Admin	Total
<b>Program Revenue</b>					
Water fees	\$ 633,154.43	\$ -	\$ -	\$ -	\$ 633,154.43
Sewer fees	-	472,596.81	1,417,790.42	-	1,890,387.23
Connection fees	8,500.00	10,123.00	-	-	18,623.00
Recycled water sales	-	-	45,202.80	-	45,202.80
Non-CFD revenue for WWTP loan	-	-	281,251.47	-	281,251.47
Sierra Lakes service	-	-	538,514.63	-	538,514.63
Big Bend service fees	30,400.44	-	-	-	30,400.44
Big Bend assessment	20,771.52	-	-	-	20,771.52
Total Program Revenue	<u>692,826.39</u>	<u>482,719.81</u>	<u>2,282,759.32</u>	<u>-</u>	<u>3,458,305.52</u>
<b>Expenses</b>					
Salaries-operations	120,714.92	102,288.08	328,980.60	229,964.63	781,948.23
Employee benefits and taxes	44,576.65	35,254.45	118,757.92	89,716.32	288,305.34
Board expense	-	-	-	64,450.71	64,450.71
Professional fees	36,750.08	912.18	49,115.46	103,852.09	190,629.81
Dues and subscriptions	-	-	2,510.73	8,829.05	11,339.78
Fees, permits, certifications, leases	14,746.74	351.26	26,824.28	11,279.09	53,201.37
Training, education, travel	510.00	-	4,150.44	2,063.23	6,723.67
Insurance	33,691.09	28,331.10	91,119.00	8,060.09	161,201.28
Office supplies and miscellaneous	-	185.56	1,686.30	8,179.11	10,050.97
Utilities, communications, telemetry	45,987.98	25,330.85	415,122.93	26,180.17	512,621.93
Chemicals and lab supplies	52,052.13	-	115,027.51	-	167,079.64
Laboratory testing	935.00	-	19,531.99	-	20,466.99
Equipment maintenance and repair	13,040.01	-	15,759.02	-	28,799.03
Small equipment and rental	-	-	927.31	-	927.31
Operating supplies	524.18	1,328.73	242.72	2,890.54	4,986.17
Sludge removal	-	-	16,752.97	-	16,752.97
Vehicle maintainance, repair, fuel	3,887.44	12,353.35	15,638.50	-	31,879.29
Infiltration and inflow program	-	18,501.47	-	-	18,501.47
Facility maintenance and repair	24,964.13	427.53	27,923.52	4,617.36	57,932.54
Amortization of land lease	-	-	16,875.00	-	16,875.00
Debt service	29,063.64	-	719,191.03	-	748,254.67
Capital equipment	12,856.85	855.39	72,196.02	-	85,908.26
Sugar Bowl expansion	-	14,240.75	-	-	14,240.75
Capital projects	-	-	-	-	-
Total Expenses	<u>434,300.84</u>	<u>240,360.70</u>	<u>2,058,333.25</u>	<u>560,082.39</u>	<u>3,293,077.18</u>
<b>Excess (Deficiency) of Program</b>					
Revenues Over Expenses	258,525.55	242,359.11	224,426.07	(560,082.39)	165,228.34
<b>General Revenues</b>					
Interest revenue	-	-	-	1,744.00	1,744.00
CFD revenue for WWTP loan	-	-	157,541.77	-	157,541.77
Property tax	19,965.19	13,095.35	57,690.34	-	90,750.88
Other income	5,716.02	9,964.63	-	5,474.49	21,155.14
Sugar Bowl expansion	-	258,612.00	-	-	258,612.00
Grants	-	19,847.59	-	650.00	20,497.59
Total General Revenues	<u>25,681.21</u>	<u>301,519.57</u>	<u>215,232.11</u>	<u>7,868.49</u>	<u>550,301.38</u>
Increase (Decrease) in Net Position	<u>\$ 284,206.76</u>	<u>\$ 543,878.68</u>	<u>\$ 439,658.18</u>	<u>\$ (552,213.90)</u>	<u>\$ 715,529.72</u>
Net Position, Beginning of Year					<u>12,800,341.19</u>
Net Position, End of Period					<u>\$ 13,515,870.91</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 TEN MONTHS ENDED APRIL 30, 2023

	Actual Year to Date 4/30/23	Budget Total Fiscal Year 2023	Budget Percent Complete 4/30/23	Remaining Budget 4/30/23
<b>Program Revenue</b>				
Water fees	\$ 633,154.43	\$ 622,878.00	101.65%	\$ 10,276.43
Connection fees	8,500.00	-	0.00%	8,500.00
Big Bend service fees	30,400.44	30,627.00	99.26%	(226.56)
Big Bend assessment	20,771.52	20,772.00	100.00%	(0.48)
Total Program Revenue	<u>692,826.39</u>	<u>674,277.00</u>	<u>102.75%</u>	<u>18,549.39</u>
<b>Expenses</b>				
Salaries-operations	120,714.92	131,769.00	91.61%	11,054.08
Employee benefits and taxes	44,576.65	54,910.00	81.18%	10,333.35
Professional fees	36,750.08	73,000.00	50.34%	36,249.92
Dues and subscriptions	-	680.00	0.00%	680.00
Fees, permits, certifications, leases	14,746.74	14,680.00	100.45%	(66.74)
Training, education, travel	510.00	1,000.00	51.00%	490.00
Insurance	33,691.09	40,429.00	83.33%	6,737.91
Office supplies and miscellaneous	-	550.00	0.00%	550.00
Utilities, communications, telemetry	45,987.98	48,470.00	94.88%	2,482.02
Chemicals and lab supplies	52,052.13	22,800.00	228.30%	(29,252.13)
Laboratory testing	935.00	2,020.00	46.29%	1,085.00
Equipment maintenance and repair	13,040.01	5,600.00	232.86%	(7,440.01)
Small equipment and rental	-	2,820.00	0.00%	2,820.00
Operating supplies	524.18	3,380.00	15.51%	2,855.82
Vehicle maintenance, repair, fuel	3,887.44	9,106.00	42.69%	5,218.56
Facility maintenance and repair	24,964.13	24,380.00	102.40%	(584.13)
Angela WTP loan principal and interest	9,093.64	18,188.00	50.00%	9,094.36
Big Bend debt service	19,970.00	21,655.00	92.22%	1,685.00
Capital equipment	12,856.85	12,001.00	107.13%	(855.85)
Capital projects	-	32,473.00	0.00%	32,473.00
Total Expenses	<u>434,300.84</u>	<u>519,911.00</u>	<u>83.53%</u>	<u>85,610.16</u>
<b>Excess of Program</b>				
Revenues Over Expenses	258,525.55	154,366.00	167.48%	104,159.55
<b>General Revenues</b>				
Property tax	19,965.19	30,213.00	66.08%	10,247.81
Other income	5,716.02	-	0.00%	(5,716.02)
Grants	-	6,500.00	100.00%	6,500.00
Total General Revenues	<u>25,681.21</u>	<u>36,713.00</u>	<u>166.08%</u>	<u>11,031.79</u>
Increase in Net Position	<u>\$ 284,206.76</u>	<u>\$ 191,079.00</u>	<u>148.74%</u>	<u>\$ 115,191.34</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 TEN MONTHS ENDED APRIL 30, 2023

	Actual Year to Date 4/30/23	Budget Total Fiscal Year 2023	Budget Percent Complete 4/30/23	Remaining Budget 4/30/23
Program Revenue				
Sewer fees	\$ 472,596.81	\$ 459,844.00	102.77%	\$ 12,752.81
Connection fees	10,123.00	-	0.00%	10,123.00
Total Program Revenue	<u>482,719.81</u>	<u>459,844.00</u>	<u>104.97%</u>	<u>22,875.81</u>
Expenses				
Salaries-operations	102,288.08	110,806.00	92.31%	8,517.92
Employee benefits and taxes	35,254.45	46,173.00	76.35%	10,918.55
Professional fees	912.18	-	0.00%	(912.18)
Fees, permits, certifications, leases	351.26	3,460.00	10.15%	3,108.74
Training, education and travel	-	300.00	0.00%	300.00
Insurance	28,331.10	33,997.00	83.33%	5,665.90
Office supplies and miscellaneous	185.56	550.00	33.74%	364.44
Utilities, communications, telemetry	25,330.85	30,293.00	83.62%	4,962.15
Chemicals and lab supplies	-	500.00	0.00%	500.00
Operating supplies	1,328.73	3,500.00	37.96%	2,171.27
Infiltration and inflow program	18,501.47	18,500.00	100.01%	(1.47)
Equipment maintenance and repair	-	1,600.00	0.00%	1,600.00
Vehicle maintenance, repair, fuel	12,353.35	19,026.00	64.93%	6,672.65
Facility maintenance and repair	427.53	2,000.00	21.38%	1,572.47
Capital equipment	855.39	1,263.00	67.73%	407.61
Sugar Bowl expansion	14,240.75	-	0.00%	(14,240.75)
Capital projects	-	90,678.00	0.00%	90,678.00
Total Expenses	<u>240,360.70</u>	<u>362,646.00</u>	<u>66.28%</u>	<u>122,285.30</u>
Excess of Program				
Revenues Over Expenses	242,359.11	97,198.00	249.35%	145,161.11
General Revenues				
Property tax	13,095.35	20,353.00	64.34%	(7,257.65)
Other income	9,964.63	-	0.00%	9,964.63
Sugar Bowl expansion	258,612.00	-	0.00%	258,612.00
CalOES grant	19,847.59	27,388.00	72.47%	(7,540.41)
Total General Revenues	<u>301,519.57</u>	<u>47,741.00</u>	<u>631.57%</u>	<u>253,778.57</u>
Increase in Net Position	<u>\$ 543,878.68</u>	<u>\$ 144,939.00</u>	<u>375.25%</u>	<u>\$ 398,939.68</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 TEN MONTHS ENDED APRIL 30, 2023

	Actual Year to Date 4/30/23	Budget Total Fiscal Year 2023	Budget Percent Complete 4/30/23	Remaining Budget 4/30/23
<b>Program Revenue</b>				
Sewer fees	\$ 1,417,790.42	\$ 1,456,174.00	97.36%	\$ (38,383.58)
Recycled water sales	45,202.80	50,000.00	90.41%	(4,797.20)
Non-CFD revenue for WWTP loan	281,251.47	281,044.00	100.07%	207.47
Sierra Lakes service	538,514.63	512,570.00	105.06%	25,944.63
Total Program Revenue	<u>2,282,759.32</u>	<u>2,299,788.00</u>	<u>99.26%</u>	<u>(17,028.68)</u>
<b>Expenses</b>				
Salaries-operations	328,980.60	356,375.00	92.31%	27,394.40
Employee benefits and taxes	118,757.92	148,502.00	79.97%	29,744.08
Professional fees	49,115.46	42,070.00	116.75%	(7,045.46)
Dues and subscriptions	2,510.73	1,200.00	209.23%	(1,310.73)
Fees, permits, certifications, leases	26,824.28	16,600.00	161.59%	(10,224.28)
Training, education, travel	4,150.44	2,800.00	148.23%	(1,350.44)
Insurance	91,119.00	109,343.00	83.33%	18,224.00
Office supplies and miscellaneous	1,686.30	500.00	337.26%	(1,186.30)
Utilities, communications, telemetry	415,122.93	429,390.00	96.68%	14,267.07
Chemicals and lab supplies	115,027.51	172,406.00	66.72%	57,378.49
Laboratory testing	19,531.99	45,840.00	42.61%	26,308.01
Small equipment and rental	927.31	6,340.00	14.63%	5,412.69
Operating supplies	242.72	2,100.00	11.56%	1,857.28
Equipment maintenance and repair	15,759.02	61,034.00	25.82%	45,274.98
Vehicle maintenance, repair, fuel	15,638.50	9,300.00	168.16%	(6,338.50)
Sludge removal	16,752.97	14,510.00	115.46%	(2,242.97)
Facility maintenance and repair	27,923.52	43,675.00	63.93%	15,751.48
Amortization of land lease	16,875.00	20,250.00	83.33%	3,375.00
WWTP loan	719,191.03	719,191.00	100.00%	(0.03)
Capital equipment	72,196.02	73,632.00	98.05%	1,435.98
Total Expenses	<u>2,058,333.25</u>	<u>2,275,058.00</u>	<u>90.47%</u>	<u>216,724.75</u>
<b>Excess of Program</b>				
Revenues Over Expenses	224,426.07	24,730.00	907.51%	199,696.07
<b>General Revenues</b>				
CFD revenue for WWTP loan	157,541.77	282,392.00	55.79%	(124,850.23)
Property tax	57,690.34	86,767.00	66.49%	(29,076.66)
Other income	-	20,885.00	0.00%	(20,885.00)
Total General Revenues	<u>215,232.11</u>	<u>390,044.00</u>	<u>55.18%</u>	<u>(174,811.89)</u>
Increase in Net Position	<u>\$ 439,658.18</u>	<u>\$ 414,774.00</u>	<u>106.00%</u>	<u>\$ (24,884.18)</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 TEN MONTHS ENDED APRIL 30, 2023

	Actual Year to Date 4/30/23	Budget Total Fiscal Year 2023	Budget Percent Complete 4/30/23	Remaining Budget 4/30/23
Program Revenue				
Service Fees	\$ -	\$ -	-	\$ -
Total Program Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenses				
Salaries-operations	229,964.63	271,529.00	84.69%	41,564.37
Employee benefits and taxes	89,716.32	116,941.00	76.72%	27,224.68
Board expense	64,450.71	67,907.00	94.91%	3,456.29
Professional fees	103,852.09	133,989.00	77.51%	30,136.91
Dues and subscriptions	8,829.05	7,100.00	124.35%	(1,729.05)
Fees, permits, certifications, leases	11,279.09	20,650.00	54.62%	9,370.91
Training, education, travel	2,063.23	1,500.00	137.55%	(563.23)
Insurance	8,060.09	9,672.00	83.33%	1,611.91
Office supplies and miscellaneous	8,179.11	9,000.00	90.88%	820.89
Utilities, communications, telemetry	26,180.17	35,035.00	74.73%	8,854.83
Equipment maintenance and repair	-	6,660.00	0.00%	6,660.00
Operating supplies	2,890.54	-	0.00%	(2,890.54)
Facility maintenance and repair	4,617.36	3,000.00	153.91%	(1,617.36)
Total Expenses	<u>560,082.39</u>	<u>682,983.00</u>	<u>82.01%</u>	<u>122,900.61</u>
Deficiency of Program				
Revenues Over Expenses	(560,082.39)	(682,983.00)	82.01%	122,900.61
General Revenues				
Interest revenue	1,744.00	-	0.00%	1,744.00
Other income	5,474.49	6,500.00	84.22%	(1,025.51)
Grants	650.00	-	0.00%	650.00
Total General Revenues	<u>7,868.49</u>	<u>6,500.00</u>	<u>121.05%</u>	<u>1,368.49</u>
Decrease in Net Position	<u>\$ (552,213.90)</u>	<u>\$ (676,483.00)</u>	<u>81.63%</u>	<u>\$ 124,269.10</u>



SUPPLEMENTARY INFORMATION

DONNER SUMMIT PUBLIC UTILITY DISTRICT  
SCHEDULE OF BIG BEND TRANSACTIONS  
FOR THE TEN MONTHS ENDED APRIL 30, 2023

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Revenue	\$	51,171.96
Expenses		
Fees and permits		1,269.00
Telephone		1,477.32
Interest		12,992.39
Loan principal		6,977.61
Electricity		1,111.09
Repairs and maintenance		<u>1,825.00</u>
Total expenses		<u>25,652.41</u>
Excess of revenue over expenses	\$	<u><u>25,519.55</u></u>

## Agenda Item: 5B

**Donner Summit Public Utility District  
Board of Directors Regular Meeting  
Minutes  
Tuesday, May 16, 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; Catherine Hansford, Hansford Economic Consulting

**1. Call to Order**

The Regular Meeting of May 16, 2023 of the Donner Summit Public Utility District Board of Directors was called to order at 6:11 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 May 2023**

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

**B. Approve Regular Meeting Minutes for April 18, 2023**

**C. Approve Monthly Safety Meeting Minutes – April 2023**

**Motion: Accept the Consent Calendar**

By: Joni Kaufman

Second: Craig Combs

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, April.** Reported

**7. Public Hearings**

**A. Adopt an Ordinance Implementing a New Sewer Connection Fee for the Sugar Bowl West and East Villages Sewer Improvements.** Catherine Hansford, Hansford Economic Consulting gave a slide show presentation regarding the New Sewer Connection Fee for the Sugar Bowl West and East Villages. There were no Public in attendance.

**Motion: Adopt Ordinance 2023-02 of the Donner Summit Public Utility District Implementing a New Sewer Connection Fee for the Sugar Bowl West and East Villages Sewer Improvements**

By: Joni Kaufman

Second: Dawn Parkhurst

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

**Motion Carries**

**8. Action**

**A. Adopt an Ordinance Amending Ordinance 2023-03 to Clarify Fees Charged to Connect to the Sewer System**

**Motion: Adopt Ordinance 2023-03 of the Donner Summit Public Utility District to Clarify Fees Charged to Connect to the Sewer System**

By: Phil Gamick

Second: Joni Kaufman

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

**Motion Carries**

**B. Draft Fiscal Year 2023/2024 Budget and Five-Year Capital Improvement Plan**  
General Manager, Steven Palmer gave a slide presentation on the 2023–24 Draft Budget and Five Year Capital Improvement Plan.

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

## 10. Adjournment

**Motion:**      **Adjourn Meeting at 7:31 p.m.**  
**By:**            Phil Gamick  
**Second:**      Joni Kaufman  
**Vote:**          5 Ayes, 0 Noes, 0 Absent, 0 Abstain  
**Motion Carrie**

### Schedule of Upcoming Meetings

Regular Meeting – June 16, 2023  
Regular Meeting – July 18, 2023  
Regular Meeting – August 15, 2023

Respectfully Submitted,

*Deleane Mehler*

Deleane Mehler  
Administrative Assistant

## Agenda Item: 5C

# Safety / Plant Training Donner Summit PUD WWTP

- **Safety Topics** : May 2023
  - Safety Day in North Lake Tahoe
  
- **Training Notes** :
  - Active Shooter Training, Wastewater Lab basic's, Protein Matrix

**Attendance :**

1. Justin Vosburgh

2. Sean Patrick



3. Josh Shelton



4. Jim King

5. Deleane Mehler

6. Steve Palmer

7. Paul Schott





## Agenda Item: 5D



## STAFF REPORT

**TO:** Board of Directors

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

**SUBJECT:** Adopt a Resolution Establishing the Appropriations Limit for Fiscal Year 2023/24

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### **RECOMMENDATION**

Adopt Resolution 2023-07 establishing the appropriations limit for Fiscal Year 2023/24.

### **BACKGROUND**

In November 1979, California voters approved Proposition 4, “The Gann Initiative” which is incorporated in Article XIII B of the California State Constitution. Proposition 4 limits the amount of tax revenue that government agencies can appropriate. Agencies are required to annually establish and adhere to a limit on the amount of its appropriations (eg. property tax). The annual appropriations limit is calculated based upon the level of appropriations in fiscal year 1979 and subsequent changes in the local population and cost of living. The limit is calculated using a State formula as described in the letter included as Attachment 1.

### **DISCUSSION AND ANALYSIS**

The appropriations limit for Fiscal Year 2023/24 is calculated by multiplying the Fiscal Year 2022/23 limit by the personal income factor (1.0444) and population factor  $((-0.79+100)/100)$  identified in the letter in Attachment 1 ( $\$3,916,419 \times 1.0444 \times 0.9921$ ). The Fiscal Year 2023/24 appropriations limit for Donner Summit Public Utility District (DSPUD) is \$4,056,440.

As shown in the draft budget, DSPUD expects to collect \$137,366 in property tax in Fiscal Year 2023/24. This is less than the appropriations limit of \$4,056,440.

### **FISCAL IMPACT**

There is no direct fiscal impact by this action.

### **CEQA ASSESSMENT**

This is not a CEQA Project

### **ATTACHMENTS**

1. Letter From State Department of Finance
2. Resolution



May 2023

Dear Fiscal Officer:

**Subject: Price Factor and Population Information**

**Appropriations Limit**

California Revenue and Taxation Code section 2227 requires the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2023, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2023-24. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2023-24 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

**Population Percent Change for Special Districts**

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

**Population Certification**

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2023.**

**Please Note:** The prior year's city population estimates may be revised. The per capita personal income change is based on historical data.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

JOE SPEPHENSHAW  
Director  
By:

Erika Li  
Chief Deputy Director

Attachment

May 2023

Attachment A

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2023-24 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2023-24	4.44

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2023-24 appropriation limit.

**2023-24:**

Per Capita Cost of Living Change = 4.44 percent  
Population Change = -0.35 percent

Per Capita Cost of Living converted to a ratio:  $\frac{4.44 + 100}{100} = 1.0444$

Population converted to a ratio:  $\frac{-0.35 + 100}{100} = 0.9965$

Calculation of factor for FY 2023-24:  $1.0444 \times 0.9965 = 1.0407$

Fiscal Year 2023-24

**Attachment B**  
**Annual Percent Change in Population Minus Exclusions\***  
**January 1, 2022 to January 1, 2023 and Total Population, January 1, 2023**

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total</u>
	2022-2023	1-1-22	1-1-23	1-1-2023
Placer				
Auburn	-1.70	13,596	13,365	13,365
Colfax	-1.08	2,038	2,016	2,016
Lincoln	2.18	51,199	52,313	52,313
Loomis	-1.61	6,715	6,607	6,607
Rocklin	-0.66	71,655	71,179	71,179
Roseville	0.98	151,450	152,928	152,928
Unincorporated	-0.79	112,788	111,897	111,897
County Total	0.21	409,441	410,305	410,305

\*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

**RESOLUTION 2023-07  
OF THE  
DONNER SUMMIT PUBLIC UTILITY DISTRICT  
ESTABLISHING APPROPRIATION LIMIT  
FOR THE 2023/24 FISCAL YEAR**

**WHEREAS**, the California constitution Article XIII B establishes and imposes spending limitations upon various governmental entities, including Special Districts or other political subdivisions within the definition of local governments; and

**WHEREAS**, the California government code Section 7900 and following, in implementation of Article XIII B, include within the definition of local agency such as a special district or other political subdivision of the state; and

**WHEREAS**, the government Code Section 7910 requires each local jurisdiction to establish by resolution its appropriations limit for the fiscal year pursuant to said Article XIII B; and

**WHEREAS**, the Board of Directors of the Donner Summit Public Utility District, as an entity of local government, Special district, and body politic, wishes to and intends hereby to establish its appropriations limit for the Fiscal Year 2023/2024.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Directors of the Donner Summit Public Utility District as follows:

That for the Fiscal Year 2023/2024 the appropriations limit for this District is hereby established to be and in the amount of \$ 4,056,440.

**PASSED AND ADOPTED**, this 20th day of June, 2023 at a Regular Meeting of the Board of Directors of the Donner Summit Public Utility District 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: 5E



## STAFF REPORT

**TO:** Board of Directors

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

**SUBJECT:** Adopt Resolutions Fixing and Placing the Annual Special Tax Levy for Community Facilities District No. 1

---

### **RECOMMENDATION**

Adopt Resolutions 2023-08 and 2023-09 fixing and placing the annual Special Tax Levy for Community Facilities District No. 1.

### **BACKGROUND**

Donner Summit Public Utility District (DSPUD) formed its Community Facilities District No. 1 (CFD) and authorized levy of the CFD's special tax on October 18, 2011 by Ordinance No. 2011-02, as authorized by the Mello-Roos Community Facilities Act of 1982. This special tax is levied to fund debt service for the wastewater treatment plant upgrade project. DSPUD is authorized to levy this special tax (a direct charge) on the County tax roll for taxable properties within the improvement areas of the CFD.

As required by both Placer and Nevada Counties, DSPUD must annually request that this special tax be placed on the tax roll, warrant the legality of said special taxes, and defend and indemnify the County from any challenge to the legality thereof. DSPUD must also pay reasonable and ordinary charges as prescribed by the County(s) to recoup the cost of placing the direct charges on the tax rolls and collecting this special tax for DSPUD, as provided by Government Code sections 29304 and 51800.

### **DISCUSSION AND ANALYSIS**

To levy this special tax for Fiscal Year 2023/24, DSPUD must adopt attached Resolutions 2023-08 and 2023-09. There are 132 parcels taxed in Placer County, for a total charge of \$258,927.52; and 34 parcels taxed in Nevada County, for a total charge of \$31,666.20. The parcels are listed in Attachment 1.

### **FISCAL IMPACT**

CFD revenue from this special tax is estimated to total \$290,593 for Fiscal Year 2023/24. This revenue is used exclusively for debt service for the wastewater treatment plant upgrade project. Without this revenue DSPUD would be unable to make its annual loan payment.

### **CEQA ASSESSMENT**

This is not a CEQA Project

### **ATTACHMENTS**

1. Parcel Lists
2. Resolutions



## Exhibit A – Nevada County

### List of Parcels in Donner Summit Public Utility District Community Facilities District No. 1 with Special Tax amounts for Fiscal Year 2024

Record No.	APN	Special Tax Fiscal Year 2024
1	017-040-013-000	\$593.00
2	017-050-006-000	\$593.00
3	017-050-017-000	\$593.00
4	017-050-026-000	\$770.90
5	017-050-027-000	\$593.00
6	017-490-009-000	\$593.00
7	017-490-021-000	\$593.00
8	017-490-035-000	\$593.00
9	047-040-002-000	\$593.00
10	047-070-005-000	\$593.00
11	047-070-017-000	\$593.00
12	047-070-023-000	\$593.00
13	047-070-028-000	\$593.00
14	047-070-033-000	\$593.00
15	047-070-036-000	\$593.00
16	047-070-038-000	\$593.00
17	047-071-005-000	\$593.00
18	047-071-007-000	\$593.00
19	047-080-007-000	\$593.00
20	047-080-018-000	\$593.00
21	047-080-021-000	\$593.00
22	047-080-029-000	\$593.00
23	047-090-009-000	\$593.00
24	047-101-006-000	\$593.00
25	047-101-010-000	\$593.00
26	047-101-021-000	\$593.00
27	047-101-036-000	\$593.00
28	047-101-038-000	\$593.00
29	047-101-039-000	\$11,919.30
30	047-101-041-000	\$593.00
31	047-102-005-000	\$593.00
32	047-390-008-000	\$593.00
33	047-420-004-000	\$593.00
34	047-420-011-000	\$593.00

APN	Special Tax Fiscal Year 2024
069-070-043-000	\$ 2,965.00
069-070-053-000	\$ 6,339.17
069-080-022-000	\$ 118,161.18
069-102-013-000	\$ 7,116.00
069-102-017-000	\$ 1,186.00
069-102-019-000	\$ 4,299.25
069-102-023-000	\$ 11,527.92
069-103-002-000	\$ 593.00
069-103-003-000	\$ 593.00
069-103-004-000	\$ 593.00
069-103-006-000	\$ 593.00
069-103-007-000	\$ 593.00
069-103-008-000	\$ 593.00
069-103-009-000	\$ 593.00
069-103-010-000	\$ 593.00
069-103-011-000	\$ 593.00
069-103-012-000	\$ 593.00
069-103-016-000	\$ 593.00
069-103-021-000	\$ 593.00
069-103-023-000	\$ 593.00
069-103-024-000	\$ 593.00
069-103-025-000	\$ 593.00
069-103-026-000	\$ 593.00
069-103-037-000	\$ 593.00
069-103-038-000	\$ 593.00
069-103-039-000	\$ 593.00
069-103-040-000	\$ 593.00
069-103-048-000	\$ 593.00
069-103-055-000	\$ 593.00
069-103-056-000	\$ 593.00
069-103-057-000	\$ 593.00
069-103-061-000	\$ 593.00
069-103-062-000	\$ 593.00
069-103-063-000	\$ 593.00
069-103-081-000	\$ 11,860.00
069-103-082-000	\$ 3,558.00
069-103-087-000	\$ 1,186.00
069-103-088-000	\$ 593.00
069-103-095-000	\$ 593.00
069-103-096-000	\$ 593.00
069-320-006-000	\$ 7,709.00
069-320-014-000	\$ 593.00
069-320-015-000	\$ 593.00
069-320-016-000	\$ 593.00
069-320-017-000	\$ 593.00

APN	Special Tax Fiscal Year 2024
069-320-018-000	\$ 593.00
069-320-019-000	\$ 593.00
069-320-020-000	\$ 593.00
069-320-021-000	\$ 593.00
069-320-022-000	\$ 593.00
069-320-023-000	\$ 593.00
069-320-024-000	\$ 593.00
069-320-025-000	\$ 593.00
069-320-027-000	\$ 593.00
069-320-028-000	\$ 593.00
069-320-029-000	\$ 593.00
069-320-030-000	\$ 593.00
069-320-031-000	\$ 593.00
069-320-032-000	\$ 593.00
069-320-033-000	\$ 593.00
069-320-034-000	\$ 593.00
069-320-035-000	\$ 593.00
069-320-036-000	\$ 593.00
069-320-037-000	\$ 593.00
069-320-038-000	\$ 593.00
069-320-039-000	\$ 593.00
069-320-046-000	\$ 593.00
069-320-047-000	\$ 593.00
069-320-048-000	\$ 593.00
069-320-049-000	\$ 593.00
069-320-050-000	\$ 593.00
069-320-051-000	\$ 593.00
069-320-052-000	\$ 593.00
069-320-053-000	\$ 593.00
069-320-054-000	\$ 593.00
069-320-055-000	\$ 593.00
069-320-056-000	\$ 593.00
069-320-057-000	\$ 593.00
069-320-068-000	\$ 11,860.00
069-500-001-000	\$ 593.00
069-500-002-000	\$ 593.00
069-500-003-000	\$ 593.00
069-500-004-000	\$ 593.00
069-500-005-000	\$ 593.00
104-010-003-000	\$ 593.00
104-010-004-000	\$ 593.00
104-010-005-000	\$ 593.00
104-010-006-000	\$ 593.00
104-010-007-000	\$ 593.00
104-010-008-000	\$ 593.00

APN	Special Tax Fiscal Year 2024
104-010-009-000	\$ 593.00
104-010-011-000	\$ 593.00
104-010-012-000	\$ 593.00
104-010-013-000	\$ 593.00
104-010-014-000	\$ 593.00
104-010-015-000	\$ 593.00
104-010-016-000	\$ 593.00
104-010-017-000	\$ 593.00
104-010-018-000	\$ 593.00
104-010-020-000	\$ 593.00
104-010-021-000	\$ 593.00
104-010-022-000	\$ 593.00
104-010-023-000	\$ 593.00
104-010-024-000	\$ 593.00
104-010-025-000	\$ 593.00
104-010-026-000	\$ 593.00
104-010-027-000	\$ 593.00
104-020-001-000	\$ 593.00
104-020-002-000	\$ 593.00
104-020-003-000	\$ 593.00
104-020-004-000	\$ 593.00
104-020-005-000	\$ 593.00
104-020-006-000	\$ 593.00
104-020-007-000	\$ 593.00
104-020-008-000	\$ 593.00
104-020-009-000	\$ 593.00
104-020-010-000	\$ 593.00
104-020-011-000	\$ 593.00
104-020-012-000	\$ 593.00
104-020-013-000	\$ 593.00
104-020-014-000	\$ 593.00
104-020-015-000	\$ 593.00
104-020-016-000	\$ 593.00
104-020-017-000	\$ 593.00
104-020-018-000	\$ 593.00
104-020-019-000	\$ 593.00
104-020-020-000	\$ 593.00
104-020-021-000	\$ 593.00
104-020-022-000	\$ 593.00
104-020-023-000	\$ 593.00
104-020-024-000	\$ 593.00
104-020-025-000	\$ 593.00
	\$ 258,927.52

**RESOLUTION 2023-08  
OF THE  
DONNER SUMMIT PUBLIC UTILITY DISTRICT  
FIXING AND PLACING A SPECIAL TAX LEVY ON IMPROVEMENT  
AREAS NO. 1 AND NO. 3 OF THE DONNER SUMMIT PUBLIC  
UTILITY DISTRICT COMMUNITY FACILITIES DISTRICT NO. 1  
FOR COLLECTION BY THE COUNTY OF NEVADA**

**WHEREAS**, the Donner Summit Public Utility District formed its Community Facilities District No. 1 (the “CFD”) and within the CFD formed Improvement Areas No. 1 and No. 3, and is authorized to levy a special tax in such improvement areas, pursuant to and in conformity proceedings taken under the Mello-Roos Community Facilities Act of 1982, as amended, being California Government Code Section 53311 *et seq.* and an Ordinance No. 2011-02 adopted by the legislative board of Donner Summit Public Utility District October 18, 2011, and

**WHEREAS**, as a result of such CFD proceedings, the Donner Summit Public Utility District is authorized to cause the special tax of the CFD an amount of \$593 per Equivalent Dwelling Unit to be billed to taxable properties in respective improvement areas of the CFD by placing the levy of such special tax on the County tax roll; and

**WHEREAS**, the list of parcels charged the special tax, and amount of the special tax for Fiscal Year 2024 is shown in Exhibit A; and

**WHEREAS**, Donner Summit Public Utility District has a Tax Collection Services Contract with Nevada County; and

**WHEREAS**, the County has required as a condition of the collection of such special taxes that the District warrant the legality of said special taxes and defend and indemnify the County from any challenge to the legality thereof.

**NOW, THEREFORE**, Be It Hereby Resolved by the Board of Directors of the Donner Summit Public Utility District (District) that:

1. The Auditor-Controller of Nevada County is requested to attach for collection on the Fiscal Year 2024 County tax rolls those taxes, assessments, fees and/or charges in Tax Rate Area 077-005. A copy will be forwarded to the Auditor Controller of the County upon completion and correction of the current list through June 30, 2023.
2. The District warrants and represents that the taxes, assessments, fees and/or charges imposed by the District and being requested to be collected by Nevada County comply with all requirements of state law, including but not limited to Articles XIIC and XIID of the California Constitution (Proposition 218).

3. The District releases and discharges Nevada County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by Nevada County of any taxes, assessments, fees and/or charges on behalf of District.
4. The District agrees to and shall defend, indemnify and hold harmless Placer County, its officers, agents and employees (the "Indemnified Parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by Nevada County of any of the District's said taxes, assessments, fees, and/or charges requested to be collected by County for District, or in any manner arising out of District's establishment and imposition of said taxes, assessments, fees and/or charges. District agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of collection of one of the District's taxes, assessments, fees and/or charges, Nevada County may offset the amount of the judgment from any other monies collected on behalf of District, including property taxes.
5. The District agrees that its officers, agents and employees will cooperate with Nevada County in answering questions referred to District by Nevada County from any person concerning the District's taxes, assessments, fees and/or charges, and that District will not refer such persons to Nevada County officers and employees for response.
6. The District agrees to pay such reasonable and ordinary charges as Nevada County may prescribe to recoup its costs in placing on the tax rolls and collecting the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800.

**PASSED AND ADOPTED** this 20th day of June 2023 at a Regular Meeting of the Board of Directors of the Donner Summit Public Utility District by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

Donner Summit Public Utility District

By: \_\_\_\_\_  
Cathy Preis  
President, Board of Directors

ATTEST:

---

Dawn Parkhurst  
Secretary of the Board

## Exhibit A

### List of Parcels in Donner Summit Public Utility District Community Facilities District No. 1 with Special Tax amounts for Fiscal Year 2024

Record No.	APN	Special Tax Fiscal Year 2024
1	017-040-013-000	\$593.00
2	017-050-006-000	\$593.00
3	017-050-017-000	\$593.00
4	017-050-026-000	\$770.90
5	017-050-027-000	\$593.00
6	017-490-009-000	\$593.00
7	017-490-021-000	\$593.00
8	017-490-035-000	\$593.00
9	047-040-002-000	\$593.00
10	047-070-005-000	\$593.00
11	047-070-017-000	\$593.00
12	047-070-023-000	\$593.00
13	047-070-028-000	\$593.00
14	047-070-033-000	\$593.00
15	047-070-036-000	\$593.00
16	047-070-038-000	\$593.00
17	047-071-005-000	\$593.00
18	047-071-007-000	\$593.00
19	047-080-007-000	\$593.00
20	047-080-018-000	\$593.00
21	047-080-021-000	\$593.00
22	047-080-029-000	\$593.00
23	047-090-009-000	\$593.00
24	047-101-006-000	\$593.00
25	047-101-010-000	\$593.00
26	047-101-021-000	\$593.00
27	047-101-036-000	\$593.00
28	047-101-038-000	\$593.00
29	047-101-039-000	\$11,919.30
30	047-101-041-000	\$593.00
31	047-102-005-000	\$593.00
32	047-390-008-000	\$593.00
33	047-420-004-000	\$593.00
34	047-420-011-000	\$593.00



**RESOLUTION 2023-09  
OF THE  
DONNER SUMMIT PUBLIC UTILITY DISTRICT  
FIXING AND PLACING A SPECIAL TAX LEVY ON IMPROVEMENT AREAS NO. 1  
AND NO. 3 OF THE DONNER SUMMIT PUBLIC UTILITY DISTRICT COMMUNITY  
FACILITIES DISTRICT NO. 1 FOR COLLECTION BY THE COUNTY OF PLACER**

**WHEREAS**, the Donner Summit Public Utility District formed its Community Facilities District No. 1 (the “CFD”) and within the CFD formed Improvement Areas No. 1 and No. 3, and is authorized to levy a special tax in such improvement areas, pursuant to and in conformity proceedings taken under the Mello-Roos Community Facilities Act of 1982, as amended, being California Government Code Section 53311 *et seq.* and an Ordinance No. 2011-02 adopted by the legislative board of Donner Summit Public Utility District October 18, 2011, and

**WHEREAS**, as a result of such CFD proceedings, the Donner Summit Public Utility District is authorized to cause the special tax of the CFD to be billed to taxable properties in respective improvement areas of the CFD by placing the levy of such special tax on the County tax roll; and

**WHEREAS**, the County has required as a condition of the collection of such special taxes that the District warrant the legality of said special taxes and defend and indemnify the County from any challenge to the legality thereof.

**NOW, THEREFORE**, Be It Hereby Resolved by the Board of Directors of the Donner Summit Public Utility District (District) that:

1. The Auditor-Controller of Placer County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges. A copy will be forwarded to the Auditor Controller of the County upon completion and correction of the current list through June 30, 2023.
2. The District warrants and represents that the taxes, assessments, fees and/or charges imposed by the District and being requested to be collected by Placer County comply with all requirements of state law, including but not limited to Articles XIIC and XIID of the California Constitution (Proposition 218).
3. The District releases and discharges Placer County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by Placer County of any taxes, and assessments, fees and/or charges on behalf of the District.
4. The District agrees to and shall defend, indemnify and hold harmless Placer County, its officers, agents and employees (the “Indemnified Parties”) from any and all claims, demands, liabilities, costs and expenses, damages, causes of

action, and judgments, in any manner arising out of the collection by Placer County of any of the District's said taxes, assessments, fees, and/or charges requested to be collected by County for District, or in any manner arising out of District's establishment and imposition of said taxes, assessments, fees and/or charges. District agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of collection of one of the District's taxes, assessments, fees and/or charges, Placer County may offset the amount of the judgment from any other monies collected on behalf of District, including property taxes.

5. The District agrees that its officers, agents and employees will cooperate with Placer County in answering questions referred to District by Placer County from any person concerning the District's taxes, assessments, fees and/or charges, and that District will not refer persons to Placer County officers and employees for response.
6. The District agrees to pay such reasonable and ordinary charges as Placer County may prescribe to recoup its costs of placement and collection on the tax rolls at the agreed upon rate of 1% of the taxes, assessments, fees and/or charges as provided by Government Code sections 29304 and 51800.

**PASSED AND ADOPTED**, this 20th day of June 2023, at a Regular Meeting of the Board of Directors of the Donner Summit Public Utility District by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

Donner Summit Public Utility District

By: \_\_\_\_\_  
Cathy Preis  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Dawn Parkhurst  
Secretary of the Board

## Agenda Item: 5F



## STAFF REPORT

**TO:** Board of Directors

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

**SUBJECT:** Adopt Resolutions Requesting Collection of Unpaid Charges on the County Tax Rolls

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### **RECOMMENDATION**

Adopt Resolutions 2023-10 and 2023-11 requesting collection of unpaid charges on the County tax rolls.

### **BACKGROUND**

Section 16469 of the California Public Utilities Code allows the Donner Summit Public Utility District (DSPUD) to place unpaid charges on the County tax rolls.

As required by both Placer and Nevada County, DSPUD must submit a request, warrant the legality of the charges, release and discharge the County from any claims arising from the collection, and defend and indemnify the County from any challenge to the legality thereof. DSPUD must also pay reasonable and ordinary charges as prescribed by the County(s) to recoup the cost of placing on the tax rolls and collecting the special tax, as provided by Government Code sections 29304 and 51800.

### **DISCUSSION AND ANALYSIS**

Staff has identified \$132,863.07 in charges against 36 parcels that have been delinquent for more than 90 days and need to be submitted to the Counties tax rolls. The APNs and amounts are listed in Attachment 1.

DSPUD staff sent out notices to these customers on June 15, 2023. If the customers do not pay by July 15, 2023 then Staff will submit the charges to the County tax rolls.

In order to place the charges on the tax roll for Fiscal Year 2023/24, DSPUD must adopt attached Resolutions 2023-10 and 2023-11.

### **FISCAL IMPACT**

This action will result in the collection of \$132,863.07 of delinquent charges.

### **CEQA ASSESSMENT**

This is not a CEQA Project

### **ATTACHMENTS**

1. Parcel List
2. Resolutions

**ATTACHMENT 1  
PARCEL LIST**

**June 20, 2023  
Agenda Item: 5F  
Attachment 1**

APN	AMOUNT
<b>NEVADA COUNTY</b>	
047-071-011	\$ 3,737.00
047-420-006	\$ 1,647.60
047-090-009	\$ 3,144.96
047-102-006	\$ 15,612.29
047-101-017	\$ 3,008.50
047-102-017	\$ 3,735.00
047-040-002	\$ 3,141.96
047-040-009	\$ 3,735.00
047-440-011	\$ 8,112.40
047-040-008	\$ 1,647.60
047-410-016	\$ 2,447.28
047-410-001	\$ 1,854.42
047-420-002	\$ 2,357.76
047-070-003	\$ 8,308.14
047-030-005	\$ 5,552.34
047-080-006	\$ 3,735.00
047-071-050	\$ 3,141.96
047-102-005	\$ 3,141.96
047-040-009	\$ 2,385.16
047-040-021	\$ 2,447.28
047-030-004	\$ 3,721.74
047-070-023	\$ 3,141.96
047-040-022	\$ 2,169.45
047-380-001	\$ 3,735.00
017-050-006	\$ 2,356.47
047-070-005	\$ 3,141.96
047-090-015	\$ 3,735.00
047-400-007	\$ 3,438.48
<b>Subtotal Nevada County</b>	<b>107,279.11</b>
<b>PLACER COUNTY</b>	
104-020-022	\$ 3,140.96
069-103-023	\$ 1,985.69
104-020-018	\$ 6,918.72
104-020-011	\$ 1,054.56
069-103-096	\$ 4,024.93
069-320-003	\$ 3,110.67
104-020-005	\$ 3,110.67
069-102-006	\$ 1,183.20
<b>Subtotal Placer County</b>	<b>25,536.08</b>
<b>Grand Total</b>	<b>132,863.07</b>

**RESOLUTION 2023-10  
OF THE  
DONNER SUMMIT PUBLIC UTILITY DISTRICT  
REQUESTING COLLECTION OF CHARGES ON THE NEVADA  
COUNTY TAX ROLL**

**WHEREAS**, the Donner Summit Public Utility District (hereinafter “District”) requests the County of Nevada collect on the County tax rolls certain charges which have been imposed pursuant to section 16469 of the California Public Utilities Code by the District, and

**WHEREAS**, the list of parcels charged and amount of the charges for Fiscal Year 2024 is shown in Exhibit A; and

**WHEREAS**, the County has required as a condition of the collection of said charges that the District warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

**NOW, THEREFORE**, Be It Hereby Resolved by the Board of Directors that:

1. The Auditor-Controller of Nevada County is requested to attach for collection on the Fiscal Year 2024 County tax rolls those taxes, assessments, fees and/or charges in Tax Rate Area 077-005. Upon completion and correction of the current list through June 30, 2023, a copy will be forwarded to the Auditor Controller of the County.
2. The District warrants and represents that the taxes, assessments, fees and/or charges imposed by the District and being requested to be collected by Nevada County comply with all requirements of state law, including but not limited to Articles XIIC and XIID of the California Constitution (Proposition 218).
3. The District releases and discharges Nevada County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by Nevada County of any taxes, assessments, fees and/or charges on behalf of District.
4. The District agrees to and shall defend, indemnify and hold harmless Nevada County, its officers, agents and employees (the “Indemnified Parties”) from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by Nevada County of any of District’s said taxes, assessments, fees and/or charges requested to be collected by County for District, or in any manner arising out of District’s establishment and imposition of said taxes, assessments, fees and/or charges. District agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of

District's taxes, assessments, fees and/or charges, Nevada County may offset the amount of the judgment from any other monies collected by County on behalf of District, including property taxes.

5. The District agrees that its officers, agents and employees will cooperate with Nevada County in answering questions referred to District by Nevada County from any person concerning the District's taxes, assessments, fees and/or charges, and that District will not refer such persons to Nevada County officers and employees for response.
6. The District agrees to pay such reasonable and ordinary charges as Nevada County may prescribe to recoup its costs in placing on the tax rolls and collecting the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800.

**PASSED AND ADOPTED** this 20th day of June 2023 at a Regular Meeting of the Board of Directors of the Donner Summit Public Utility District by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Donner Summit Public Utility District

By: \_\_\_\_\_  
Cathy Preis  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Dawn Parkhurst  
Secretary of the Board

**RESOLUTION 2023-11  
OF THE  
DONNER SUMMIT PUBLIC UTILITY DISTRICT  
REQUESTING COLLECTION OF CHARGES  
ON THE PLACER COUNTY TAX ROLL**

**WHEREAS**, the Donner Summit Public Utility District (hereinafter “District”) requests the County of Placer collect on the County Tax Rolls certain charges which have been imposed pursuant to section 16469 of the California Public Utilities Code by the District, and

**WHEREAS**, the County has required as a condition of collection of said charges that the District warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

**NOW, THEREFORE**, Be It Hereby Resolved by the Board of Directors of the Donner Summit Public Utility District that:

1. The Auditor-Controller of Placer County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges. Upon completion and correction of the current list through June 30, 2023, a copy will be forwarded to the Auditor Controller of the County.
2. The District warrants and represents that the taxes, assessments, fees and/or charges imposed by the District and being requested to be collected by Placer County comply with all requirements of state law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The District releases and discharges Placer County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by Placer County of any taxes, and assessments, fees and/or charges on behalf of the District.
4. The District agrees to and shall defend, indemnify and hold harmless Placer County, its officers, agents and employees (the “Indemnified Parties”) from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by Placer County of any of the District’s said taxes, assessments, fees, and/or charges requested to be collected by County for District, or in any manner arising out of District’s establishment and imposition of said taxes, assessments, fees and/or charges. District agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of collection of one of the District’s taxes, assessments, fees and/or charges, Placer County may offset the amount of the judgment from any other monies collected on behalf of District, including property taxes.



5. The District agrees that its officers, agents and employees will cooperate with Placer County in answering questions referred to District by Placer County from any person concerning the District's taxes, assessments, fees and/or charges, and that District will not refer persons to Placer County officers and employees for response.
6. The District agrees to pay such reasonable and ordinary charges as Placer County may prescribe to recoup its costs in placing on the tax rolls and collection of the taxes, assessments, fees and/or charges as provided by Government Code sections 29304 and 51800.

**PASSED AND ADOPTED**, this 20th day of June 2023, at a Regular Meeting of the Board of Directors of the Donner Summit Public Utility District by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Donner Summit Public Utility District

By: \_\_\_\_\_  
Cathy Preis  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Dawn Parkhurst  
Secretary of the Board

## Agenda Item: 6A



## STAFF REPORT

**TO:** Board of Directors

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

**SUBJECT:** General Manager Report

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### Project Updates

#### Sugar Bowl West and East Village Sewer Project

- Presented to project and financing overview to Sugar Bowl committee on June 8
- Property owner meeting tentatively planned for last week of June 2023
- First Segment (Phase 2A) 90% Engineering Plan submittal due week of June 19.
- Developing outreach letter, Project webpage, and frequently asked questions.
- Project update to Board at future meeting

#### Other

- Attended CSDA Legislative Days
  - Met with California Senator Brian Dahle.
    - He supports the CSDA Legislative Priorities (Attached)
  - Ballot initiative that would limit the ability of DSPUD to update or adopt fees has qualified for the November 2024 ballot. Provisions are retroactive to January 1, 2022. Proponent has until June 27, 2024 to withdraw.
- Utility billing software transition is underway

#### Upcoming Board Items

- Third Quarter FY2022/23 Budget Update
- Water Resiliency Study Update
- Sugar Bowl Sewer Project Update



## May-June 2023

Over 200 special district leaders converged in Sacramento in May to meet with State leaders on some of the biggest public policy issues facing special districts. During brunch meetings with 40 legislative offices participating, attendees discussed Brown Act remote meetings, design-build, and zero emission vehicle mandates among other advocacy priorities. The event took place the week after Governor Gavin Newsom unveiled his May Revise to the 2023-24 State Budget and attendees shared CSDA’s key budget requests.

Copies of the slide decks presented at Special Districts Legislative Days are available at [legislatedays.csdanet.net/schedule](http://legislatedays.csdanet.net/schedule). Be sure to save the date for next year’s event, back at the Sheraton Grand Sacramento May 21-22, 2024.

With the Governor’s May Revise in hand, the Budget Subcommittees are now in full swing as the Legislature faces a June 15 Constitutional deadline to pass a balanced budget. May 19 was the last day for the Appropriations Committees to pass bills to the floor and June 2 is the “House of Origin Deadline” when all bills must be passed out of the house in which they were introduced. Policy committees taking up bills in their second house will then have until July 14 to consider legislation prior to the Summer Recess.

### Inside this edition of the Take Action Brief:

- Legislative Priorities Advocated at Special Districts Legislative Days.....2
- FEEDBACK REQUESTED: Governor’s BUILD Proposals.....3
- May Revise to Governor Proposed 2023-24 State Budget.....4
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- Where Special Districts Fit in the Public Services Puzzle.....8
- Special Districts: Community Driven and Future Focused.....9

### Contact a local CSDA representative near you!

Chris Norden	Northern Network	<a href="mailto:chris@csda.net">chris@csda.net</a>
Dane Wadlé	Sierra Network	<a href="mailto:danew@csda.net">danew@csda.net</a>
Colleen Haley	Bay Area Network	<a href="mailto:colleenh@csda.net">colleenh@csda.net</a>
Melissa Green	Central Network	<a href="mailto:melissag@csda.net">melissag@csda.net</a>
Charlotte Holifield	Coastal Network	<a href="mailto:charlotteh@csda.net">charlotteh@csda.net</a>
Chris Palmer	Southern Network	<a href="mailto:chrisp@csda.net">chrisp@csda.net</a>



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## ➤ Legislative Priorities: Advocated at Special Districts Legislative Days

### SPECIAL DISTRICTS WEEK – SPONSOR

#### [Senate Concurrent Resolution 52 \(Alvarado-Gil\)](#)

Status: Senate Floor (as of 5.4.23)

**Important Facts:** Proclaims May 14 – 20, to be Special Districts Week. The resolution encourages Californians across the state to engage with their local communities and be actively involved with their government, particularly with special districts and the areas they serve.

### OPEN MEETINGS: LOCAL AGENCIES: TELECONFERENCES – SPONSOR

#### [Assembly Bill 557 \(Hart\)](#)

Status: Assembly Floor (as of 5.4.23)

**Important Facts:** Would preserve the emergency remote meeting procedures added to the Ralph M. Brown Act by Assembly Bill 361 (R. Rivas, 2021) by eliminating a January 1, 2024, sunset on those procedures. Would change, from 30 days to 45 days, the duration of required local agency resolutions passed as part of the process. The procedures will continue to require a Governor-declared emergency.

### LOCAL AGENCY DESIGN-BUILD PROJECTS: AUTHORIZATION – SUPPORT

#### [Assembly Bill 400 \(Rubio\)](#)

Status: Assembly Committee on Appropriations (as of 5.4.23)

**Important Facts:** Would extend the sunset date for local governments to use the design-build (DB) project delivery method for public works projects from January 1, 2025, until January 1, 2031. Local governments, including certain authorized special districts (wastewater facilities, solid waste management facilities, water recycling facilities, or fire protection facilities), use DB to build infrastructure projects efficiently.

### PUBLIC CONTRACTS: PROGRESSIVE DESIGN-BUILD: LOCAL AGENCIES – SUPPORT

#### [Senate Bill 706 \(Caballero\)](#)

Status: Assembly Desk (as of 5.4.23)

**Important Facts:** Would expand local agency progressive design-build (PDB) authority for public works construction contracts to any type of project, not just water projects as provided for under current law.

### MEDIUM- AND HEAVY-DUTY ZERO-EMISSION VEHICLES: PUBLIC AGENCY UTILITIES – SUPPORT

#### [Assembly Bill 1594 \(Garcia\)](#)

Status: Assembly Committee on Appropriations (as of 5.4.23)

**Important Facts:** Would require any state regulation on the procurement of medium- and heavy-duty zero-emission vehicles (ZEVs) by a public agency utility, such as California Air Resources Board (CARB) ZEV Advance Clean Fleet (ACF) regulation, to ensure that fleet vehicles are able to support a public agency utility's ability to maintain reliable water, sewer, and electric services, respond to disasters in an emergency capacity, and provide mutual aid assistance statewide and nationwide.



## ➤ **FEEDBACK REQUESTED: Governor's "BUILD" Proposals**

On Friday, May 19, Governor Gavin Newsom announced new permitting and project reforms, called "Build More, Preserving Jobs" or "BUILD". Please send your feedback to CSDA Legislative Representative Heidi Hannaman via email to [heidih@csda.net](mailto:heidih@csda.net):

- **Administrative Records Review**  
Clarifies and streamlines procedures related to the preparation of the public record for the judicial review of level challenges brought under CEQA in order to reduce the litigation time.
  - [Fact Sheet](#) and [Trailer Bill Language](#)
- **CEQA Judicial Streamlining**  
Provides for expedited judicial review of challenges to certain water, transportation, clean energy, and semiconductor or microelectronic projects under CEQA.
  - [Fact Sheet](#) and [Trailer Bill Language](#)
- **Green Financing Programs for Federal Inflation Reduction Act (IRA) Funding**  
Allows I-Bank and DWR to access and utilize federal funding provided in the Inflation Reduction Act, to finance projects that reduce greenhouse gas emissions.
  - [Fact Sheet](#) and [Trailer Bill Language](#)
- **Accelerating Environmental Mitigation**  
Streamlines the implementation of environmental mitigation measures for the efficient delivery of Caltrans projects.
  - [Fact Sheet](#) and [Trailer Bill Language](#)
- **National Environmental Policy Act (NEPA) Delegation Authority**  
Removes the current sunset provision and permanently authorizes the consent of California to the jurisdiction of federal courts and waiver of immunity by the California Transportation Agency (CalSTA) with regards to the performance of certain federal environmental responsibilities under the National Environmental Policy Act (NEPA).
  - [Fact Sheet](#) and [Trailer Bill Language](#)
- **Direct Contracting (Public Private Partnership Authority I-15 Wildlife Crossings)**  
Authorizes Caltrans to directly contract to construct three wildlife crossings over Interstate 15 as part of the Brightline West high-speed rail project between California and Nevada.
  - [Fact Sheet](#) and [Trailer Bill Language](#)
- **Job Order Contracting**  
Authorizes Caltrans to use the job order contracting method to complete routine transportation projects and maintenance work quickly and easily.
  - [Fact Sheet](#) and [Trailer Bill Language](#)
- **Progressive Design-Build Authority for CalTrans and DWR**  
Allows the DWR and Caltrans to establish a progressive design-build pilot program until 1/1/2031.
  - [Fact Sheet](#) and [Trailer Bill Language](#)
- **Fully Protected Species Reclassification**  
To ensure better species conservation and improved permitting for essential infrastructure projects, repeals the four existing statutes designating species as "fully protected" under California law. The bill would reclassify the 37 fully protected species.
  - [Fact Sheet](#) and [Trailer Bill Language](#)
- **Delta Reform Act Streamlining**  
Makes refinements to the Delta Reform Act that will streamline certain review processes with the intent that Delta Plan projects can be planned, permitted, and built faster while protecting the environment.
  - [Fact Sheet](#) and [Trailer Bill Language](#)



## ➤ May Revise to Governor's Proposed 2023-24 State Budget

On Friday, May 12, Governor Gavin Newsom released the [May Revision](#) to his 2023-24 State Budget proposal. When the Governor released his proposal in January there was a projected \$22.5 billion deficit to the State Budget. The May Revision projects an additional \$9.3 billion revenue shortfall, bringing the total anticipated deficit to \$31.5 billion.

To address the funding shortfall, the Governor's administration has proposed a series of cuts, delays, and reductions to funding. While the May Revise does not contain new trigger cuts, it does maintain most of the \$3.9 billion in trigger reductions included in the Governor's January budget proposal. Among the top issues of interest to special districts:

### ***Climate***

In the May Revision, there is a continuation of a multi-year wildfire and forest resilience package worth \$2.7 billion. Additionally, the revision contains an allocation of \$290 million for a flood-related funding package that targets the reduction of flood risk and enhances flood system resilience. The Governor's Office will continue to work with the Legislature to pursue a climate bond in the upcoming months. Due to decreased revenue projections and increased budgetary pressures, the May Revision includes an extra \$1.1 billion General Fund realignment across climate resilience programs which are bond eligible. Specific funding sources transitioning to the climate bond include: \$270 million for water recycling, \$100 million for the Regional Resilience Program, \$100 million for urban greening, \$60 million towards the Sustainable Groundwater Management Act (SGMA) implementation, \$50 million for dam safety and flood management, and \$20 million for multi-benefit land repurposing.

### ***Zero-Emission Vehicles (ZEV) Acceleration***

The Governor's office has touted that recent data indicates the state has achieved putting 1.5 million Zero Emission Vehicles (ZEVs) on the road two years before the projected timeline. The Administration has committed to maintaining 89 percent or \$8.9 billion in investments to expand ZEV deployment. Some of the initiatives related to ZEV deployment have also had their funding sources replaced; \$635 million will be sourced from the Greenhouse Gas Reduction Fund (instead of the General Fund) to underwrite certain ZEV programs. The Administration's ZEV investments include a wide range of initiatives such as the improvement of short-haul trucks, school buses, and passenger vehicles. Investments will also include provisions for infrastructure development and incentives to support in-state manufacturing.

### ***Homelessness***

Despite the allocation of \$7.3 billion of funds in 2021 and \$10.2 billion designated in the 2022 Budget, the state continues to confront a surge in homelessness. To address this issue, the California Interagency Council on Homelessness (Cal ICH) has been tasked with advancing a cohesive response. The Governor has provided nearly \$3 billion to local governments through four rounds of the Homeless Housing, Assistance and Prevention (HHAP) Program, with an additional \$1 billion proposed for a fifth round of HHAP grants, and \$400 million for a third round of the Encampment Resolution Funding (ERF) Program to resolve encampments.

### ***Property Taxes***

Preliminary data suggest statewide property tax revenues increased around 7.4 percent in 2022-23, which is 1.4 percentage points higher than the 6 percent growth rate anticipated in the Governor's budget forecast. Property tax revenues are expected to grow 4.5 percent in 2023-24, which is 0.5 percentage point lower than the 5 percent growth expected in the Governor's budget. Strong growth in 2022-23 is likely due to home price increases that took place in 2021. More moderate growth is expected in 2023-24 due to higher interest rates that led to lower property transfers and price declines in 2022.



# KEY BUDGET REQUESTS

## Meeting the Needs of California's Communities



### **Paying Off State Mandate Debt Owed to Local Governments**

**Amount TBD (Approximately \$830 million as of the end of 2022)**

The State of California owes local agencies millions of dollars for mandate reimbursements required under the Constitution. Reimbursement would fund compliance with the Brown Act and other important laws and ensure these statutes remain enforceable. This expenditure would relieve the State of its Constitutionally obligated debt.

*CSDA Contact:* Marcus Detwiler (marcusd@cda.net)



### **Increased Mosquito Abatement Measures to Combat Spread of Non-Native Species**

**\$5 million ongoing**

The Mosquito and Vector Control Association of California has seen tremendous growth in the spread of non-native mosquitoes. This budget request supports increased mosquito control district activities associated with preventing the local transmission of mosquito-borne diseases such as: dengue, Zika, and chikungunya.

Primary Contact: Mosquito and Vector Control Association of California, Vanessa Cajina (VCajina@ka-pow.com)

*CSDA Contact:* Heidi Hannaman (heidih@cda.net)



### **Resource Conservation District Financial Assistance Program**

**\$10 million**

This budget request will allow the California Department of Conservation to provide two years' worth of financial assistance to help grow the capacity of Resource Conservation Districts (RCDs). Funding will enable RCDs to expand work on fire prevention, sea-level rise, flood protection, water quality and supply, and more.

Primary Contact: California Association of Resource Conservation Districts, Nancy Wahl-Scheurich (nancy-wahlscheurich@carcd.org)

*CSDA Contact:* Heidi Hannaman (heidih@cda.net)



### **Atmospheric Rivers: Research, Mitigation, and Climate Forecasting Program (AR Program), California Department of Water Resources**

**\$10 million**

\$10 million identified in the Governor's Proposed 2023-24 Budget will be used to continue advancing operational AR forecast tool integration with DWR water supply management, align AR Program results and products with forecast-informed reservoir operations (FIRO) to increase water management flexibility and continue innovations that improve AR, precipitation, and snow level prediction capabilities.

Primary Contact: Scripps Institution of Oceanography, Ian Clamptett (iclampett@ucsd.edu)

*CSDA Contact:* Aaron Avery (aaron@cda.net)



### **Protect Existing Funding for Organic Waste Recycling**

**Approximately \$345,000,000**

CSDA and coalition partners recently submitted a letter in support of Governor Newsom's January budget proposal to protect the \$345 million from FY 21-22 and FY 22-23 for SB 1383 Implementation Grants and the Organic Waste Infrastructure Program. This funding is critical to support local governments to comply with SB 1383's organic waste recycling requirements and to spur much-needed organic waste recycling infrastructure development.

*CSDA Contact:* Heidi Hannaman (heidih@cda.net)





### Deny California Air Resources Board Budget Change Proposal (BCP)

CSDA and coalition partners submitted a letter asking the legislature's budget committees to deny the California Air Resources Board (CARB) budget change proposal (BCP) (3900-010-BCP-2023-GB) to support its Advanced Clean Fleets (ACF) regulations. CARB's current draft of the ACF regulations will create significant administrative burdens for local government fleet operators. The current BCP is based on a burdensome system that requires local government agencies to submit exemption requests to CARB because the vehicle technology is not available in the quantities required, at feasible prices or even available at all for public fleets to meet the proposed implementation timelines. The letter asks the legislature to deny CARB's ACF BCP request and instead require the department to develop a less administratively onerous exemption request process than what is being contemplated in the CARB BCP.

*CSDA Contact:* Heidi Hannaman (heidih@cda.net)

## FEDERAL BUDGET REQUESTS



### Precipitation Forecasting for Water Management

**\$15 million**

For the U.S. Weather Research Program under the National Oceanic and Atmospheric Administration's (NOAA's) Office of Oceanic and Atmospheric Research appropriations account to support a pilot project in the Western U.S. to improve subseasonal to seasonal (S2S) precipitation forecasting to improve water management.

*CSDA Contact:* Aaron Avery (aaron@cda.net)



# Advocacy Priorities

## Protecting Local Revenue



- Preserving sources and uses of local revenue for special districts, including through protecting development impact fees, ratemaking authority, and local property tax
- Preserving the ability to fund and maintain appropriate reserves
- Enhancing, not limiting, local funding tools for growing communities

## Prioritizing Infrastructure and Project Delivery



- Ensuring special districts have equitable access, as compared to other service providers, to state and federal funding to support investments in communities they serve
- Maintaining infrastructure—including mitigation of damage to that infrastructure such as that arising from the statewide homelessness crisis and cybersecurity threats
- Ensuring the most beneficial projects are built in the most efficient manner, such as through permit streamlining or public works bidding and design flexibilities

## Funding Climate Adaptation and Resilience



- Confronting the threats and impacts of drought, wildfire, flooding, seawater intrusion and air pollution.

*For more information or to meet with local service specialists leading the way on these issues of critical statewide concern, contact CSDA's Advocacy and Public Affairs Team at [advocacy@csda.net](mailto:advocacy@csda.net).*



**California Special Districts Association**  
*Districts Stronger Together*

June 20, 2023  
 Agenda Item: 6A

# WHAT ARE SPECIAL DISTRICTS?

*There are just over 2,000 independent special districts in California*

Special districts are local public agencies created by community residents to deliver specialized services essential to their health, safety, economy, and well-being.



Like cities and counties, special districts are public agencies; however, they **provide necessary services that many cities and counties do not.**

Districts are subject to sunshine laws and **governed by a board of directors directly accountable to their constituents.**

Special districts serve all kinds of communities from agricultural, rural, and disadvantaged—nearly 60 percent of California’s special districts serve disadvantaged communities—to incorporated cities and major metropolitan regions, **driving innovation and achieving efficiency through focused-service and economies of scale.**

Collectively, special districts serve as the backbone of California’s infrastructure and economy, **addressing California’s biggest statewide problems at the local level.**

## HOW ARE SPECIAL DISTRICTS FUNDED?



**SPECIAL DISTRICT SERVICES, INFRASTRUCTURE AND CAPITAL NEEDS ARE FUNDED THROUGH A VARIETY OF SOURCES.**

- Revenue sources include fees for services, property taxes, special taxes, benefit assessments, impact fees, and grants.
- California law demands a strict process for voter approval of the taxes and fees that fund special districts.
- Due to strong local oversight and constitutional provisions, special districts often must find a way to do more with less than other government agencies.

## WHY ARE SPECIAL DISTRICTS NECESSARY?



**SPECIAL DISTRICTS ARE FORMED BY COMMUNITIES WHEN IT’S SOMETHING:**

- The community needs
- The community wants done well
- The community wants done with local control

**2K**

Just over 2,000 independent special districts provide services and infrastructure that in some way benefits every one of California’s **40 million residents.**



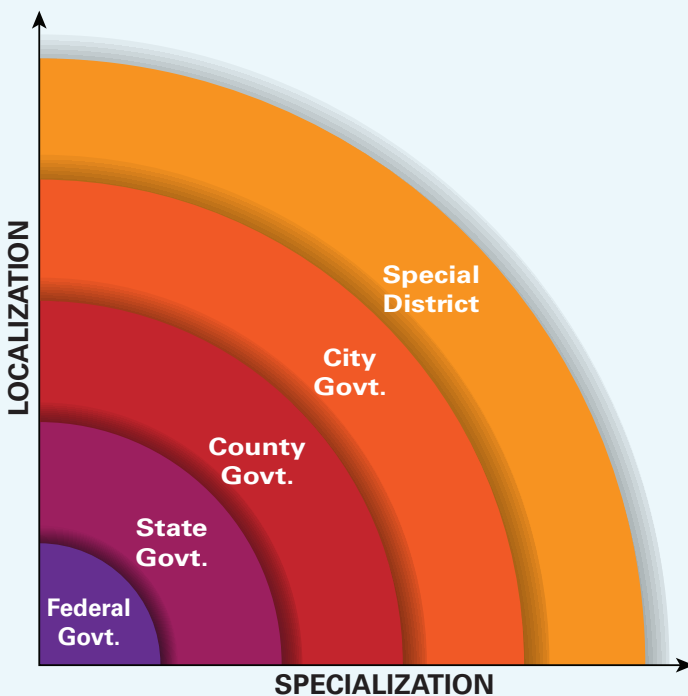
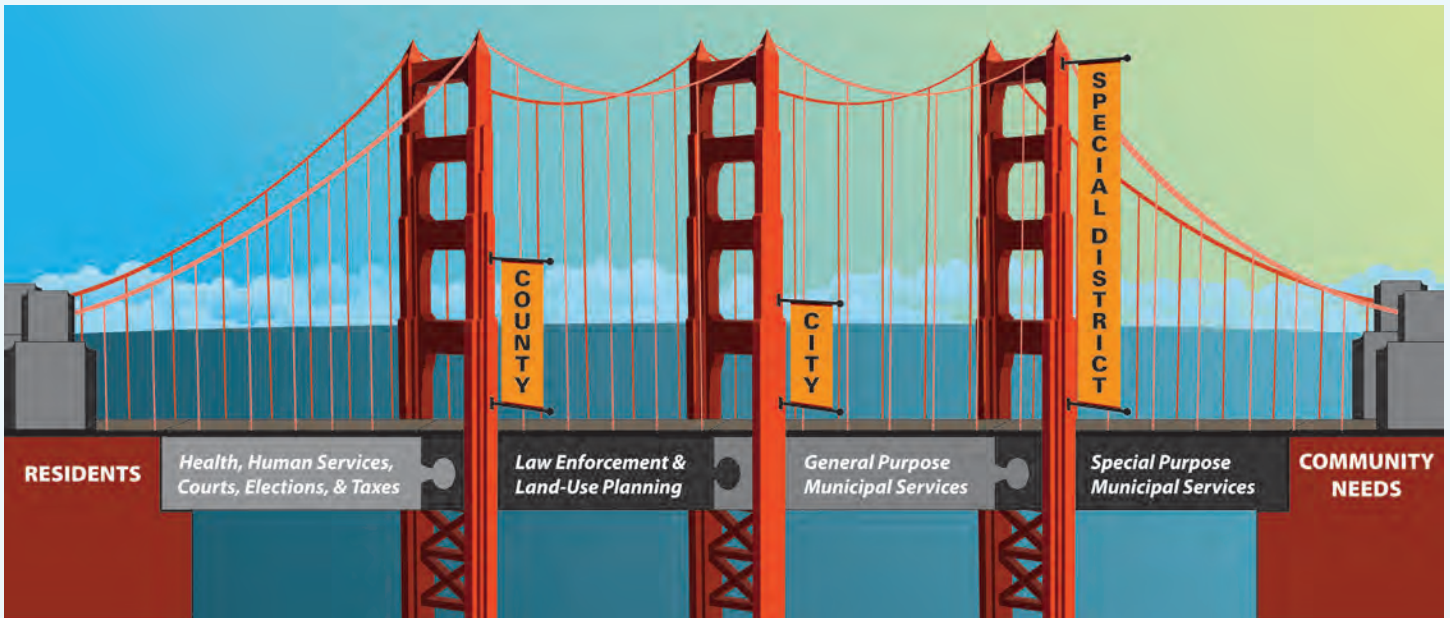
Many districts **provide infrastructure services the U.S. Department of Homeland Security deems “critical”,** such as water, irrigation, wastewater and agriculture services.

## SPECIAL DISTRICTS SEEK PARTNERSHIP WITH THE STATE AND FEDERAL GOVERNMENTS TO:

- Ensure safe and reliable services for our communities.
- Build resiliency to prepare for and overcome adversity, such as wildfires or other natural disasters.
- Grow the economy and serve more Californians through investment in local and regional infrastructure.



# Where Special Districts Fit in the Public Services Puzzle



California’s communities are diverse in the nature and extent of public services they need. The result is a network of public service agencies, each with a purpose under state law. Within this framework, **special districts are formed, governed, and “owned” by the community.** They are created to meet the essential needs of local families and economies, and are directly accountable to the communities they serve.

Like cities and counties, special districts are subject to “sunshine laws,” audits, and regulatory compliance requirements. Special districts are also the most responsive form of government because they are established, operated, and controlled by local voters, and employ highly-trained experts focused on a single mission to most efficiently and effectively meet the community’s needs.

**Special districts are focused on providing a “special-purpose” municipal service, like water, sanitation, fire protection, parks, mosquito abatement, cemeteries, resource conservation, ports and harbors, airports, or libraries where a city or county does not.**



**California Special Districts Association**  
*Districts Stronger Together*

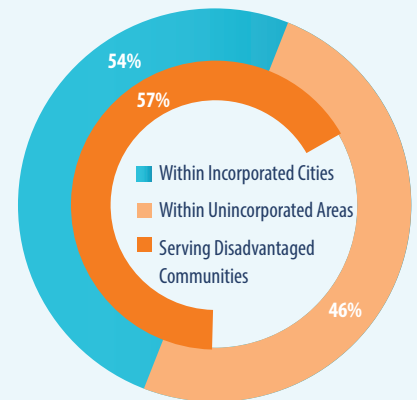
# SPECIAL DISTRICTS: COMMUNITY DRIVEN AND FUTURE FOCUSED

## Special Districts are Addressing California's Biggest Statewide Problems—At The Local Level

California is the world's fifth largest economy and plays an integral part in the continued prosperity of the country as a whole. The state is faced with many challenges, any one of which could be considered the biggest issues of our time. Climate change, wildfires, drought, homelessness, and mental health, all require thoughtful approaches built from the ground up, and they are all being tackled every day by the locally-focused experts of California's special districts.

Special districts, sometimes referred to as special services districts, are locally-formed and independently administered units of local government, created to oversee everything from how people get their water and power to how they enjoy their parks and open spaces. [Our state simply could not function without them.](#)

### SPECIAL DISTRICTS SERVE VARIED COMMUNITIES



## Special Districts Are Truly the Backbone of California's Economy

California's Special Districts provide essential services that many cities and counties do not, such as fire protection, health and wellness programs, and core infrastructure, including transit, airports, ports and harbors as well as access to reliable water, wastewater, and electricity. Across California, more than 2,000 special districts serve the needs of nearly every one of California's 40 million residents—many in disadvantaged communities—and employ more than 120,000 front-line workers.

## Special Districts Operate at the Nexus of Cutting-Edge Technology and Community Engagement

Special Districts are addressing the biggest statewide problems by taking what the experts learn at the local level and turning that knowledge into future-focused, long-term solutions. Scientists, firefighters, engineers, healthcare professionals, water operators, lab technicians, environmental analysts, and many other specialists provide special district services. Their expertise allows special districts to respond to a rapidly changing world and develop and implement technologies quickly when evolving needs require new, state-of-the-art tools of the trade.

Whether responding to drought conditions with more effective water conservation and groundwater sustainability technologies, mitigating wildfire risk and recovery, addressing transportation needs with innovative strategies, or simply serving the physical, mental, and emotional health needs of diverse populations, special districts are developing world-class solutions to the everyday needs of the communities they serve.



## ➤ OTHER WAYS TO TAKE ACTION

### Learn More

#### Share Your Knowledge with Special District Leaders!

*Calling all speakers!* CSDA is currently planning our 2024 Professional Development calendar and would love to consider your session as an in-person workshop, virtual workshop, or webinar. Webinars are offered at no charge to CSDA members and are typically 1 – 2 hours in length. CSDA in-person and virtual workshops are offered for a fee, take a deeper dive into comprehensive content, and are typically six hours in length over the course of two days (virtual) or one full day (in person).

Share your proposal: <https://csdaforms.wufoo.com/forms/q1bi22el1lz2sei/>

Hurry! Deadline for submissions is COB Friday, June 30, 2023. We anticipate making final selections in August. You will be notified only if your proposal is accepted. The call for 2023 CSDA Conference proposals will take place in November / December of this year, so keep an eye on your inbox!

*\*These session proposals must be educational in nature and not refer to a specific product or service. Preference is offered to CSDA Members. Not a member? Contact Eric Spencer at [erics@csda.net](mailto:erics@csda.net) to learn more.*

### Join Today

Join an Expert Feedback Team to provide CSDA staff with invaluable insights on policy issues. Visit [csda.net/get-involved](https://csda.net/get-involved) or email [updates@csda.net](mailto:updates@csda.net) to inquire about joining one of the following teams:

- Environment & Disaster Preparedness
- District Operations
- Governance
- Human Resources and Personnel
- Public Works, Facilities, and State Infrastructure Investment & Partnership
- Local Revenue

### Stay Informed

In addition to the many ways you can **TAKE ACTION** with CSDA’s advocacy efforts, CSDA offers a variety of tools to keep you up-to-date and assist you in your district’s legislative and public outreach. Make sure you’re reading these resources:

- CSDA’s weekly e-Newsletter
- Districts in the News
- CSDA’s *California Special Districts Magazine*

Email [updates@csda.net](mailto:updates@csda.net) for help accessing these additional member resources.

## Agenda Item: 6B

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

**May 2023**



### Donner Summit Public Utility District Waste Water Flow Data

MONTH OF May 2023		DSPUD Influent	SLCWD Influent	Total Plant Influent	Total Plant Influent	Total Plant EFF River	Total Plant EFF Irr Storage	Total Plant EFF Irr Delivery	DSPUD Fresh Water Treated	SLCWD Fresh Water Treated	Weather	Comments
DATE	DAY	MGD	MGD	MGD	Totalizer	MGD	MGD	MGD	MGD	MGD	Cond	
05/01/23	MON	0.2777	0.1363	0.4140	2.4823300	0.488	0.0000	0.0000	0.171	0.0633	Clear	1" Snow
05/02/23	TUE	0.2324	0.1166	0.3490		0.389	0.0000	0.0000	0.141	0.0307	Rain/Snow	
05/03/23	WED	0.2182	0.0968	0.3150		0.329	0.0000	0.0000	0.193	0.0395	Pt Cloudy	
05/04/23	THU	0.1517	0.0863	0.2380		0.248	0.0000	0.0000	0.252	0.0000	Cloudy	
05/05/23	FRI	0.1559	0.0881	0.2440		0.259	0.0000	0.0000	0.112	0.0534	Lt Snow	
05/06/23	SAT	0.1294	0.0826	0.2120		0.227	0.0000	0.0000	0.153	0.0343	Snow	
05/07/23	SUN	0.1354	0.0786	0.2140		0.224	0.0000	0.0000	0.193	0.0000	Cloudy	
05/08/23	MON	0.1933	0.0807	0.2740		0.198	0.0000	0.0000	0.190	0.0520	Cloudy	
05/09/23	TUE	0.1714	0.0766	0.2480		0.255	0.0000	0.0000	0.192	0.0833	Clear	
05/10/23	WED	0.1743	0.0877	0.2620		0.306	0.0000	0.0000	0.138	0.0657	Clear	
05/11/23	THU	0.1953	0.1397	0.3350		0.364	0.0000	0.0000	0.112	0.0401	Clear	
05/12/23	FRI	0.2110	0.1040	0.3150		0.333	0.0000	0.0000	0.119	0.0000	Clear	
05/13/23	SAT	0.2435	0.1215	0.3650		0.313	0.0000	0.0000	0.134	0.0000	Clear	
05/14/23	SUN	0.2623	0.1297	0.3920		0.433	0.0000	0.0000	0.078	0.0638	Clear	
05/15/23	MON	0.2413	0.1377	0.3790		0.426	0.0000	0.0000	0.152	0.0487	Clear	
05/16/23	TUE	0.2417	0.1453	0.3870		0.382	0.0000	0.0000	0.347	0.0000	Clear	
05/17/23	WED	0.2182	0.1428	0.3610		0.361	0.0000	0.0000	0.136	0.0498	Clear	
05/18/23	THU	0.2263	0.1367	0.3630		0.399	0.0000	0.0000	0.161	0.0814	Clear	
05/19/23	FRI	0.2539	0.1391	0.3930		0.401	0.0000	0.0000	0.140	0.0000	Clear	
05/20/23	SAT	0.2351	0.1469	0.3820		0.391	0.0000	0.0000	0.124	0.0000	Clear	
05/21/23	SUN	0.2486	0.1554	0.4040		0.484	0.0000	0.0000	0.163	0.0478	Clear	
05/22/23	MON	0.2358	0.1592	0.3950		0.340	0.0000	0.0000	0.140	0.0697	Clear	
05/23/23	TUE	0.2418	0.1562	0.3980		0.427	0.0000	0.0000	0.162	0.0826	Clear	
05/24/23	WED	0.1787	0.1513	0.3300		0.366	0.0000	0.0000	0.066	0.0591	Clear	
05/25/23	THU	0.2126	0.1404	0.3530		0.406	0.0000	0.0000	0.156	0.1012	Clear	
05/26/23	FRI	0.1990	0.1250	0.3240		0.330	0.0000	0.0000	0.142	0.0000	Pt Cloudy	
05/27/23	SAT	0.2439	0.1311	0.3750		0.379	0.0000	0.0000	0.172	0.0000	Clear	
05/28/23	SUN	0.1939	0.1281	0.3220		0.279	0.0000	0.0000	0.175	0.0000	Clear	
05/29/23	MON	0.2094	0.1326	0.3420		0.405	0.0000	0.0000	0.238	0.0107	Clear	
05/30/23	TUE	0.2097	0.1263	0.3360		0.303	0.0000	0.0000	0.248	0.1011	Clear	
05/31/23	WED	0.1981	0.1339	0.3320		0.304	0.0000	0.0000	0.200	0.1038	Clear	
					2.5836300							
5/2023 Daily Totals		<b>6.5398</b>	<b>3.8132</b>	<b>10.3530</b>	<b>N/A</b>	<b>10.7489</b>	<b>0.0000</b>	<b>0.0000</b>	<b>5.1000</b>	<b>1.2820</b>		1" Snow
5/2023 Totalizer Total		<b>6.9468</b>	<b>3.1832</b>	<b>10.1300</b>	<b>10.13000</b>	<b>10.7489</b>	<b>0.0000</b>	<b>0.0000</b>	<b>5.1000</b>	<b>1.2354</b>	2022	1" Snow
Difference		<b>0.40700</b>	<b>-0.63000</b>	<b>-0.22300</b>	<b>N/A</b>	<b>0.0000</b>	<b>0.0000</b>	<b>N/A</b>	<b>0.0000</b>	<b>-0.0467</b>		
Percentage Difference		<b>5.86%</b>	<b>-19.791%</b>	<b>-2.201%</b>	<b>N/A</b>	<b>0.000%</b>	<b>#DIV/0!</b>	<b>N/A</b>	<b>0.000%</b>	<b>-3.776%</b>		
5/2023 AVG/DAY		<b>224,090</b>	<b>102,685</b>	<b>326,774</b>	<b>326,774</b>	<b>346,739</b>	<b>0</b>	<b>0</b>	<b>164,516</b>	<b>39,851</b>		
5/2022 Totalizer Total		<b>4.09099</b>	<b>2.71791</b>	<b>6.8089</b>	<b>6.8089</b>	<b>6.160</b>	<b>1.128</b>	<b>0.000</b>	<b>5.3130</b>	<b>1.4460</b>		
5/2022 AVG/DAY		<b>131,967</b>	<b>87,675</b>	<b>219,642</b>	<b>219,642</b>	<b>198,710</b>	<b>36,387</b>	<b>0</b>	<b>171,387</b>	<b>46,645</b>		

# 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: May 2023

## Operations WWTP

- ◆ Flows to river discharge 10.7 MG.
- ◆ Staff continued to assist with the annual budget planning.
- ◆ Shut down the heat exchangers after winter use.



- ◆ Cleared, finished prepping and began drying bed use.



- ◆ Cleaned out chlorine holding tank used for the membrane maintenance cleans.



- ◆ Control Point updated the SCADA historical data control program for the districts state reporting.
- ◆ Processed 1 USA dig ticket.

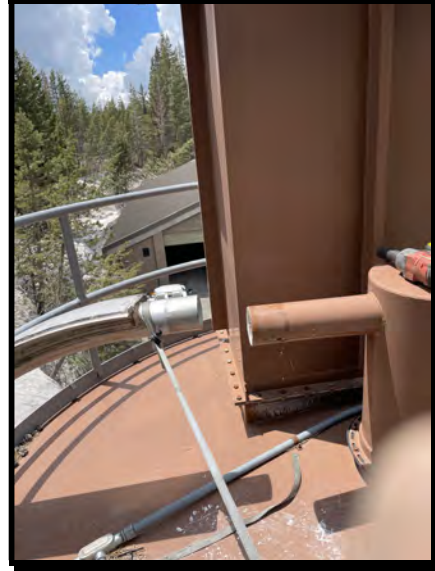
## Operations Water Plant

- ◆ Completed and sent out monthly potable water reports to DHS.
- ◆ Completed and made all requested edits to the annual drinking water reports for Big Bend and Donner Summit.
- ◆ Worked with the drinking water board to get an old violation report from 2019 completed and closed.
- ◆ Conducted a hydrant flow test at 21691 Lotta Crabtree.
- ◆ Closed the gate at Lake Angela dam to begin storing runoff.



## Repairs and Maintenance WWTP

- ◆ Made temporary repairs to the soda ash silo fill line and received a delivery.



- ◆ Replaced the backup battery supply for the ammonia emergency shut off system.

- ◆ Fixed electrical issues with sewer lift station L-3.
- ◆ Reset and check for problems Reactor-1 mixer.



- ◆ Replaced failed motor on membrane air compressor 2.



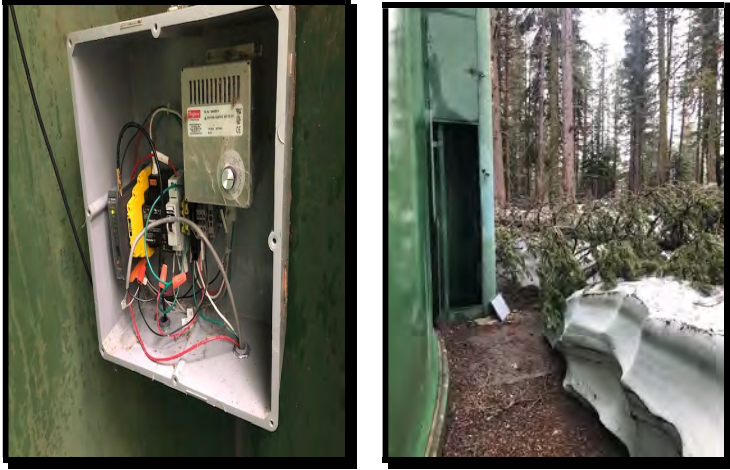
- ◆ Serviced membrane blowers, 4211, 4212, and 4112.



- ◆ Replaced the UPS batteries at sewer lift stations N-1, N-2, L-3, L-4, L-7 and L-8.

## Repairs and Maintenance WTP

- ◆ Trouble shot problems with the level transducer at Reservoir-2.



- ◆ Pumped out, inspected and adjusted packing on an air/vacuum relive valve and pit in Sugar bowl.
- ◆ Removed tracks from the supply trailer for the FWP.

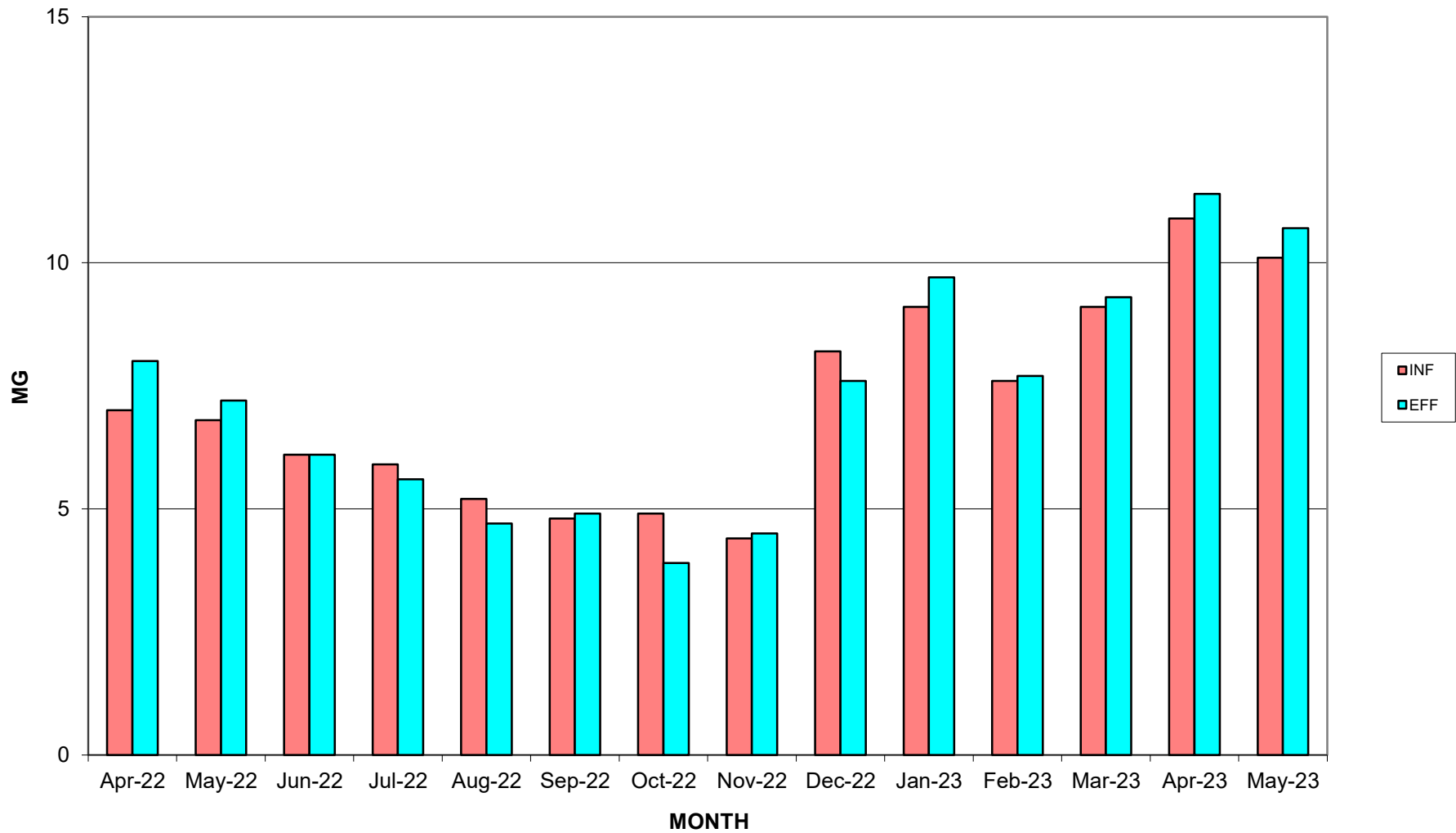


## Laboratory

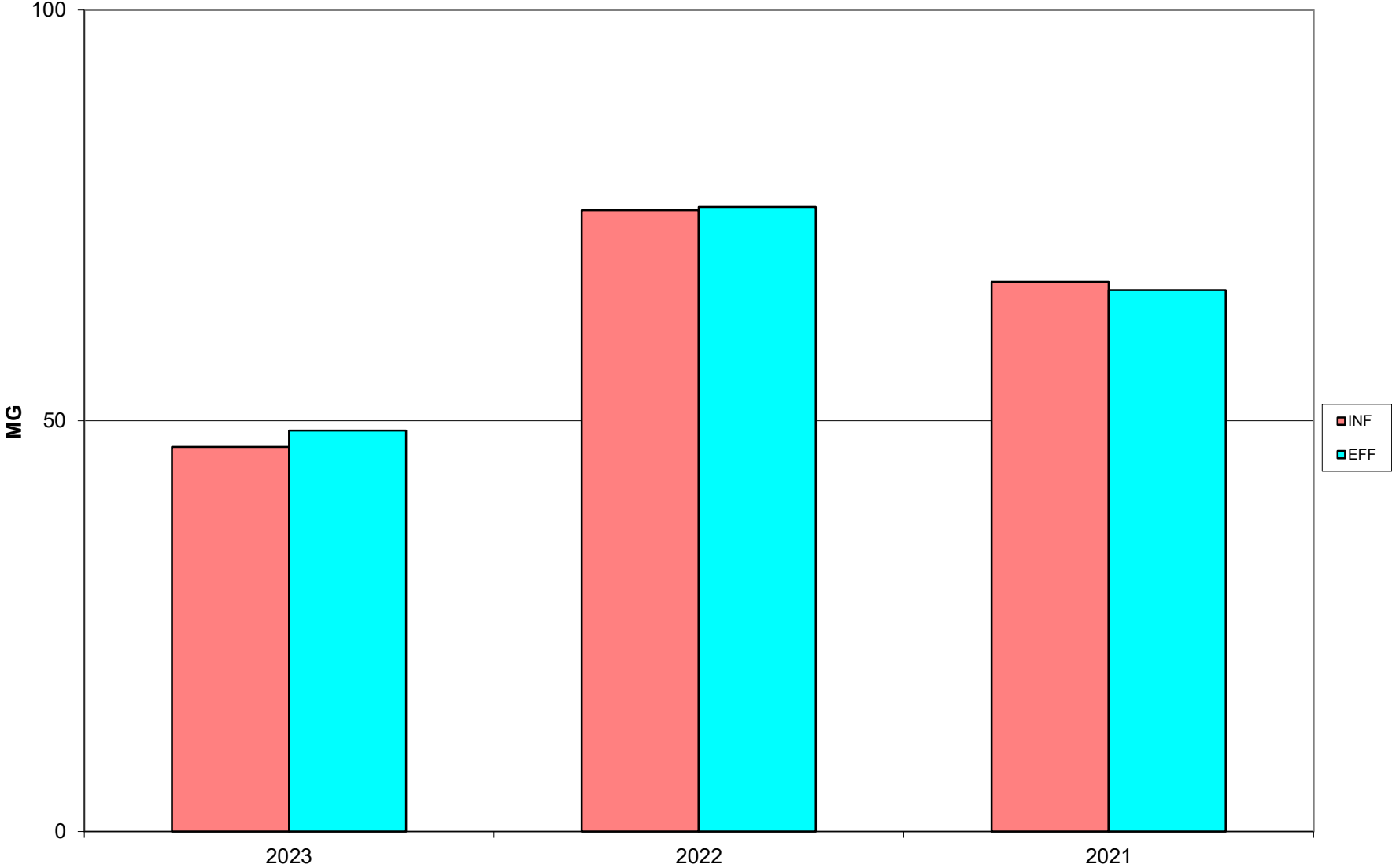
- ◆ Continued river discharge monitoring.
- ◆ Replaced failed dissolved oxygen meter.



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

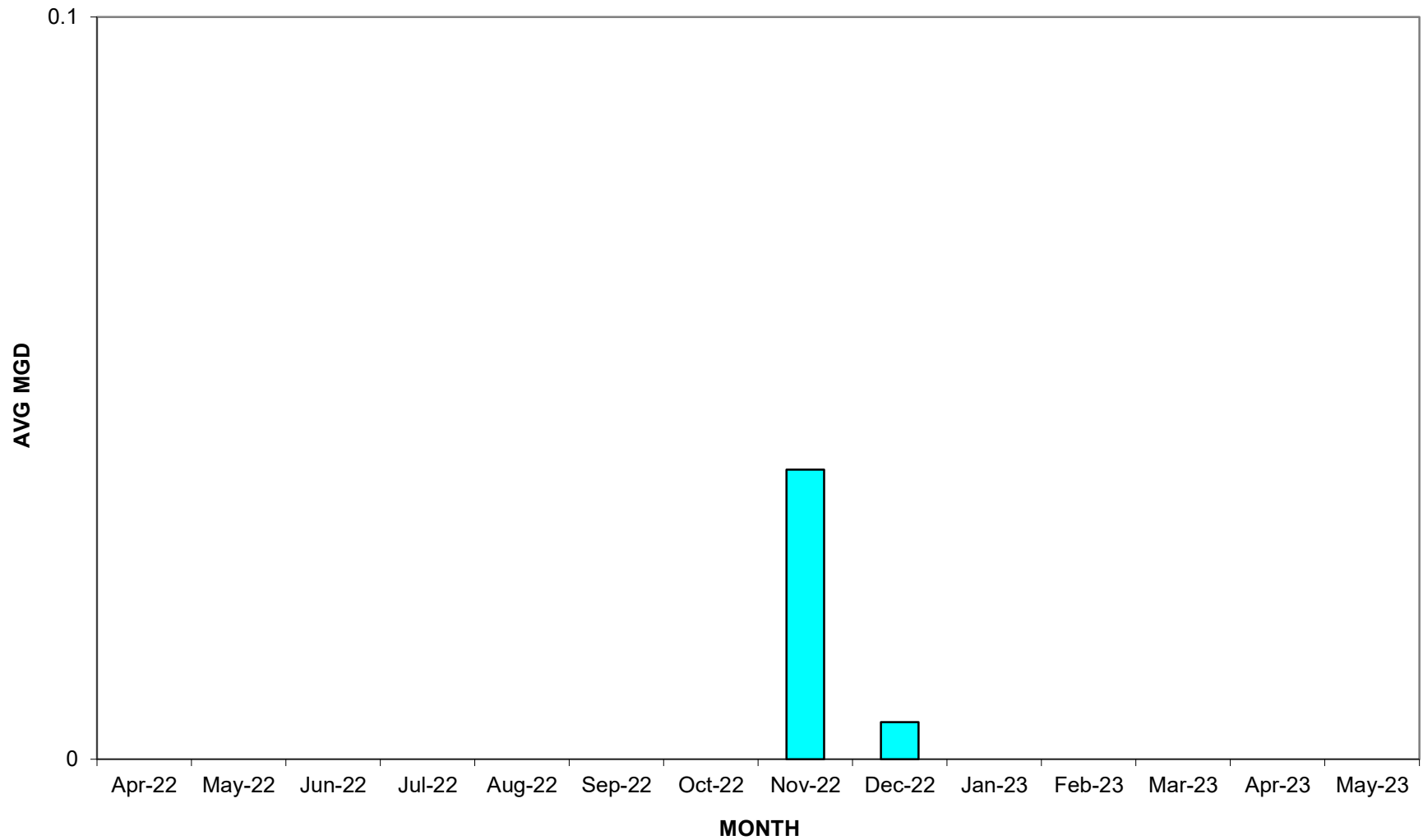


**DONNER SUMMIT PUD WWTP  
ANNUAL TOTAL INFLUENT FLOW TO TOTAL EFFLUENT FLOW  
2023 DATA THROUGH MAY**





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



## Agenda Item: 7A



**STAFF REPORT**

**TO:** Board of Directors

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

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

---

**RECOMMENDATION**

Review and approve the Five-Year Capital Improvement Plan and Fiscal Year 2023/24 Budget.

**BACKGROUND**

The draft Five-Year Capital Improvement Plan (CIP) and draft Fiscal Year 2023/24 Operating Budget was presented to the Board for review at the May 16, 2023 Board meeting. The staff report and presentation for that meeting provided a detailed summary of the budget development process. The staff report also recommended a cost of living adjustment (COLA) for staff wages of 5.3%, calculated as specified in Board Resolution 2022-37 Employee Benefit and Compensation Program.

At that Board meeting, the Board generally agreed with the draft CIP, draft budget, and COLA as presented. The draft CIP and draft Operating Budget were updated with new information and final versions were prepared for Board adoption.

**DISCUSSION**

**CIP**

The draft CIP that was presented to the Board on May 16 was updated to include two new projects as listed below:

1. Add Big Bend Water System Phase 1 Pipeline Rehabilitation with \$20,400 from Placer County Water Agency (PCWA) grant, and \$5,100 from operating fund in FY2023/24.
2. Add Lake Angela Dam Tendon Tensioning Project for \$120,000 in FY2024/25.

The following table is a summary of the proposed CIP with the funding required for FY23/24, and the funding required for the next five years.

<b>PROJECT</b>	<b>FY23/24</b>	<b>5 Year Total</b>
<b><i>Sewer</i></b>		
Radio System Upgrade	\$ 8,200	\$ 41,000
Sewer Lift Station Rehabilitation (3, 4, 7)	\$ -	\$ 197,000
Sewer Lift Stations Norden 1, Norden 2, and No 8 Upgrades	\$ -	\$ 300,000
Snow Lab / Bunny Hill Road Rehabilitation	\$ 20,000	\$ 150,000
<i>Subtotal Sewer</i>	\$ 28,200	\$ 688,000
<b><i>Wastewater Treatment</i></b>		
WWTP Membrane Replacement	\$ -	\$ 87,000

PROJECT	FY23/24	5 Year Total
<i>Subtotal WWTP</i>	\$ -	\$ 87,000
<b>Total Wastewater</b>	<b>\$ 28,200</b>	<b>\$ 775,000</b>
<b>Water</b>		
Radio System Upgrade	\$ 1,800	\$ 9,000
Lake Angela Water Level Gauge	\$ -	\$ 18,000
Tank Recoating Program	\$ 10,000	\$ 400,000
Boreal Pump Station Building Repairs	\$ 20,000	\$ 40,000
Lake Angela Dam Tendon Tensioning	\$ -	\$ 120,000
<i>Subtotal Water</i>	\$ 31,800	\$ 587,000
<b>Big Bend Water</b>		
Big Bend Water System Rehabilitation	\$ 25,500	\$ 25,500
<i>Subtotal Big Bend Water</i>	\$ 25,500	\$ 25,500
<b>Total Water</b>	<b>\$ 57,300</b>	<b>\$ 612,500</b>
<b>GRAND TOTAL</b>	<b>\$ 85,500</b>	<b>\$ 1,387,500</b>

Operating Budget

The Operating Budget that was presented on May 16 was revised as listed below:

- Water department budget was adjusted for addition of Big Bend Water System Phase 1 Pipeline Rehabilitation Project
  - Increase revenue by \$20,400 to recognize PCWA grant.
  - Increase Capital Project expenses by \$25,500.
- Water department professional services budget decrease by \$10,990 due to lower prices for tank inspections.
- Increased revenue from Sierra Lakes County Water District in the Wastewater Treatment budget to match proposed operating and capital expenses.
- Increased Community Facilities District revenue in the Wastewater Treatment budget by \$8,201 to reflect actual tax roll.
- Increased Wastewater Treatment budget for Laboratory Testing and Sludge Removal a total of \$4,500, based on recent bills.
- Increased Administration revenue by \$9,000 to recognize revenue from Truckee Fire District for propane and electricity.
- Increased Administration professional services budget by \$7,820 to provide funding for additional outreach and webmaster services.
- Total utility budget increase by \$9,372 spread across all departments, based on recent bills.
- Worker's compensation insurance costs adjusted to reflect recent invoice.

The following important Capital Expenditures and One-Time Operating Expenses are included in the FY2023/24 Operating Budget.

Description	Amount
Complete the water supply resiliency study	\$47,300
Concrete repairs at Lake Angela Dam	\$20,000
Water storage tank inspections	\$19,100
Wastewater treatment plant membrane permeate pump replacement	\$25,000
Wastewater treatment plant disinfection system wiper replacement	\$16,896
Replace one laptop and monitor for operations staff	\$1,800

Description	Amount
Replace internet firewall, file server, and one administration computer	\$7,500
Replace one chlorine analyzer and one turbidimeter	\$7,151
Video and clean sewer mains	\$30,000
T-Bar Road repairs	\$6,500
Repair soda ash fill pipe (snow damage)	\$6,000
Rental snow removal equipment	\$40,000
On-Call Access Road/Snow Maintenance	\$10,000
Asphalt Crack Sealing at WWTP	\$15,000
Lake Angela algae control	\$10,000
Replace UTV	\$40,000
Overhaul WWTP Heat Exchanger	\$15,000
<i>Total Capital Expenditures and One-Time Operating Expenses</i>	<b>\$328,147</b>

The Operating Budget also includes the sale of the Tucker Sno-Cat to offset the cost to purchase a new utility vehicle (UTV). Staff estimates that the District may be able to sell the Sno-Cat for \$50,000. The sale of the Sno-Cat reduces the net total cost the Capital Expenditures and One-Time Operating Expenses to \$278,147.

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

Revenue

	FY22-23 Projected	FY23-24 Budget
<b>Water Revenue</b>		
Water Program Revenue	\$ 663,554	\$ 709,223
Big Bend Assessment	20,772	20,772
Water General Revenue	50,929	50,613
<i>Total Water Revenue</i>	<b>\$ 735,255</b>	<b>\$ 780,607</b>
<b>Wastewater Revenue</b>		
Wastewater Program Revenue	\$ 2,485,228	\$ 2,562,625
CFD Revenue for WWTP Loan	282,392	290,593
Non CFD Revenue for WWTP Loan	281,251	281,044
Wastewater General Revenue	136,932	157,153
<i>Total Wastewater Revenue</i>	<b>\$ 3,185,803</b>	<b>\$ 3,291,414</b>
<b>Administration Revenue</b>		
Admin Program Revenue	\$ -	\$ -
Admin General Revenue	8,217	11,000
<i>Total Administration Revenue</i>	<b>\$ 8,217</b>	<b>\$ 11,000</b>
<b>Total Revenues</b>	<b>\$ 3,929,275</b>	<b>\$ 4,083,022</b>

Expenses

	FY22-23 Projected	FY23-24 Budget
<b>Water Expenses</b>		
Salaries and Benefits	\$ 202,309	\$ 194,955
Operating Expenses	256,489	331,374
Debt Service	38,158	38,158
Capital Equipment	12,857	27,451
Capital Projects	-	57,300
<i>Total Water Expenses</i>	\$ 509,813	\$ 649,238
<b>Wastewater Expenses</b>		
Salaries and Benefits	\$ 702,976	\$ 693,397
Operating Expenses	1,005,870	1,118,305
Debt Service	740,150	740,884
Capital Equipment	74,895	89,386
Capital Projects	-	28,200
<i>Total Wastewater Expenses</i>	\$ 2,523,890	\$ 2,670,172
<b>Admin Expenses</b>		
Salaries and Benefits	\$ 397,222	\$ 421,946
Board Expenses	70,742	72,245
Operating Expenses	210,729	206,882
Debt Service	-	-
Capital Equipment	-	7,500
Capital Projects	-	-
<i>Total Admin Expenses</i>	\$ 678,692	\$ 708,573
<b>Total Expenses</b>	<b>\$ 3,712,395</b>	<b>\$ 4,027,983</b>
<b>Net Income</b>	<b>\$ 216,879</b>	<b>\$ 55,039</b>

**ANALYSIS**

The proposed CIP and FY23/24 Operating Budget would result in an increase of \$55,039 to the unrestricted fund balance during Fiscal Year 2023/24. In addition, the Operating Budget also identifies that \$14,561 can be transferred from restricted reserves to unrestricted reserves. The net result is that unrestricted fund balance is projected to increase by \$69,600.

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

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

**RECOMMENDATIONS**

Adopt Resolution 2023-12 approving the Five-Year Capital Improvement Plan and Fiscal Year 2023/2024 Operating Budget including a 5.3% COLA for District staff wages.

**FISCAL IMPACT**

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

**CEQA ASSESSMENT**

This is not a CEQA project.

**ATTACHMENTS**

1. Presentation
2. Proposed Five-Year Capital Improvement Plan
3. Proposed Fiscal Year 2023/24 Operating Budget
4. Resolution

# PROPOSED CIP AND OPERATING BUDGET

Steven Palmer, General Manager  
**Donner Summit Public Utility District**  
June 15, 2023



CIP  
Modifications

- Add Big Bend Water System Phase I Pipeline Rehabilitation Project in FY23/24
  - \$20,400 PCWA grant
  - \$5,100 operating fund



CIP  
Modifications

- Add Lake Angela Dam Tendon Tensioning in FY24/25
  - \$120,000 operating fund



CIP  
 SUMMARY

PROJECT	FY23/24	5 Year Total
<b>Sewer</b>		
Radio System Upgrade	\$ 8,200	\$ 41,000
Sewer Lift Station Rehabilitation (3, 4, 7)	\$ -	\$ 197,000
Sewer Lift Stations Norden 1, Norden 2, and No 8 Upgrades	\$ -	\$ 300,000
Snow Lab / Bunny Hill Road	\$ 20,000	\$ 150,000
<b>Subtotal Sewer</b>	<b>\$ 28,200</b>	<b>\$ 688,000</b>
<b>Wastewater Treatment</b>		
WWTP Membrane Replacement	-	\$ 87,000
<b>Subtotal WWTP</b>	<b>-</b>	<b>\$ 87,000</b>
<b>Total Wastewater</b>	<b>\$ 28,200</b>	<b>\$ 775,000</b>

CIP  
 SUMMARY

PROJECT	FY23/24	5 Year Total
<b>Water</b>		
Radio System Upgrade	\$ 1,800	\$ 9,000
Lake Angela Water Level Gauge	-	\$ 18,000
Tank Recoating Program	\$ 10,000	\$ 400,000
Boreal Pump Station Repairs	\$ 20,000	\$ 40,000
Lake Angela Dam Tendon Tensioning	-	\$ 120,000
<b>Subtotal Water</b>	<b>\$ 31,800</b>	<b>\$ 587,300</b>
<b>Big Bend Water</b>		
Big Bend Water System Rehabilitation	\$ 25,500	\$ 25,500
<b>Subtotal Big Bend Water</b>	<b>\$ 25,500</b>	<b>\$ 25,500</b>
<i><b>Total Water</b></i>	<i><b>\$ 57,300</b></i>	<i><b>\$ 587,000</b></i>
<b>GRAND TOTAL</b>	<b>\$ 85,500</b>	<b>\$1,387,500</b>

Operating  
Budget  
Overview

- Inflation (COLA) Wage Adjustment
  - 5.3% (\$52,484)
- Health Care Premium Increases
  - 12% (\$20,500)
- Property and Liability Insurance Increases
  - 18% (\$34,788)

Operating  
 Budget  
 Capital &  
 One Time

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

Operating  
 Budget  
 Revenues

	FY22-23 Projected	FY23-24 Budget
<b>Water Revenue</b>		
Water Program Revenue	\$ 663,554	\$ 709,223
Big Bend Assessment	20,772	20,772
Water General Revenue	50,929	50,613
<i>Total Water Revenue</i>	<i>\$ 735,255</i>	<i>\$ 780,607</i>
<b>Wastewater Revenue</b>		
Wastewater Program Revenue	\$ 2,485,228	\$ 2,526,625
CFD Revenue for WWTP Loan	282,392	290,593
Non CFD Revenue for WWTP Loan	281,251	281,044
Wastewater General Revenue	136,932	157,153
<i>Total Wastewater Revenue</i>	<i>\$ 3,185,803</i>	<i>\$ 3,291,414</i>
<b>Administration Revenue</b>		
Admin Program Revenue	\$ -	\$ -
Admin General Revenue	8,217	11,000
<i>Total Administration Revenue</i>	<i>\$ 8,217</i>	<i>\$ 11,000</i>
<b>Total Revenues</b>	<b>\$ 3,929,275</b>	<b>\$ 4,083,022</b>

Operating  
 Budget  
 Expenses

	FY22-23 Projected	FY23-24 Budget
<b>Water Expenses</b>		
Salaries and Benefits	\$ 202,309	\$ 194,955
Operating Expenses	256,489	331,374
Debt Service	38,158	38,158
Capital Equipment	12,857	27,451
Capital Projects	-	57,300
<i>Total Water Expenses</i>	<i>\$ 509,813</i>	<i>\$ 649,238</i>
<b>Wastewater Expenses</b>		
Salaries and Benefits	\$ 702,976	\$ 693,397
Operating Expenses	1,005,870	1,118,305
Debt Service	740,150	740,884
Capital Equipment	74,895	89,386
Capital Projects	-	28,200
<i>Total Wastewater Expenses</i>	<i>\$ 2,523,890</i>	<i>\$ 2,670,172</i>
<b>Admin Expenses</b>		
Salaries and Benefits	\$ 397,222	\$ 421,946
Board Expenses	70,742	72,245
Operating Expenses	210,729	206,882
Debt Service	-	-
Capital Equipment	-	7,500
Capital Projects	-	-
<i>Total Admin Expenses</i>	<i>\$ 678,692</i>	<i>\$ 708,573</i>
<b>Total Expenses</b>	<b>\$ 3,712,395</b>	<b>\$ 4,027,983</b>
<b>Net Income</b>	<b>\$ 216,879</b>	<b>\$ 55,039</b>

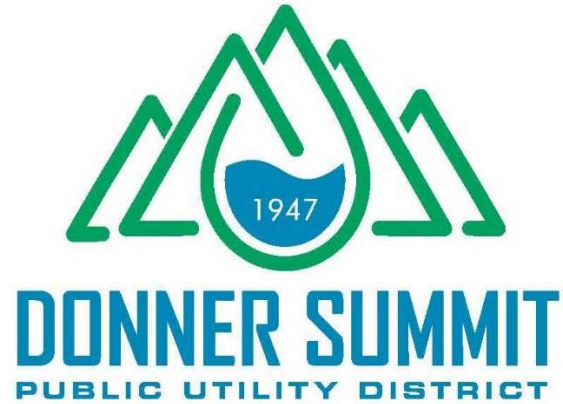


# Analysis

- Revenues Exceed Expenses by ~\$55,000
- Unrestricted Fund Balance
  - June 30, 2023 Projection = ~\$362,800
    - Was ~\$286,300
  - Minimum = \$875,000
  - Target = \$1,312,000
  - June 30, 2024 Projection = \$417,800

## Recommendation

- Adopt Resolution Approving the CIP and FY2023/2024 Operating Budget including the cost of living adjustment



# CAPITAL IMPROVEMENT PLAN 2023/2024 TO 2027/2028

DONNER SUMMIT PUBLIC UTILITY DISTRICT

June 20, 2023

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II. Infrastructure ..... 2  
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IV. Project Summary ..... 5

**APPENDIX A - Project Descriptions**

## I. Introduction

Donner Summit Public Utility District's (District) five-year Capital Improvement Plan (CIP) is a multi-year planning instrument to guide the construction of new facilities/infrastructure; and for the expansion, rehabilitation or replacement of existing District assets. The five-year CIP is developed by Staff and adopted by the Board of Directors, then becomes the guiding document for the prioritization of projects.

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

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

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

The planned project list has been limited significantly to meet available funding.

## II. Infrastructure

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

The District is responsible for maintaining the following infrastructure:

- Over twelve (12) miles of water pipeline
- Two (2) water treatment plants
- Four (4) water storage tanks
- One (1) water pumping station
- One (1) raw water reservoir
- One (1) State regulated dams
- Over eleven (11) miles of sewer pipelines
- Eight (8) sewer lift stations
- One (1) wastewater treatment plant
- Corporation yard and office building

Providing ongoing maintenance and repair, such as repairing or replacing water and wastewater piping, is vital for maintaining the condition of assets. When maintenance and

repair is not fully funded, deferred maintenance and capital improvement costs increase significantly. Compounding the problem, as assets continue to deteriorate, the cost of repair exponentially increases and can result in peripheral damage. For example, deferring roof replacement could later result in needing to replace the roof structural members, walls, and floor of a building.

Over the last several years, the District’s financial priorities have been to upgrade the wastewater treatment plant, upgrade the water treatment plant at Lake Angela, and construct a new water treatment plant at Big Bend. These capital projects and the associated debt load have made it impossible for the District to spend money on other capital projects or adequately fund reserves.

**III. Funding Sources**

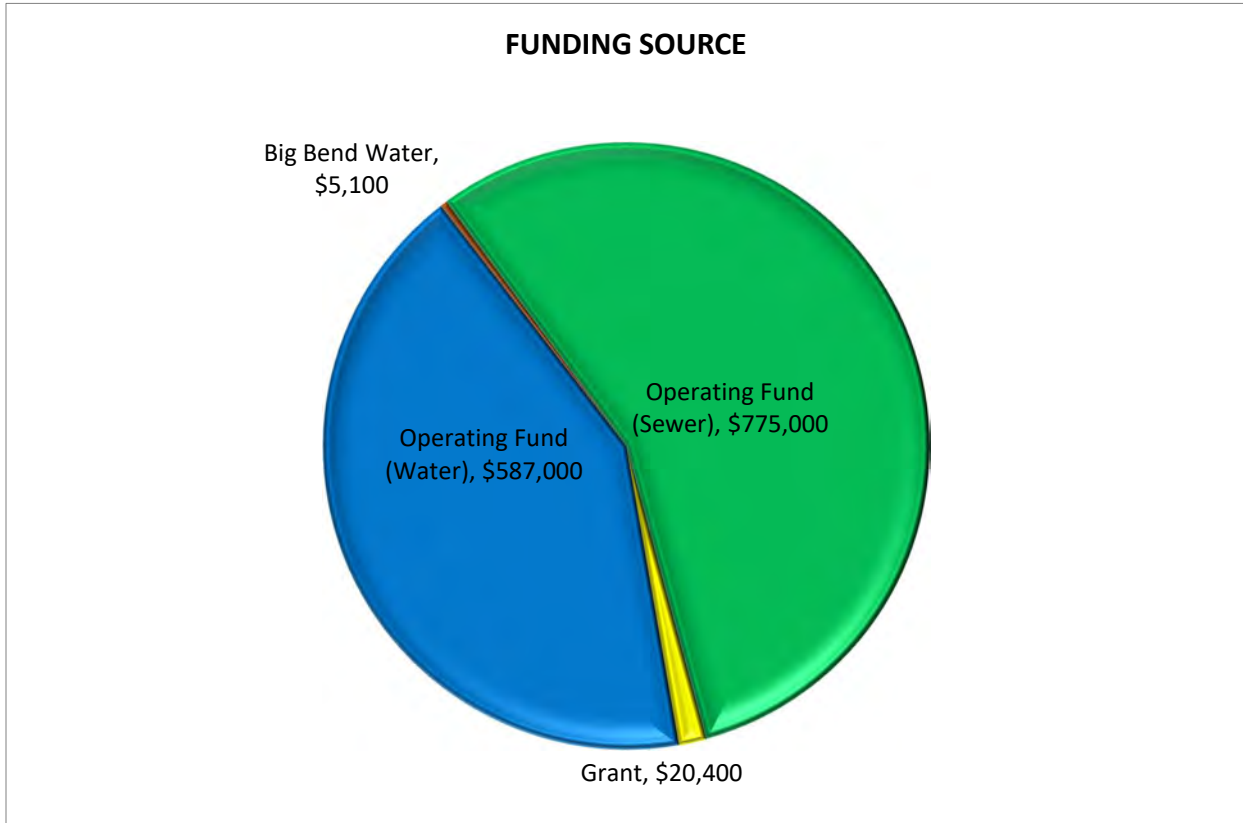
The District does not currently have a Capital Reserve Fund, so the Five-Year CIP is funded from the Operating Fund. The Operating Fund is primarily made up of funding from water rates, wastewater rates, property tax revenue, and capital facilities fees (development impact fees).

The CIP includes Projects that support the treatment and delivery of water; as well as collection, treatment, and disposal of wastewater. The District complies with all applicable local, state and federal regulations related to water and wastewater. The table below summarizes the funding source for projects by fiscal year.

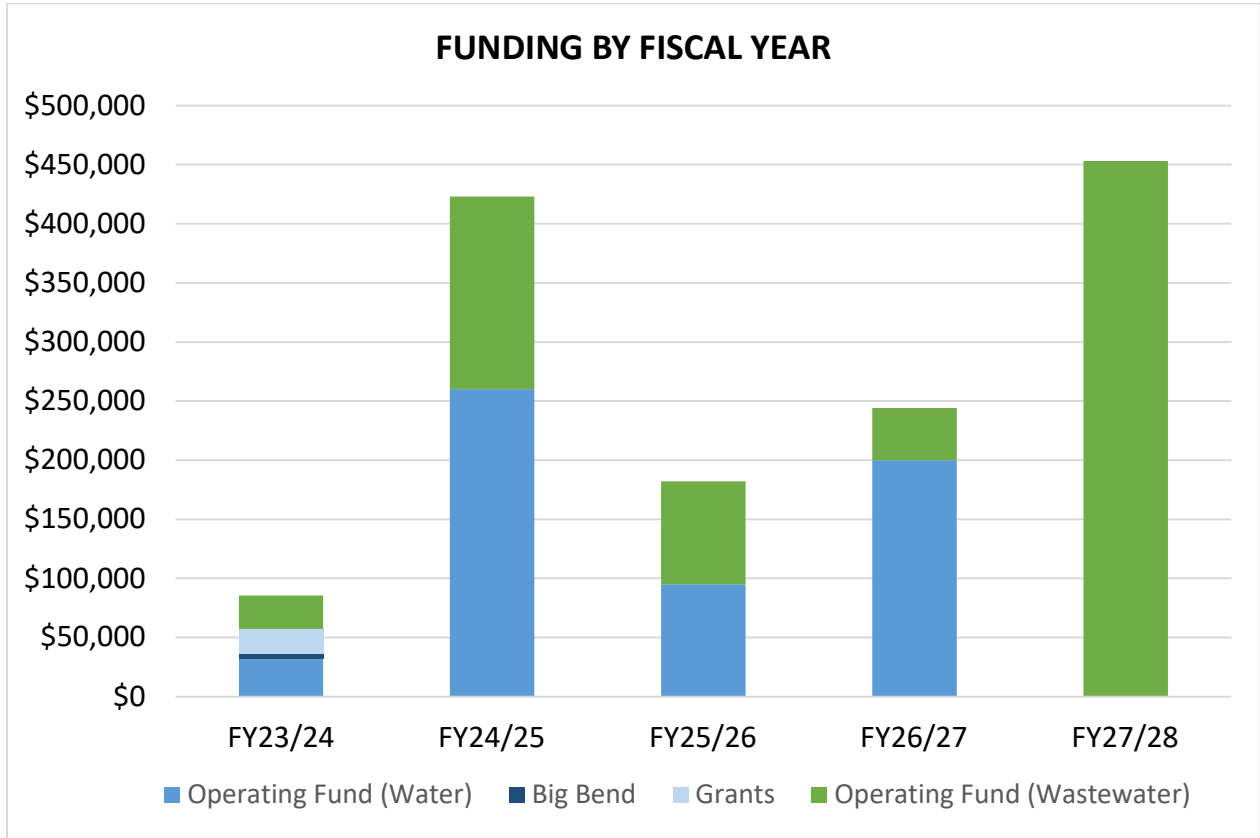
Fund	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	TOTAL 2023-2028
Operating Fund (Water)	\$ 36,900	\$260,200	\$ 95,000	\$200,000	\$0	\$592,100
Grants	\$ 20,400	\$0	\$0	\$0	\$0	\$ 20,400
Operating Fund (Wastewater)	\$ 28,200	\$162,800	\$ 87,000	\$ 44,000	\$453,000	\$775,000
<b>Total</b>	<b>\$ 85,500</b>	<b>\$423,000</b>	<b>\$182,000</b>	<b>\$244,000</b>	<b>\$453,000</b>	<b>\$1,387,500</b>

The District has been awarded a grant in the amount of \$20,400 from the Placer County Water Agency (PCWA) Financial Assistance Program (FAP) for the Big Bend Water System Water Line Rehabilitation Project. This grant is to be used for engineering and environmental work needed to replace the treated water lines through the campground (Phase 1). This grant is included in the funding sources for Fiscal Year 2023/2024. The grant does not fund construction costs and there currently isn’t funding identified for construction.

The following chart illustrates funding sources for all five fiscal years in the CIP.



The last chart depicts the spending for each year of the CIP.



#### IV. Project Summary

Capital improvement projects planned in the 2023/2024 to 2027/2028 Capital Improvement Plan are listed on the next page. A project is only listed if there is funding planned during Fiscal Year 2023/24 through Fiscal Year 2027/28. Detailed project cost estimates with expenditure plans for each project listed below are included in Appendix A.



**PROJECT LIST – CIP 2023/24 THROUGH 2027/28**

PROJECT	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	5 Year Total
<b>Sewer</b>						
Radio System Upgrade	\$ 8,200	\$ 32,800	\$ -	\$ -	\$ -	\$ 41,000
Sewer LS Rehabilitation	\$ -	\$ -	\$ -	\$ 44,000	\$ 153,000	\$ 197,000
Sewer LS Norden 1, Norden 2, and No 8 Upgrades	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000
Snow Lab / Bunny Hill Road Rehabilitation	\$ 20,000	\$ 130,000	\$ -	\$ -	\$ -	\$ 150,000
<i>Subtotal Sewer</i>	<i>\$ 28,200</i>	<i>\$ 162,800</i>	<i>\$ -</i>	<i>\$ 44,000</i>	<i>\$ 453,000</i>	<i>\$ 688,000</i>
<b>Wastewater Treatment Plant</b>						
WWTP Membrane Replacement	\$ -	\$ -	\$ 87,000	\$ -	\$ -	\$ 87,000
<i>Subtotal WWTP</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 87,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 87,000</i>
<i>Total Wastewater</i>	<i>\$ 28,200</i>	<i>\$ 162,800</i>	<i>\$ 87,000</i>	<i>\$ 44,000</i>	<i>\$ 453,000</i>	<i>\$ 775,000</i>
<b>Water</b>						
Radio System Upgrade	\$ 1,800	\$ 7,200	\$ -	\$ -	\$ -	\$ 12,473
Lake Angela Water Level Gauge	\$ -	\$ 18,000	\$ -	\$ -	\$ -	\$ 30,000
Tank Recoating Program	\$ 10,000	\$ 95,000	\$ 95,000	\$ 200,000	\$ -	\$ 400,000
Boreal Pump Station Building Repairs	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 40,000
Lake Angela Dam Tendon Tensioning	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000
Big Bend Water System Rehabilitation	\$ 25,500	\$ -	\$ -	\$ -	\$ -	\$ 25,500
<i>Subtotal Water</i>	<i>\$ 57,300</i>	<i>\$ 260,200</i>	<i>\$ 95,000</i>	<i>\$ -</i>	<i>\$ 200,000</i>	<i>\$ 612,500</i>
<b>Grand Total</b>	<b>\$ 85,500</b>	<b>\$ 423,000</b>	<b>\$ 182,000</b>	<b>\$ 244,000</b>	<b>\$ 453,000</b>	<b>\$ 1,387,500</b>

In addition to the projects listed above, the District is delivering the Sugar Bowl West and East Villages Sewer Extension Project for the property owners within the Villages. Through an agreement between the District and the Sugar Bowl Corporation, the Sugar Bowl Corporation will provide a deposit of \$434,956 to form the Financing District; obtain financing (i.e., bonds); and complete all work for necessary permits and preparation of bid documents for West Village Sewer. The construction of the sewer will be funded by the property owners. The District expects to spend the deposit of \$434,956 by the end of Fiscal Year 2023/2024. Since this Project is not being paid for by District funds, the associated revenues and expenditures are not included in the Fiscal Year 2023/2024 Budget.

In addition to the above projects, there are several projects that are needed within the next five-years but lack sufficient funding at this time. Those projects are listed below in the unfunded projects table. District staff continues to seek other funding sources (eg. Assessment Districts, Grants) for these projects.

**UNFUNDED PROJECT LIST**

PROJECT	Project Cost
<b><i>Sewer</i></b>	
Sugar Bowl Sewer Extension	\$ 2,399,573
Sewer Lift Station 2 Upgrade	\$ 1,017,500
<i>Subtotal Wastewater</i>	\$ 3,417,073
<b><i>Water (Big Bend)</i></b>	
Big Bend Tank Repair / Coating	\$ 100,000
Big Bend Water System Rehabilitation	\$ 933,400
Big Bend Water Source Line Replacement	\$ 292,700
<i>Subtotal Water (Big Bend)</i>	\$ 1,326,100
<b><i>Grand Total</i></b>	<b>\$ 4,743,173</b>

**APPENDIX A  
PROJECT DESCRIPTIONS**

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Radio System Upgrade  
**Project Number:**  
**Project Description:** Upgrade radio system to reduce visits to remote facilities  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)	1,305	1,800	7,200					10,305
Big Bend Water								0
General Fund (Sewer)	7,397	8,200	32,800				0	48,397
Grant								
Loan								0
Other								
Unfunded								0
<b>Total</b>	<b>8,702</b>	<b>10,000</b>	<b>40,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>58,702</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering	8,702	10,000						18,702
Environmental								0
Land/ROW Acquisition								0
Construction Engineering								0
Construction Contract			40,000					40,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>8,702</b>	<b>10,000</b>	<b>40,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>58,702</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Sewer Lift Station Rehabilitation (3, 4, 7)  
**Project Number:**  
**Project Description:** Rehabilitate/Replace Lift Stations 3, 4, 7. Potential improvements to eliminate 3 & 4  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								0
Big Bend Water								
General Fund (Sewer)					44,000	153,000	867,000	1,064,000
Grant								
Loan								0
Other								
Unfunded								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>44,000</b>	<b>153,000</b>	<b>867,000</b>	<b>1,064,000</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering					39,000	19,500	97,000	155,500
Environmental								0
Land/ROW Acquisition								0
Construction Engineering					5,000	10,000	55,000	70,000
Construction Contract						123,500	715,000	838,500
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>44,000</b>	<b>153,000</b>	<b>867,000</b>	<b>1,064,000</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Sewer Lift Stations Norden 1, Norden 2, and No 8 Upgrades  
**Project Number:**  
**Project Description:** Upgrade pumps and provide CARB complaint backup generators  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								0
Big Bend Water								0
General Fund (Sewer)						300,000	150,000	450,000
Grant								0
Loan								0
Other								0
Unfunded								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>150,000</b>	<b>450,000</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering						24,000	12,000	36,000
Environmental								0
Land/ROW Acquisition								0
Construction Engineering						24,000	12,000	36,000
Construction Contract						252,000	126,000	378,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>150,000</b>	<b>450,000</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Snow Lab / Bunny Hill Road Rehabilitation  
**Project Number:**  
**Project Description:** Grade road and place base rock to provide access to sewer facilities  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								0
Big Bend Water								
General Fund (Sewer)		20,000	130,000					
Grant								
Loan								0
Other								
Unfunded								0
<b>Total</b>	<b>0</b>	<b>20,000</b>	<b>130,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering			10,000					10,000
Environmental								0
Land/ROW Acquisition								0
Construction Engineering			7,000					7,000
Construction Contract		20,000	113,000					133,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>20,000</b>	<b>130,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** WWTP Membrane Replacement  
**Project Number:**  
**Project Description:** Replace membranes in wastewater treatment plant  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								0
Big Bend Water								
General Fund (Sewer)				87,000				
Grant								
Loan								0
Other								
Unfunded								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>87,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>87,000</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering				7,000				7,000
Environmental								0
Land/ROW Acquisition								0
Construction Engineering				5,000				5,000
Construction Contract				75,000				75,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>87,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>87,000</b>



**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Lake Angela Water Level Gauge  
**Project Number:**  
**Project Description:** Install water level gauge at Lake Angela  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)			18,000					18,000
Big Bend Water								
General Fund (Sewer)								
Grant								
Loan								0
Other								
Unfunded								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>18,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,000</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering			8,000					8,000
Environmental								0
Land/ROW Acquisition								0
Construction Engineering								0
Construction Contract			10,000					10,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>18,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,000</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Tank Recoating Program  
**Project Number:**  
**Project Description:** Periodic recoating of all potable water storage tanks  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY26/27	Future Years	Total
General Fund (Water)		10,000	95,000	95,000	200,000	0	200,000	600,000
Big Bend Water								
General Fund (Sewer)								
Grant								
Loan								0
Other								
Unfunded								0
<b>Total</b>	<b>0</b>	<b>10,000</b>	<b>95,000</b>	<b>95,000</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	<b>600,000</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY26/27	Future Years	Total
Preliminary Engineering		10,000			10,000		10,000	30,000
Environmental								0
Land/ROW Acquisition								0
Construction Engineering			5,000	5,000	10,000		10,000	30,000
Construction Contract			90,000	90,000	180,000		180,000	540,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>10,000</b>	<b>95,000</b>	<b>95,000</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	<b>600,000</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Boreal Pump Station Building Repairs  
**Project Number:**  
**Project Description:** Repair building to prevent rodent intrusion and add connection for generator  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)		20,000	20,000				300,000	340,000
Big Bend Water								
General Fund (Sewer)								
Grant								
Loan								0
Other								
Unfunded								0
<b>Total</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>340,000</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering							30,000	30,000
Environmental								0
Land/ROW Acquisition								0
Construction Engineering								0
Construction Contract		20,000	20,000				270,000	310,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>340,000</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Lake Angela Dam Tendon Tensioning

**Project Number:**

**Project Description:** Check tension of vertical tendons in Lake Angela Dam as required by Dam Safety

**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)			120,000					120,000
Big Bend Water								
General Fund (Sewer)								
Grant								
Loan								0
Other								
Unfunded								0
<b>Total</b>	0	0	120,000	0	0	0	0	120,000

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering			20,000					20,000
Environmental								0
Land/ROW Acquisition								0
Construction Engineering								0
Construction Contract			100,000					100,000
Other CIP Costs								0
Other								0
<b>Total</b>	0	0	120,000	0	0	0	0	120,000

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Sewer Line Rehabilitation  
**Project Number:**  
**Project Description:** Program to Rehabilitate/Replace Sewer Lines  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								0
Big Bend Water								
General Fund (Sewer)							150,000	
Grant								
Loan								0
Other								
Unfunded								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering							30,000	30,000
Environmental								0
Land/ROW Acquisition								0
Construction Engineering							20,000	20,000
Construction Contract							100,000	100,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Sewer Manhole Sealing

**Project Number:**

**Project Description:** Program to seal sewer manholes to reduce infiltration & inflow

**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								0
Big Bend Water								
General Fund (Sewer)							165,000	165,000
Grant								
Loan								0
Other								
Unfunded						0		0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>165,000</b>	<b>165,000</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering							30,000	30,000
Environmental								0
Land/ROW Acquisition								0
Construction Engineering							10,000	10,000
Construction Contract							125,000	125,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>165,000</b>	<b>165,000</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Sugar Bowl Sewer Extension  
**Project Number:**  
**Project Description:** Construct sewers in Sugar Bowl East and West Village  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								0
Big Bend Water								
General Fund (Sewer)								
Grant								
Loan								0
Other	177,108	693,404	802,821	726,240				
Unfunded								0
<b>Total</b>	<b>177,108</b>	<b>693,404</b>	<b>802,821</b>	<b>726,240</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,399,573</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering	177,108	76,669						253,777
Environmental								0
Land/ROW Acquisition								0
Construction Engineering		115,000	104,716	75,130				294,846
Construction Contract		501,735	698,105	651,110				1,850,950
Other CIP Costs								0
Other								0
<b>Total</b>	<b>177,108</b>	<b>693,404</b>	<b>802,821</b>	<b>726,240</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,399,573</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Big Bend Water System Rehabilitation  
**Project Number:**  
**Project Description:** Replace water lines and construct new treated water tank  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								
Big Bend Water		5,100						
General Fund (Sewer)								
Grant		20,400						
Loan								0
Other								
Unfunded			255,000	317,950	360,450	0	360,450	1,293,850
<b>Total</b>	<b>0</b>	<b>25,500</b>	<b>255,000</b>	<b>317,950</b>	<b>360,450</b>	<b>0</b>	<b>360,450</b>	<b>1,319,350</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering		20,500		20,500	20,500		20,500	82,000
Environmental		5,000		5,000	5,000		5,000	20,000
Land/ROW Acquisition								0
Construction Engineering			21,550	21,550	21,550		21,550	86,200
Construction Contract			233,450	270,900	313,400		313,400	1,131,150
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>25,500</b>	<b>255,000</b>	<b>317,950</b>	<b>360,450</b>	<b>0</b>	<b>360,450</b>	<b>1,319,350</b>



**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Sewer Lift Station 2 Upgrade  
**Project Number:**  
**Project Description:** Upgrade Lift Station 2 to Increase Capacity  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								0
Big Bend Water								
General Fund (Sewer)								
Grant								
Loan								0
Other					82,500	935,000		1,017,500
Unfunded			0	0		0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>82,500</b>	<b>935,000</b>	<b>0</b>	<b>1,017,500</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering					82,500			82,500
Environmental								0
Land/ROW Acquisition								0
Construction Engineering						192,500		192,500
Construction Contract						742,500		742,500
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>82,500</b>	<b>935,000</b>	<b>0</b>	<b>1,017,500</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Decommission Sewer Lift Station 2  
**Project Number:**  
**Project Description:** Decommission Sewer Lift Station 2, upgrade LS-8, install new force main  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								0
Big Bend Water								
General Fund (Sewer)								
Grant								
Loan								0
Other								
Unfunded							1,670,000	1,670,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,670,000</b>	<b>1,670,000</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering							150,000	150,000
Environmental							50,000	50,000
Land/ROW Acquisition								0
Construction Engineering							130,000	130,000
Construction Contract							1,340,000	1,340,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,670,000</b>	<b>1,670,000</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** WWTPP Reactor 1 & 2 Wasting Upgrades  
**Project Number:**  
**Project Description:** Upgrade wasting system for wastewater treatment plant reactors  
**Funding Sources:**

Sources	Prior Years	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	Future Years	Total
General Fund (Water)								0
Big Bend Water								
General Fund (Sewer)								
Grant								
Loan								0
Other								
Unfunded								0
<b>Total</b>	0	0	0	0	0	0	0	0

**Project Cost Estimate:**

Elements	Prior Years	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	Future Years	Total
Preliminary Engineering								0
Environmental								0
Land/ROW Acquisition								0
Construction Engineering								0
Construction Contract								0
Other CIP Costs								0
Other								0
<b>Total</b>	0	0	0	0	0	0	0	0

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** WWTPP Reactor 1 Coating  
**Project Number:**  
**Project Description:** Recoat Reactor 1  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								0
Big Bend Water								
General Fund (Sewer)							150,000	
Grant								
Loan								0
Other								
Unfunded								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>

*Project Cost Estimate:*

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering							15,000	15,000
Environmental								0
Land/ROW Acquisition								0
Construction Engineering							13,000	13,000
Construction Contract							122,000	122,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Water Main Rehabilitation Program  
**Project Number:**  
**Project Description:** Program to periodically rehabilitate or replace water lines  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)							235,000	235,000
Big Bend Water								
General Fund (Sewer)								
Grant								
Loan								0
Other								
Unfunded								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>235,000</b>	<b>235,000</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering							20,000	20,000
Environmental								0
Land/ROW Acquisition								0
Construction Engineering							15,000	15,000
Construction Contract							200,000	200,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>235,000</b>	<b>235,000</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Big Bend Tank Repair / Coating  
**Project Number:**  
**Project Description:** Repair and Coat Big Bend Raw Water Storage Tank  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								0
Big Bend Water								
General Fund (Sewer)								
Grant								
Loan								0
Other								
Unfunded			100,000	0				100,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering			7,500					7,500
Environmental								0
Land/ROW Acquisition								0
Construction Engineering			7,500					7,500
Construction Contract			85,000					85,000
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>

**June 20, 2023**  
**Agenda Item: 7A**  
**Attachment 2**

**Project Name:** Big Bend Water Source Line Replacement  
**Project Number:**  
**Project Description:** Replace water line between spring and raw water tank  
**Funding Sources:**

Sources	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
General Fund (Water)								0
Big Bend Water								
General Fund (Sewer)								
Grant								
Loan								0
Other								
Unfunded		360,900	0					360,900
<b>Total</b>	<b>0</b>	<b>360,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>360,900</b>

**Project Cost Estimate:**

Elements	Prior Years	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Future Years	Total
Preliminary Engineering		20,500						20,500
Environmental		5,000						5,000
Land/ROW Acquisition								0
Construction Engineering		31,000						31,000
Construction Contract		304,400						304,400
Other CIP Costs								0
Other								0
<b>Total</b>	<b>0</b>	<b>360,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>360,900</b>



# FISCAL YEAR 2023/2024 BUDGET

DONNER SUMMIT PUBLIC UTILITY DISTRICT

June 20, 2023



Cathy Preis  
*President*

Joni Kaufman  
*Vice President*

Dawn Parkhurst  
*Secretary*

Craig Combs  
*Director*

Phil Gamick  
*Director*



June 20, 2023

President Preis, Board of Directors, and Customers,

I am submitting the proposed Fiscal Year 2023-24 Operating Budget for the Donner Summit Public Utility District (District). This year's budget is focused on day-to-day operations and needed capital replacements. The budget also includes some funding to start a few capital projects, and funding operating reserves.

### Background

As stated in last year's budget letter, the District has focused much of its resources on upgrading the wastewater treatment plant, upgrading the Lake Angela Water Treatment Plant, and constructing the Big Bend Water Treatment Plant. These activities have left very little opportunity for other capital improvements and depleted District reserves.

The District updated its rate structure in 2018 which does provide a small amount of funding for capital improvements and contributions to reserves. During my term as General Manager over the last 18 months, it has become evident that the District's needs for capital replacement, capital improvements, and adequate reserves exceed the available funding.

Additionally, new legislation and policies that could significantly impact operations of the District appear every year. It is important that the District continue to be involved in the efforts of state and regional associations such as California Special Districts Association to help shape these laws and policies.

### Overview

The budget is balanced, with \$4,083,022 in revenues and \$4,027,983 in expenses. The budget includes \$79,042 in debt service and lease payments, \$124,337 in capital equipment purchases, and \$85,500 in capital project expenses. This results in a reserve contribution of \$55,039 from revenue.

This budget shows an increased effort by the District to:

- Replace outdated equipment;
- Proactively maintain infrastructure such as water storage tanks and sewer lines; and
- Increase reserves.

The District continues to be impacted by increases in energy and chemical costs. The increases were not quite as large as experienced during Fiscal Year 2021/2022, and the Fiscal Year 2023/2024 Budget anticipates that these costs will level off as we have seen during the later part of Fiscal Year 2022/2023. A significant portion of District expenses are for utilities needed to operate the wastewater treatment plant, so the District's financial health can be jeopardized by significant increases in the cost of fuel, electricity, propane, and chemicals.

Once again, I commend District staff on their dedication and effort to provide excellent customer service to our customers. Everyone works very hard to make sure the District's infrastructure is properly maintained, and to provide quality drinking water and sewer service to our customers.

Sincerely,

Steven Palmer, PE  
General Manager

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**I. DSPUD Overview**

The Donner Summit Public Utility District (District) provides water, wastewater, and recycled water utility services to approximately 355 residential and commercial customers in the communities of Soda Springs, Norden, Sugar Bowl, and Big Bend. Customers include the ski resorts of Boreal, Sugar Bowl, and Donner Ski Ranch. The District also provides wastewater treatment services to the Sierra Lakes County Water District (SLCWD) by separate agreement.

The District service area encompasses approximately 13 square miles near Donner Summit along the Interstate 80 corridor, and lies in both Placer and Nevada County.

**II. District Organizational Chart**

The District's current organizational chart is presented below and this budget does not propose any changes. While this organizational structure is functional, it is not optimal. This structure does pose a few restrictions that require further evaluation:

1. Staffing level for coverage on weekends or during extended absences
2. Level of oversight of accounting/finance management and human resources functions.
3. Succession planning.



**ORGANIZATIONAL CHART**  
June 2022



### **III. Revenue Sources**

This Budget divides District revenues into two broad categories as defined by GASB 34: Program Revenue and General Revenue. Program Revenue is income received from providing water and wastewater services. General Revenue is income received from taxpayers, regardless of whether they benefit from a Program. One example of General Revenue is property tax.

#### **A. Program Revenue**

##### **Water Fees**

Water Fees includes revenue generated through water rates paid by customers of the Lake Angela Water System. Water fee revenue projections are based on the 2021 Utility Rates Study by Hansford Economic Consulting, LLC (HEC) and the Board adopted water rates (Ordinance 03-2021). For FY 2023-24, Water Fees are projected to be \$677,677.

##### **Big Bend Service Fees**

Big Bend Service Fees includes revenue generated from water rates paid by customers served by the Big Bend Water System. Big Bend Water Service Fees increase each year and projections are based on District Ordinance 01-2018 and the Big Bend Cabins Water Charges Study by HEC, dated September 6, 2018. For FY 2023-24, Big Bend Service Fees are projected to be \$31,546.

##### **Big Bend Assessment**

The District financed the cost to construct the Big Bend Water Treatment Plant, and the Big Bend customers had the opportunity to prepay their share of the financing costs. Big Bend customers that did not prepay their share of the debt obligation pay a higher water rate. The Big Bend Assessment is the value of this water rate differential. This revenue is used to fund debt obligations for the loans for the construction of the Big Bend Water Treatment Plant. Big Bend Water Assessment is established by District Ordinance 01-2018 and the Big Bend Cabins Water Charges Study by HEC, dated September 6, 2018.

This water rate differential is fixed at \$185.46 per cabin per quarter, which equates to \$20,772 for FY2023-24.

##### **Wastewater Fees**

Wastewater Fees includes revenue generated from wastewater rates paid by customers served by the Sewer Collection and Wastewater Treatment Plant. Wastewater rates are established by District Ordinance 04-2021 and revenue projections are based on that ordinance and the 2021 Utility Rates Study by HEC. For FY 2023-24, Wastewater Fees are projected to be \$2,015,345.

Wastewater Fees are allocated to two different budget categories, Sewer Collection and Wastewater Treatment Plant, based on the wastewater expense ratio (24% Sewer Collection and 76% Wastewater Treatment Plant).

#### Recycled Water Sales

This revenue is generated from the sale of recycled water to ski resorts for snow making, and to contractors for construction water. FY2023-24 Recycled Water Sales is expected to be less than the amount budgeted for FY2022-23 since the Donner Pass Road construction project is no longer active.

#### Non CFD Revenue for Wastewater Treatment Plant Loan

A Community Facilities District (CFD) was formed to fund the obligations of the wastewater treatment plant improvement loan. Certain parcels voted to join the CFD to fund their share of the debt obligations. Parcels that did not join the CFD pay a higher rate on their wastewater utility bill to pay their share of the debt obligations. This rate differential is used to fund debt obligations associated with the wastewater treatment plant improvement loan. The rate differential is fixed through June 30, 2026, with current customers paying \$49.42 per month per equivalent dwelling unit (EDU). Revenue for FY2023-24 from this source is projected to be \$281,044.

#### Sierra Lakes Service Agreement

The District and Sierra Lakes County Water District (SLCWD) executed an agreement dated February 4, 2017, which specifies the terms under which the District will collect and treat wastewater from SLCWD, and the criteria for calculating the annual payment from SLCWD. The annual payment from SLCWD is estimated to be \$526,476 for FY2023-24 operating costs, and \$20,807 for Non Capacity Expanding Capital Improvements for a total of \$547,280.

#### Connection Fees

Connection Fees are collected from customers when they plan to connect their property to either the water or wastewater systems. These fees are collected to fund new customers share of existing and planned improvements to the water or wastewater system. Very few new connections, if any, are anticipated this year, so this amount is budgeted for zero dollars.

## **B. General Revenue**

General Revenue includes property tax revenue, interest income, grants, and lease payments.

### CFD Revenue for Wastewater Treatment Plant Loan

A Community Facilities District (CFD) was formed to fund the obligations of the wastewater treatment plant improvement loan. Certain parcels voted to join the CFD to fund their share of the debt obligations. This revenue is collected on the annual property tax bill and is 100% allocated to the Wastewater Treatment division. It can only be used to fund debt obligations associated with the wastewater treatment plant improvement loan. The CFD formation documents fixed this special tax at a maximum of \$49.42 per month per EDU, which equals \$290,593 for FY2023-24.

### Property Tax

The District receives a portion of the ad valorem property tax from Nevada and Placer Counties based on the assessed value of the properties within the District. The actual amount varies based on the tax rate that was established when each individual property annexed into the district. Property tax revenue for FY2023-24 is estimated to be \$137,366, which is 4% of total revenue. The District budget allocates property tax revenue to the water, sewer, and wastewater treatment divisions based on the ratio of expenses.

### Other Income

Other Income includes interest, late charges, grants, sale of assets, and other miscellaneous income. Other Income planned for in FY2023-24 are summarized below.

- Interest income is earned on all funds. Interest income is budgeted for \$2,000 in the Administration budget for FY2023-24.
- Truckee Fire reimburses the District for propane and electricity use at Station 97. The Administration budget includes \$9,000 in revenue for this reimbursement.
- The District expects to receive \$20,400 from one grant this fiscal year. The grant is from the Placer County Water Agency Financial Assistance Program and can only be spent on engineering and environmental work for the Big Bend Water System Pipeline Replacement Project. In this budget, that grant is included in the Water Budget as General Revenue.
- The District anticipates selling the Sno-Cat this year and the Wastewater Treatment budget includes \$50,000 in revenue from the sale of this asset.

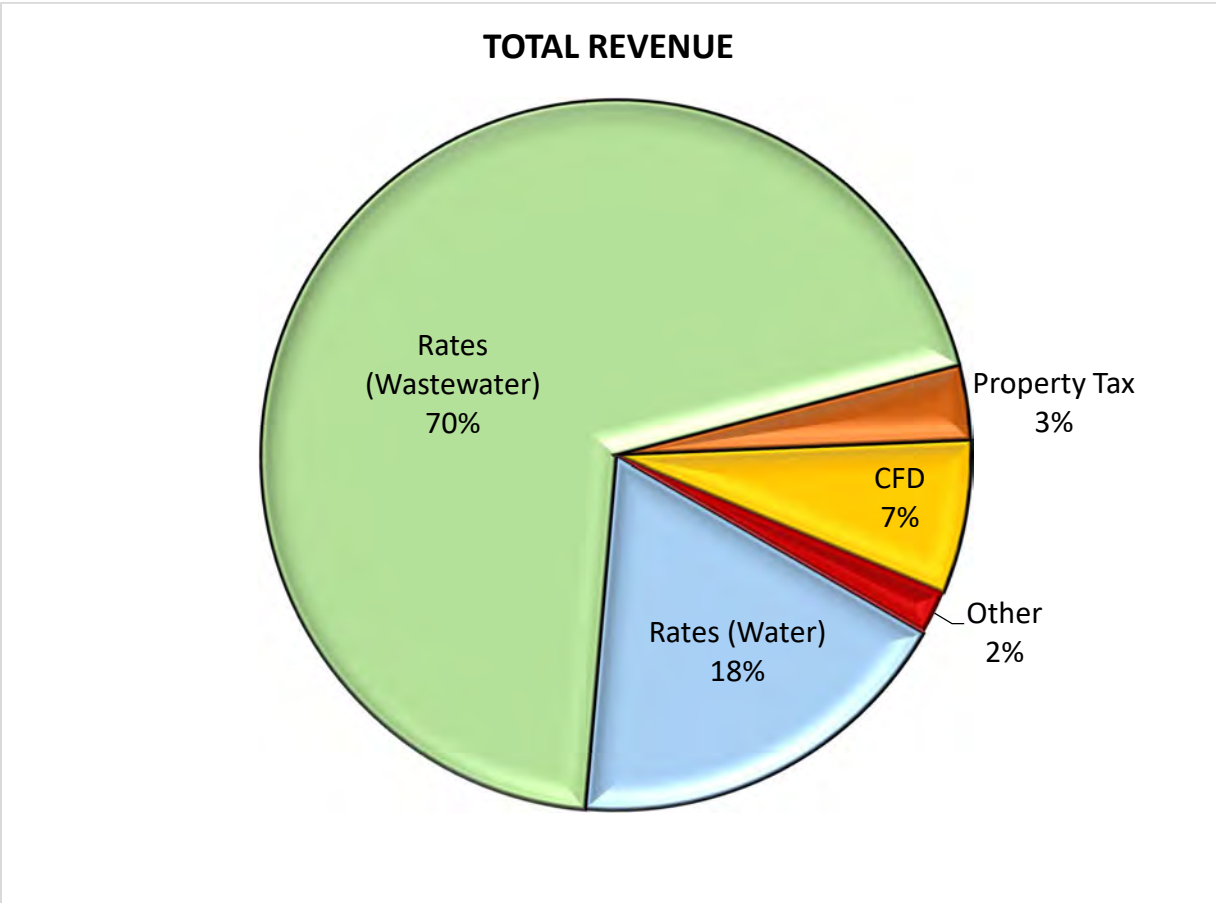


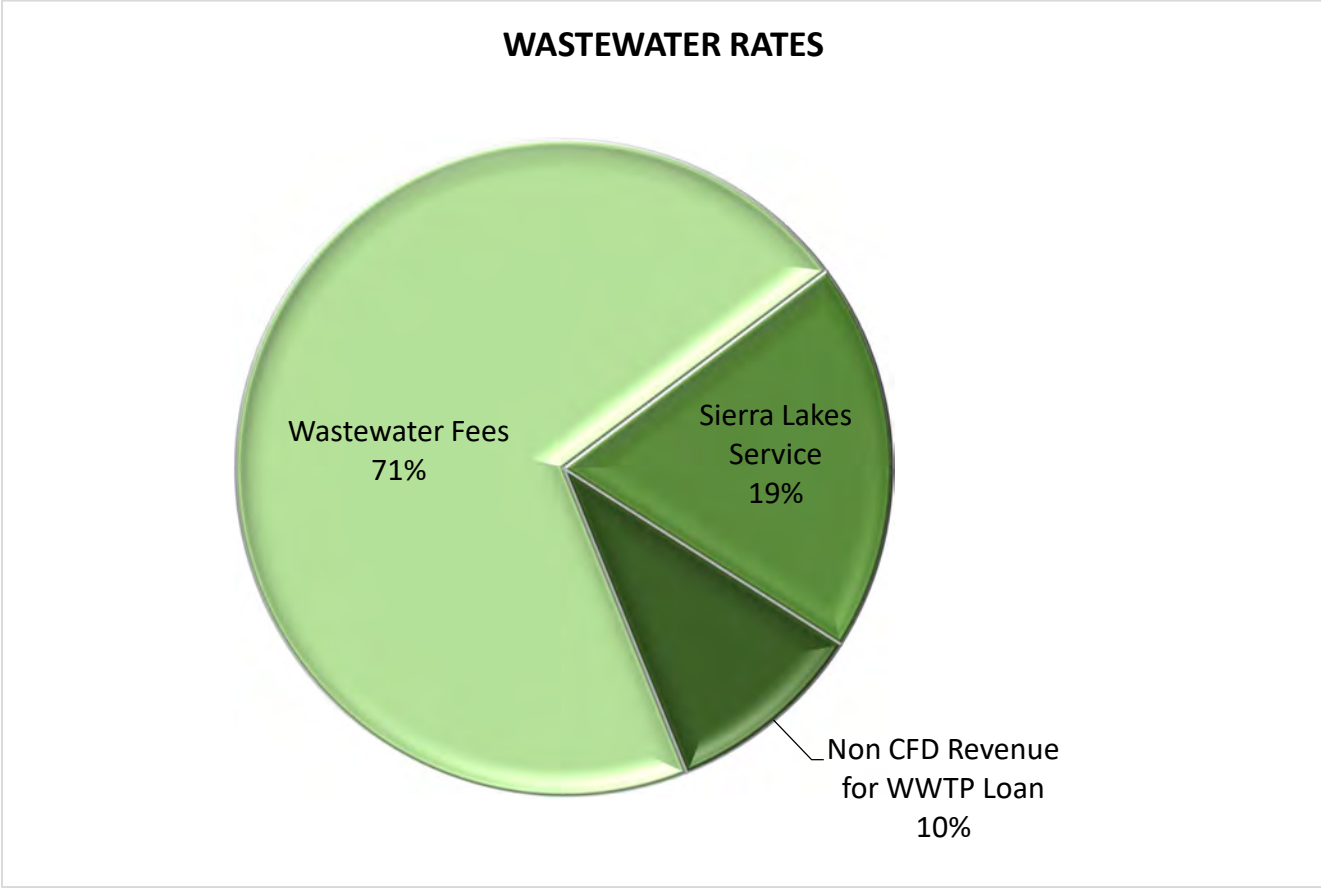
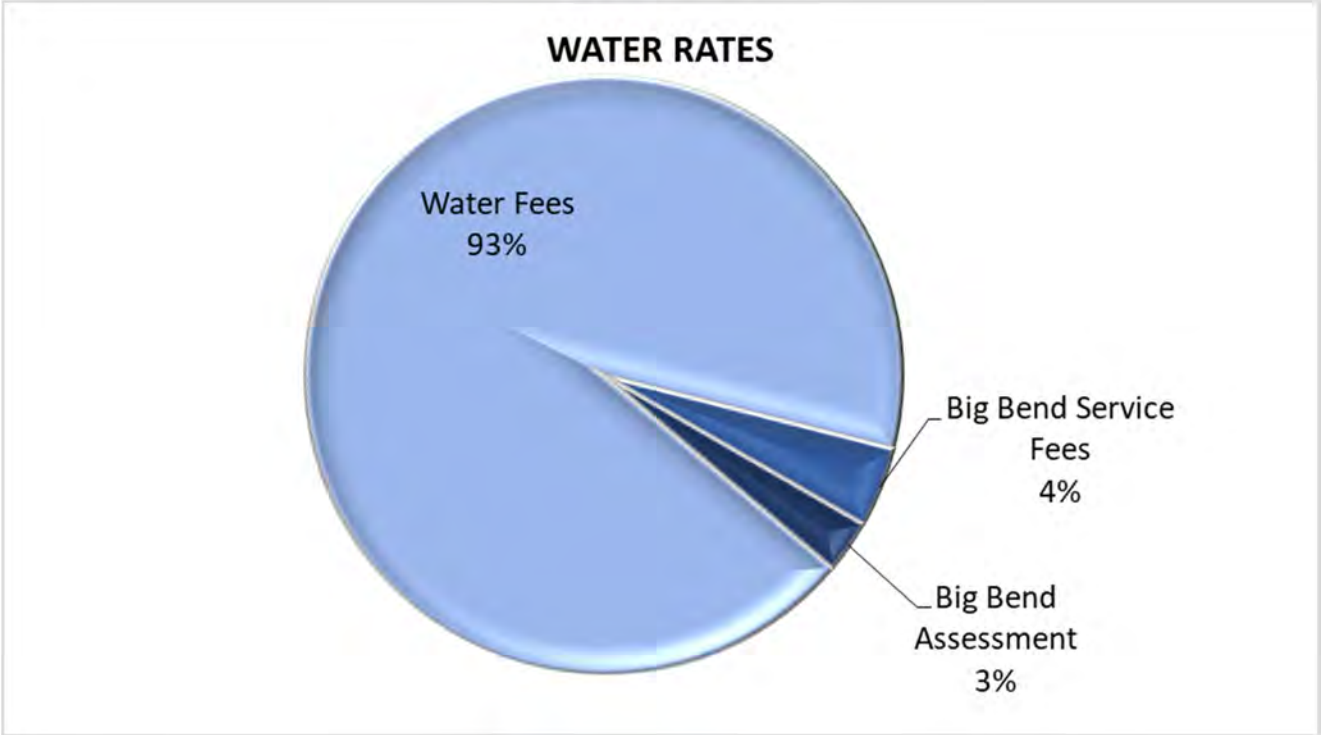
**C. Revenue Summary**

Revenue is summarized in the table below.

	<b>FY22-23 Budget</b>	<b>FY22-23 Projected</b>	<b>FY23-24 Budget</b>
<b>Water Revenue</b>			
Water Program Revenue	\$ 674,277	\$ 674,277	\$ 729,994
Water General Revenue	36,713	50,929	50,613
<i>Total Water Revenue</i>	<i>\$ 710,990</i>	<i>\$ 735,255</i>	<i>\$ 780,607</i>
<b>Wastewater Revenue</b>			
Wastewater Program Revenue	\$ 2,759,632	2,766,479	\$2,843,669
Wastewater General Revenue	437,785	419,324	447,746
<i>Total Wastewater Revenue</i>	<i>\$ 3,197,417</i>	<i>\$3,185,803</i>	<i>\$3,291,414</i>
<b>Administration Revenue</b>			
Admin Program Revenue	\$ -	\$ -	\$ -
Admin General Revenue	6,500	8,217	11,000
<i>Total Admin Revenue</i>	<i>\$ 6,500</i>	<i>\$ 8,217</i>	<i>\$ 11,000</i>
<b>Total Revenues</b>	<b>\$ 3,914,907</b>	<b>\$ 3,929,275</b>	<b>\$4,083,022</b>

Total revenue and revenue by department are depicted in the following charts.





## **IV. Expenses**

### **A. Operating**

This Budget divides Operating Expenses into four divisions: Water, Sewer Collection, Wastewater Treatment Plant, and Administration.

#### Water

Activities related to raw water supply and storage at Lake Angela, water treatment for domestic use, and distributing treated water to customers. This includes operation and maintenance of water pipelines, water quality monitoring, and compliance with State regulations related to water treatment plant operation, distribution, and dam operation. Also includes activities such as backflow testing compliance program, laboratory testing, and water quality sampling and reporting. This division includes activities related to the Big Bend Water System.

#### Sewer

Activities related to providing wastewater collection. Includes operation and maintenance of sewer pipelines and lift stations, including compliance with State regulations.

#### Wastewater Treatment Plant

Activities related to wastewater treatment and disposal. Includes operation and maintenance of the wastewater treatment plant, disposal and discharge of recycled water (treated wastewater), and compliance with State regulations including the waste discharge requirements adopted by the Water Quality Control Board.

#### Administration

Activities not directly attributed to any one division but supporting all District activities. Examples include preparing and processing customer billing, customer assistance and account management, financial planning and management, accounting, information technology, records management, website hosting and management, Board of Directors support, payroll, and human resources. Administration expenses are allocated to water, sewer, and wastewater treatment plant divisions based on the ratio of expenses.

### **B. Operating Expense Highlights**

The Budget for Fiscal Year 2023/24 includes the following operational tasks:

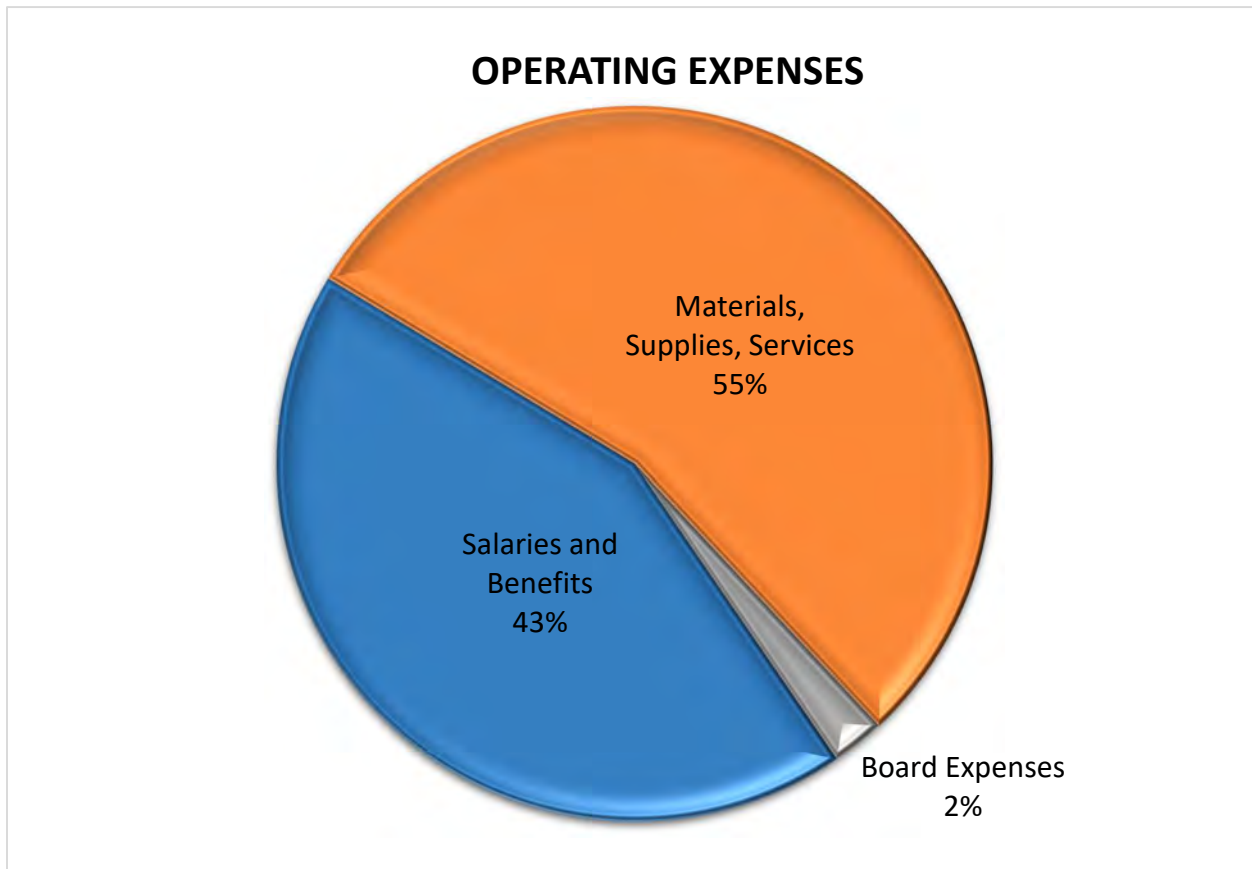
- Concrete patching at Lake Angela Dam as required by recent State inspections (\$20,000).
- Inspect interior of water storage tanks and make minor repairs as needed (\$19,010).
- Complete the drought resiliency study (\$47,300).
- Video inspect and clean approximately 1/3 of the sewer system (\$30,000).
- Paving repairs at the wastewater treatment plant and T-Bar Drive (\$21,500).
- Repair soda ash fill pipe (\$6,000).

- Investigate improving algae removal effectiveness at Lake Angela (\$10,000).

The Budget also includes the following notable expenditures and changes from the Fiscal Year 2022/2023 budget:

- Cost of living adjustment for staff wages of 5.3%
- Increase health care costs (12%, \$20,500)
- Increase in property and liability insurance costs (18%, \$34,788)
- Allowance for employee vacation cash outs (\$22,538)

Operating Expenses are summarized in the following chart.



Operating Expenses are projected to be less than anticipated revenues. The balance of revenues are used for capital purchases, capital projects, debt service payments, and increasing reserves.

### C. Capital Expenses

#### Capital Purchases

The Budget includes the following capital equipment purchases:

- Replacement wastewater treatment plant membrane permeate pump. Estimated cost \$25,000.
- Replace internet firewall, file server, and two computers. Estimated cost \$9,300.

- Replace one turbidimeter and chlorine analyzer. Estimated cost \$7,151.
- Replace wipers on ultraviolet lamps for the wastewater treatment plant disinfection system. Estimated cost \$16,896.
- Overhaul wastewater treatment plant heat exchanger. Estimated cost \$25,990.
- Sell Sno Cat and purchase replacement utility vehicle (UTV). Estimated net revenue of \$10,000.

### Capital Projects

The five-year capital improvement plan (CIP) is adopted each year by the Board separately from the budget. The expenditures in the CIP for the current fiscal year are incorporated into this budget as a capital expense. Projects planned to be worked on this fiscal year are listed below:

- All Departments – Radio System Upgrade
- Water - Repairs to Boreal Pump Station Building, Tank Recoating Program, Big Bend Water System Rehabilitation
- Sewer – Repair Snow Lab/Bunny Hill Road.

The planned CIP expenditures in FY2023/24 is \$85,500.

In addition, the District is delivering the Sugar Bowl East and West Villages Sewer Extension Project for the property owners within the East and West Villages. In accordance with the agreement between the District and the Sugar Bowl Corporation, the Sugar Bowl Corporation has agreed to provide a deposit of \$434,956 to form the Financing District; obtain financing (i.e., bonds); and complete all work for necessary permits and preparation of bid documents for West Village Sewer. The construction of the sewer will be funded by the property owners. The District expects to spend the deposit of \$434,956 by the end of Fiscal Year 2023/2024. Since this Project is not being paid for by District funds, the associated revenues and expenditures are not included in the Fiscal Year 2023/2024 Budget.

### **D. Long Term Debt Service**

The District has borrowed money for several capital improvement projects, including the wastewater treatment plant improvements, Big Bend Water Treatment Plant construction, Lake Angela Water Treatment Plant construction.

#### Water

The District obtained a loan from the State Water Resources Control Board at an interest rate of 0% to upgrade the Water Treatment Plant at Lake Angela. The annual principal and interest payments total \$18,187, with the last payment due on January 1, 2048. As of June 30, 2022, the principal amount on this loan was \$463,776.

The District obtained two loans from the United States of America Department of Agriculture to construct the Big Bend Water Treatment Plant. As of June 30, 2022, the principal amounts on the loans were \$331,084 and \$135,981, and both have an interest

rate of 2.75%. The annual principal and interest payments on the loans are \$14,156 and \$5,814, with final payments due February 2061.

Wastewater Treatment Plant

As of June 30, 2022, the principal amount on this loan was \$13,310,802. The annual principal and interest payment due from the District is \$719,191, with the last payment due on December 31, 2041. The loan is from the State Water Resources Control Board with an interest rate of 0.75%.

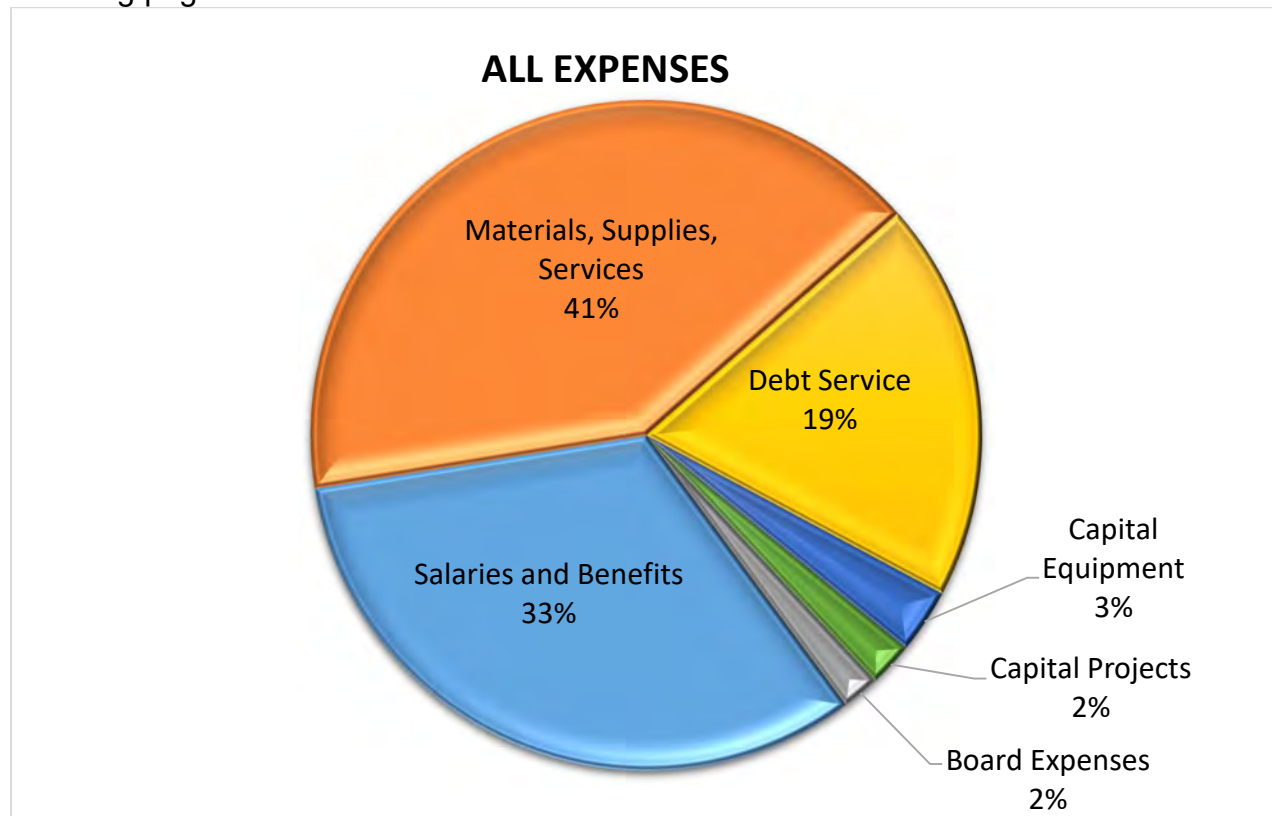
In addition to the loans for the wastewater treatment plant, the District also leases land to irrigate with treated water during times of the year when river discharge is not allowed. This lease payment is increased each year for inflation and for FY2023/24 is estimated to be \$21,693.

Other

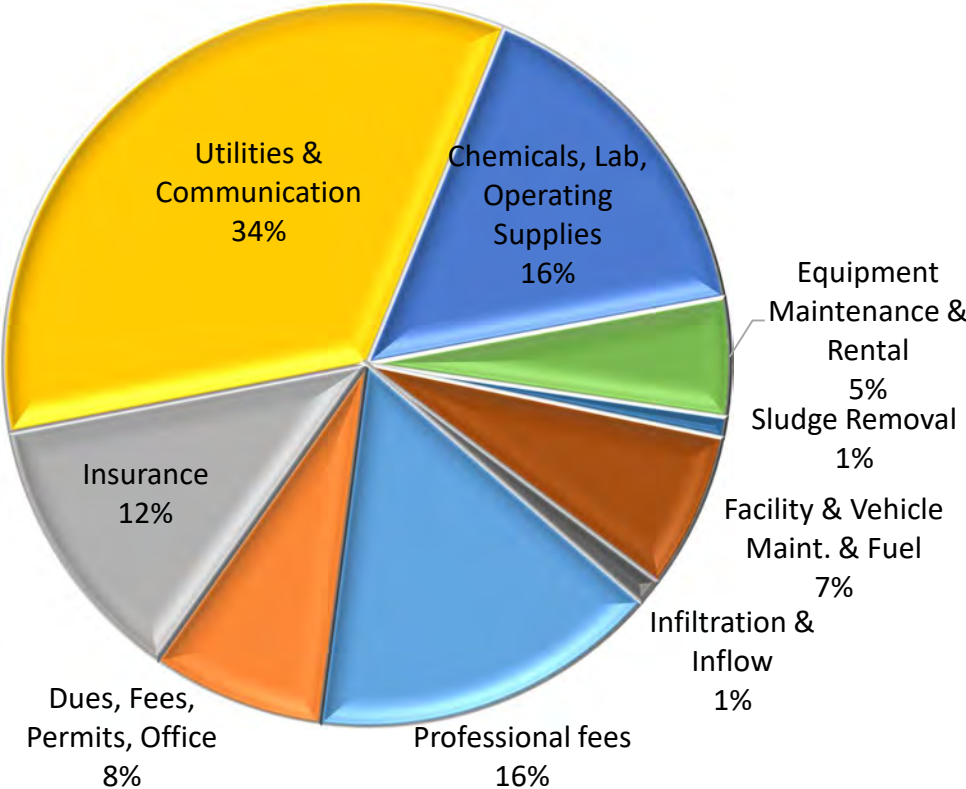
The District also has two uncollateralized loans at 0% interest from Pacific Gas & Electric for energy efficient lighting improvements. One loan has a monthly payment of \$697, with a balance of \$53,001 on June 30, 2022, and final payment due in October 2028. The other loan has a monthly payment of \$61, with a balance of \$5,795 On June 30, 2022, and final payment due in May 2030.

**E. Expense Summary**

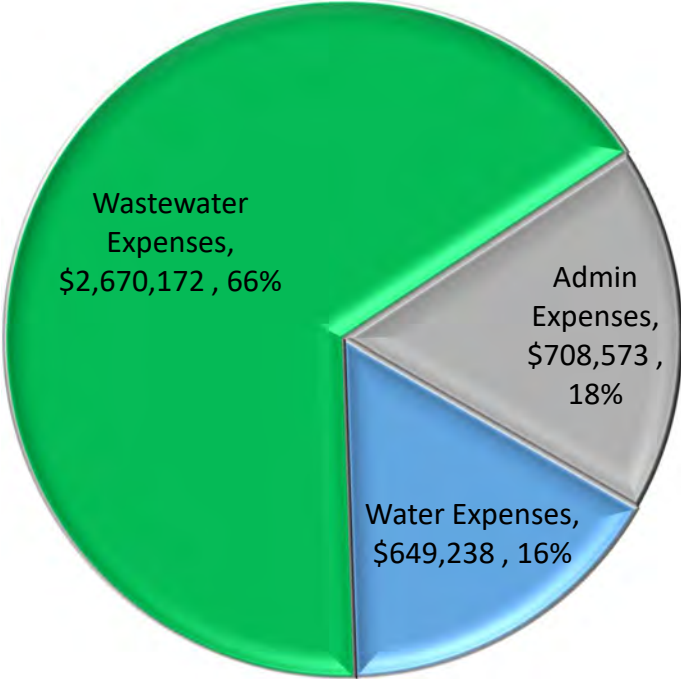
Operating, capital, and debt service expenses are depicted in the charts on the following pages.



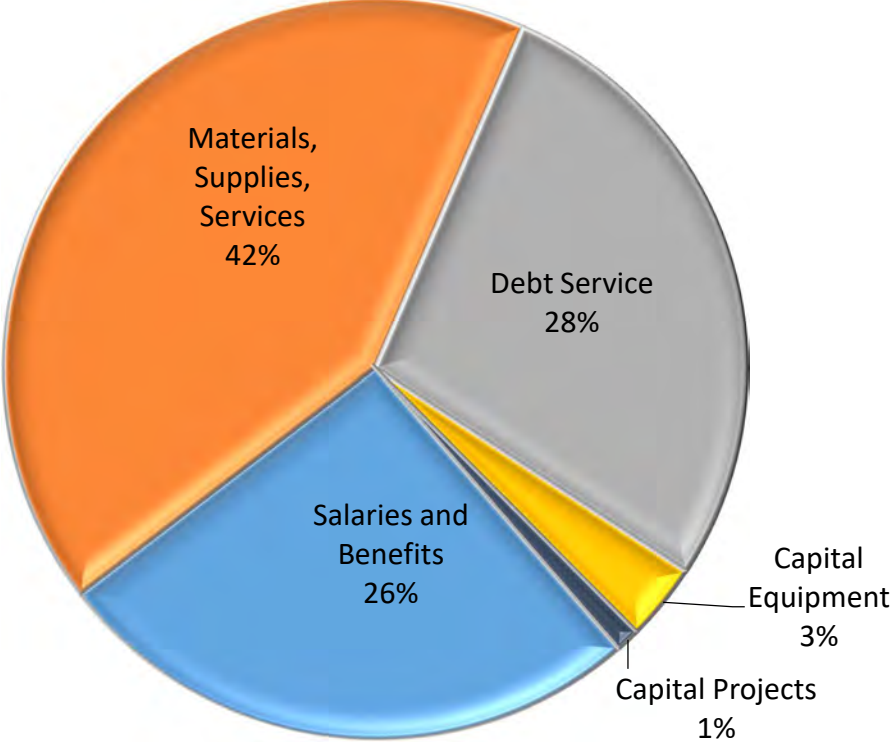
**MATERIALS, SUPPLIES, SERVICES**



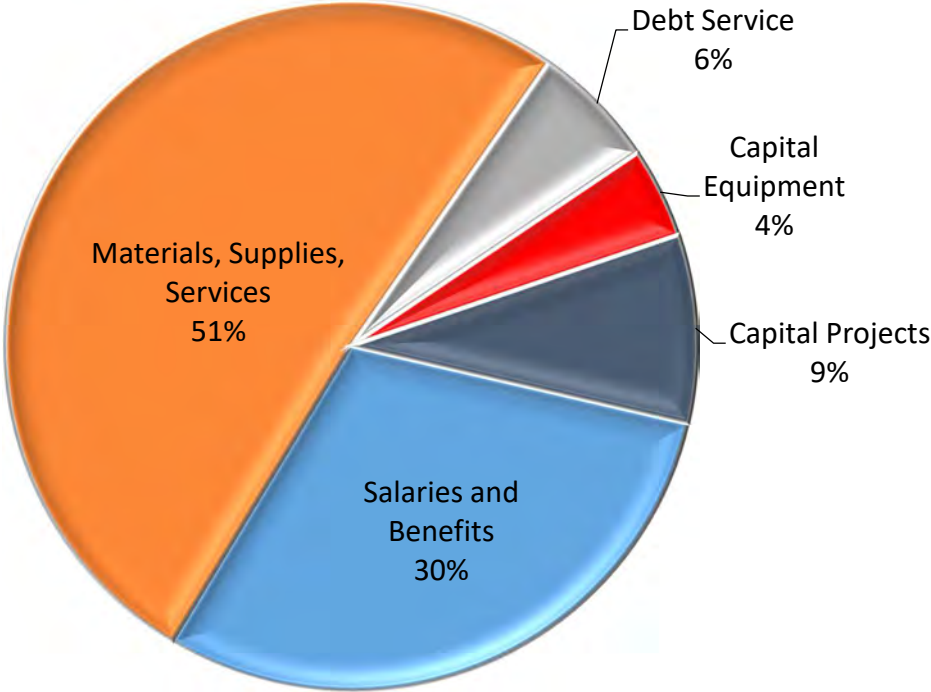
**TOTAL EXPENSES BY DEPARTMENT**



**WASTEWATER EXPENSES**



**WATER EXPENSES**





**V. Reserves**

**A. Restricted Reserves**

The District is required by loan documents to restrict certain reserves to fund future and current loan payments. The Restricted Reserve requirements for Fiscal Year 2023/2024 are:

SWRCB Loan – Wastewater Treatment Plant Reserve	\$ 719,191
SWRCB Loan – Lake Angela Water Treatment Plant Reserve	\$ 10,360
USDA Loan 1 – Big Bend Water Treatment Plant Reserve	\$ 5,662
USDA Loan 2 – Big Bend Water Treatment Plant Reserve	\$ 2,326
<i>Total Reserve Requirement</i>	<i>\$ 737,508</i>

The funds listed as Reserve are intended to fund loan payments in an emergency and can only be used with approval from the lending agency. In addition to these Reserves, the District places identifies money received from the Big Bend Assessment to pay for the current year loan payments as Big Bend Water Treatment Plant Loan Fund. Money is collected into this fund throughout the year and used to make the regular loan payments. The maximum amount collected into these funds will be \$19,970.

**B. Operating Fund (Unrestricted)**

The District’s goal is for Operating Fund balance to equal 6 months of operating expenses, with a minimum balance of 4 months of operating expenses. For Fiscal Year 2023/24 this equates to a minimum operating reserve of \$1,000,000 and a goal of \$1,500,000. The District is not currently meeting the 4 month minimum, with an average operating fund balance of just over one month during Fiscal Year 2022/2023.

Operating Fund projections are listed in the table below. The projected unrestricted balance for July 1, 2023 is \$362,796. This budget plans for the unrestricted fund balance to increase by approximately \$69,600 to \$432,396 on June 30, 2024.

	REVENUE	EXPENSES
Water Revenue	\$ 750,394	
Sewer Revenue	483,683	
Wastewater Treatment Plant Revenue	2,700,579	
Administrative Revenue	11,000	
Property Tax Revenue	137,366	
	\$ 4,083,022	
Water		\$ 649,238
Sewer		351,443
Wastewater Treatment Plant		2,318,729
Administration		708,573
		\$ 4,027,983

RESERVE CONTRIBUTION	55,039
TRANSFER FROM RESTRICTED RESERVE	14,561
UNRESTRICTED RESERVE CONTRIBUTION	69,600
Beginning Fund Balance (July 1, 2023)	\$362,796
Unrestricted Reserve Contribution	\$69,600
Ending Fund Balance (June 30, 2024)	\$432,396

The fund projections include a transfer of \$14,561 from restricted reserves to the unrestricted operating fund. This transfer of funds was triggered by a review of the loan documents and recalculation of the Restricted Reserve requirements that allow less funds to be restricted in FY2023/2024.

**C. Capital Reserves (Unrestricted)**

In addition to the Operating Fund, the District Board adopted Reserve Policy includes a policy to establish Capital Reserves and maintain a Capital Reserves balance of 50% of the total five-year expenditures show in the adopted capital improvement plan. For Fiscal Year 2023/2024 that balance goal is \$633,750. The District is currently unable to meet that goal.

**VI. Detailed Budget**

The detailed budget is presented in the following section of the budget document.

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

Description	Beginning Balance	Revenues	Expenses	Ending Balance
<b><u>OPERATING FUND</u></b>				
<i>Revenue</i>				
Water Revenue		\$ 750,394		
Sewer Revenue		483,683		
Wastewater Treatment Plant Revenue		2,700,579		
Administrative Revenue		11,000		
Property Tax Revenue		137,366		
		<u>\$ 4,083,022</u>		
<i>Expenses</i>				
Water			\$ 649,238	
Sewer			351,443	
Wastewater Treatment Plant			2,318,729	
Administration			708,573	
			<u>\$ 4,027,983</u>	
	<u>\$ 362,796</u>	<u>\$ 4,083,022</u>	<u>\$ 4,027,983</u>	<u>\$ 417,835</u>
<b><u>OPERATING FUND</u></b>				
<b><u>TRANSFER TO/FROM RESERVES</u></b>				
Transfer from overfunded reserves				14,561
				<u>\$ 14,561</u>
			<b>TOTAL OPERATING FUND</b>	<b>\$ 432,396</b>
<b><u>RESERVE FUNDS</u></b>				
WWTP (SRF) Construction Loan Reserve	\$ 719,191	\$ -	\$ -	\$ 719,191
WTP Construction Loan Reserve	18,187	-	7,827	\$ 10,360
Big Bend Water Loan Reserve 1	10,436	-	4,774	\$ 5,662
Big Bend Water Loan Reserve 2	4,286	-	1,960	\$ 2,326
	<u>\$ 752,100</u>	<u>\$ -</u>	<u>\$ 14,561</u>	<u>\$ 737,538</u>
	<b>TOTAL RESERVE FUNDS</b>			

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET  
 June 20, 2023

ALL DEPARTMENTS SUMMARY

	FY22-23 Budget	Actual 4/30/2023	FY22-23 Projected	FY23-24 Budget
<b>Water Revenue</b>				
Water Program Revenue	\$ 674,277	\$ 692,827	\$ 684,326	\$ 729,994
Water General Revenue	36,713	25,681	50,929	50,613
<i>Total Water Revenue</i>	<u>\$ 710,990</u>	<u>\$ 718,508</u>	<u>\$ 735,255</u>	<u>\$ 780,607</u>
<b>Wastewater Revenue</b>				
Wastewater Program Revenue	\$ 2,759,632	\$ 2,765,479	\$ 2,766,479	\$ 2,843,669
Wastewater General Revenue	437,785	258,140	419,324	447,746
<i>Total Wastewater Revenue</i>	<u>\$ 3,197,417</u>	<u>\$ 3,023,619</u>	<u>\$ 3,185,803</u>	<u>\$ 3,291,414</u>
<b>Administration Revenue</b>				
Admin Program Revenue	\$ -	\$ -	\$ -	\$ -
Admin General Revenue	6,500	7,868	8,217	11,000
<i>Total Administration Revenue</i>	<u>\$ 6,500</u>	<u>\$ 7,868</u>	<u>\$ 8,217</u>	<u>\$ 11,000</u>
<b>Total Revenues</b>	<b>\$ 3,914,907</b>	<b>\$ 3,749,995</b>	<b>\$ 3,929,275</b>	<b>\$ 4,083,022</b>
<b>Water Expenses</b>				
Salaries and Benefits	\$ 186,678	\$ 165,292	\$ 202,309	\$ 194,955
Materials, Supplies, Services	248,915	227,089	256,489	331,374
Debt Service	39,843	29,064	38,158	38,158
Capital Equipment	12,001	12,857	12,857	27,451
Capital Projects	32,473	-	-	57,300
<i>Total Water Expenses</i>	<u>\$ 519,910</u>	<u>\$ 434,301</u>	<u>\$ 509,813</u>	<u>\$ 649,238</u>
<b>Wastewater Expenses</b>				
Salaries and Benefits	\$ 618,602	\$ 585,281	\$ 702,976	\$ 693,397
Materials, Supplies, Services	1,070,834	890,055	1,005,870	1,118,305
Debt Service	739,441	736,066	740,150	740,884
Capital Equipment	74,895	73,051	74,895	89,386
Capital Projects	90,678	-	-	28,200
<i>Total Wastewater Expenses</i>	<u>\$ 2,594,449</u>	<u>\$ 2,284,453</u>	<u>\$ 2,523,890</u>	<u>\$ 2,670,172</u>
<b>Admin Expenses</b>				
Salaries and Benefits	\$ 388,470	\$ 319,681	\$ 397,222	\$ 421,946
Board Expenses	67,907	64,846	70,742	72,245
Materials, Supplies, Services	226,606	175,555	210,729	206,882
Debt Service	-	-	-	-
Capital Equipment	-	-	-	7,500
Capital Projects	-	-	-	-
<i>Total Admin Expenses</i>	<u>\$ 682,983</u>	<u>\$ 560,082</u>	<u>\$ 678,692</u>	<u>\$ 708,573</u>
<b>Total Expenses</b>	<b>\$ 3,797,342</b>	<b>\$ 3,278,836</b>	<b>\$ 3,712,395</b>	<b>\$ 4,027,983</b>
	<u>\$ 117,565</u>		<u>\$ 216,879</u>	<u>\$ 55,038</u>

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET  
 June 20, 2023

WATER SUMMARY

	FY22-23 Budget	Actual 4/30/2023	FY22-23 Projected	FY23-24 Budget
<b>Program Revenue</b>				
Water fees	\$ 622,878	\$ 633,154	\$ 633,154	\$ 677,677
Connection fees	-	8,500		-
Recycled water sales	-			-
Big Bend Service Fees	30,627	30,400	\$ 30,400	31,546
Big Bend Assessment	\$ 20,772	\$ 20,772	\$ 20,772	\$ 20,772
<i>Total Program Revenue</i>	<u>\$ 674,277</u>	<u>\$ 692,827</u>	<u>\$ 684,326</u>	<u>\$ 729,994</u>
<b>General Revenues</b>				
Property tax	\$ 30,213	\$ 19,965	\$ 30,213	\$ 30,213
Grants	6,500	\$ 5,716	20,716	20,400
<i>Total General Revenues</i>	<u>\$ 36,713</u>	<u>\$ 25,681</u>	<u>\$ 50,929</u>	<u>\$ 50,613</u>
<b>Total Revenues</b>	<b>\$ 710,990</b>	<b>\$ 718,508</b>	<b>\$ 735,255</b>	<b>\$ 780,607</b>

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET  
 June 20, 2023

WATER SUMMARY

	FY22-23 Budget	Actual 4/30/2023	FY22-23 Projected	FY23-24 Budget
<b>Expenses</b>				
Salaries	\$ 123,158	\$ 105,310	\$ 122,214	\$ 129,183
Overtime	\$ 8,611	\$ 15,405	\$ 17,801	\$ 13,295
Medical/Dental/Life Insurance	\$ 25,633	\$ 28,214	\$ 32,603	\$ 27,488
Long Term Disability	\$ 1,550	\$ 1,291	\$ 1,491	\$ 1,292
Retirement	\$ 6,883	\$ -	\$ 6,883	\$ 7,751
Clothing Allowance	\$ 792	\$ -	\$ 792	\$ 792
Payroll Tax	\$ 10,663	\$ 9,636	\$ 11,134	\$ 11,754
W/C Insurance	\$ 9,389	\$ 5,436	\$ 9,389	\$ 3,400
<i>Salaries &amp; Benefits</i>	<b>\$ 186,678</b>	<b>\$ 165,292</b>	<b>\$ 202,309</b>	<b>\$ 194,955</b>
Professional fees	73,000	\$ 36,750	38,000	86,310
Dues and subscriptions	680	\$ -	680	680
Fees, permits, certifications, leases	14,680	\$ 14,747	14,747	17,530
Training, education, travel	1,000	\$ 510	612	1,000
Travel	-	\$ -	-	-
Insurance	40,429	\$ 33,691	40,429	47,700
Office supplies and miscellaneous	550	\$ -	-	550
Utilities, communications, telemetry	48,470	\$ 45,988	50,000	50,309
Chemicals and lab supplies	22,800	\$ 52,052	60,000	30,000
Laboratory testing	2,020	\$ 935	1,122	5,000
Equipment maintenance and repair	5,600	\$ 13,040	15,648	36,895
Small equipment and rental	2,820	\$ -	-	3,150
Interest expense	-	\$ -	-	-
Operating supplies	3,380	\$ 524	629	390
Vehicle maintenance, repair, fuel	9,106	\$ 3,887	4,665	5,610
Facility maintenance and repair	24,380	\$ 24,964	29,957	46,250
<i>Materials, Supplies, Services</i>	<b>\$ 248,915</b>	<b>\$ 227,089</b>	<b>\$ 256,489</b>	<b>\$ 331,374</b>
Angela WTP Loan P&I	\$ 18,188	\$ 9,094	\$ 18,188	\$ 18,188
Big Bend Debt Service	21,655	\$ 19,970	19,970	19,970
<i>Debt Service</i>	<b>\$ 39,843</b>	<b>\$ 29,064</b>	<b>\$ 38,158</b>	<b>\$ 38,158</b>
Capital Equipment	\$ 12,001	\$ 12,857	\$ 12,857	\$ 27,451
Capital Projects	32,473	\$ -	-	57,300
<b>Total Expenses</b>	<b>\$ 519,910</b>	<b>\$ 434,301</b>	<b>\$ 509,813</b>	<b>\$ 649,238</b>
<b>TOTAL NET REVENUE</b>	<b>\$ 191,080</b>		<b>\$ 225,443</b>	<b>\$ 131,370</b>

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET  
 June 20, 2023

SEWER SUMMARY

	FY22-23 Budget	Actual 4/30/2023	FY22-23 Projected	FY23-24 Budget
<b>Program Revenue</b>				
Sewer rates	\$ 459,844	\$ 472,597	\$ 473,597	\$ 483,683
Connection fees		10,123	10,123	
<i>Total Program Revenue</i>	<u>\$ 459,844</u>	<u>\$ 482,720</u>	<u>\$ 483,720</u>	<u>\$ 483,683</u>
<b>General Revenues</b>				
Property tax	\$ 20,353	\$ 13,095	\$ 20,353	\$ 20,353
Other	27,388	\$ 29,812	29,812	-
<i>Total General Revenues</i>	<u>\$ 47,741</u>	<u>\$ 42,908</u>	<u>\$ 50,165</u>	<u>\$ 20,353</u>
<b>Total Revenues</b>	<b>\$ 507,585</b>	<b>\$ 525,627</b>	<b>\$ 533,885</b>	<b>\$ 504,036</b>

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET  
 June 20, 2023

SEWER SUMMARY

	FY22-23 Budget	Actual 4/30/2023	FY22-23 Projected	FY23-24 Budget
<b>Expenses</b>				
Salaries	\$ 103,565	\$ 89,334	\$ 103,549	\$ 108,631
Overtime	\$ 7,241	\$ 12,954	\$ 14,969	\$ 11,180
Medical/Dental/Life Insurance	21,555	\$ 19,929	\$ 23,029	\$ 23,115
Long Term Disability	1,303	\$ 1,085	\$ 1,254	\$ 1,086
Retirement	5,788	\$ -	5,788	\$ 6,518
Clothing Allowance	666	\$ -	666	\$ 666
Payroll Tax	8,966	\$ 8,294	\$ 9,585	\$ 9,884
W/C Insurance	7,895	\$ 5,946	\$ 7,895	\$ 3,380
<i>Salaries &amp; Benefits</i>	<b>\$ 156,979</b>	<b>\$ 137,543</b>	<b>\$ 166,735</b>	<b>\$ 164,460</b>
Professional fees	-	\$ 912	1,095	-
Dues and subscriptions	-	\$ -	-	-
Fees, permits, certifications, leases	3,460	\$ 351	422	460
Training, education, travel	300	\$ -	-	300
Travel	-	\$ -	-	-
Insurance	33,997	\$ 28,331	33,997	40,111
Office supplies and miscellaneous	550	\$ 186	223	550
Utilities, communications, telemetry	30,293	\$ 25,331	30,397	30,512
Chemicals and lab supplies	500	\$ -	-	500
Laboratory testing	-	\$ -	-	-
Equipment maintenance and repair	1,600	\$ -	-	21,600
Small equipment and rental	-	\$ -	-	-
Infiltration and inflow program	18,500	\$ 18,501	18,501	30,000
Operating supplies	3,500	\$ 1,329	1,594	1,200
Vehicle maintenance, repair, fuel	19,026	\$ 12,353	14,824	5,410
Facility maintenance and repair	2,000	\$ 428	513	7,640
<i>Materials, Supplies, Services</i>	<b>\$ 113,726</b>	<b>\$ 87,722</b>	<b>\$ 101,566</b>	<b>\$ 138,283</b>
Interest		\$ -		
Long Term Debt		\$ -		
<i>Debt Service</i>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Capital Equipment	\$ 1,263	\$ 855	\$ 1,263	\$ 20,500
Capital Projects	90,678	\$ -		28,200
<b>Total Expenses</b>	<b>\$ 362,645</b>	<b>\$ 226,120</b>	<b>\$ 269,563</b>	<b>\$ 351,443</b>
<b>TOTAL NET REVENUE</b>	<b>\$ 144,940</b>		<b>\$ 264,321</b>	<b>\$ 152,593</b>



DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET  
 June 20, 2023

WASTEWATER TREATMENT PLANT SUMMARY

	FY22-23 Budget	Actual 4/30/2023	FY22-23 Projected	FY23-24 Budget
<b>Program Revenue</b>				
Sewer rates	\$ 1,456,174	\$ 1,417,790	\$ 1,417,790	\$ 1,531,662
Recycled Water Sales	\$ 50,000	45,203	\$ 45,203	\$ -
Connection fees				\$ -
Non CFD Revenue for WWTP Loan	\$ 281,044	\$ 281,251	\$ 281,251	\$ 281,044
Sierra Lakes Service	\$ 512,570	\$ 538,515	\$ 538,515	\$ 547,280
<i>Total Program Revenue</i>	<u>\$ 2,299,788</u>	<u>\$ 2,282,759</u>	<u>\$ 2,282,759</u>	<u>\$ 2,359,986</u>
<b>General Revenues</b>				
Property tax	86,767	57,690	86,767	86,800
CFD Revenue for WWTP Loan	\$ 282,392	\$ 157,542	\$ 282,392	\$ 290,593
Other income	20,885	-		50,000
<i>Total General Revenues</i>	<u>\$ 390,044</u>	<u>\$ 215,232</u>	<u>\$ 369,159</u>	<u>\$ 427,393</u>
<b>Total Revenues</b>	<b>\$ 2,689,832</b>	<b>\$ 2,497,991</b>	<b>\$ 2,651,918</b>	<b>\$ 2,787,379</b>

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET  
 June 20, 2023

WASTEWATER TREATMENT PLANT SUMMARY

	FY22-23 Budget	Actual 4/30/2023	FY22-23 Projected	FY23-24 Budget
<b>Expenses</b>				
Salaries	\$ 333,086	\$ 287,317	\$ 333,036	\$ 349,380
Overtime	\$ 23,289	\$ 41,664	\$ 48,145	\$ 35,957
Medical/Dental/Life Insurance	69,325	\$ 64,084	\$ 74,053	\$ 74,342
Long Term Disability	4,192	\$ 3,491	\$ 4,034	\$ 3,493
Retirement	18,614	\$ -	\$ 18,614	\$ 20,963
Clothing Allowance	2,142	\$ 723	\$ 2,142	\$ 2,142
Payroll Tax	28,837	\$ 26,676	\$ 30,826	\$ 31,790
W/C Insurance	25,392	\$ 23,784	\$ 25,392	\$ 10,871
<i>Salaries &amp; Benefits</i>	\$ 504,876	\$ 447,739	\$ 536,241	\$ 528,937
Professional fees	42,070	\$ 49,115	52,900	52,900
Dues and subscriptions	1,200	\$ 2,511	2,511	2,200
Fees, permits, certifications, leases	16,600	\$ 26,824	26,824	28,000
Training, education, travel	2,800	\$ 4,150	4,150	3,120
Insurance	109,343	\$ 91,119	109,343	129,006
Office supplies and miscellaneous	500	\$ 1,686	2,024	2,248
Utilities, communications, telemetry	429,390	\$ 415,123	458,000	458,000
Chemicals and lab supplies	172,406	\$ 115,028	138,033	152,030
Laboratory testing	45,840	\$ 19,532	23,438	26,043
Equipment maintenance and repair	61,034	\$ 15,759	18,911	19,420
Small equipment and rental	6,340	\$ 927	1,113	1,240
Sludge removal	14,510	\$ 16,753	18,000	22,340
Operating supplies	2,100	\$ 243	291	375
Vehicle maintenance, repair, fuel	9,300	\$ 15,639	18,766	17,520
Facility maintenance and repair	43,675	\$ 27,924	30,000	65,580
<i>Materials, Supplies, Services</i>	\$ 957,108	\$ 802,333	\$ 904,304	\$ 980,022
Long Term Debt	\$ 719,191	\$ 719,191	\$ 719,191	719,191
Land Lease	20,250	\$ 16,875	20,959	21,693
<i>Debt Service</i>	\$ 739,441	\$ 736,066	\$ 740,150	\$ 740,884
Capital Equipment	\$ 73,632	\$ 72,196	\$ 73,632	\$ 68,886
Capital Projects	-	\$ -	-	-
<b>Total Expenses</b>	<b>\$ 2,275,057</b>	<b>\$ 2,058,333</b>	<b>\$ 2,254,327</b>	<b>\$ 2,318,729</b>
<b>TOTAL NET REVENUE</b>	<b>\$ 414,775</b>		<b>\$ 397,591</b>	<b>\$ 468,649</b>

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET  
 June 20, 2023

ADMINISTRATION SUMMARY

	FY22-23 Budget	Actual 4/30/2023	FY22-23 Projected	FY23-24 Budget
<b>Program Revenue</b>				
Service Fees	\$ -	\$ -	\$ -	\$ -
<i>Total Program Revenue</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>General Revenues</b>				
Interest revenue	-	1,744	2,093	2,000
Other income	6,500	6,124	6,124	9,000
<i>Total General Revenues</i>	<u>\$ 6,500</u>	<u>\$ 7,868</u>	<u>\$ 8,217</u>	<u>\$ 11,000</u>
<b>Total Revenues</b>	<b>\$ 6,500</b>	<b>\$ 7,868</b>	<b>\$ 8,217</b>	<b>\$ 11,000</b>

DONNER SUMMIT PUBLIC UTILITY DISTRICT

FISCAL YEAR 2023/2024 BUDGET  
 June 20, 2023

ADMINISTRATION SUMMARY

	FY22-23 Budget	Actual 4/30/2023	FY22-23 Projected	FY23-24 Budget
<b>Expenses</b>				
Salaries	\$ 271,529	\$ 229,303	\$ 266,373	\$ 287,755
Overtime	\$ -	\$ 662	\$ 662	\$ 3,522
Medical/Dental/Life Insurance	60,684	\$ 65,876	\$ 76,124	\$ 72,753
Long Term Disability	2,818	\$ 3,655	\$ 4,223	\$ 3,655
Retirement	26,417	\$ -	26,417	\$ 27,926
Clothing	400	\$ -	400	\$ 400
Payroll Tax	22,401	\$ 16,272	\$ 18,803	\$ 24,030
W/C Insurance	4,221	\$ 3,914	\$ 4,221	\$ 1,905
<i>Salaries &amp; Benefits</i>	<b>\$ 388,470</b>	<b>\$ 319,681</b>	<b>\$ 397,222</b>	<b>\$ 421,946</b>
Board Expense	67,907	\$ 64,846	70,742	72,245
<i>Board Expense</i>	<b>\$ 67,907</b>	<b>\$ 64,846</b>	<b>\$ 70,742</b>	<b>\$ 72,245</b>
Professional fees	133,989	\$ 103,852	112,989	111,600
Dues and subscriptions	7,100	\$ 8,829	8,829	11,400
Fees, permits, certifications, leases	20,650	\$ 11,059	20,650	13,240
Training, education, travel	1,500	\$ 2,063	3,000	3,000
Insurance	9,672	\$ 8,060	9,672	11,411
Office supplies and miscellaneous	9,000	\$ 8,004	10,671	9,000
Utilities, communications, telemetry	35,035	\$ 26,180	34,907	34,871
Chemicals and lab supplies	-	\$ -	-	-
Laboratory testing	-	\$ -	-	-
Equipment maintenance and repair	6,660	\$ -	-	-
Small equipment and rental	-	\$ -	-	-
Sludge removal	-	\$ -	-	-
Operating supplies	-	\$ 2,891	3,854	2,080
Vehicle maintenance, repair, fuel	-	\$ -	-	-
Facility maintenance and repair	3,000	\$ 4,617	6,156	10,280
<i>Operating Expenses</i>	<b>\$ 226,606</b>	<b>\$ 175,555</b>	<b>\$ 210,729</b>	<b>\$ 206,882</b>
<i>Debt Service</i>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Capital Equipment	\$ -	\$ -	\$ -	\$ 7,500
Capital Projects	-	\$ -	-	-
<b>Total Expenses</b>	<b>\$ 682,983</b>	<b>\$ 560,082</b>	<b>\$ 678,692</b>	<b>\$ 708,573</b>
<b>TOTAL NET REVENUE</b>	<b>\$ (676,483)</b>		<b>\$ (670,476)</b>	<b>\$ (697,573)</b>

**DONNER SUMMIT PUBLIC UTILITY DISTRICT**  
**FISCAL YEAR 2023/2024 BUDGET**  
*Expense Detail*  
 June 20, 2023

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

Professional Services	Department				Total Budgeted
	Water (30)	Sewer (40)	WWTP (42)	Admin (50)	
Legal				\$ 12,000	\$ 12,000
Auditors				31,000	31,000
Bookkeeping				33,600	33,600
Public Outreach/Webmaster				5,000	5,000
GIS Subscription & Support				10,000	10,000
Utility Billing Software				5,000	5,000
Fee/Rate/CFD Services				10,000	10,000
IT Services				5,000	5,000
Drought/Supply Resiliency Study	47,300				47,300
Lake Angela Dam Concrete Patching	20,000				20,000
Tank Inspection (Diving)	19,010				19,010
General Eng (Woodward, Controlpoint, Pioneer)			52,900		52,900
TOTAL - Professional Services	\$ 86,310	\$ -	\$ 52,900	\$ 111,600	\$ 250,810

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

**DONNER SUMMIT PUBLIC UTILITY DISTRICT**  
**FISCAL YEAR 2023/2024 BUDGET**  
*Expense Detail*  
 June 20, 2023

Description	Department				Total Budgeted
	Water (30)	Sewer (40)	WWTP (42)	Admin (50)	
<b>Fees, Permits, Leases</b>					
US Forest Service Permit	\$ 50		\$ 8,100	\$ 1,050	\$ 9,200
Copier Lease				3,990	3,990
Postage Meter Rental				1,500	1,500
Bank Fees (Incl Payroll)				6,700	6,700
Water & Distribution Certifications	1,000				1,000
Department of Health Services	1,000				1,000
Nevada County	2,000		3,300		5,300
SWRCB	3,450	-	16,200		19,650
Big Bend SWRCB	1,300				1,300
Division Dam Safety	8,100				8,100
USA Dig Alert	630	230			860
AQMD		230	400		630
<b>TOTAL - Fees, Permits, Leases</b>	<b>\$ 17,530</b>	<b>\$ 460</b>	<b>\$ 28,000</b>	<b>\$ 13,240</b>	<b>\$ 59,230</b>
<b>Training and Education</b>					
Classes, seminars, conferences	\$ 700	\$ 300	\$ 3,120	\$ 3,000	\$ 7,120
Travel	300				300
<b>TOTAL - Training and Education</b>	<b>\$ 1,000</b>	<b>\$ 300</b>	<b>\$ 3,120</b>	<b>\$ 3,000</b>	<b>\$ 7,420</b>
<b>Utilities, Communications</b>					
Electricity (5825)	\$ 46,739	\$ 30,512	\$ 223,100	\$ 25,351	\$ 325,702
Big Bend Electricity (5825)	\$ 1,220				\$ 1,220
Propane (6825) & Diesel			\$ 227,940		227,940
Phones (6675)	\$ 850		\$ 6,960	\$ 4,170	11,980
Big Bend Phones (6675)	\$ 1,500				\$ 1,500
Postage (6700, 6701)				2,100	2,100
Website				3,250	3,250
<b>TOTAL - Utilities, Communications</b>	<b>\$ 50,309</b>	<b>\$ 30,512</b>	<b>\$ 458,000</b>	<b>\$ 34,871</b>	<b>\$ 573,692</b>

**DONNER SUMMIT PUBLIC UTILITY DISTRICT**  
**FISCAL YEAR 2023/2024 BUDGET**  
*Expense Detail*  
**June 20, 2023**

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

**DONNER SUMMIT PUBLIC UTILITY DISTRICT**  
**FISCAL YEAR 2023/2024 BUDGET**  
*Expense Detail*  
 June 20, 2023

Description	Department				Total Budgeted
	Water (30)	Sewer (40)	WWTP (42)	Admin (50)	
Facility Maintenance & Repair					
Pest Control				\$ 780	\$ 780
Office Cleaning Service				\$ 3,000	\$ 3,000
On-Call Access Road/Snow Maintenance	\$ 5,000	\$ 5,000			\$ 10,000
General Building Maintenance (contract)	\$ 3,000		\$ 2,000	\$ 5,000	\$ 10,000
Road Repairs (T-Bar)	\$ 6,500				\$ 6,500
On-Site Asphalt Crack Sealing			\$ 15,000		\$ 15,000
Soda Ash Fill Pipe Repair			\$ 6,000		\$ 6,000
Western Nevada Supply	\$ 2,030	\$ 640	\$ 600		\$ 3,270
Waters Vacuum Truck		\$ 2,000	\$ -		\$ 2,000
Kimball Midwest			\$ 2,010		\$ 2,010
Grainger	\$ 1,060		\$ -		\$ 1,060
Mountain Hardware	\$ 2,280		\$ 1,100		\$ 3,380
Sierra Mountain Pipe	\$ 5,480		\$ -		\$ 5,480
Zenon Membrane Servicing			\$ 9,000		\$ 9,000
Xylem			\$ 9,700		\$ 9,700
USA Bluebook	\$ 4,750		\$ 2,300		\$ 7,050
EMCOR			\$ 9,900		\$ 9,900
Rain for Rent (Lake Angela algae)	\$ 10,000				\$ 10,000
Various Vendors	\$ 6,150		\$ 7,970	\$ 1,500	\$ 15,620
<b>TOTAL - Facility Maintenance &amp; Repair</b>	<b>\$ 46,250</b>	<b>\$ 7,640</b>	<b>\$ 65,580</b>	<b>\$ 10,280</b>	<b>\$ 129,750</b>
<b>CAPITAL ACQUISITION</b>					
Membrane Permeate Pump			\$ 25,000		\$ 25,000
Replace Operations Monitor & Laptop (1)	\$ 300	\$ 500	\$ 1,000		\$ 1,800
Replace Firewall, File Server, Admin PC				\$ 7,500	\$ 7,500
Turbidimeter (1)	\$ 3,500				\$ 3,500
Chlorine Analyzer (1)	\$ 3,651				\$ 3,651
UV Wiper Replacements			\$ 16,896		\$ 16,896
Overhaul of WWTP heat exchanger			\$ 25,990		\$ 25,990
Replacement UTV	\$ 20,000	\$ 20,000			\$ 40,000
<b>TOTAL - Capital Acquisition</b>	<b>\$ 27,451</b>	<b>\$ 20,500</b>	<b>\$ 68,886</b>	<b>\$ 7,500</b>	<b>\$ 124,337</b>
<b>TOTAL</b>	<b>\$ 302,425</b>	<b>\$ 118,092</b>	<b>\$ 868,031</b>	<b>\$ 266,216</b>	<b>\$ 1,554,763</b>



**RESOLUTION NO. 2023-12**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DONNER SUMMIT PUBLIC APPROVING THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN AND FISCAL YEAR 2023/2024 OPERATING BUDGET**

**WHEREAS**, District staff has assessed and prioritized operational and capital improvement needs, and used that information to prepare a Five-Year Capital Improvement Plan and a Fiscal Year 2023/2024 Operating Budget for review and comment from the Board of Directors; and

**WHEREAS**, draft versions of the Five-Year Capital Improvement Plan and Fiscal Year 2023/2024 Operating Budget were presented to the Board of Directors for review and comment in a public meeting May 16, 2023; and

**WHEREAS**, the proposed Five-Year Capital Improvement Plan and Fiscal Year 2023/2024 Operating Budget were presented to the Board of Directors for adoption at a public meeting on June 20, 2023; and

**WHEREAS**, the proposed Fiscal Year 2023/2024 Operating Budget includes a 5.3% cost of living adjustment for staff wages, calculated as specified in Board Resolution 2022-37 Employee Benefit and Compensation Program; and

**WHEREAS**, the Board of Directors accepted public comment and reviewed and considered the proposed capital improvement plan and budget.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF DONNER SUMMIT PUBLIC UTILITY DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

1. A cost of living adjustment of 5.3% for staff wages is approved.
2. The Five-Year Capital Improvement Plan and Fiscal Year 2023/2024 Operating Budget documents attached as Exhibits A and B, respectively, are hereby incorporated into this Resolution by this reference, and are hereby approved.
3. The expenditure amounts designated for Fiscal Year 2023/2024 are hereby appropriated and may be expended in the amounts for the purposes stated in the Fiscal Year 2023/2024 Operating Budget.
4. The General Manager may authorize the transfer of appropriations within and between departments so long as total appropriations are not increased.
5. The Board of Directors has the overriding authority to control the use of revenues and the appropriations of funds and therefore may modify this policy at any time.

**PASSED AND ADOPTED** by the Board of Directors of Donner Summit Public Utility District, this 20<sup>st</sup> day of June 2023, 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: 7B



## STAFF REPORT

**TO:** Board of Directors

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

**SUBJECT:** Approve Agreement with the Placer County Water Agency for a \$20,400 Grant from the Financial Assistance Program for Environmental Permitting and Design for Big Bend Water System Pipeline Replacement Phase 1

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### **RECOMMENDATION**

Approve the agreement and authorize the General Manager to sign the Funding Agreement with the Placer County Water Agency (PCWA) for a \$20,400 grant from the Financial Assistance Program (FAP) for environmental permitting and design for the Big Bend Water System Pipeline Replacement Phase 1 Project.

### **BACKGROUND**

PCWA implements an annual FAP to provide loans or grants to districts for the conservation and development of eligible water supplies and facilities. To be eligible, the organization must be an irrigation district, county water district, water conservation district, municipality, town, or any other district or political subdivision of the State empowered by law to appropriate water and deliver water to water users within Placer County. Projects, programs, or facilities related to the production, treatment, storage, transmission, distribution or conservation of water for beneficial use within the County of Placer are eligible for funding.

The General Manager applied for 2023 PCWA FAP Funding for Phase 1 of the Big Bend Water System Pipeline Replacement Project. The application is included as Attachment 1. The application requested grant funding of \$224,400 from a total project cost of \$280,500. The application requested funding for design and construction of Phase 1.

### **DISCUSSION**

PCWA awarded DSPUD \$20,400 for environmental permitting and design only at their Board meeting on April 28, 2023. To accept the grant, DSPUD must execute the Funding Agreement included as Attachment 2. The terms of the agreement include:

- Scope of work for environmental permitting and design as described in grant application (Attachment 1).
- Must be complete prior to December 31, 2024, unless an extension is requested in writing 60 days prior to completion date.
- Reimbursement basis and requests may be submitted monthly.

### **FISCAL IMPACT**

Approving the agreement will result in \$20,400 in funding from PCWA on a reimbursement basis.

### **CEQA ASSESSMENT**

This action is not a CEQA Project.

**ATTACHMENTS**

1. Grant Application
2. Funding Agreement



## 2023 Financial Assistance Program

**Entity Name:** Donner Summit Public Utility District

**FAP Project(s) Title included in the Project Database you wish to submit for FAP:**

- Big Bend Water System Pipeline Replacement Phase 1

**This Financial Assistance Request is for a \_\_\_\_\_ Loan or  Grant.**

**If requesting a Loan, please provide the source of funds for repayment:**

**As the FAP loan and grant funding resources are limited, at times the FAP requests have only been partially funded. If only a portion of the requested FAP Project amount was awarded, how would the project proceed?**

Partial funding would be used for environmental clearance and engineering design.

**If available online, please provide the website for the most current audited Financial Statements and Budget. If not available online, please upload the documents into the Project Database.**

www.dspud.com

### Authorization

A handwritten signature in blue ink that reads "Steven Palmer".

Signature

2/16/2023

Date

Print Name: Steven Palmer, General Manager

Electronic submissions are required and deliverable to: [PCWAFAP@pcwa.net](mailto:PCWAFAP@pcwa.net)

**Submit by 5:00 pm February 17, 2023 for current year consideration.  
Submissions received after 5:00 pm February 17, 2023 will be returned.**

**Placer County Water Agency**  
**2023 Financial Assistance Program Funding Request Summary**

---

<b>1 Donner Summit Public Utility District</b>	<b>Request: \$224,400 Grant</b>
<b>Element 2, Water Infrastructure Reliability</b>	<b>Total Project Cost: \$280,500</b>
<b>Project Title: Big Bend Water System Pipeline Replacement Phase 1</b>	

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The 2023 grant request is for:

FAP Request in the amount of \$224,400 to fund environmental permitting, design, and construction.

Project Statement:

Replace/Rehabilitate old and leaking treated water distribution lines. Water flows by gravity from the springs and horizontal well into a 20,000 gallon buried concrete storage tank. The tank provides gravity pressure and storage for the distribution system. Topographic maps suggest a static pressure of about 40 psi throughout the distribution system. Small wharf hydrants are located throughout the community, but flow from the hydrants is known to be significantly limited by the size of the pipes in the distribution system. Much of the original distribution system was reportedly constructed using steel boiler pipe. Some of the oldest steel lines have since rusted to the point that replacement was necessary. Newer water lines are constructed of SCH 40 PVC of various sizes. Pipe sizes throughout the existing distribution system are mostly 2 inch pipe which would technically not meet minimum mainline size defined by the current American Water Works Association standards.

Project Description:

This Project will replace the existing 2-inch treated water distribution lines in the Big Bend Water System with 4-inch and 6-inch diameter distribution lines as determined in engineering design. For ease of constructability and funding, the Project has been divided into two stand alone Phases. The first Phase will abandon the existing pipeline through the campground and install a new pipeline along Hampshire Rocks Road to connect the water treatment plant to the existing line crossing of Hampshire Rocks Road. This new pipeline will be approximately 850 linear feet. Only the first phase is proposed for funding at this time.

**Water Entity Metrics:**

- 364 Treated water connections
- 364 Treated water connections metered
- 0 Irrigation water connections
- \$513476.00 Current year water system expense budget
- \$6434471.00 Assets per most recent audit
- \$30213.00 Property tax revenue, if any
- 7 Full-time staff
- 0 Part-time/volunteers

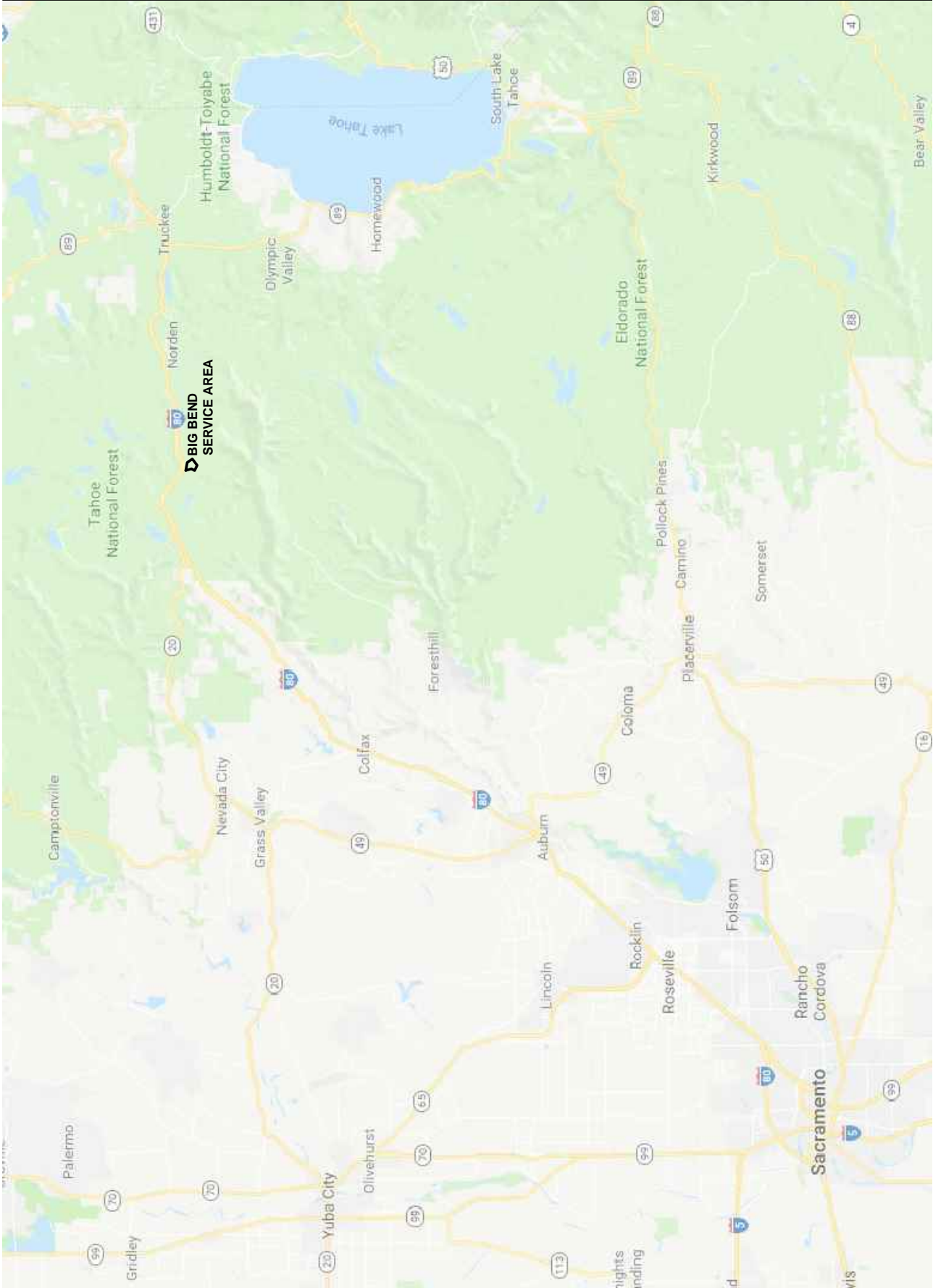


FIG. 1

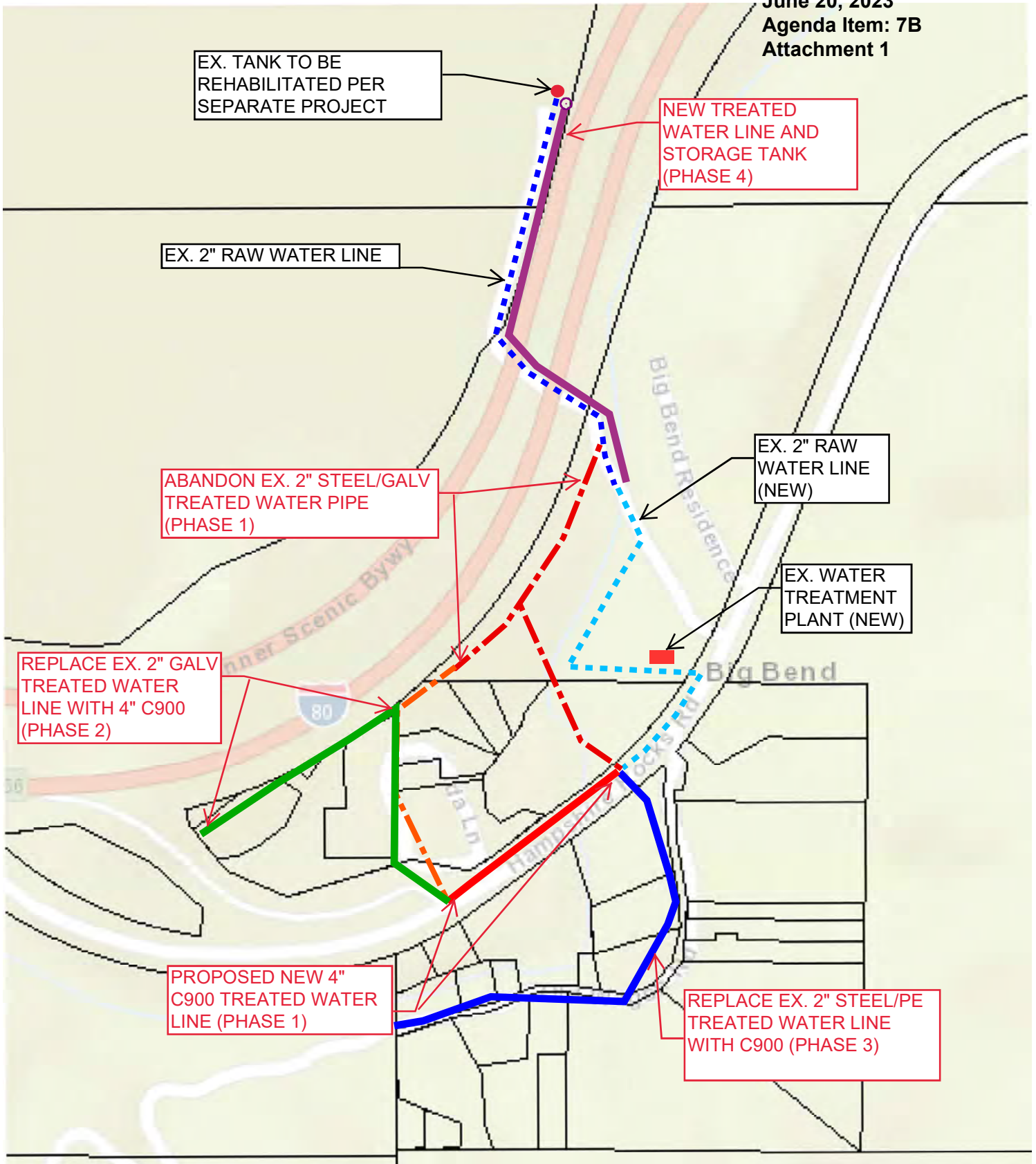
**BIG BEND WATER SYSTEM IMPROVEMENT PROJECT**  
**PRELIMINARY ENGINEERING REPORT**  
 LOCATION MAP

**DONNER SUMMIT**  
**PUBLIC UTILITY DISTRICT**  
 P.O. Box 610 53823 Sherritt Lane Soda Springs, CA 95728

DRAWN BY: K.S.K.  
 DATE: 1-18-18  
 APPROX. SCALE: N.T.S.  
 (E) CONTOUR INT.: \_\_\_\_\_

**Sauers Engineering, Inc.**  
 Civil & Environmental Engineers  
 4404 Lower Grass Valley Road, Nevada City, CA 95959  
 tel (530) 265-8021 www.sauerseng.com





**CONCEPTUAL PLAN WITH PHASES  
 WATER LINE REPLACEMENT PROJECT  
 BIG BEND WATER SYSTEM  
 DONNER SUMMIT PUBLIC UTILITY DISTRICT  
 FEBRUARY 10, 2022**

LEGEND	
	EX. RAW WATER LINE
	EX. RAW WATER LINE (NEW)
	EX. WATER LINE (ABANDON PH 1)
	NEW WATER LINE (PH. 1)
	REPLACE WATER LINE (PH 2)
	REPLACE WATER LINE (PH 3)

Water System Improvement Project  
 Big Bend Water System  
 Preliminary Cost Estimate

S. Palmer  
 4/1/2022

No.	Description	Quantity	Units	Unit Price	Item Total
<b>PHASE 1</b>					
1	Mobilization	1	LS	\$ 15,000	\$ 15,000
2	Abandon 2" Pipelines	800	LF	\$ 65	\$ 52,000
3	Provide and Install 4" C900	850	EA	\$ 155	\$ 131,750
4	4" Valves	2	EA	\$ 600	\$ 1,200
5	Join Existing	2	EA	\$ 1,500	\$ 3,000
<i>Subtotal Construction</i>					\$ 202,950
Construction Contingency					\$ 30,500
Construction Management					\$ 21,550
<i>Total Construction</i>					\$ 255,000
Environmental					\$ 5,000
Design Engineering					\$ 20,500
<b><i>Subtotal Phase 1</i></b>					<b>\$ 280,500</b>

No.	Description	Quantity	Units	Unit Price	Item Total
<b>PHASE 2</b>					
1	Mobilization	1	LS	\$ 15,000	\$ 15,000
2	Abandon 2" Pipelines	1000	LF	\$ 65	\$ 65,000
3	Provide and Install 4" C900	1000	EA	\$ 155	\$ 155,000
4	4" Valves	4	EA	\$ 600	\$ 2,400
5	Join Existing	2	EA	\$ 1,500	\$ 3,000
<i>Subtotal Construction</i>					\$ 240,400
Construction Contingency					\$ 30,500
Construction Management					\$ 21,550
<i>Total Construction</i>					\$ 292,450
Environmental					\$ 5,000
Design Engineering					\$ 20,500
<b><i>Subtotal Phase 2</i></b>					<b>\$ 317,950</b>

Water System Improvement Project  
 Big Bend Water System  
 Preliminary Cost Estimate

S. Palmer  
 4/1/2022

No.	Description	Quantity	Units	Unit Price	Item Total
No.	Description	Quantity	Units	Unit Price	Item Total
<b>PHASE 3</b>					
1	Mobilization	1	LS	\$ 15,000	\$ 15,000
2	Abandon 2" Pipelines	1200	LF	\$ 65	\$ 78,000
3	Provide and Install 4" C900	1200	EA	\$ 155	\$ 186,000
4	4" Valves	4	EA	\$ 600	\$ 2,400
5	Join Existing	1	EA	\$ 1,500	\$ 1,500
<i>Subtotal Construction</i>					\$ 282,900
Construction Contingency					\$ 30,500
Construction Management					\$ 21,550
<i>Total Construction</i>					\$ 334,950
Environmental					\$ 5,000
Design Engineering					\$ 20,500
<b><i>Subtotal Phase 3</i></b>					<b>\$ 360,450</b>

No.	Description	Quantity	Units	Unit Price	Item Total
No.	Description	Quantity	Units	Unit Price	Item Total
<b>PHASE 4</b>					
1	Mobilization	1	LS	\$ 15,000	\$ 15,000
2	Provide and Install 4" C900	1290	EA	\$ 155	\$ 199,950
3	4" Valves	4	EA	\$ 600	\$ 2,400
4	Construct Tank	1	EA	\$ 64,500	\$ 64,500
5	Join Existing	1	EA	\$ 1,500	\$ 1,500
<i>Subtotal Construction</i>					\$ 283,350
Construction Contingency					\$ 30,500
Construction Management					\$ 21,550
<i>Total Construction</i>					\$ 335,400
Environmental					\$ 5,000
Design Engineering					\$ 20,500
<b><i>Subtotal Phase 4</i></b>					<b>\$ 360,900</b>

**GRAND TOTAL \$ 1,319,800**



PLACER COUNTY WATER AGENCY  
SINCE 1987

BOARD OF DIRECTORS

Gray Allen, District 1

Primo Santini, District 2

Mike Lee, District 3

Robert Dugan, District 4

Joshua Alpine, District 5

Andrew Fecko, General Manager

BUSINESS CENTER

144 Ferguson Road

MAIL

P.O. Box 6570

Auburn, CA 95604

PHONE

(530) 823-4850

(800) 464-0030

WWW.PCWA.NET

May 31, 2023

Mr. Steven Palmer  
General Manager  
Donner Summit Public Utility District  
P.O. Box 610  
Soda Springs, CA 95728

Dear Steven,

On May 18, 2023, the Placer County Water Agency Board of Directors awarded the Donner Summit Public Utility District a Grant totaling \$20,400 for the project titled "Big Bend Water System Pipeline Replacement Phase 1", under PCWA's 2023 Financial Assistance Program.

Please indicate your acceptance of the terms of this Agreement by electronically signing this document in Adobe Sign. Once countersigned by the Agency, you will receive an executed original for your files.

Thank you for your interest in the Financial Assistance Program. Should you have any questions, please do not hesitate to contact me at (530) 823-4875 or Melissa Cope at (530) 823-4850.

Sincerely,

A handwritten signature in blue ink that reads "Joseph H. Parker". The signature is written in a cursive, flowing style.

Joseph H. Parker, CPA  
Director of Financial Services





**Placer County Water Agency**  
**2023 Financial Assistance Program**  
**Funding Agreement**

documentation for the allowable actual Project costs incurred by the District under this Agreement. Upon receipt of the Reimbursement Request, PCWA will review the completed form and the provided supporting documentation and, if approved, will pay the allowable costs under this Agreement, but in no event will PCWA pay more than the grant award amount stated in Section 1 above. The District's final reimbursement shall be submitted no later than 60 days after the completion date referenced in Section 2 above. PCWA reserves the right to hold the final reimbursement amount or 10% of the grant award until a final report is completed and received.

4. Project Costs The District shall pay any and all costs connected with the Project, without limitation. If the Project Grant award amount is not sufficient to pay the Project costs in full, the District shall nonetheless complete the Project and pay all Project costs in excess of the available Project Grant award amount. The District shall not be entitled to any reimbursement from the Agency for Project costs in excess of the Grant award amount. Should the grant award be insufficient to complete the Project within the term of the Grant in **Article 2**, it will be the District's responsibility to complete the Project using other funding opportunities, or operations expenses. Any allocated grant award funds remaining unused at the end of the grant term, or extension, will be un-allocated and returned to the FAP pool of funds for use in future FAP awards.
5. Final Report Where applicable, the District agrees to furnish PCWA a copy of all final reports, studies or assessments associated with the Project and receipt of the final report may be a condition of final disbursement of funds.
6. Examination and Audit The District acknowledges that pursuant to California Government Code Section 8546.7:

Notwithstanding any other provision of law, every contract involving the expenditure of public funds in excess of ten thousand dollars (\$10,000) entered into by any state agency, board, commission, or department or by any other public entity, including a city, county, city and county, or district, shall be subject to the examination and audit of the California State Auditor, at the request of the public entity or as part of any audit of the public entity, for a period of three years after final payment under the contract.

Every contract shall contain a provision stating that the contracting parties shall be subject to that examination and audit. The failure of a contract to contain this provision shall not preclude the California State Auditor from conducting an examination and



**Placer County Water Agency**  
**2023 Financial Assistance Program**  
**Funding Agreement**

audit of the contract at the request of the public entity entering into the contract or as part of any audit of the public entity.

The examinations and audits under this section shall be confined to those matters connected with the performance of the contract, including, but not limited to, the costs of administering the contract. In compliance with the above, the District shall maintain and make available for such inspection accurate records of all its costs, disbursements, and receipts with respect to its activities under this Grant. During regular office hours, PCWA's duly authorized representatives shall have the right to inspect and make copies of any books, records, or reports of the District pertaining to this Grant, the District's Project, or matters related hereto. Failure or refusal by the District to comply with this provision shall be considered a substantial failure to comply with this Agreement and PCWA may withhold disbursements to the District or request any reimbursed funds to be refunded.

7. Indemnification The District agrees to indemnify, defend and save harmless PCWA, its Board of Directors, officers, agents, employees, and volunteers from any and all suits, actions, claims, and or losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services , materials, or supplies in conjunction with the performance of this Agreement, from any and all claims and or losses accruing or resulting to any person, firm or corporation who may be injured or damaged by District in the performance of this agreement, and from any and all claims resulting from legal challenges to the District's Project, including, but not limited to, environmental review and compliance. This indemnity shall survive the termination of this Agreement whether by completion of the Project or any other reason whatsoever.

The District (including its contractor, subcontractors, stakeholders, and sub-recipients) shall maintain liability insurance, workers compensation and property coverage sufficient to indemnify PCWA from claims for death, bodily injury, property damage, loss or other liability that could result from one or more identified activities carried out in connection with this FAP award agreement. PCWA, its Board of Directors, officers, agents, employees, and volunteers shall be specifically named as Additionally Insured under the recipient's policies.

The District agrees to promptly report and cooperate with PCWA in the investigation and defense of any claims that may be filed against PCWA arising out of the activities of the District, its agents, employees or contractors.



**Placer County Water Agency**  
**2023 Financial Assistance Program**  
**Funding Agreement**

In the event of damage or destruction to the project, in whole or in part, nothing herein contained shall be deemed to require PCWA to replace or repair the building(s), property, or project. The District agrees that PCWA has no obligation for salvage, demolition or repair.

- 8. Notices All notices that are required to be given to one party by the other under this Agreement shall have been deemed to have been given if delivered personally or enclosed in a properly addressed envelope for delivery by registered or certified mail addressed to the parties at the addresses below, unless such addresses are changed by notice to the other party.

<u>District</u>	<u>Agency</u>
Donner Summit Public Utility District P.O. Box 610 Soda Springs, CA 95728	Placer County Water Agency P.O. Box 6570 Auburn, CA 95604-6570

- 9. Dispute Resolution If a dispute arises concerning any controversy or claim arising out of or relating to this Agreement or the breach thereof, or relating to its application or interpretation, the aggrieved party will notify the other party of the dispute in writing within 20 days after such dispute arises. If the Parties fail to resolve the dispute within 60 days after delivery of such notice, each party will promptly nominate a senior officer of its organization to meet at any mutually agreed time and location to resolve the dispute. The Parties shall use their best efforts to reach a just and equitable solution satisfactory to all Parties. Should the Parties be unable to resolve the dispute to their mutual satisfaction within 60 days thereafter, the dispute will be subject to mediation, pursuant to (13), below. The time periods set forth in this section are subject to extension as agreed to by the Parties.
- 10. Mandatory Non-binding Mediation If a dispute is not resolved pursuant to (12), above, the Parties agree to first endeavor to settle the dispute in an amicable manner, using mandatory non-binding mediation initiated and conducted under the applicable rules of the American Arbitration Association, before having recourse in a court of law. Each party shall bear its own legal expenses, and the expenses of witnesses for either side shall be paid by the party producing such witnesses. All expenses of the mediator, including required travel, and the cost of any proofs or expert advice produced at the direct request of the mediator, shall be borne equally by the parties, unless they agree otherwise. Any resultant agreements from mediation shall be documented in writing. All mediation proceedings, results, and documentation, including without limitation any materials prepared or





**Placer County Water Agency**  
**2023 Financial Assistance Program**  
**Funding Agreement**

submitted or any positions taken by or on behalf of either party, shall be inadmissible for any purpose in any legal proceeding (pursuant to California Evidence Codes sections 1115 through 1128), unless such admission is otherwise agreed upon in writing by both parties. Mediators shall not be subject to any subpoena or liability, and their actions shall not be subject to discovery. The mediation shall be completed within 60 days after selection of the mediator, unless the Parties agree to extend the mediation period. Either party may thereafter pursue its available legal and equitable remedies, pursuant to the laws of the State of California. Nothing in this Agreement or provision shall constitute a waiver of any of the government claim filing requirements set forth in Title 1, Division 3.6, of the California Government Code or as otherwise set forth in local, state and federal law. In the event of any action between Parties seeking enforcement of any of the terms and conditions of this Agreement, the prevailing party in such action shall be awarded its reasonable costs and expenses, including but not limited to taxable costs, and its reasonable attorneys' fees.

11. Severability If a provision of this Agreement violates any applicable law or regulation, that provision will be stricken from the Agreement, and all other provisions of this Agreement will remain in full force.
12. Enforcement of Agreement This Agreement shall be governed, construed and enforced in accordance with the laws of the State of California. Venue of any litigation arising out of or connected to this Agreement shall lie exclusively in the state trial court or Federal District Court in the Counties of Placer or Sacramento, within the Eastern District of California and Parties consent to jurisdiction over their persons and over the subject matter of such litigation in such courts, and consent to service of process issued by such courts. Each party accepts for itself, generally and unconditionally, the exclusive jurisdiction of these courts and waives any defense of forum non conveniens.

This Agreement shall not be interpreted in favor of any party by virtue of said party not having prepared this Agreement.

No right conferred on either party under this Agreement shall be deemed waived, and no breach of this Agreement excused, unless such waiver is in writing and signed by the party claimed to have waived such right. Neither the Agency's review, approval or acceptance of, nor disbursement of funds for, the services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement, and the District shall be and remain liable to the Agency in accordance with applicable law for all damages caused by the District's negligent performance of any of the work under this Agreement.



**Placer County Water Agency**  
**2023 Financial Assistance Program**  
**Funding Agreement**

By signing below, signatory warrants and represents that they have accessed and read all Agreement documents and is fully authorized to execute this Agreement in their authorized capacity, that they have the authority to bind the entity listed below to contractual obligations and that by their signature on this Agreement, the entity on behalf of which they acted, executed this Agreement.

**PLACER COUNTY WATER AGENCY**

BY:

Date:

Name:

Title:

**DONNER SUMMIT PUBLIC UTILITY DISTRICT**

BY:

Date:

Name:

Title:



**Placer County Water Agency**  
**2023 Financial Assistance Program**  
**Funding Agreement**

**EXHIBIT A**

**Scope of Work**

The following is a summary of the scope of work encompassing the Project and the specific Project costs covered by this Grant Agreement.

Support environmental permitting and design service to replace and rehabilitate the aging Big Bend Water distribution system to American Water Works Association standards, as part of Phase 1.

**Project Description:**

The complete project will replace the existing 2-inch treated water distribution lines in the Big Bend Water System with 4-inch and 6-inch diameter distribution lines as determined in engineering design. For ease of constructability and funding, the Project has been divided into two stand alone Phases. The first Phase will abandon the existing pipeline through the campground and install a new pipeline along Hampshire Rocks Road to connect the water treatment plant to the existing line crossing Hampshire Rocks Road. This new pipeline will be approximately 850 linear feet.

**Specific Project Costs covered by this Grant Agreement:** The approved Grant amount is for reimbursement to cover costs associated with the first phase of permitting and design associated with replacing the treated water distribution lines in the Big Bend Water System.



# Placer County Water Agency 2023 Financial Assistance Program EXHIBIT B

## Reimbursement Request

DSPUD\_2023\_2

Send to: Placer County Water Agency  
P.O. Box 6570, Auburn, CA 95604-6570 pcwafap@pcwa.net

<b>Inv #</b>
--------------

<b>District Name</b>	<b>Date</b>
Donner Summit Public Utility District	
<b>Project Title</b>	<b>Vendor #</b>
Big Bend Water System Pipeline Replacement Phase 1	4697
	<b>P.O. No.</b>
	R48017

### PAYMENT REQUEST

(Please Round amounts to the nearest whole dollar)

a. Grant Amount	\$	20,400
b. Less Reimbursement(s) to Date		_____
c. Amount Available (a. minus b.)		_____
d. Less Amount of this Payment Request		_____
e. Remaining Funds available after this Payment Request (c. minus d.)	\$	_____
f. Is this the final Payment Request: Yes ___ No ___		

**Payments will be sent to the District address on the application noted below:**

(please correct if a different address is required)

Street Address: P.O. Box 610, Soda Springs, CA 95728  
Attention: Mr. Steven Palmer, General Manager

### Authorized District Representative Requesting Payment:

<b>Signature:</b>	<b>Date:</b>
<b>Name (please print):</b>	<b>Email:</b>
<b>Title (please print):</b>	<b>Phone:</b>

### PCWA APPROVAL FOR PAYMENT: **CWMP ELEMENT : 2 - Water Infrastructure Reliability** COMPLETION DATE: Dec 31, 2024

CWMP Finance Signature	Name (please print)	Date:
CWMP Approval Signature	Name (please print)	Date:
Technical Services – CMIS Engineering approval	Name (please print)	Date:
PO Entry Signature	Name (please print)	PO Line: Date:
		R48017

### ATTACHMENT 1 PAYMENT REQUEST FORM SUMMARY



# Placer County Water Agency

## 2023 Financial Assistance Program EXHIBIT B

**DISTRICT** Donner Summit Public Utility District  
**PROJECT TITLE** Big Bend Water System Pipeline Replacement Phase 1  
**PURCHASE ORDER** R48017

**FAP #** DSPUD\_2023\_2

**REIMBURSEMENT DATE**

PAYMENT DATE	VENDOR	VENDOR INVOICE NUMBER	VENDOR INVOICE TOTAL	FAP REIMBURSEMENT AMOUNT	BACK-UP ITEM
					A
					B
					C
					D
					E
					F
					G
					H
					I
					J
					K
					L
					M
					N

**FAP REIMBURSEMENT REQUEST TOTAL**

0.00

## Agenda Item: 7C



## STAFF REPORT

**TO:** Board of Directors

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

**SUBJECT:** Special District Risk Management Authority Board of Directors Election

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### **RECOMMENDATION**

Board voting for Special District Risk Management Authority (SDRMA) Board of Directors.

### **BACKGROUND**

DSPUD is a member of SDRMA, a joint powers authority that provides risk management services such as property insurance and worker's compensation insurance to special districts. SDRMA is holding an election for three seats on its Board of Directors. The newly elected Directors will serve from January 1, 2024 until December 31, 2027. The candidates are:

- Robert Swan (Incumbent), Director, Groveland Community Service District
- Acquanetta Warren, Vice Chair, San Bernardino Local Agency Formation Commission
- Jesse Claypool (Incumbent), Board Chair, Honey Lake Valley Resource Conservation District
- Sand Seifert-Raffelson (Incumbent), General Manager, Herlong Public Utility District

A letter from SDRMA notifying DSPUD of the election is included as Attachment 1, and the Election Packet including Candidate Statement of Qualifications for each candidate is included as Attachment 2.

### **DISCUSSION**

The Board may select up to three (3) candidates and cast a ballot accordingly by minute action. The Official 2023 Election Ballot to be completed is included in Attachment 2.

Following Board action, the General Manager will submit the ballot by mail to SDRMA. Ballots must be received by Tuesday August 8, 2023.

### **FISCAL IMPACT**

There is no fiscal impact associated with this action.

### **CEQA ASSESSMENT**

This is not a CEQA Project

### **ATTACHMENTS**

1. SDRMA Letter
2. Election Packet



May 15, 2023

Ms. Deleane Mehler  
Office Assistant  
Donner Summit Public Utility District  
Post Office Box 610  
Soda Springs, California 95728-0610

RE: Notification of Election Ballot – 2023 SDRMA Board of Directors Election

Dear Ms. Mehler,

The Special District Risk Management Authority (SDRMA) Board of Directors 2023 Election began in January, with the opening of nominations. On May 11, 2023, SDRMA’s Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA’s Policy No. 2022-06 Establishing Guidelines for Director Elections. The Election Committee confirmed that (4) candidates met the qualification requirements, and those names are included on the Official Election Ballot.

**The Official Election Ballot Document Packet posted below this letter as an attachment in Memberplus includes:**

- *Election Ballot Instructions*
- *Official Election Ballot (Action Required)*
- *Candidate’s Statements of Qualifications (4)*

The signed Official (wet signature) Election Ballot **MUST** be sealed and received by mail or hand delivery at SDRMA’s office on or before 4:30 p.m. on Tuesday, August 8, 2023, to the address below. Faxes or electronic transmissions are NOT acceptable.

Special District Risk Management Authority  
Election Committee  
1112 “I” Street, Suite 300  
Sacramento, California 95814

**Important Balloting and Election Dates** – The balloting and election dates are as follows:

- **August 8, 2023:** Deadline for members to return the signed Official Election Ballot.
- **August 9-11, 2023:** Ballots are opened and counted.
- **August 10-11, 2023:** Election results are announced, and candidates notified.



- **November 1-2, 2023:** Newly elected Directors are invited to attend SDRMA board meeting (Sacramento).
- **January 2024:** Newly elected Directors are seated, and Board officer elections are held.

Please do not hesitate to contact SDRMA's Management Analyst Candice Richardson at [crichardson@sdrma.org](mailto:crichardson@sdrma.org) or 800-537-7790 if you have any questions regarding the election and balloting process.

Sincerely,  
Special District Risk Management Authority

A handwritten signature in blue ink, appearing to read "Candice Richardson", is written over a light blue circular stamp.

Candice Richardson  
Management Analyst



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

## 2023 BOARD OF DIRECTORS ELECTION

### OFFICIAL ELECTION BALLOT ATTACHED

---

This is an official election packet that contains items that require ACTION by your Agency's governing body for the selection of up to three (3) candidates to the SDRMA Board of Directors.

#### ELECTION PACKET ENCLOSURES

- Election Ballot Instructions
- Official Election Ballot (Action Required)
- Candidate's Statements of Qualifications (4)

## SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2023.

On May 11, 2023, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2022-06 Establishing Guidelines for Director Elections. The Election Committee confirmed that (4) candidates met the qualification requirements, and those names are included on the Official Election Ballot.

The Official Election Ballot along with a Statement of Qualifications as submitted by each candidate is posted to the SDRMA MemberPlus portal along with these instructions. Election instructions are as follows:

1. The Official Election Ballot must be used to ensure the integrity of the balloting process.
2. Print a copy of this ballot, then select up to three (3) candidates. Your agency's governing body must approve the Official Election Ballot at a public meeting. **Ballots containing more than four (4) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Ballot MUST be sealed and received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Tuesday, August 8, 2023 to the address below. Faxes or electronic transmissions are NOT acceptable.

Special District Risk Management Authority  
Election Committee  
1112 "I" Street, Suite 300  
Sacramento, California 95814
4. The four-year terms for newly elected Directors will begin on January 1, 2024, and terminate on December 31, 2027.
5. Important balloting and election dates are:
  - **August 8, 2023: Deadline for members to return the signed Official Election Ballot.**
  - **August 9-11, 2023:** Ballots are opened and counted.
  - **August 10-11, 2023:** Election results are announced, and candidates notified.
  - **November 1-2, 2023:** Newly elected Directors are invited to attend SDRMA board meeting (Sacramento).
  - **January 2024:** Newly elected Directors are seated, and Board officer elections are held.

Please do not hesitate to contact SDRMA's Management Analyst Candice Richardson at [crichardson@sdrma.org](mailto:crichardson@sdrma.org) or 800-537-7790 if you have any questions regarding the election and balloting process.

**OFFICIAL 2023 ELECTION BALLOT**  
**SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY**  
**BOARD OF DIRECTORS**

**VOTE FOR ONLY THREE (3) CANDIDATES**

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery at SDRMA on or before 4:30 p.m., Tuesday August 8, 2023. Faxes or electronic transmissions are NOT acceptable.

- ROBERT SWAN** (INCUMBENT)  
Director, Groveland Community Services District
- ACQUANETTA WARREN**  
Vice Chair, Local Agency Formation Commission for San Bernardino County
- JESSE CLAYPOOL** (INCUMBENT)  
Board Chair, Honey Lake Valley Resource Conservation District
- SANDY SEIFERT-RAFFELSON** (INCUMBENT)  
General Manager, Herlong Public Utility District

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2023 by the:

\_\_\_\_\_

**at a public meeting** by the following votes:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_

\_\_\_\_\_

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate\* Bob Swan  
District/Agency Groveland Community Services District (GCSD)  
Work Address P.O. Box 350, Groveland CA 95321  
Work Phone (209) 962-7131 Cell Phone (408) 398-4731

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

I have been a member of the SDRMA Board for two terms. I would like to be elected to a third term because:

1. As a board member of Groveland CSD, I am very aware of the great value that smaller districts get from their membership in SDRMA, and I'd like to continue to support the Authority's great member services.
2. While the organization continues to operate well, thanks to its experienced and motivated staff, we are once again going through a period of management change. I believe that Board continuity is particularly important at such a time.
3. The California re-insurance market continues to be challenging. I believe that my eight years of board experience will be helpful as we negotiate the potentially tricky economic future.
4. Personally, I feel that we have a very well-functioning and collegial Board, and I find it both challenging and enjoyable to be part of it.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

1. SDRMA Board: Member since 2016, presently Vice President. I am our representative on the CSDA Legislative Committee (and a member in my own right), and on the Alliance Executive Council.
2. Groveland CSD Board: Member since appointment in June 2013. I was Board President 2014-2018.
3. Member of Board of Southside Community Connections, which is a 501(c)(3) nonprofit in Groveland that provides transportation, educational, social and recreational services to seniors and differently-abled folks in the Groveland area. I was on this Board from 2018 through 2022, mostly as Treasurer.
4. Board Member (Treasurer) of Pine Cone Performers, a local community choral and acting group, since 2010.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)**

Background: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry as engineer, engineering manager, business unit director.

Skills, etc.: Very familiar with financial reports and cost accounting. Working knowledge of computer and communications technology. In my work life, I managed geographically distributed organizations with up to 150 technical personnel and up to \$120 million in annual sales. I'm pretty good at helping groups work together to achieve consensus (or, failing that, acceptable compromise).

In recent years, most of my volunteer work has been in driving folks (who can't drive themselves) to medical appointments, shopping, and the like. This is one of the services of Southside Community Connections.

I'm also a pretty decent choral singer, but that's not relevant to this application.

**What is your overall vision for SDRMA? (Response Required)**

Our vision statement is "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". To achieve this vision, I believe we must focus on:

(1) maintaining long-term financial stability, by ensuring that there is a fair allocation of cost versus risk across the membership, continuously evaluating the appropriate level of risk retention, and using creative ideas like our "captive" reinsurance agency to enhance our cash position.

(2) continue to expand our risk management training and assistance services. We have made significant improvements in this area by bring it internal to the Authority.

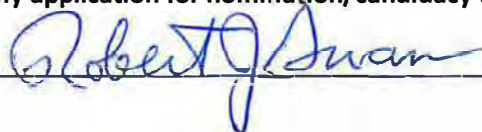
(3) continue to emphasize services to our core membership; small to mid-sized districts with limited options for insurance.

(4) ensure that SDRMA remains a desirable workplace, and maintain our highly-qualified and responsive staff.

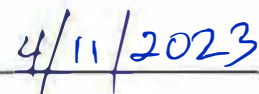
Above all, remember that this is an insurance pool, owned by its member agencies, and maintain an overarching focus on member service and support. Make certain that we will be here for our members.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date



**Special District Risk Management Authority**  
**Board of Directors**  
**Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted**. No statements are endorsed by SDRMA.

Candidate\* **ACQUANETTA WARREN**  
 District/Agency **Local Agency Formation Commission (LAFCO) for San Bernardino County**  
 Work Address **1170 W. Third Street, Unit 150, San Bernardino, CA 92415-0490**  
 Work Phone **(909)388-0480** Home Phone

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

As a City Mayor I have been fortunate to serve on regional boards that include special district representation: San Bernardino Countywide Oversight Board and Southern California Water Coalition's Board of Trustees. I realize that special districts, especially the smaller districts, are not included in the conversation for a variety of matters. Currently, I serve on San Bernardino LAFCO and the California Association of LAFCOs, which do have robust special district representation. I believe that my skills, experience, and understanding can contribute to SDRMA. Specifically, I want to contribute by developing programs that would help member agencies maximize their protection and minimize their risks.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

I currently serve as mayor for the City of Fontana. This is my fourth term, and my focus has been bolstering economic development, creating educational opportunities, improving public safety, and advocating for a healthier community. As mayor, I have been fortunate to serve on:

- San Bernardino LAFCO since 2014, serving currently as Vice Chair of the Commission. I am also a Board Member of the statewide organization of LAFCOs, CALAFCO, serving as Treasurer
- San Bernardino County Transportation Authority: Board of Directors, General Policy Committee, and Transit Committee
- San Bernardino County Racial Equity Committee for the San Bernardino Council of Governments
- San Bernardino Countywide Oversight Board

In addition, I am the current Chair for the Southern California Water Coalition's Board of Trustees as well as Co-Chair of its Task Force for Water Equity, Access, and Affordability.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

Aside from being Mayor for the City of Fontana, I am currently the District Director for the Second Supervisorial District for San Bernardino County and I coordinate district services and communications with constituents, I oversee community outreach efforts, as well as supervise district staff.

In addition to local-level involvement, I have served on the State Park Commission and as a trustee of the United States Conference of Mayors, an official non-partisan organization of cities in the United States with populations of 30,000 or more. I have also served in community organizations such as Water/Recycled Water Projects and Development Processing for New Communities, Casa Colina Rehabilitation Hospital Board of Directors, and the Upland YMCA Board of Directors.

**What is your overall vision for SDRMA? (Response Required)**

My vision for SDRMA is to ensure that it continues to be the best risk management agency, who will continue to listen and communicate with its member agencies. I would strive to make sure SDRMA continues to provide excellent service, provide educational and training programs that are beneficial to its member agencies, and offer more resources that add value to its members. Lastly, I want to make sure SDRMA operates in the highest ethical manner with complete transparency.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date

4/25/2023



**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.**

Candidate\* Jesse D. Claypool

District/Agency Honey Lake Valley Resource Conservation District

Work Address USDA Service Center 170 Russell Avenue, Suite C, Susanville, CA 96130

Work Phone 530-257-7271 Cell Phone 530-310-0232

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

My interest for being on the SDRMA Board of Directors is because I believe it is imperative for there to be a knowledgeable and experienced voice on the Board with the perspective of the small to mid-size special district. In addition, I am eager to continue working with SDRMA staff and fellow Board members, providing relevant and affordable solutions, available to all special districts.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

The vast amount of understanding and experience that I've gained as a current member of the SDRMA Board of Directors will undoubtedly aide as I continually strive to be an increasingly effective member of the SDRMA Board of Directors going forward.

In addition to being a current SDRMA Board member, I am currently Chairman of the Board for the Honey Lake Valley Resource Conversation District and a board member of a Regional Water Managment Group. Previously I have served on the following, Lassen County's Civil Grand Jury, two terms, CSDA Professional Development committee, two terms, Janesville Union School District trustee, Technical Advisory Committee for the prevention of violence against schools K-12, two terms, and CSDA Member Services committee, two terms.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)**

I have attended various board member trainings and completed leadership and governance classes, including the following; CSDA's Extraordinary Leadership Training and CSDA's Special District Leadership Academy. I have received CSDA's Recognition in Special District Governance certificate and successfully completed Executive Education in Public Policy at University of Southern California, Sol Price School of Public Policy.

**What is your overall vision for SDRMA? (Response Required)**

My continued vision for SDRMA is to be effective within the communities they serve. With focused attention to affordable solutions, administered by a team of highly dedicated professional staff, SDRMA will continue to be an industry leader providing affordable solutions to its members.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature 

Date 4/20/2023

## Special District Risk Management Authority Board of Directors Candidate's Statement of Qualifications

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted**. No statements are endorsed by SDRMA.

Candidate\* Sandy Seifert-Raffelson  
District/Agency Herlong Public Utility District  
Work Address P O Box 115, Herlong CA 96113  
Work Phone (530)827-3150 Cell Phone (530)310-4320

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

### Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I am a current Board member of SDRMA and feel that I have added my financial and general manager background to make a better-informed decision for SDRMA members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 35 plus years' experience in accounting and special districts.

I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limited revenue and staff. My experience in small districts give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise within.

I feel I am an asset to this Board, and would love a chance to stay on 4 more years!

### What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

While serving on the SDRMA Board, I have been privilege to be Secretary of the Board, Vice-President and currently President. I have served on CSDA's Audit and Financial committee's for several year; I have served on the SRLF Board and current President; Northeastern Rual Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 18 years; and UC Davis Equine Board. In the past 30 years, I have learn that there is no "I" in Board and it can be very rewarding to part of a team that makes a difference for others.

As part of my many duties working for Herlong PUD, I worked to form the District and was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first policies for HPUD. I have administered the financial portion of 2 large capital improvement projects with USDA as well as worked on the first ever successful water utility privatization project with the US Army and department of Defense. I am currently in the middle of a 14 million infrastructure project with SRF monies. I am also the primary administrator of two federal contract for utility services.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)**

I have my Bachelor's Degree in Business with a minor in Sociology. I have audit small districts and worked for a small district for almost 18 years. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

With HPUID and with SDRMA both boards and employees have worked hard to receive their District of Distinction and their District of Transparency.

I feel I am a good leader with people skills that can accomplish what is necessary to keep a District or JPA moving forward.

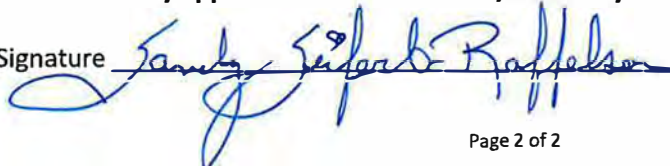
**What is your overall vision for SDRMA? (Response Required)**

SDRMA Staff and Board work together to bring Special Districts affordable insurance for the pool they serve. By

listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would continue advocating for these continued efforts and rewarding continue education for all Districts and employees.

I see SDRMA pool continuing for centuries and serving those needs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date 4/17/2023

## Agenda Item: 7D



## STAFF REPORT

**TO:** Board of Directors

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

**SUBJECT:** California Special District Association Board of Directors Election

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### **RECOMMENDATION**

Board voting for California Special District Association (CSDA) Board of Directors.

### **BACKGROUND**

CSDA is holding an election for Seat C in the Sierra Network. This seat has a 3-year term. The candidates are:

- Pete Kampa (Incumbent), General Manager, Groveland Community Service District
- Kevin King, General Manager, Reclamation District 1000
- Beau Reynolds, North Highlands Recreation and Park District
- Nicholas Schneider, General Manager, Georgetown Divide Public Utility District

Candidate Information Sheets and Candidate Statements for each of them are included as Attachment 1. Candidate Statements were not provided for Beau Reynolds and Nicholas Schneider.

### **DISCUSSION**

The Board may select a candidate and direct the General Manager to cast a vote accordingly by minute action.

Following Board action, the General Manager will login to the CSDA voting portal and cast a vote as directed by the Board.

### **FISCAL IMPACT**

There is no fiscal impact associated with this action.

### **CEQA ASSESSMENT**

This is not a CEQA Project

### **ATTACHMENTS**

1. Candidate Information Sheets and Statements



California Special  
Districts Association  
*Districts Stronger Together*

**2023 CSDA BOARD CANDIDATE INFORMATION SHEET**

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Peter J. Kampa

District/Company: Groveland Community Services District

Title: General Manager

Elected/Appointed/Staff: Staff GM

Length of Service with District: 5 Years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Member of the CSDA Board for 24 years and currently CSDA Vice President, serve on all CSDA committees, attend CSDA Annual Conference and GM

Leadership Summit annually, completed Governance Academy twice

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Eleven year member of ACWA and active on Legislative Committee and related task forces. Previous Board member with California Rural Water

Association and member for 15 years

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Spearheaded special district gaining seats on Tuolumne County LAFCo and attend all meetings, spearheaded formation of the Tuolumne County Chapter of CSDA and its current President, spearheaded formation of the Tuolumne-

Stanislaus Integrated Regional Water Management Authority

4. List civic organization involvement:

Hwy 120 Chamber of Commerce

**\*\*Candidate Statement –** Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office March 31, 2023, after 5:00 p.m. will not be included with the ballot.**



Peter J. Kampa, CSDM

CSDA Board Candidate Statement March 2023

*I seek your support for my reelection to the Board of Directors of California Special Districts Association. I have served 24 years as a member of the Board of Directors of the California Special Districts Association and am currently its Vice President as well as the Chair of its Member Services Committee. I am very active in CSDA functions and events attending all CSDA committee meetings, the CSDA conference, Legislative Days and GM Leadership Summit annually.*

*My goals as a CSDA Board member have been, and will continue to be, setting direction with the Board for the protection of local revenues, to bring realities to public works legislation and to convey the practicalities of running a special district to the legislature, regulators and other agencies. CSDA has seen amazing growth in membership and service delivery in the past two decades, and I intend to lead within the CSDA Board to continue to improve and keep relevant all of the offerings provided by CSDA.*

*I am a Certified Special District Manager who has served as General Manager for eleven special districts throughout Northern and Central California over my thirty-year career in local government, including a county water district, sanitary district and nine community services districts.*

*Public services delivered by the special districts under my management include water, sewer, ambulance, fire and emergency response, parks and recreation, solid waste, roads and stormwater, street lighting, snow removal, library, and mosquito protection. My management teams and I have administered the planning, design, funding and construction of over \$80 million in public facility construction, infrastructure and technology upgrades.*

*I currently serve as General Manager of the Groveland Community Services District in Tuolumne County and the Copper Valley CSD in Calaveras County.*







**California Special  
Districts Association**  
*Districts Stronger Together*

## 2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

**Name:** Kevin L. King

**District/Company:** Reclamation District No. 1000

**Title:** General Manager

**Elected/Appointed/Staff:** Staff

**Length of Service with District:** 4 years

- 1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

CSDA Legislative Committee 2020, General Manager Leadership Conference, CSDA Leadership Summit, CSDA District 6 Roundtables, CSDA Annual Conferences

- 2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

ACWA

- 3. List local government involvement (such as LAFCo, Association of Governments, etc.):**

California Central Valley Flood Control Association - Board Member

- 4. List civic organization involvement:**

Natomas Chamber of Commerce

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**



Reclamation District No. 1000  
1633 Garden Highway, Sacramento, CA 95833  
(916) 922-1449  
kking@rd1000.org  
[www.rd1000.org](http://www.rd1000.org)  
[www.4Natomas.org](http://www.4Natomas.org)

## Candidate Statement

### Kevin L. King



I am interested in serving on the California Special District's Board of Directors to more significantly contribute to the vitally important work done by CSDA. With more than two decades worth of experience in leadership roles for special districts, I certainly appreciate the significance of all special districts and believe my background and perspectives would be an asset as a member of the CSDA Board.

Upon graduating from California Polytechnic State University, San Luis Obispo, I began my career in public service at a small irrigation district in western Stanislaus County. My career has taken me on a path since that time with stops at Oakdale Irrigation District, Solano Irrigation District and currently as the General Manager of Reclamation District No. 1000 in Sacramento. The advocacy, resources, and support provided by CSDA each step of the way has been tremendous, not only to me personally but to the communities I served.

The challenges faced by special districts escalates, seemingly, on a daily basis. Funding challenges, legislative challenges, staffing challenges, modernization challenges...the list is endlessly, yet the need for our services never wanes. I am an enthusiastic, solution oriented and creative problem solver ready to take on these challenges. I believe my unique background; communication style and leadership would serve all special districts well.

I would be honored to receive your vote for the CSDA Board of Directors – Sierra Network

Warm regards,

Kevin L. King  
General Manager  
Reclamation District No. 1000





California Special  
Districts Association  
*Districts Stronger Together*

### 2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: BEAU Reynolds  
District/Company: North Highlands Recreation & Parks District  
Title: Director  
Elected/Appointed/Staff: Elected  
Length of Service with District: 2.5 years '20-'24 term

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2022 Leadership Academy Grad - NAPA

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

No

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

2023 Appointed - LAFCO - Special District Advisory

4. List civic organization involvement:

STONEWALL Foundation of Greater Sacramento



## 2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Nicholas Schneider

District/Company: Georgetown Divide Public Utility District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 1 year

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I currently serve on the Fiscal Committee and I have participated with the Legislative Committee for the last two years.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

I am currently involved with ACWA, in that role I serve on the State Legislative Committee, Agriculture Committee, and many workgroups. Also involved with CMUA and served on their Leg Committee as well.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

I have worked in local government for 10 plus years. I have presented to LAFCO many times and have also represented my District in front of a variety of local government associations.

4. List civic organization involvement:

I serve as Boy Scout and Cub Scout leader. In the past I have coached little league.

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**