

**Donner Summit Public Utility District
Board of Directors Special Meeting
Agenda
Tuesday, August 27, 2011- 10AM
Mt. Judah Day Lodge, Sugar Bowl Ski Area**

For the Special Meeting (Section 54956), of August 27, 2011, the meeting will commence at Sugar Bowl Ski Resort located 629 Sugar Bowl Road, upstairs in the Coldstream Room at Judah Lodge, Norden California.

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**
- 5. Community Facilities District (CFD) – Catherine Hansford, Principal, Hansford Economic Consulting; Russ Powell, Vice-President, EPS, Inc., Dave Fama, Jones Hall.** Review and discuss the CFD boundary map, description of facilities to be financed and each improvement area therein, rate and method of apportionment of special tax for improvement areas numbers 1 through 3, and local goals and policies for the community facilities districts.

6. Consent Calendar:

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

- A. Cash Disbursements – General, Month of July 2011 -- \$179,897.92**
- B. Cash Disbursements – Payroll, Month of July 2011 -- \$ 55,507.70**
- C. Regular Meeting Minutes of July 19, 2011**

D. Financial Statements through June 30, 2011

7. Department Reports

A. Administration: Tom Skjelstad, General Manager

1. **Blackburn Consulting Geotechnical Services-** proposal for final geotechnical design, scope and budget. Discussion and action.
2. **Stantec Final Design Scope of Services-**proposed final design scope of services for the Wastewater Facilities Upgrade and Expansion Project.
3. **Donner Summit PUD Letter to Sierra Lakes County Water District-**letter from DSPUD inquiring if Sierra Lakes CWD would consider lending funds for DSPUD's portion of the final design engineering services.
4. **Draft Memorandum of Understanding Between Donner Summit Public Utility District and Sierra Lakes County Water District-** a MOU pertaining to capacity and costs for the modification of the DSPUD wastewater treatment plant and for advance of costs.
5. **Donner Summit Public Utility District, Notice of Exemption for Water Treatment Plant Improvements-** authorization to file with the State Clearinghouse and other agencies a Notice of Exemption for the planning phase of water plant improvements.
6. **Nevada County Community Development Block Grant Application-**discussion and direction to staff to pursue grant funding for the wastewater treatment plant upgrade and expansion project.
7. **Gibson & Company Engagement Letter for the Fiscal Year Ending June 30, 2011** – letter authorizing Gibson & Company, the District's Auditors to conduct the annual independent audit for the year ending June 30, 2011

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

1. **Waste Water Flow Data – for July**
 2. **Fresh Water Flow Data – for July**
 3. **Operations and Maintenance Summary –** activities during the month of July.
- C. Monthly Safety Committee Meeting Minutes, Month of July**

8. President's Report:

- A. Resignation of Dave Oneto, Director DSPUD-** letter from Director Oneto stating his resignation from the DSPUD Board of Directors, effective August 31, 2011. Direction to staff to conduct the necessary Notice of Vacancy.

- B. Donner Summit Area Association Annual Membership Renewal Request.**

9. Committee Reports:

- A. Joint Facilities:** presentation of the Wastewater Facilities Upgrade and Expansion Project Pre-Design report by Stantec. Discussion and action.

10. Correspondence:

- 1. Letter of Support From the Donner Summit Area Association-** letter supporting the DSPUD Wastewater Treatment Facilities Upgrade and Expansion Project and the creation of the necessary tax mechanisms.

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

12. Adjournment

Schedule of Upcoming Meetings

Regular Meeting - September 20, 2011
Regular Meeting - October 18, 2011
Regular Meeting - November 15, 2011

We certify that on August 25, 2011 a copy of this agenda was posted in public view at 53823 Sherritt Lane Soda Springs, California and the Soda Springs/Norden Post Office.

Deleane Mehler
Administrative Assistant

Thomas G. Skjelstad
General Manager