

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

**Tuesday, October 15, 2024 – 6:00 P.M.
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

The Public is welcome to attend in person or participate by Zoom Webinar: Meeting ID, 856 2514 8805 password: 315871

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

- A. Consider approval of request by Director Craig Combs to participate remotely due to a “just cause” exception pursuant to Government Code Section 54953 (AB2449)**

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 October 2024

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

B. Approve Regular Meeting Minutes for September 17, 2024

6. Department Reports

A. Administration - Steven Palmer, General Manager

B. Operations and Maintenance Summary, September

7. Information - None

8. Action

A. Adopt a Resolution Accepting the Sugar Bowl Sewer Extension Project Phase 2A as Complete and Directing the General Manager to Record a Notice of Completion

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

10. Adjournment

Schedule of Upcoming Meetings

- Regular Meeting – November 19, 2024
- Regular Meeting – December 17, 2024
- Regular Meeting – January 21, 2025

We certify that on October 11, 2024, a copy of this agenda was posted in public view at 53823 Sherritt Lane Soda Springs, California, and the Soda Springs General Store.

Deleane Mehler
Deleane Mehler
Administrative Assistant


Steven Palmer
General Manager

Agenda Item: 5A.1

Donner Summit Public Utility District

Check List

GENERAL DISBURSEMENT-AP-FIVE STAR #5715

September 3, 2024

Check Number	Check Date	Payee	Amount
Vendor Checks			
10587	09/03/24	AT&T	46.23
10588	09/03/24	AUERBACH ENGINEERING CORP	3,306.25
10589	09/03/24	DONNER SUMMIT RENTALS	450.00
10590	09/03/24	DUDEK	7,294.26
10591	09/03/24	EOSi	11,386.79
10592	09/03/24	FED-EX	8.97
10593	09/03/24	FED-EX	9.39
10594	09/03/24	JONES HALL, APLC	20,000.00
10595	09/03/24	KNOWLEDGE SOLUTIONS	177.00
10596	09/03/24	KNOWLEDGE SOLUTIONS	350.00
10597	09/03/24	KNOWLEDGE SOLUTIONS	70.00
10598	09/03/24	NAPA SIERRA	78.59
10599	09/03/24	PG&E COMPANY	33,494.99
10600	09/03/24	PG&E COMPANY	758.40
10601	09/03/24	PG&E COMPANY	78.09
10602	09/03/24	PITNEY BOWES	125.54
10603	09/03/24	S. MILLER PAVING, INC.	5,800.00
10604	09/03/24	USA BLUEBOOK	532.78
10605	09/03/24	USA BLUEBOOK	471.60
10606	09/03/24	USA BLUEBOOK	1,282.10
10607	09/03/24	USA BLUEBOOK	189.30
10608	09/03/24	USA BLUEBOOK	109.22
10609	09/03/24	USA BLUEBOOK	54.62
10610	09/03/24	WESTERN NEVADA SUPPLY COMPANY	362.43
10611	09/03/24	WESTERN NEVADA SUPPLY COMPANY	200.99
10612	09/03/24	WESTERN NEVADA SUPPLY COMPANY	258.73
10613	09/03/24	WESTERN NEVADA SUPPLY COMPANY	258.73
10614	09/03/24	XYLEM INC.	2,726.92
Vendor Check Total			<u>89,881.92</u>
Check List Total			<u>89,881.92</u>

Check count = 28

**Donner Summit Public Utility District
Check List**

GENERAL DISBURSEMENT-AP-FIVE STAR #5715
September 11, 2024

Check Number	Check Date	Payee	Amount
Vendor Checks			
10615	09/11/24	49ER WATER SERVICES	4,283.00
10616	09/11/24	ALHAMBRA & SIERRA SPRINGS	114.74
10617	09/11/24	ALPEN LILY LLC	150.00
10618	09/11/24	ANTHEM/BLUE CROSS	12,728.41
10619	09/11/24	APS ENVIRONMENTAL	29,300.00
10620	09/11/24	AT&T	375.41
10621	09/11/24	AT&T	31.25
10622	09/11/24	CONSTRUCTION MATERIALS ENGINEERS, INC.	63,499.10
10623	09/11/24	DEPENDABLE TOW, INC.	1,395.00
10624	09/11/24	DEPT OF ENVIRONMENTAL HEALTH	2,321.70
10625	09/11/24	EMPLOYER DRIVEN SOLUTIONS	3,758.19
10626	09/11/24	EVERS LAW GROUP	1,387.50
10627	09/11/24	FED-EX	8.78
10628	09/11/24	GOODWIN CONSULTING GROUP	3,765.51
10629	09/11/24	HANSFORD ECONOMIC CONSULTING, LLC	805.00
10630	09/11/24	JAMES KING	5,000.00
10631	09/11/24	JIM KING	150.00
10632	09/11/24	JOSH SHELTON	150.00
10633	09/11/24	JUSTIN VOSBURGH	150.00
10634	09/11/24	KNOWLEDGE SOLUTIONS	140.00
10635	09/11/24	NATIONAL LIFE INSURANCE CO.	62.17
10636	09/11/24	PARAGON PEST CONTROL	65.00
10637	09/11/24	PAUL SCHOTT	150.00
10638	09/11/24	PRINCIPAL LIFE INSURANCE COMPANY	821.21
10639	09/11/24	RESOURCE DEVELOPMENT CO.	469,067.51
10640	09/11/24	SAUERS ENGINEERING, INC.	495.00
10641	09/11/24	THE OFFICE BOSS, INC.	133.62
10642	09/11/24	SAUERS ENGINEERING, INC.	990.00
10643	09/11/24	SDRMA-WORKERS COMP PROGRAM	4,300.17
10644	09/11/24	SEAN PATRICK	150.00
10645	09/11/24	SIERRA MOUNTAIN PIPE & SUPPLY	61.73
10646	09/11/24	STEVEN PALMER	150.00
10647	09/11/24	TRANSAMERICA LIFE INSURANCE	194.19
10648	09/11/24	TRUCKEE AUTO PARTS	433.25
10649	09/11/24	ULINE	73.53
10650	09/11/24	USA BLUEBOOK	143.40
Vendor Check Total			<u>606,804.37</u>
Check List Total			<u>606,804.37</u>

Check count = 36

OK
[Signature]
9/11/24

Agenda Item: 5A.2

PAYROLL JOURNAL

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS	
	DESCRIPTION	RATE	HOURS	EARNINGS				REIMB & OTHER PAYMENTS
**** 30 WATER SEWER King, James R 49	Regular			6,613.67				
	Holiday		M8.0000					
	Sick Accr-Memo				M1.85			
	Vacation -Memo				M4.62			
	EMPLOYEE TOTAL		8.0000	6,613.67				
					410.05 457 95.90 831.38 437.60 72.75	150.00 1,292.31 454.24	Direct Deposit # 209 Check Amt 0:00 Chkg 730 2,869.44	
					1,847.68	1,896.55	Net Pay 2,869.44	
Patrick, Sean M 59	Regular	52.8200	60.0000	3,169.20				
	Overtime	79.2300	3.0000	237.69				
	Holiday	52.8200	10.0000	528.20				
	Stand By			135.00				
	Vacation	52.8200	10.0000	528.20				
EMPLOYEE TOTAL		83.0000	4,598.29					
					285.10 457 66.68 368.72 230.97 50.58	750.00	Direct Deposit # 210 Check Amt 0:00 Chkg 717 2,846.24	
					1,002.06	750.00	Net Pay 2,846.24	
Schott, Paul A 14	Regular	55.3500	80.0000	4,428.00				
	Overtime	83.0250	8.0000	664.20				
	Holiday	55.3500	10.0000	553.50				
	Stand By			405.00				
	Sick Accr-Memo Vacation -Memo					M1.85 M6.15		
EMPLOYEE TOTAL		98.0000	6,050.70					
					375.14 457 87.74 925.19 369.32 66.56	850.00 150.00	Direct Deposit # 211 Check Amt 0:00 Chkg 019 3,226.75	
					1,823.95	750.00	Net Pay 2,846.24	
Shelton, Joshua M... 64	Regular	40.0100	80.0000	3,200.80				
	Holiday	40.0100	10.0000	400.10				
	EMPLOYEE TOTAL		90.0000	3,600.90				
						223.25 457 52.21 313.87 200.55 39.61	50.00	Direct Deposit # 212 Check Amt 0:00 Chkg 363 2,721.41
						1,823.95	1,000.00	Net Pay 3,226.75
Vosburgh, Justin E 57	Regular		M10.0000	5,769.23				
	Holiday		M10.0000					
	Sick							
	EMPLOYEE TOTAL		20.0000	5,769.23				
						357.69 457 83.65 934.25 408.02 63.46	200.00 171.34	Direct Deposit # 213 Check Amt 0:00 Chkg 400 3,550.82
					1,847.07	371.34	Net Pay 3,550.82	
**** 40 BOARD MEMBER Combs, William C 68	Regular			250.00				
	EMPLOYEE TOTAL			250.00				
					15.50 3.63 2.75		Direct Deposit # 214 Check Amt 0:00 Chkg 718 228.12	
					21.88		Net Pay 228.12	
Gamlick, Philip 28	Regular			250.00				
	EMPLOYEE TOTAL			250.00				
					15.50 3.63 50.00 2.75		Direct Deposit # 215 Check Amt 0:00 Chkg 486 178.12	
					71.88		Net Pay 178.12	
Kaufman, Joan B 67	Regular			275.00				
	EMPLOYEE TOTAL			275.00				
					17.05 3.98 3.03		Direct Deposit # 216 Check Amt 0:00 Chkg 974 250.94	
					24.06		Net Pay 250.94	

PAYROLL JOURNAL

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	HOURS	EARNINGS REIMB & OTHER PAYMENTS			
**** 40 BOARD MEMBER (cont.) Parkhurst, Dawn E 66	Regular			250.00	Social Security 15:50 Medicare 3:63 CA Disability 2:75		Direct Deposit # 217 Check Amt 0:00 Chkg 320 228:12
	EMPLOYEE TOTAL			250:00	21:88		Net Pay 228:12
Preis, Cathy 44	Regular			300.00	Social Security 18:60 Medicare 4:35 CA Disability 3:30		Direct Deposit # 218 Check Amt 0:00 Chkg 011 273:75
	EMPLOYEE TOTAL			300:00	26:25		Net Pay 273:75
**** 50 ADMIN Mehler, Deleane 51	Regular Holiday Vacation	45:3300 45:3300 45:3300	64:0000 8:0000 8:0000	2,901:12 362:64 362:64	Social Security 224:84 Medicare 52:58 Fed Income Tax 534:77 CA Income Tax 198:04 CA Disability 38:89	100:00 Loan 2 243:52 Loan Payment 103:78	Direct Deposit # 219 Check Amt 0:00 Chkg 963 2,128:98
	EMPLOYEE TOTAL		80:0000	3,626:40	1,050:12	447:30	Net Pay 2,128:98
Palmer, Steven V 65	Regular Holiday Sick		18:0000 14:0000	7,634:98	Social Security 473:37 Medicare 110:71 Fed Income Tax 1,288:93 CA Income Tax 608:12 CA Disability 83:98	100:00	Direct Deposit # 220 Check Amt 0:00 Chkg 779 4,007:87 Savg 217 962:00
	EMPLOYEE TOTAL		12:0000	7,634:98	2,565:11	100:00	Net Pay 4,969:87
COMPANY TOTALS 12 Person(s) 12 Transaction(s)	Regular Overtime Holiday Sick Stand By Vacation Sick Accr-Memo Vacation -Memo COMPANY TOTAL		284:0000 11:0000 64:0000 14:0000 18:0000 391:0000	35,042:00 901:89 1,844:44 540:00 890:84 39,219:17	3:70 10:77	11,131:42	2,200:00 150:00 1,292:31 414:86 558:02 Net Pay 23,472:56
					Employer Liabilities		
					Social Security 2,431:59 Medicare 568:70 Fed Unemploy 1:50 CA Unemploy 12:25 CA Emp Train 0:25		
					TOTAL EMPLOYER LIABILITY 3,014:29		
					TOTAL TAX LIABILITY 14,145:71		

**FinFit is a component of Paychex Flex® Perks but is not included in the Paychex Flex® Perks total amount as it is collected separately.

(IC) = Independent Contractor

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 09/13/24: \$42,233.46

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

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	42,233.46
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	42,233.46
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	3,322.88
	CASH REQUIRED FOR CHECK DATE 09/13/24	45,556.34

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 & OTHER TOTALS</u>
09/12/24	FIVE STAR BANK	xxxxxxxxxxxxx707	Direct Deposit	Net Pay Allocations*	23,472.56	23,472.56
09/12/24	FIVE STAR BANK	xxxxxxxxxxxxx707	Readychex®	Check Amounts	4,615.19	4,615.19
09/12/24	FIVE STAR BANK	xxxxxxxxxxxxx707	Taxpay@	Employee Withholdings		
				Social Security	2,431.59	
				Medicare	568.69	
				Fed Income Tax	5,247.11	
				CA Income Tax	2,452.62	
				CA Disability	431.41	
				Total Withholdings	11,131.42	
				Employer Liabilities		
				Social Security	2,431.59	
				Medicare	568.70	
				Fed Unemploy	1.50	
				CA Unemploy	12.25	
				CA Emp Train	0.25	
				Total Liabilities	3,014.29	14,145.71
						EFT FOR 09/12/24
						42,233.46
						TOTAL EFT
						42,233.46

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			6,613.67		Social Security 416:24:457	150:00	Direct Deposit # 221	
	Life Ins Reimb Txble			100.00		Medicare 97:35	1,292:31	Check Amt	0:00
	Sick		M60:0000			Fed Income Tax 855:38	454:24	Chkg 730	2,926:47
	Sick Accr-Memo				M1.85	CA Income Tax 447:83			
	Vacation -Memo				M4.62	CA Disability 73:85			
	EMPLOYEE TOTAL		60:0000	6,713:67		1,890:65	1,896:55	Net Pay	2,926:47
Patrick, Sean M 59	Regular	52:8200	59:0000	3,116:38		Social Security 280:18:457	750:00	Direct Deposit # 222	
	Overtime	79:2300	2:0000	158:46		Medicare 65:53	37:41	Check Amt	0:00
	Sick	52:8200	11:0000	581:02		Fed Income Tax 359:21		Chkg 717	2,754:16
	Stand By			135:00		CA Income Tax 222:86			
	Vacation	52:8200	10:0000	528:20		CA Disability 49:71			
	EMPLOYEE TOTAL		82:0000	4,519:06		977:49	787:41	Net Pay	2,754:16
Schott, Paul A 14	Regular	55:3500	50:0000	2,767:50		Social Security 305:19:457	850:00	Direct Deposit # 223	
	Overtime	83:0250	2:0000	166:05		Medicare 71:37	150:00	Check Amt	0:00
	Double Time	110:7000	1:2500	138:38		Fed Income Tax 654:90		Chkg 019	2,582:92
	Life Ins Reimb Txble			100.00		CA Income Tax 253:90			
	Sick	55:3500	30:0000	1,660:50		CA Disability 54:15			
	EMPLOYEE TOTAL		83:2500	4,922:43		1,339:51	1,000:00	Net Pay	2,582:92
Shelton, Joshua M... 64	Regular	40:0100	78:7500	3,150:79		Social Security 204:65:457	50:00	Direct Deposit # 224	
	Life Ins Reimb Txble			100.00		Medicare 47:86		Check Amt	0:00
	Sick	40:0100	1:2500	50:01		Fed Income Tax 277:86		Chkg 363	2,514:27
	EMPLOYEE TOTAL		80:0000	3,300:80		169:85			
Vosburgh, Justin E 57	Regular			5,769:23		Social Security 736:53		Net Pay	2,514:27
						Medicare 357:69:457	200:00	Direct Deposit # 225	
						Fed Income Tax 83:66	35:00	Check Amt	0:00
						CA Income Tax 934:25	171:34	Chkg 400	3,515:81
						CA Disability 408:02			
	EMPLOYEE TOTAL		80:0000	5,769:23		63:46	406:34	Net Pay	3,515:81
**** 40 BOARD MEMBER Combs, William C 68	Regular			250.00		Social Security 45:06		Direct Deposit # 226	
	Health Stipend			476.74		Medicare 10:53		Check Amt	0:00
						CA Income Tax 7:05		Chkg 718	656:11
	EMPLOYEE TOTAL			726.74		7:99			
Gamlick, Philip 28	Regular			250.00		Social Security 77:25		Net Pay	656:11
	Health Stipend			995.96		Medicare 18:06		Direct Deposit # 227	
						Fed Income Tax 62:29		Check Amt	0:00
	EMPLOYEE TOTAL			1,245.96		14:06		Chkg 486	1,060:59
						CA Disability 13:71			
Kaufman, Joan B 67	Regular			275.00		Social Security 185:37		Net Pay	1,060:59
	Health Stipend			1,281.66		Medicare 96:51		Direct Deposit # 228	
						Medicare 22:57		Check Amt	0:00

PAYROLL JOURNAL

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS	
	DESCRIPTION	RATE	HOURS	EARNINGS				REIMB & OTHER PAYMENTS
**** 40 BOARD MEMBER (cont.) Kaufman, Joan B (cont.) 67					Fed Income Tax 110:48 CA Income Tax 34:13 CA Disability 17:12		Chkg 974 1,275:84	
	EMPLOYEE TOTAL			1,556:66	280:82		Net Pay 1,275:84	
Parkhurst, Dawn E 66	Regular Health Stipend			250:00 930:67	Social Security 73:20 Medicare 17:12 Fed Income Tax 315:37 CA Income Tax 17:58 CA Disability 12:99		Direct Deposit # 229 Check Amt 0:00 Chkg 320 744:41	
	EMPLOYEE TOTAL			1,180:67	436:25		Net Pay 744:41	
Preis, Cathy 44	Regular Health Stipend			300:00 783:68	Social Security 67:19 Medicare 15:71 Fed Income Tax 73:58 CA Income Tax 8:81 CA Disability 11:92		Direct Deposit # 230 Check Amt 0:00 Chkg 011 906:47	
	EMPLOYEE TOTAL			1,083:68	177:21		Net Pay 906:47	
**** 50 ADMIN Mehler, Deleane 51	Regular Overtime	45:3300 67:9950	80:0000 14:5000	3,626:40 985:93	Social Security 285:96457 Medicare 66:88 Fed Income Tax 759:98 CA Income Tax 296:90 CA Disability 50:74	100:00 243:52 103:78	Direct Deposit # 231 Check Amt 0:00 Chkg 963 2,702:57	
	EMPLOYEE TOTAL		94:5000	4,612:33	1,462:46	447:30	Net Pay 2,702:57	
Palmer, Steven V 65	Regular			7,634:98	Social Security 473:37457 Medicare 110:71 Fed Income Tax 1,288:93 CA Income Tax 608:12 CA Disability 83:98	100:00	Direct Deposit # 232 Check Amt 0:00 Chkg 779 4,007:87 Savg 217 962:00	
	EMPLOYEE TOTAL			7,634:98	2,565:11	100:00	Net Pay 4,969:87	
COMPANY TOTALS 12 Person(s) 12 Transaction(s)	Regular Double Time Overtime Health Stipend Life Ins Reimb Txble Sick Stand By Vacation Sick Accr-Memo Vacation -Memo COMPANY TOTAL		267:7500 1:2500 18:5000 102:2500 10:0000 399:7500	34,003:95 138:38 1,310:44 4,468:71 300:00 2,291:53 225:00 528:20 43,266:21	3:70 10:77	2,682:49457 627:35 5,692:24 2,491:11 475:93 4,687:60	2,200:00 150:00 1,292:31 72:41 414:86 558:02	Check Amt 0:00 Dir Dep** 26,609:49 Net Pay 26,609:49

PAYROLL JOURNAL

0085 0085-T591 Donner Summit Public Utility

**EMPLOYEE NAME
ID**

HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS

WITHHOLDINGS

DEDUCTIONS

**NET PAY
ALLOCATIONS**

DESCRIPTION	RATE	HOURS	EARNINGS	REIMB & OTHER PAYMENTS
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Employer Liabilities

Social Security	2,682.50
Medicare	627.37
Fed Unemploy	2.77
CA Unemploy	22.66
CA Emp Train	0.46

TOTAL EMPLOYER LIABILITY	3,335.76
TOTAL TAX LIABILITY	15,304.88

**FinFit is a component of Paychex Flex® Perks but is not included in the Paychex Flex® Perks total amount as it is collected separately.

(IC) = Independent Contractor

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 09/27/24: \$46,529.56

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

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	46,529.56
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	46,529.56
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	3,395.29
	CASH REQUIRED FOR CHECK DATE 09/27/24	49,924.85

TRANSACTION DETAIL

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

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		BANK DRAFT AMOUNTS & OTHER TOTALS
09/26/24	FIVE STAR BANK	xxxxxxxxxxxx707	Direct Deposit	Net Pay Allocations*	26,609.49	26,609.49
09/26/24	FIVE STAR BANK	xxxxxxxxxxxx707	Readychex@	Check Amounts	4,615.19	4,615.19
09/26/24	FIVE STAR BANK	xxxxxxxxxxxx707	Taxpay@	Employee Withholdings		
				Social Security	2,682.49	
				Medicare	627.35	
				Fed Income Tax	5,692.24	
				CA Income Tax	2,491.11	
				CA Disability	475.93	
				Total Withholdings	11,969.12	
				Employer Liabilities		
				Social Security	2,682.50	
				Medicare	627.37	
				Fed Unemploy	2.77	
				CA Unemploy	22.66	
				CA Emp Train	0.46	
				Total Liabilities	3,335.76	15,304.88
						EFT FOR 09/26/24
						46,529.56
						TOTAL EFT
						46,529.56

Agenda Item: 5A.3

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

<u>Bank Account</u>	<u>Reserve</u>	<u>Book Balance</u>	<u>Reserves Restricted</u>
Five Star #5723 Money Market		\$ 2,902,016.39	
Five Star Bank #5715 General Disbursement		(115,565.13)	
Five Star Bank #5693 Main Checking		452,736.52	
LAIF		3,620.44	
	SWRCB Loan Construction		719,191.03
	WTP Loan Construction		10,359.94
	Big Bend Water Loan Reserve 1		5,662.40
	Big Bend Water Loan Reserve 2		2,325.60
	Big Bend Assessment		7,297.44
	Big Bend Loan Fund - Loan 1		14,156.00
	Big Bend Loan Fund - Loan 2		5,814.00
	Sugar Bowl Expansion		13,434.54
	Sugar Bowl Expansion-Tripletts LLC		994,693.00
	Sugar Bowl Expansion Phase 2A		994,693.00
	Sugar Bowl Sewer Project 2A expenses		(999,480.39)
Totals		<u>3,242,808.22</u>	<u>1,768,146.56</u>
Unrestricted Cash Available			<u>\$ 1,474,661.66</u>

Agenda Item: 5A.4

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

DONNER SUMMIT PUBLIC UTILITY DISTRICT
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AUGUST 31, 2024

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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 two months ended August 31, 2024 in accordance with the budgetary basis of accounting, and for determining that the budgetary basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or the completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

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

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

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

Barnard, Vogler & Co.

Reno, Nevada
October 10, 2024

DONNER SUMMIT PUBLIC UTILITY DISTRICT
 STATEMENT OF ACTIVITIES AND CHANGES IN NET POSITION - BUDGETARY BASIS
 COMBINED BUSINESS-TYPE ACTIVITIES
 FOR THE TWO MONTHS ENDED AUGUST 31, 2024

	Water	Sewer	Treatment	Admin	Total
Program Revenue					
Water fees	\$ 183,769.05	\$ -	\$ -	\$ -	\$ 183,769.05
Sewer fees	-	150,534.81	451,604.45	-	602,139.26
Connection fees	6,800.00	-	-	-	6,800.00
Sierra Lakes service	-	-	47,597.00	-	47,597.00
Big Bend service fees	8,002.96	-	-	-	8,002.96
Big Bend assessment	5,192.88	-	-	-	5,192.88
Total Program Revenue	<u>203,764.89</u>	<u>150,534.81</u>	<u>499,201.45</u>	<u>-</u>	<u>853,501.15</u>
Expenses					
Salaries-operations	27,728.20	23,316.93	74,992.23	57,856.36	183,893.72
Overtime	1,938.65	1,630.23	5,243.17	398.43	9,210.48
Employee benefits and taxes	8,252.59	6,502.75	21,385.63	16,114.41	52,255.38
Board expense	-	-	-	16,831.34	16,831.34
Professional fees	-	-	1,845.77	17,378.55	19,224.32
Dues and subscriptions	-	-	436.69	900.00	1,336.69
Fees, permits, certifications, leases	74.22	-	-	3,084.57	3,158.79
Training, education, travel	-	-	415.16	(124.30)	290.86
Insurance	9,220.86	7,753.90	24,938.24	2,205.94	44,118.94
Office supplies and miscellaneous	-	57.37	107.45	979.11	1,143.93
Utilities, communications, telemetry	4,323.04	1,863.96	26,283.66	3,540.05	36,010.71
Chemicals and lab supplies	1,316.85	-	37,737.13	-	39,053.98
Laboratory testing	-	-	2,944.00	-	2,944.00
Equipment maintenance and repair	11,975.26	-	10,629.73	-	22,604.99
Small equipment and rental	-	-	-	-	-
Operating supplies	107.85	323.52	-	935.33	1,366.70
Sludge removal	-	-	10,232.65	-	10,232.65
Vehicle maintenance, repair, fuel	-	-	1,399.48	-	1,399.48
Infiltration and inflow program	-	29,300.00	-	-	29,300.00
Facility maintenance and repair	15,960.78	4,500.44	9,541.67	515.00	30,517.89
Amortization of land lease	-	-	3,742.00	-	3,742.00
Debt service	-	-	-	-	-
Capital equipment	4,183.61	3,518.03	19,783.18	986.76	28,471.58
Sugar Bowl expansion	-	999,480.39	-	-	999,480.39
Capital projects	7,550.00	23,818.01	-	-	31,368.01
Total Expenses	<u>92,631.91</u>	<u>1,102,065.53</u>	<u>251,657.84</u>	<u>121,601.55</u>	<u>1,567,956.83</u>
Excess (Deficiency) of Program					
Revenues Over Expenses	111,132.98	(951,530.72)	247,543.61	(121,601.55)	(714,455.68)
General Revenues					
Interest revenue	-	-	-	19,885.32	19,885.32
CFD revenue for WWTP loan	-	-	-	-	-
Property tax	10,921.19	519.53	2,288.74	-	13,729.46
Other income	2.80	-	-	1,700.00	1,702.80
Sugar Bowl contributed capital	-	994,693.00	-	-	994,693.00
Total General Revenues	<u>10,923.99</u>	<u>995,212.53</u>	<u>2,288.74</u>	<u>21,585.32</u>	<u>1,030,010.58</u>
Increase (Decrease) in Net Position	<u>\$ 122,056.97</u>	<u>\$ 43,681.81</u>	<u>\$ 249,832.35</u>	<u>\$ (100,016.23)</u>	<u>\$ 315,554.90</u>
Net Position, Beginning of Year					<u>14,783,568.62</u>
Net Position, End of Period					<u>\$ 15,099,123.52</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 TWO MONTHS ENDED AUGUST 31, 2024

	Actual Year to Date 8/31/24	Budget Total Fiscal Year 2025	Budget Percent Complete 8/31/24	Remaining Budget 8/31/24
Program Revenue				
Water fees	\$ 183,769.05	\$ 709,433.00	25.90%	\$ (525,663.95)
Connection fees	6,800.00	-	0.00%	6,800.00
Big Bend service fees	8,002.96	31,546.00	25.37%	(23,543.04)
Big Bend assessment	5,192.88	20,772.00	25.00%	(15,579.12)
Total Program Revenue	<u>203,764.89</u>	<u>761,751.00</u>	<u>26.75%</u>	<u>(557,986.11)</u>
Expenses				
Salaries-operations	27,728.20	140,800.00	19.69%	113,071.80
Overtime	1,938.65	10,528.00	18.41%	8,589.35
Employee benefits and taxes	8,252.59	57,734.00	14.29%	49,481.41
Professional fees	-	8,000.00	0.00%	8,000.00
Dues and subscriptions	-	680.00	0.00%	680.00
Fees, permits, certifications, leases	74.22	18,180.00	0.41%	18,105.78
Training, education, travel	-	1,000.00	0.00%	1,000.00
Insurance	9,220.86	57,475.00	16.04%	48,254.14
Office supplies and miscellaneous	-	550.00	0.00%	550.00
Utilities, communications, telemetry	4,323.04	56,740.00	7.62%	52,416.96
Chemicals and lab supplies	1,316.85	18,440.00	7.14%	17,123.15
Laboratory testing	-	5,000.00	0.00%	5,000.00
Equipment maintenance and repair	11,975.26	40,270.00	29.74%	28,294.74
Small equipment and rental	-	3,150.00	0.00%	3,150.00
Operating supplies	107.85	740.00	14.57%	632.15
Vehicle maintenance, repair, fuel	-	4,100.00	0.00%	4,100.00
Facility maintenance and repair	15,960.78	54,720.00	29.17%	38,759.22
Angela WTP loan principal and interest	-	18,188.00	0.00%	18,188.00
Big Bend debt service	-	19,970.00	0.00%	19,970.00
Capital equipment	4,183.61	8,140.00	51.40%	3,956.39
Capital projects	7,550.00	265,000.00	2.85%	257,450.00
Total Expenses	<u>92,631.91</u>	<u>789,405.00</u>	<u>11.73%</u>	<u>696,773.09</u>
Excess (Deficiency) of Program				
Revenues Over Expenses	111,132.98	(27,654.00)	-401.87%	138,786.98
General Revenues				
Property tax	10,921.19	30,213.00	36.15%	(19,291.81)
Other income	2.80	54,000.00	0.01%	(53,997.20)
Total General Revenues	<u>10,923.99</u>	<u>84,213.00</u>	<u>36.16%</u>	<u>(73,289.01)</u>
Increase in Net Position	<u>\$ 122,056.97</u>	<u>\$ 56,559.00</u>	<u>215.80%</u>	<u>\$ 65,497.97</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 TWO MONTHS ENDED AUGUST 31, 2024

	Actual Year to Date 8/31/24	Budget Total Fiscal Year 2025	Budget Percent Complete 8/31/24	Remaining Budget 8/31/24
Program Revenue				
Sewer fees	\$ 150,534.81	\$ 469,758.00	32.05%	\$ (319,223.19)
Total Program Revenue	<u>150,534.81</u>	<u>469,758.00</u>	<u>32.05%</u>	<u>(319,223.19)</u>
Expenses				
Salaries-operations	23,316.93	118,400.00	19.69%	95,083.07
Overtime	1,630.23	8,853.00	18.41%	7,222.77
Employee benefits and taxes	6,502.75	49,262.00	13.20%	42,759.25
Fees, permits, certifications, leases	-	460.00	0.00%	460.00
Training, education and travel	-	300.00	0.00%	300.00
Insurance	7,753.90	48,331.00	16.04%	40,577.10
Office supplies and miscellaneous	57.37	550.00	10.43%	492.63
Utilities, communications, telemetry	1,863.96	25,950.00	7.18%	24,086.04
Operating supplies	323.52	1,200.00	26.96%	876.48
Infiltration and inflow program	29,300.00	33,100.00	88.52%	3,800.00
Equipment maintenance and repair	-	22,950.00	0.00%	22,950.00
Vehicle maintenance, repair, fuel	-	12,200.00	0.00%	12,200.00
Facility maintenance and repair	4,500.44	12,320.00	36.53%	7,819.56
Capital equipment	3,518.03	6,845.00	51.40%	3,326.97
Sugar Bowl expansion	999,480.39	-	-	(999,480.39)
Capital projects	23,818.01	82,000.00	29.05%	58,181.99
Total Expenses	<u>1,102,065.53</u>	<u>422,721.00</u>	<u>24.27%</u>	<u>(679,344.53)</u>
Excess (Deficiency) of Program				
Revenues Over Expenses	(951,530.72)	47,037.00	101.94%	(998,567.72)
General Revenues				
Property tax	519.53	20,353.00	2.55%	(19,833.47)
Other income	-	3,000.00	0.00%	(3,000.00)
Sugar Bowl expansion	-	-	-	-
Sugar Bowl contributed capital	994,693.00	-	-	994,693.00
Total General Revenues	<u>995,212.53</u>	<u>23,353.00</u>	<u>2.22%</u>	<u>971,859.53</u>
Increase in Net Position	<u>\$ 43,681.81</u>	<u>\$ 70,390.00</u>	<u>62.06%</u>	<u>\$ (26,708.19)</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 TWO MONTHS ENDED AUGUST 31, 2024

	Actual Year to Date 8/31/24	Budget Total Fiscal Year 2025	Budget Percent Complete 8/31/24	Remaining Budget 8/31/24
Program Revenue				
Sewer fees	\$ 451,604.45	\$ 1,487,565.00	30.36%	\$ (1,035,960.55)
Recycled water sales	-	10,000.00	0.00%	(10,000.00)
Non-CFD revenue for WWTP loan	-	445,462.00	0.00%	(445,462.00)
Sierra Lakes service	47,597.00	589,177.00	8.08%	(541,580.00)
Total Program Revenue	<u>499,201.45</u>	<u>2,532,204.00</u>	<u>19.71%</u>	<u>(2,033,002.55)</u>
Expenses				
Salaries-operations	74,992.23	380,799.00	19.69%	305,806.77
Overtime	5,243.17	28,472.00	18.42%	23,228.83
Employee benefits and taxes	21,385.63	158,258.00	13.51%	136,872.37
Professional fees	1,845.77	99,800.00	1.85%	97,954.23
Dues and subscriptions	436.69	2,500.00	17.47%	2,063.31
Fees, permits, certifications, leases	-	56,300.00	0.00%	56,300.00
Training, education, travel	415.16	3,120.00	13.31%	2,704.84
Insurance	24,938.24	155,444.00	16.04%	130,505.76
Office supplies and miscellaneous	107.45	1,134.00	9.48%	1,026.55
Utilities, communications, telemetry	26,283.66	383,450.00	6.85%	357,166.34
Chemicals and lab supplies	37,737.13	242,920.00	15.53%	205,182.87
Laboratory testing	2,944.00	34,560.00	8.52%	31,616.00
Small equipment and rental	-	640.00	0.00%	640.00
Operating supplies	-	740.00	0.00%	740.00
Equipment maintenance and repair	10,629.73	35,850.00	29.65%	25,220.27
Vehicle maintenance, repair, fuel	1,399.48	8,980.00	15.58%	7,580.52
Sludge removal	10,232.65	27,670.00	36.98%	17,437.35
Facility maintenance and repair	9,541.67	98,730.00	9.66%	89,188.33
Amortization of land lease	3,742.00	22,452.00	16.67%	18,710.00
WWTP loan	-	719,191.00	0.00%	719,191.00
Capital equipment	19,783.18	59,265.00	33.38%	39,481.82
Total Expenses	<u>251,657.84</u>	<u>2,520,275.00</u>	<u>9.99%</u>	<u>2,268,617.16</u>
Excess (Deficiency) of Program				
Revenues Over Expenses	247,543.61	11,929.00	2075.14%	235,614.61
General Revenues				
CFD revenue for WWTP loan	-	290,593.00	0.00%	(290,593.00)
Property tax	2,288.74	86,800.00	2.64%	(84,511.26)
Total General Revenues	<u>2,288.74</u>	<u>377,393.00</u>	<u>0.61%</u>	<u>(375,104.26)</u>
Increase in Net Position	<u>\$ 249,832.35</u>	<u>\$ 389,322.00</u>	<u>64.17%</u>	<u>\$ 139,489.65</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 TWO MONTHS ENDED AUGUST 31, 2024

	Actual Year to Date 8/31/24	Budget Total Fiscal Year 2025	Budget Percent Complete 8/31/24	Remaining Budget 8/31/24
Program Revenue				
Service Fees	\$ -	\$ -	-	\$ -
Total Program Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenses				
Salaries-operations	57,856.36	292,801.00	19.76%	234,944.64
Overtime	398.43	3,536.00	11.27%	3,137.57
Employee benefits and taxes	16,114.41	137,630.00	11.71%	121,515.59
Board expense	16,831.34	73,555.00	22.88%	56,723.66
Professional fees	17,378.55	126,300.00	13.76%	108,921.45
Dues and subscriptions	900.00	12,700.00	7.09%	11,800.00
Fees, permits, certifications, leases	3,084.57	18,980.00	16.25%	15,895.43
Training, education, travel	(124.30)	3,000.00	-4.14%	3,124.30
Insurance	2,205.94	13,750.00	16.04%	11,544.06
Office supplies and miscellaneous	979.11	9,000.00	10.88%	8,020.89
Utilities, communications, telemetry	3,540.05	39,190.00	9.03%	35,649.95
Operating supplies	935.33	2,700.00	34.64%	1,764.67
Facility maintenance and repair	515.00	8,780.00	5.87%	8,265.00
Capital equipment	986.76	-	0.00%	(986.76)
Total Expenses	<u>121,601.55</u>	<u>741,922.00</u>	<u>16.39%</u>	<u>620,320.45</u>
Deficiency of Program				
Revenues Over Expenses	(121,601.55)	(741,922.00)	16.39%	620,320.45
General Revenues				
Interest revenue	19,885.32	20,000.00	99.43%	(114.68)
Other income	1,700.00	9,000.00	18.89%	(7,300.00)
Total General Revenues	<u>21,585.32</u>	<u>29,000.00</u>	<u>74.43%</u>	<u>(7,414.68)</u>
Decrease in Net Position	<u>\$ (100,016.23)</u>	<u>\$ (712,922.00)</u>	<u>14.03%</u>	<u>\$ 612,905.77</u>

SUPPLEMENTARY INFORMATION

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

Revenue	\$	13,195.84
Expenses		
Fees and permits		-
Telephone		159.93
Interest		-
Loan principal		-
Electricity		-
Repairs and maintenance		<u>2,017.31</u>
Total expenses		<u>2,177.24</u>
Excess of revenue over expenses	\$	<u><u>11,018.60</u></u>

Agenda Item: 5B

**Donner Summit Public Utility District
Board of Directors Regular Meeting Minutes
Tuesday, September 17, 2024 - 6:00 P.M.
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

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

1. Call to Order

The Regular Meeting of September 17, 2024 of the Donner Summit Public Utility District Board of Directors was called to order at 6:01 p.m. by President Cathy Preis.

2. Roll Call

Cathy Preis, President	- Present
Joni Kaufman, Vice President	- Present
Dawn Parkhurst, Secretary	- Present
Philip Gamick, Director	- Present
Craig Combs, Director	- Present by zoom from 7 Mistake Drive Lake Tekapo, 7999 New Zealand

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 September 2024

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

B. Approve Regular Meeting Minutes for August 27, 2024

C. Approve Safety Meeting Minutes for August 2024

Motion: Accept the Consent Calendar

By: Joni Kaufman

Second: Dawn Parkhurst

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

Motion Carries

6. Department Reports

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

7. Information - None

8. Action

- A. Adopt a Resolution Authorizing Centrica to Perform an Industrial Grade Audit for a Solar Photovoltaic System at the Wastewater Treatment Facility**
Andy Roth from Centrica gave a presentation regarding the Solar Photovoltaic System.

Motion: Adopt Resolution 2024-25 Authorizing Centrica to Perform an Industrial Grade Audit for a Solar Photovoltaic System at the Wastewater Treatment Facility

By Joni Kaufman

Second: Phil Gamick

Roll Call Vote

Cathy Preis - Aye

Phil Gamick - Aye

Craig Combs - Aye

Joni Kaufman - Aye

Dawn Parkhurst - Aye

Motion Carries

- 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 7:07 p.m.

By: Joni Kaufman

Second: Dawn Parkhurst

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

Motion Carries

Schedule of Upcoming Meetings

Regular Meeting – October 15, 2024

Regular Meeting – November 19, 2024

Regular Meeting – December 17, 2024

Respectfully Submitted,

Deleane Mehler

**Deleane Mehler
Administrative Assistant**

Agenda Item: 6A



STAFF REPORT

TO: Board of Directors

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

SUBJECT: General Manager Report

Project Updates

Sugar Bowl West and East Village Sewer Project

Construction complete for Phase 2A. Plans have been submitted by Sugar Bowl to construct sewer on Fiddleneck in the East Village. A vicinity map is attached.

Big Bend Water Line Replacement Project Phase 1

Survey work completed.

Lake Angela Dam Tendon Tensioning

Work scheduled week of October 14.

Consolidation – PlaVada & Kingvale

Technical assistance request on hold because does not fit water board intended use plan priority categories for failing or disadvantage systems. Toured Kingvale system and met with two of their Board members.

Leak Detection Survey

Field work scheduled for October 16-23.

Lead Service Line Inventory

Inventory of all water service lines (District and private) must be submitted by October 16. The goal of the program is to identify the material of all service laterals and notify customers whose service laterals are either known to contain lead, likely to contain lead, or are unknown whether they could contain lead. Staff identified 146 water service laterals, either District or private, where the material is unknown; these customers must notified within 30 days after October 16 and annually thereafter until their service laterals are identified as non-lead or replaced.

Other

Attended Placer County Water Agency (PCWA) East Slope Board Meeting and presented information about DSPUD facilities, projects, and challenges. A press release from PCWA is attached.

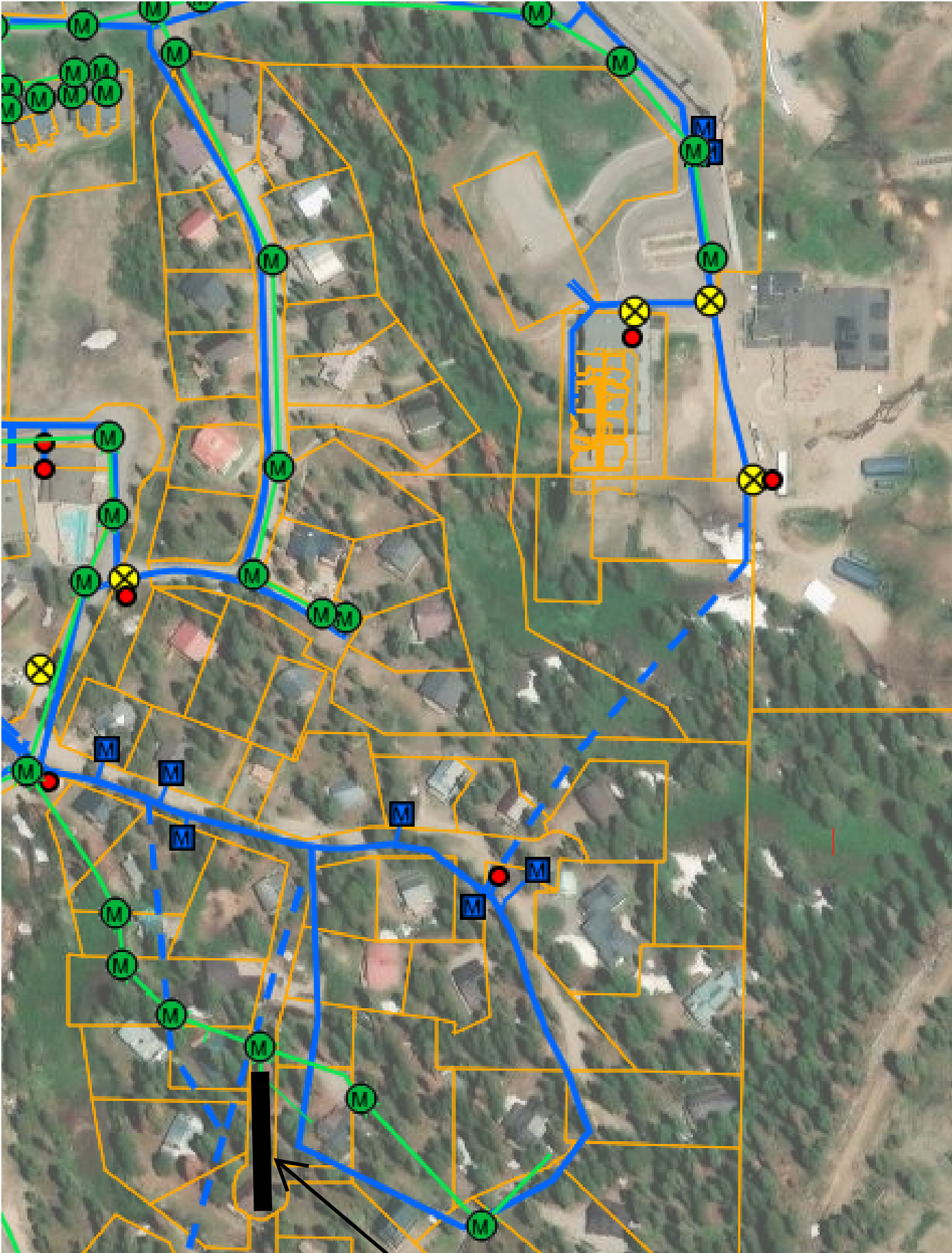
Upcoming Board Items

November

- Audit Findings and FY2024 Budget to Actual
- FY2025 Budget Adjustment – Medical Insurance Costs

December

- Board Officers Election
- Annual Calendar



PLANNED SEWER

NEWS RELEASE

Contact:

Brie Anne Coleman, Communications Manager
(530) 863-2883 office, (530) 537-4504 cell, bcoleman@pcwa.net

FOR IMMEDIATE RELEASE

COLLABORATIVE SUCCESS AT PCWA'S EAST SLOPE MEETING

AUBURN AND LAKE TAHOE, Calif. (October 2, 2024) — Collaborative efforts among Placer County utility districts continue to pay off in both water quality and quantity, according to reports presented at the September meeting of the Placer County Water Agency (PCWA) Board of Directors. Local utility districts have tackled such issues as copper and lead levels, upgrading water meters, fighting algae blooms, and replacing water mains as well as dealt with emergencies as they continued to provide their customers with water reliability.

With PCWA’s assistance, this success has set the stage for ambitious projects that will have long-term positive impacts such as a new water treatment plant using Lake Tahoe surface water to supply more than 2,000 connections.

These projects go beyond water: Fire safety, forest management, and energy recovery are part of a planned \$10 million wood energy plant that could supply heat to Tahoe-area residents.

On Sept. 19, the PCWA Board of Directors gathered in North Lake Tahoe for its annual East Slope board meeting to receive updates from local utility districts. Hosted by the North Tahoe Public



PCWA Board of Directors engaging with local utility leaders at the annual East Slope meeting in North Lake Tahoe, discussing collaborative efforts for water quality, infrastructure, and future projects.

Utility District (NTPUD), this meeting is a valuable and useful opportunity for PCWA to engage with key partners and gain insights into ongoing and future water infrastructure projects in the Tahoe Basin.

“The collective insight shared during the East Slope board meeting underscores the

-more-

importance of collaboration among our agencies,” said PCWA Board Chair Robert Dugan. “By sharing our experiences, successes, and challenges, we can accelerate the learning curve for new initiatives. This exchange of information on programs, projects, and regulatory hurdles equips each district with the necessary tools to implement successful public water supply and infrastructure projects.”



PCWA Board of Directors gathers on the shore of Lake Tahoe at the annual East Slope meeting, hearing reports from regional partners and the future of water management in the Tahoe area.

Here are some highlights:

Donner Summit Public Utility District (DSPUD)

Steve Palmer, General Manager, presented the district's unique challenges, including managing water services for ski resorts, Caltrans, and homes at high elevations. He outlined efforts to address algae blooms in Lake Angela and discussed their upcoming dam infrastructure testing project. Palmer also highlighted the district's Water Supply Resiliency Study, funded in part by PCWA's FAP, and plans to establish an interconnection with Sierra Lakes County Water District. DSPUD is tackling infrastructure issues, including relocating water lines in the Big Bend area, also partially funded by PCWA's FAP.

Tahoe City Public Utility District (TCPUD)

Tony Laliotis, Director of Utilities, shared a comprehensive update, thanking PCWA for its longstanding financial and technical support. Serving the north and west shores of Lake Tahoe, TCPUD faces challenges with 16 fractured water systems, including public and private entities. Laliotis highlighted the acquisition of the Tahoe Swiss Village Utility, Inc., with a transition planned by Jan. 1, 2025. TCPUD also has made significant strides in the \$27.5 million West Lake Tahoe Regional Water Treatment Plant Project. Partially funded by \$782,500 from PCWA's Financial Assistance Program (FAP), this project will use Lake Tahoe's surface water to serve up to 2,200 connections with a treatment capacity expandable to 1,000 gallons per minute. In addition, Laliotis discussed future projects such as the Mid-Sierra Reconstruction and the West Shore Storage Augmentation, both crucial to regional water system improvements and long-term reliability.

North Tahoe Public Utility District (NTPUD)

Brad Johnson, General Manager, discussed the district's aggressive capital investment plan, which includes proposed rate adjustments that would double their water system investment. This will fund the replacement of small water mains and improve fire flow. Johnson emphasized the importance of building a comprehensive hydraulic model, with support from PCWA's FAP award, to

unify patchwork water systems and enhance fire protection for the community. He also recounted a recent raw sewage spill that prompted a swift, coordinated response from nine different agencies, underscoring the value of collaboration and strong relationships between utility districts.

Olympic Valley Public Service District (OVPSD)

Charley Miller, General Manager, provided insights into their ongoing projects, including the early stages of a Prop. 218 rate study and their comprehensive community wildfire protection plan initiated in 2022. This plan has identified five critical areas for improvement, focusing on community involvement in fire safety measures. The OVPSD is recognized as a Fire-wise community and actively collaborates with the local fire department on wildland training and green waste programs.

Miller noted that recent funding of \$2.5 million from the Tahoe National Forest Foundation will support fuel management projects covering hundreds of acres. OVPSD also is implementing a water meter replacement program with approximately 480 meters upgraded to date, aiming for completion next year. OVPSD was awarded more than \$371,000 through PCWA's FAP for this program. Additionally, an emergency intertie project is under construction to improve water supply reliability, with the help of PCWA's FAP with an award of more than \$400,000.

Northstar Community Services District (NCSD)

Mike Geary, Assistant General Manager, expressed gratitude to PCWA staff for the ongoing support, particularly in fuels management initiatives. He emphasized the importance of collaboration in providing such services as water, sewer, fire, and road maintenance. Geary discussed the completion of the Martis Valley Trail, which will connect Northstar Village to Truckee, facilitating better access and connectivity for residents and visitors. He shared that the NCSD is also constructing a wood energy facility that will utilize biomass from local forest fuels reduction projects, significantly reducing greenhouse gas emissions while providing heating solutions for the village. This \$10 million project, partially funded by grants and PCWA's FAP, aims to create a sustainable energy loop that repurposes wood waste, contributing to the community's climate resilience efforts.

Truckee Donner Public Utility District (TDPUD)

Chad Reed, Water Utility Director, reported the district's focus on service reliability and safety, which has improved operational efficiency and customer service. Reed highlighted the district's ongoing efforts to comply with the new lead and copper regulations including a comprehensive survey of about 2,000 connections and the on-going implementation of technology that enhances compliance with water quality regulations.

Steven Poncelet, Public Information and Strategic Affairs Director for the TDPUD, wrapped up the presentation with updates on continued challenges the district faces with State and Federal legislation and regulatory activities and potential solutions they are engaging to ensure regulatory compliance while minimizing impacts to customers.

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About PCWA

Placer County Water Agency (PCWA) is the primary water resource agency for Placer County, California, with a broad range of responsibilities including water resource planning and management, retail and wholesale supply of drinking water and irrigation water, and production of hydroelectric energy.

Agenda Item: 6B

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

September 2024

Donner Summit Public Utility District Waste Water Flow Data

October 15, 2024
Agenda Item: 6B

MONTH OF SEPTEMBER 2024		DSPUD Influent	SLCWD Influent	Total Plant Influent	Total Plant EFF River	Total Plant EFF Irr/ Recyl	Total Plant EFF Irr/ Storage	DSPUD Fresh Water Treated	SLCWD Fresh Water Treated	Weather	Lake Angela Water Level
DATE	DAY	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	Cond	Elevation
09/01/24	SUN	0.14869	0.07731	0.2260		0.0360	0.2200	0.133	0.0904	Clear	7186.1
09/02/24	MON	0.05250	0.05950	0.1120		0.0000	0.1830	0.158	0.1053	Clear	
09/03/24	TUE	0.13056	0.03044	0.1610		0.1530	0.1530	0.215	0.1106	Clear	
09/04/24	WED	0.13677	0.02323	0.1600		0.1200	0.1720	0.234	0.0626	Smokey	
09/05/24	THU	0.15869	0.02631	0.1850		0.1370	0.1660	0.212	0.1214	Clear	
09/06/24	FRI	0.15983	0.02317	0.1830		0.0750	0.1660	0.145	0.0000	Clear	
09/07/24	SAT	0.14739	0.03461	0.1820		0.0980	0.1680	0.188	0.0000	Clear	
09/08/24	SUN	0.16721	0.02479	0.1920		0.2070	0.1630	0.152	0.0653	Clear	
09/09/24	MON	0.15657	0.02643	0.1830		0.1980	0.1610	0.153	0.1299	Clear	
09/10/24	TUE	0.17102	0.02298	0.1940		0.2080	0.1570	0.235	0.0925	Clear	
09/11/24	WED	0.14561	0.02439	0.1700		0.2030	0.1510	0.230	0.0283	Clear	
09/12/24	THU	0.14867	0.02433	0.1730		0.2030	0.1590	0.152	0.0862	Clear	
09/13/24	FRI	0.13574	0.02026	0.1560		0.0760	0.1400	0.188	0.0000	Clear	
09/14/24	SAT	0.14153	0.02747	0.1690		0.0870	0.1430	0.187	0.0000	Clear	
09/15/24	SUN	0.14432	0.02568	0.1700		0.0100	0.1560	0.165	0.0599	Clear	
09/16/24	MON	0.13950	0.02150	0.1610		0.2280	0.1400	0.150	0.0714	PT Cloudy	
09/17/24	TUE	0.13913	0.01987	0.1590		0.2260	0.1380	0.200	0.0944	Cloudy	
09/18/24	WED	0.14294	0.02406	0.1670		0.0660	0.1400	0.242	0.1000	Cloudy	
09/19/24	THU	0.16362	0.03938	0.2030		0.2070	0.1650	0.234	0.0372	PT Cloudy	
09/20/24	FRI	0.14722	0.03678	0.1840		0.2080	0.1700	0.288	0.0000	Clear	
09/21/24	SAT	0.13298	0.04102	0.1740		0.2040	0.1580	0.160	0.0000	Clear	
09/22/24	SUN	0.13518	0.04282	0.1780		0.2050	0.1480	0.168	0.0000	Clear	
09/23/24	MON	0.13121	0.03579	0.1670		0.0390	0.1420	0.126	0.0987	Clear	
09/24/24	TUE	0.11157	0.02443	0.1360		0.0100	0.1190	0.212	0.0709	Clear	
09/25/24	WED	0.13684	0.01916	0.1560		0.0300	0.1250	0.227	0.0917	Clear	
09/26/24	THU	0.13504	0.02196	0.1570		0.0670	0.1360	0.227	0.0417	Clear	
09/27/24	FRI	0.18176	0.02324	0.2050		0.2070	0.1500	0.232	0.0000	Clear	
09/28/24	SAT	0.16326	0.03174	0.1950		0.1990	0.1240	0.222	0.0801	Clear	
09/29/24	SUN	0.14236	0.03164	0.1740		0.0880	0.1470	0.203	0.0565	Clear	
09/30/24	MON	0.16098	0.02402	0.1850		0.2810	0.1580	0.200	0.0517	Clear	
9/2024 Daily Totals		4.30870	0.9083	5.2170	0.0000	4.0760	4.6180	5.8380	1.7467	Drop	0.7'
9/2024 Totalizer Total		4.30870	0.9083	5.2170	0.0000	4.0760	4.6180	5.8380	1.7467	MG Available	68.5
Difference		0.00000	0.00000	0.00000	0.0000	0.0000	0.0000	0.0000	0.0000		
Percentage Difference		0.000%	0.000%	0.000%	#DIV/0!	0.000%	0.000%	0.000%	-0.003%		
9/2024 AVG/DAY		143,623	30,277	173,900	0	135,867	153,933	194,600	58,223		
Percentage Flow SLCWD			17.410%								
9/2023 Totalizer Total		3.29355	0.94445	4.23800	0.0000	4.4000	4.2000	5.0400	1.2202		
9/2023 AVG/DAY		109,785	31,482	141,267	0.000	146,667	140,000	168,000	40,673		
Percentage Flow SLCWD			22.285%								

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: September 2024

Operations WWTP

- ◆ Discharged 4.6 MG to recycle and spray irrigation.
- ◆ Staff observed the sewer line installation at Sugar Bowl on multiple occasions and through to completion. Attended the punch list walk through.
- ◆ Staff continued to follow up on possibly Lemon Law action regarding the 2021 Dodge 1500 currently back in for repairs.
- ◆ Continued ammonia feed to the reactors in preparation for winter operation with staff making multiple adjustments.



- ◆ Continued sludge drying bed use. Filled 3 sludge dumpsters for disposal at the land fill.
- ◆ Staff conducted sewer line inspection at 5701 Tiger Lilly Ct.
- ◆ Continue to test the plant influent and effluent weekly to check zinc levels.

- ◆ Staff adjusted the UV system to ensure proper disinfection of the effluent for recycled use.



- ◆ Processed 4 USA dig tickets.

Operations Water Plant

- ◆ Staff continued data gathering for the lead and copper pipe inventory requirements for the state.
- ◆ Completed and sent out monthly potable water reports to DHS.
- ◆ Staff investigated issues with the district's PRV valve, and it is bypassing when not required. Made some adjustments and cleaned the filters. Will monitor performance.
- ◆ Opened the gate at Lake Angela Dam for winter operation.



- ◆ Staff continued to make multiple adjustments to the treatment process in efforts to keep up with the lakes changing conditions.
- ◆ Inspected a water line installation at 5701 Tiger Lilly Ct and 10067 Poma Ln.

- ◆ Began tracking the active water level of Lake Angela.

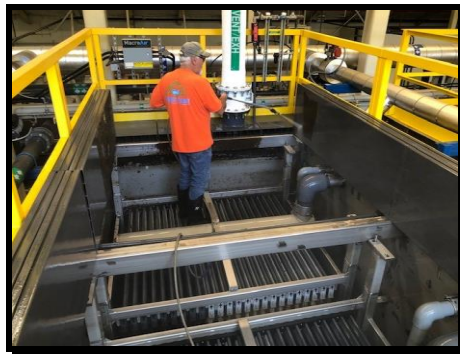
◆ Date	Water Surface Elevation (FT MSL)	Storage (MG)
6/1/24	7192.2'	90
6/27/24	7191.8	88
7/1/24	7191.6	88
7/31/24	7189.3	83
8/31/24	7186.1	70
9/30/24	7185.4	68.5

Repairs and Maintenance WWTP

- ◆ Replaced the fuel filter on the standby generator at sewer lift station #8.



- ◆ Staff conducted preventive maintenance recovery cleans on all the membrane trains.



- ◆ Staff assisted Aqua Sierra Control with the installation and startup of replacement VFD for the solids tank blower.

- ◆ Made repairs and unplugged sprinkler heads on multiple occasions at the spray irrigation site.
- ◆ Found minor wiring issue with sewer lift station 8 level transducer. Made repairs put back in service.



Repairs and Maintenance WTP

- ◆ Cleaned raw water inlet filters on multiple occasions.

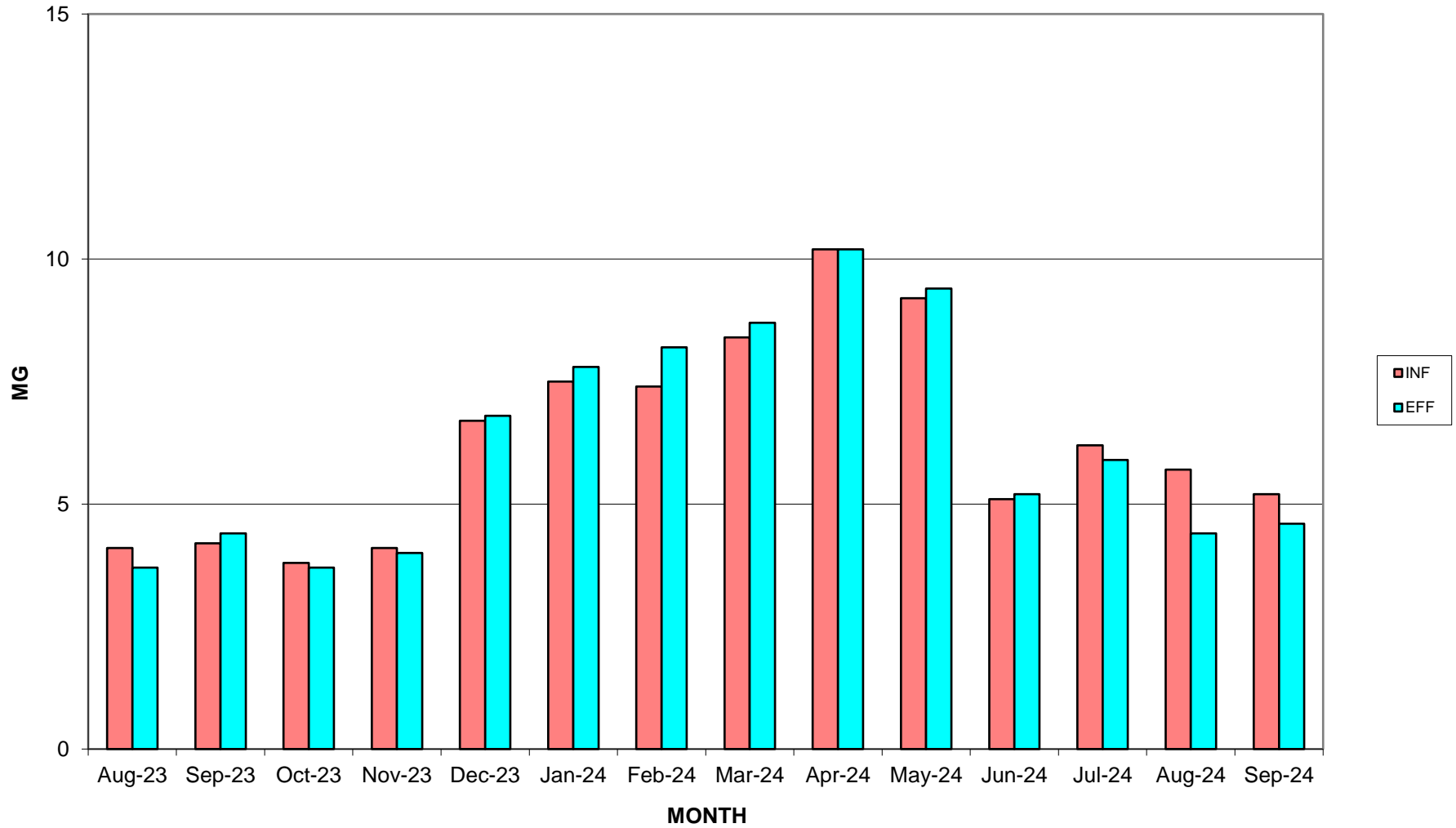


- ◆ Cleaned out alum mixing tank feed line strainer.

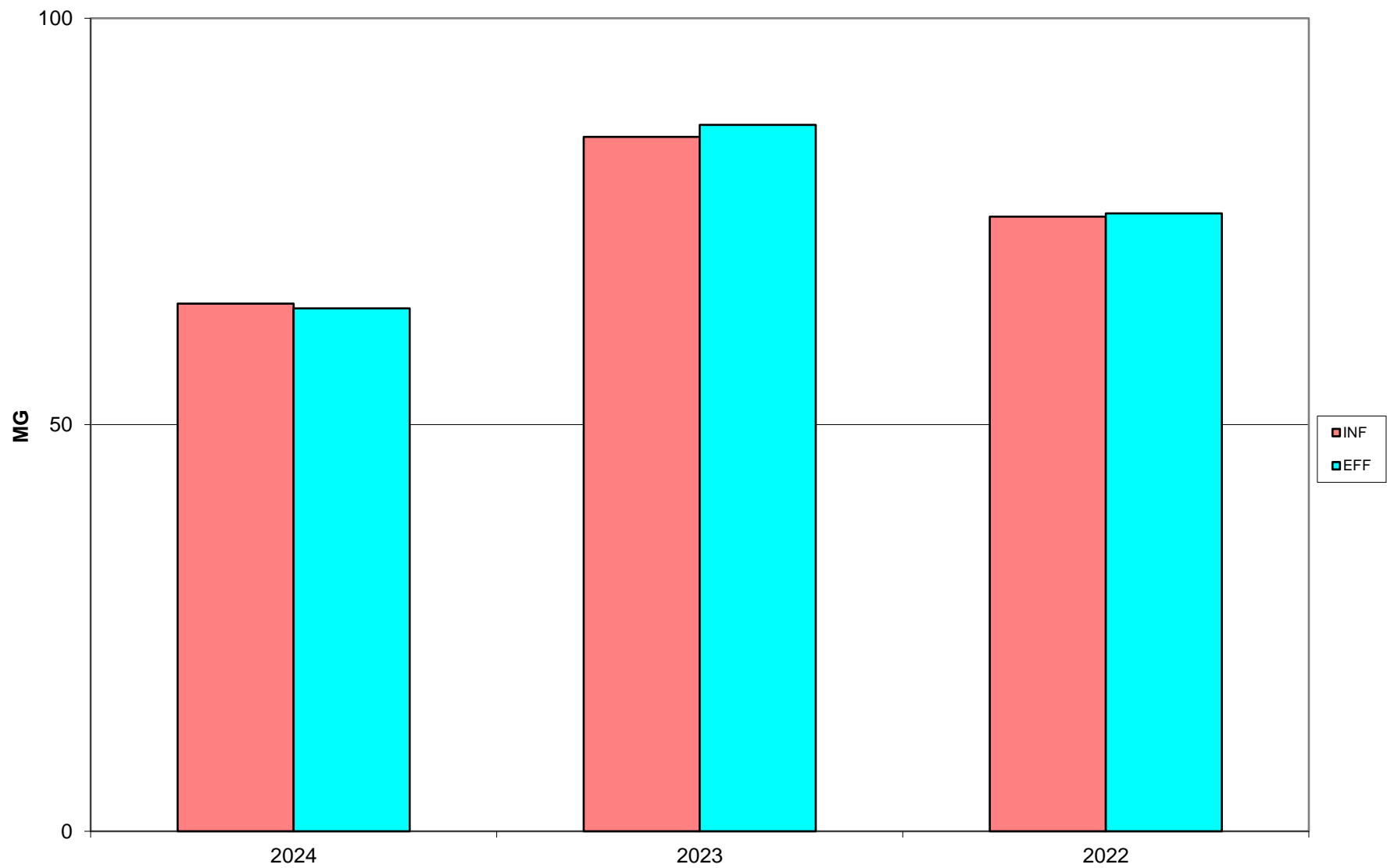
Laboratory

- ◆ Continued spray irrigation and recycled water testing protocols which include daily coliform testing for recycled water use.
- ◆ Continued testing for zinc residuals out in the district's wastewater.

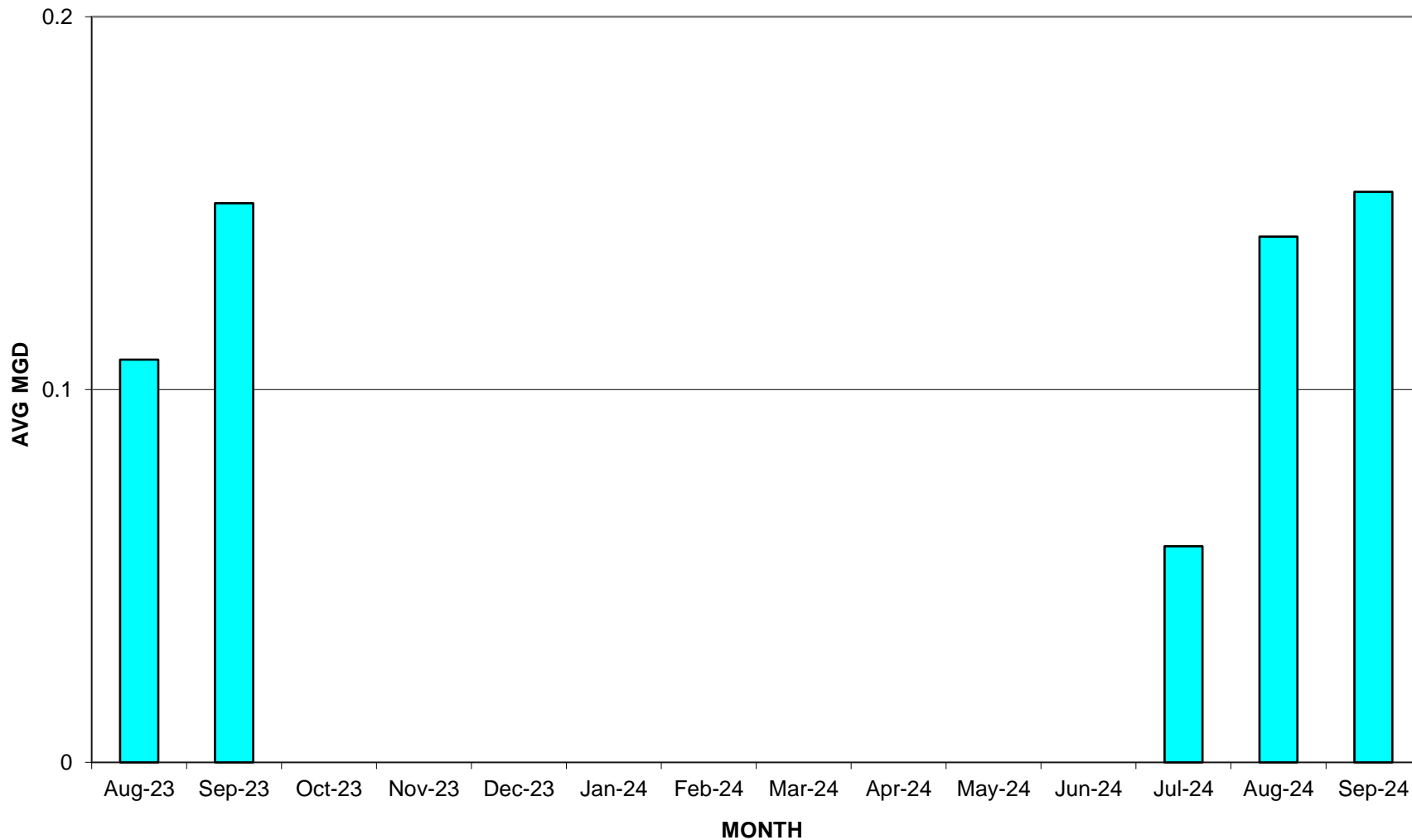
DONNER SUMMIT PUD WWTP **TOTAL INFLUENT FLOW TO TOTAL**
EFFLUENT FLOW YEAR 2023/2024



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



**DONNER SUMMIT PUD WWTP AVG EFFLUENT FLOW TO RECY/IRRIGATION
YEARS 2023/2024**



Agenda Item: 8A



STAFF REPORT

TO: Board of Directors

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

SUBJECT: Adopt a Resolution Accepting the Sugar Bowl Sewer Extension Project Phase 2A as Complete and Directing Recording of the Notice of Completion

RECOMMENDATION

Adopt a resolution accepting the Sugar Bowl Sewer Extension Project Phase 2A as complete and directing the recording of the Notice of Completion.

BACKGROUND

Donner Summit Public Utility District (DSPUD) has been working together with Sugar Bowl for several years regarding extending sewer lines in the Sugar Bowl West and East Villages. The 2009 Placer Local Agency Formation Commission (LAFCO) approval of the subdivisions and annexation required that the homes in the East and West Villages connect to DSPUD sewer within 10 years of annexation. To date eight (8) homes have connected and 48 are on septic. There are two property owners that have contacted DSPUD recently about extending sewer main to serve their properties within the West Village. Both are planned to need sewer connections in 2024.

To provide public sewer to serve these properties, the DSPUD sewer main in Pennyroyal Lane needs to be extended across a tributary to the Yuba River and into the Sugar Bowl West Village. DSPUD does not have a funding source that can be used for sewer main extensions and the benefiting property owners must pay for these improvements. To jumpstart the process to fund, design, and construct the Sugar Bowl Sewer Extension Project, DSPUD and Sugar Bowl Corporation reached an agreement which provided funding for work needed to prepare an assessment for the vote of the property owners, develop construction documents, and obtain required environmental clearance and permits. The agreement was approved by the DSPUD Board at the Board meeting on February 21, 2023.

To meet the needs of the property owners to be able to connect to public sewer in 2024, a portion of the Project has been separated and accelerated in advance of the rest of the improvements. This portion is referred to as Phase 2A. The Phase 2A portion includes construction of approximately 1,200 linear feet of 6-inch sewer main with direct sewer service to five (5) parcels, and future sewer service to twenty additional parcels in Phase 2B.

Engineering plans and specifications for the Phase 2A portion were approved for advertising for construction bidding by the DSPUD Board at the meeting on November 21, 2023. The contract for Phase 2A was awarded to Farr Construction Corporation dba Resource Development Company (RDC) at the Board meeting on April 16, 2024. Notice to Proceed with construction was issued to RDC on June 20, 2024. The work is now complete and ready for acceptance by the Board.

DISCUSSION

Construction inspection and management was provided by Construction Materials Engineering, Inc. (CME). CME has confirmed that the work was completed in accordance with the Project contract documents, and DSPUD specifications. A final job walk was performed on October 1, 2024 and there is one outstanding item, the installation of “chimney seals” in the manhole risers. These items have been ordered and are planned to be installed the week of October 21, 2024. Regardless of this final task, the work passed all tests and inspections, the Project is substantially complete, the improvements are functioning properly, and it is appropriate for the Board to accept the Project as complete and record the Notice of Completion.

Recording a Notice of Completion reduces the amount of time that a lien can be filed from 90 days to 60 days after Project completion for the general contractor, and from 90 days to 30 days for suppliers and subcontractors. Final payment and release of retention will not occur until after the outstanding work is complete and DSPUD has received lien releases from RDC.

FISCAL IMPACT

The current project cost estimate and budget for the construction of Phase 2A are summarized below. Two change orders were approved during construction to resolve a conflict with a water line that was not identified during design, and to increase the amount of rock excavation from 10 cubic yards to 52 cubic yards. These change orders increased the construction contract by \$39,716.89 from \$1,594,685 to \$1,634,401.89. These change orders were within the approval authority of the General Manager and the construction costs remain less than the approved amount and the available funding provided by the benefitting property owners. There are also potential change orders outstanding for an additional two tree removals, water line repair, and deduction of the bypass pumping bid item. The total impact of these change orders is estimated to be an increase of \$29,430 for a total construction contract amount of \$1,663,832.

Cost Estimate

Phase	Estimate	Budget
Phase 2A Construction Contract w/ Approved Change Orders	\$1,663,832	\$1,754,155
Phase 2A Construction Management & Inspection	\$ 185,817	\$ 185,817
Phase 2A Construction Environmental Observation	\$ 22,405	\$ 22,405
Phase 2A Construction Engineering Support	\$ 27,009	\$ 27,009
<i>Total</i>	<i>\$1,899,063</i>	<i>\$1,989,386</i>

All project costs are being funded by the benefitting property owners and not by existing DSPUD customers. If the Project is completed for less than the budget amount and there is excess contributions from the property owners, then DSPUD will return the excess contributions to the contributing property owners.

CEQA ASSESSMENT

The Initial Study/MND was approved by the Board on October 17, 2023. Mitigation measures were incorporated into the project plans and specifications.

ATTACHMENTS

1. Resolution 2024-25
2. Notice of Completion

RESOLUTION NO. 2024-25

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DONNER SUMMIT PUBLIC UTILITY DISTRICT ACCEPTING THE SUGAR BOWL SEWER EXTENSION PROJECT PHASE 2A AS COMPLETE AND DIRECTING THE RECORDING OF A NOTICE OF COMPLETION

WHEREAS, the Donner Summit Public Utility District (DSPUD) Board of Directors approved the plans and specifications and authorized advertising for construction bids for the Sugar Bowl Sewer Extension Project Phase 2A on November 21, 2023; and

WHEREAS, on April 16, 2024 DSPUD awarded the contract to Farr Construction Corporation dba Resource Development Company (RDC) with a bid amount of \$1,594,685; and

WHEREAS, two change orders were approved which increase the contract amount by \$39,716.89 to \$1,634,401.89; and

WHEREAS, there are other outstanding change orders which will likely increase the contract amount by \$16,400.00 to \$1,650,801.89.

WHEREAS, as of October 1, 2024 the work was substantially complete and in conformance with the Project contract documents and DSPUD standards.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF DONNER SUMMIT PUBLIC UTILITY DISTRICT DOES HEREBY RESOLVE that the Sugar Bowl Sewer Extension Project Phase 2A is accepted as complete.

BE IT FURTHER RESOLVED that the Board directs recording of a Notice of Completion.

PASSED AND ADOPTED by the Board of Directors of Donner Summit Public Utility District, this 15th day of October 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

DONNER SUMMIT PUBLIC UTILITY DISTRICT

By: _____
Cathy Preis
President, Board of Directors

ATTEST:

By: _____
Dawn Parkhurst
Secretary of the Board

CERTIFICATE OF COMPLETION

Owner: **Donner Summit PUD** Owner's Project No.:
Engineer: Engineer's Project No.:
Contractor: **Farr Construction Corporation dba
Resource Development Company** Contractor's Project No.:
Project: **Sugar Bowl Sewer Extension Phase 2A**
Contract Name: **Sugar Bowl Sewer Extension Phase 2A**

This Preliminary Final Certificate of Substantial Completion applies to:

All Work The following specified portions of the Work

Date of Substantial Completion: **October 1, 2024**

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work must be as provided in the Contract, except as amended as follows:

Amendments to Owner's Responsibilities: None As follows:

Amendments to Contractor's Responsibilities: None As follows:

The following documents are attached to and made a part of this Certificate:

None

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

Engineer

By *(signature)*:

Name *(printed)*: Steven Palmer

Title: General Manager