

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

**Tuesday, December 17, 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, 831 7456 7815 password: 300205

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 December 2024

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

B. Approve Regular Meeting Minutes for November 19, 2024

C. Approve Safety Minutes for November 2024

6. Department Reports

A. Administration - Steven Palmer, General Manager

B. Operations and Maintenance Summary, October

7. Information - None

8. Action

A. Oath of Office

i. Cathy Preis, Dawn Parkhurst, Joni Kaufman

B. Select Board Officers – President, Vice President, Secretary

C. Approve the Calendar Year 2025 Board Meeting Dates

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 – January 21, 2025

Regular Meeting – February 18, 2025

Regular Meeting – March 18, 2025

We certify that on December 13, 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 Agenda Item: 5A1

Check List

GENERAL DISBURSEMENT-AP-FIVE STAR #5715

November 14, 2024

Check Number	Check Date	Payee	Amount
Vendor Checks			
10739	11/14/24	49ER WATER SERVICES	6,890.00
10740	11/14/24	ALHAMBRA & SIERRA SPRINGS	29.98
10741	11/14/24	ALL ELECTRIC MOTORS, INC.	2,397.16
10742	11/14/24	ALPEN LILY LLC	262.50
10743	11/14/24	ALSCO	145.95
10744	11/14/24	ALSCO	143.79
10745	11/14/24	ALSCO	158.51
10746	11/14/24	ANTHEM/BLUE CROSS	13,712.33
10747	11/14/24	AT&T	366.83
10748	11/14/24	AT&T	30.70
10749	11/14/24	BARNARD, VOGLER & CO.	2,868.76
10750	11/14/24	CONSTRUCTION MATERIALS ENGINEERS, INC.	8,862.90
10751	11/14/24	CREATIVE TECHNOLOGIES	518.00
10752	11/14/24	CSDA MEMBER SERVICES	8,637.00
10753	11/14/24	DONNER SUMMIT RENTALS	200.00
10754	11/14/24	EMCOR SERVICES INC.	8,340.00
10755	11/14/24	EVERS LAW GROUP	684.50
10756	11/14/24	FED-EX	9.39
10757	11/14/24	GRAINGER	156.43
10758	11/14/24	GRAINGER	139.44
10759	11/14/24	HUMANA DENTAL INS. CO.	1,455.92
10760	11/14/24	HY-TECH AUTO AND SMOG INC.	1,766.22
10761	11/14/24	KIMBALL MIDWEST	309.82
10762	11/14/24	MOUNTAIN HARDWARE & SPORTS	6.51
10763	11/14/24	MOUNTAIN HARDWARE & SPORTS	54.24
10764	11/14/24	MOUNTAIN HARDWARE & SPORTS	143.19
10765	11/14/24	NATIONAL LIFE INSURANCE CO.	62.17
10766	11/14/24	NEIL'S CONTROLLED BLASTING, LP	49,350.00
10767	11/14/24	PG&E COMPANY	7,999.29
10768	11/14/24	PG&E COMPANY	22,010.14
10769	11/14/24	PITNEY BOWES	347.78
10770	11/14/24	PRINCIPAL LIFE INSURANCE COMPANY	960.75
10771	11/14/24	PUSH POWER	723.94
10772	11/14/24	SIERRA AIR	1,000.00
10773	11/14/24	SIERRA MOUNTAIN PIPE & SUPPLY	43.89
10774	11/14/24	SILICA RESOURCES, INC.	903.78
10775	11/14/24	EMPLOYER DRIVEN SOLUTIONS	1,594.62
10776	11/14/24	SILVERTIP SNOW REMOVAL	5,495.00
10777	11/14/24	SKI CAT SNOWCAT RENTALS	1,650.00
10778	11/14/24	STREAMLINE	2,500.00
10779	11/14/24	SUBURBAN PROPANE	540.13
10780	11/14/24	SUBURBAN PROPANE	3,317.38
10781	11/14/24	TAHOE TRUCKEE SIERRA DISPOSAL	1,212.00
10782	11/14/24	TAHOE TRUCKEE SIERRA DISPOSAL-BIN	659.46
10783	11/14/24	THATCHER COMPANY OF NEVADA, INC.	1,329.56
10784	11/14/24	THATCHER COMPANY OF NEVADA, INC.	1,329.56
10785	11/14/24	THATCHER COMPANY OF NEVADA, INC.	3,648.74
10786	11/14/24	THATCHER COMPANY OF NEVADA, INC.	3,008.20
10787	11/14/24	THATCHER COMPANY OF NEVADA, INC.	7,086.57
10788	11/14/24	TRANSAMERICA LIFE INSURANCE	194.19
10789	11/14/24	TRUCKEE AUTO PARTS	701.20
10790	11/14/24	USA BLUEBOOK	65.52
10791	11/14/24	USA BLUEBOOK	1,331.03
10792	11/14/24	USA BLUEBOOK	252.44
10793	11/14/24	USA BLUEBOOK	492.01
10794	11/14/24	USA BLUEBOOK	874.70
10795	11/14/24	USA BLUEBOOK	823.10

Donner Summit Public Utility District Agenda Item: 5A1
Check List

GENERAL DISBURSEMENT-AP-FIVE STAR #5715
 November 14, 2024

Check Number	Check Date	Payee	Amount
10796	11/14/24	WESTERN NEVADA SUPPLY COMPANY	763.29
10797	11/14/24	WESTERN NEVADA SUPPLY COMPANY	200.38
10798	11/14/24	WESTERN NEVADA SUPPLY COMPANY	158.93
10799	11/14/24	WESTERN NEVADA SUPPLY COMPANY	645.19
10800	11/14/24	XYLEM INC.	8,346.00
Vendor Check Total			<u>189,911.01</u>
Check List Total			<u>189,911.01</u>

Check count = 62

Donner Summit Public Utility District

Check List

GENERAL DISBURSEMENT-AP-FIVE STAR #5715

November 26, 2024

Check Number	Check Date	Payee	Amount
Vendor Checks			
10801	11/26/24	AUERBACH ENGINEERING CORP	585.00
10802	11/26/24	BARNARD, VOGLER & CO.	3,109.98
10803	11/26/24	BENNETT ENGINEERING	12,130.25
10804	11/26/24	CALIFORNIA DEPT OF TAX & FEE ADMIN	428.48
10805	11/26/24	COSTCO MEMBERSHIP	65.00
10806	11/26/24	DELEANE MEHLER	28.98
10807	11/26/24	JENFITCH INC.	5,765.25
10808	11/26/24	JOSH SHELTON	196.31
10809	11/26/24	JUSTIN VOSBURGH	26,880.00
10810	11/26/24	KNOWLEDGE SOLUTIONS	210.00
10811	11/26/24	ASBURY ENVIRONMENTAL SERVICES	102.00
10812	11/26/24	AT&T	47.03
10813	11/26/24	AT&T	366.64
10814	11/26/24	AT&T	30.65
10815	11/26/24	KNOWLEDGE SOLUTIONS	586.90
10816	11/26/24	MAPCOMMUNICATIONS	45.25
10817	11/26/24	PG&E COMPANY	16.51
10818	11/26/24	RESOURCE DEVELOPMENT CO.	609,522.92
10819	11/26/24	SAUERS ENGINEERING, INC.	8,235.73
10820	11/26/24	SUBURBAN PROPANE	4,018.75
10821	11/26/24	STATE WATER RESOURCES CONTROL	719,191.03
10822	11/26/24	SUBURBAN PROPANE	7,214.10
Vendor Check Total			<u>1,398,776.76</u>
Check List Total			<u>1,398,776.76</u>

Check count = 22

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	Social Security	410:05	150:00	Direct Deposit # 253		
	Sick		M14:0000		Medicare	95:90	1,292:31	Check Amt	0:00	
	Vacation		M22:0000		Fed Income Tax	831:38	47:83	Chkg 730	2,773:78	
	Sick Accr-Memo				CA Income Tax	437:60	47:83			
	Vacation -Memo				CA Disability	72:75	454:24			
	EMPLOYEE TOTAL		36:0000		6,613:67		1,847:80	1,992:21	Net Pay	2,773:78
Patrick, Sean M 59	Regular	52:8200	60:0000	3,169:20	Social Security	301:69	1,050:00	Direct Deposit # 254		
	Overtime	79:2300	2:0000	158:46	Medicare	70:55		Check Amt	0:00	
	Double Time	105:6400	2:0000	211:28	Fed Income Tax	364:76		Chkg 717	2,797:26	
	Sick	52:8200	20:0000	1,056:40	CA Income Tax	227:60				
	Stand By			270:00	CA Disability	53:52				
	EMPLOYEE TOTAL		84:0000		4,865:34		1,018:08	1,050:00	Net Pay	2,797:26
Schott, Paul A 14	Regular	55:3500	75:0000	4,151:25	Social Security	310:58	850:00	Direct Deposit # 255		
	Overtime	83:0250	3:7500	311:34	Medicare	72:63	150:00	Check Amt	0:00	
	Sick	55:3500	5:0000	276:75	Fed Income Tax	675:28		Chkg 019	2,632:98	
	Stand By			270:00	CA Income Tax	262:79				
	Sick Accr-Memo				CA Disability	55:10				
	Vacation -Memo									
EMPLOYEE TOTAL		83:7500		5,009:34		1,376:36	1,000:00	Net Pay	2,632:98	
Shelton, Joshua M... 64	Regular	40:0100	68:7500	2,753:69	Social Security	198:43	50:00	Direct Deposit # 256		
	Sick	40:0100	1:2500	50:01	Medicare	46:41		Check Amt	0:00	
	Vacation	40:0100	10:0000	400:10	Fed Income Tax	265:86		Chkg 363	2,445:25	
	EMPLOYEE TOTAL		80:0000		3,200:80	CA Income Tax	159:62			
					CA Disability	35:21				
Vosburgh, Justin E 57	Regular			5,769:23	Social Security	705:55	50:00	Net Pay	2,445:25	
	Sick		M5:0000		Medicare	357:69	200:00	Direct Deposit # 257		
	EMPLOYEE TOTAL		5:0000		5,769:23	Fed Income Tax	83:65	171:34	Check Amt	0:00
						CA Income Tax	934:25		Chkg 400	3,550:82
					CA Disability	408:02				
						63:46				
**** 50 ADMIN Mehler, Deleane 51	Regular	45:3300	72:0000	3,263:76	Social Security	224:83	100:00	Direct Deposit # 258		
	Sick	45:3300	8:0000	362:64	Medicare	52:58	243:52	Check Amt	0:00	
	EMPLOYEE TOTAL		80:0000		3,626:40	Fed Income Tax	534:77	103:78	Chkg 963	2,128:99
						CA Income Tax	196:04			
					CA Disability	39:89				
Palmer, Steven V 65	Regular			7,634:98	Social Security	1,050:11	447:30	Net Pay	2,128:99	
	EMPLOYEE TOTAL		80:0000		7,634:98	Medicare	194:41	100:00	Direct Deposit # 259	
						Fed Income Tax	110:71		Check Amt	0:00
						CA Income Tax	1,288:93		Chkg 779	4,286:83
					CA Disability	608:12		Savg 217	962:00	
						83:98				
						2,286:15	100:00	Net Pay	5,248:83	

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		
COMPANY TOTALS										
7 Person(s)	Regular		275;7500	33,352;78	Social Security	1,997;66	457	2,500;00	Check Amt	0;00
7 Transaction(s)	Double Time		2;0000	211;28	Medicare	532;43		150;00	Dir Dep**	21,577;91
	Overtime		5;7500	469;80	Fed Income Tax	4,895;21				
	Sick		53;2500	1,745;80	CA Income Tax	2,301;79		1,292;31	Garnishment	
	Stand By			540;00	CA Disability	403;91		510;52	Loan 2	
	Vacation		32;0000	400;10				558;02	Loan Payment	
	Sick Accr-Memo									
	Vacation -Memo				3;70					
	COMPANY TOTAL		368;7500	36,719;76	10;77					
						10,131;00		5,010;85	Net Pay	21,577;91
					<i>Employer Liabilities</i>					
					Social Security	1,997;72				
					Medicare	532;44				
					TOTAL EMPLOYER LIABILITY	2,530;16				
					TOTAL TAX LIABILITY	12,681;16				
**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 11/08/24: \$38,902.09

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)	38,902.09
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	38,902.09
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	3,718.54
	CASH REQUIRED FOR CHECK DATE 11/08/24	42,620.63

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
11/07/24	FIVE STAR BANK	xxxxxxxxxxxxx707	Direct Deposit	Net Pay Allocations*	21,577.91	21,577.91
11/07/24	FIVE STAR BANK	xxxxxxxxxxxxx707	Readychex®	Check Amounts	4,663.02	4,663.02
11/07/24	FIVE STAR BANK	xxxxxxxxxxxxx707	Taxpay®	Employee Withholdings		
				Social Security	1,997.66	
				Medicare	532.43	
				Fed Income Tax	4,895.21	
				CA Income Tax	2,301.79	
				CA Disability	403.91	
				Total Withholdings	10,131.00	
				Employer Liabilities		
				Social Security	1,997.72	
				Medicare	532.44	
				Total Liabilities	2,530.16	12,661.16
				EFT FOR 11/07/24		38,902.09
				TOTAL EFT		38,902.09

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>
11/08/24	Refer to your records for account information		Payroll	Employee Deductions		
				457	2,500.00	
				Credit Un 2	150.00	

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			
**** 30 WATER SEWER King, James R 49	Regular			6,613.67			
	Holiday		M8.0000			Social Security 410.04 Medicare 95.90	150.00
	Vacation		M7.0000			Garnishment 1,292.31	Check Amt 0.00
	Sick Accr-Memo				M1.85	Loan Payment 454.24	Chkg 730 2,869.45
	Vacation -Memo				M4.62	CA Income Tax 437.60 CA Disability 72.75	
EMPLOYEE TOTAL		15.0000		6,613.67		1,896.55	Net Pay 2,869.45
Patrick, Sean M 59	Regular	52.8200	60.0000	3,169.20		Social Security 292.79 Medicare 68.47	450.00
	Overtime	79.2300	4.0000	316.92		Fed Income Tax 421.49	Check Amt 0.00
	Holiday	52.8200	10.0000	528.20		CA Income Tax 274.37	Chkg 717 3,163.45
	Stand By			180.00		CA Disability 51.95	
	Vacation	52.8200	10.0000	528.20			
EMPLOYEE TOTAL		84.0000		4,722.52		1,109.07	Net Pay 3,163.45
Schott, Paul A 14	Regular	55.3500	76.0000	4,206.60		Social Security 346.19 Medicare 80.98	850.00
	Overtime	83.0250	4.0000	332.10		Credit Un 2 150.00	Check Amt 0.00
	Holiday	55.3500	10.0000	553.50		Fed Income Tax 813.09	Chkg 019 2,960.41
	Sick	55.3500	0.5000	27.68		CA Income Tax 321.54	
	Stand By			270.00		CA Disability 61.42	
	Vacation	55.3500	3.5000	193.73			
	Sick Accr-Memo				M1.85		
	Vacation -Memo				M6.15		
	EMPLOYEE TOTAL		94.0000		5,553.61		1,623.20
Shelton, Joshua M... 64	Regular	40.0100	76.7500	3,070.77		Social Security 223.25 Medicare 52.22	50.00
	Holiday	40.0100	10.0000	400.10		Fed Income Tax 313.87	Check Amt 0.00
	Sick	40.0100	3.2500	130.03		CA Income Tax 200.55	Chkg 363 2,721.40
						CA Disability 39.61	
EMPLOYEE TOTAL		90.0000		3,600.90		829.50	Net Pay 2,721.40
Vosburgh, Justin E 57	Regular		M10.0000	5,769.23		Social Security 357.69 Medicare 83.65	200.00
	Holiday					Fed Income Tax 934.25	Loan 2 171.34
						CA Income Tax 408.02	Check Amt 0.00
						CA Disability 63.46	Chkg 400 3,550.82
	EMPLOYEE TOTAL		10.0000		5,769.23		1,847.07
**** 50 ADMIN Mehler, Deleane 51	Regular	45.3300	68.0000	3,082.44		Social Security 224.84 Medicare 52.58	100.00
	Holiday	45.3300	8.0000	362.64		Fed Income Tax 534.77	Loan 2 243.52
	Vacation	45.3300	4.0000	181.32		CA Income Tax 198.04	Loan Payment 103.78
						CA Disability 33.89	Chkg 963 2,128.98
EMPLOYEE TOTAL		80.0000		3,626.40		1,050.12	Net Pay 2,128.98
Palmer, Steven V 65	Regular		M8.0000	7,534.98		Medicare 110.71	447.30
	Holiday					Fed Income Tax 1,288.93	100.00
	Sick		M8.0000			CA Income Tax 608.12	Check Amt 0.00
						CA Disability 83.98	Chkg 779 4,481.24
EMPLOYEE TOTAL		16.0000		7,634.98		2,091.74	Net Pay 5,443.24
EMPLOYEE TOTAL							

CASH REQUIREMENTS

0085 0085-T591 Donner Summit Public Utility

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 11/22/24: \$40,298.45

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

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	40,298.45
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	40,298.45
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	3,022.88
	CASH REQUIRED FOR CHECK DATE 11/22/24	43,321.33

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>
11/21/24	FIVE STAR BANK	xxxxxxxxxxxxx707	Direct Deposit	Net Pay Allocations*	22,837.75	22,837.75
11/21/24	FIVE STAR BANK	xxxxxxxxxxxxx707	Readychex®	Check Amounts	4,663.02	4,663.02
11/21/24	FIVE STAR BANK	xxxxxxxxxxxxx707	Taxpay®	Employee Withholdings		
				Social Security	1,854.80	
				Medicare	544.49	
				Fed Income Tax	5,137.78	
				CA Income Tax	2,448.24	
				CA Disability	413.06	
				Total Withholdings	10,398.37	
				Employer Liabilities		
				Social Security	1,854.82	
				Medicare	544.49	
				Total Liabilities	2,399.31	12,797.68
				EFT FOR 11/21/24		40,298.45
				TOTAL EFT		40,298.45

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>
11/22/24	Refer to your records for account information		Payroll	Employee Deductions		
				457	1,900.00	
				Credit Un 2	150.00	

Agenda Item: 5A.3

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

<u>Bank Account</u>	<u>Reserve</u>	<u>Book Balance</u>	<u>Reserves Restricted</u>
Five Star #5723 Money Market		\$ 1,914,491.68	
Five Star Bank #5715 General Disbursement		(92,577.50)	
Five Star Bank #5693 Main Checking		572,712.72	
LAIF		3,663.37	
	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		12,490.32
	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		(1,715,814.46)
Totals		<u>2,398,290.27</u>	<u>1,057,005.37</u>
Unrestricted Cash Available			<u><u>\$ 1,341,284.90</u></u>

Agenda Item: 5A.4

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

DONNER SUMMIT PUBLIC UTILITY DISTRICT
TABLE OF CONTENTS
OCTOBER 31, 2024

INDEPENDENT ACCOUNTANTS' COMPILATION REPORT	1
FINANCIAL STATEMENTS	
Statement of Activities and Changes in Net Position – Budgetary Basis Combined Business-Type Activities	2
Statement of Activities and Changes in Net Position – Budgetary Basis Budget and Actual – Business-Type Activity – Water	3
Statement of Activities and Changes in Net Position – Budgetary Basis Budget and Actual – Business-Type Activity – Sewer	4
Statement of Activities and Changes in Net Position – Budgetary Basis Budget and Actual – Business-Type Activity – Wastewater Treatment	5
Statement of Activities and Changes in Net Position – Budgetary Basis Budget and Actual – Business-Type Activity – Admin	6
SUPPLEMENTARY INFORMATION	7
Schedule of Big Bend Transactions	8



100 West Liberty St.
Suite 1100
Reno, NV 89501

775.786.6141
775.323.6211
bvccpas.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 four months ended October 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
December 5, 2024

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

	Water	Sewer	Treatment	Admin	Total
Program Revenue					
Water fees	\$ 464,770.48	\$ -	\$ -	\$ -	\$ 464,770.48
Sewer fees	-	298,939.47	896,818.40	-	1,195,757.87
Connection fees	6,800.00	-	-	-	6,800.00
Recycled water sales	-	-	17,607.38	-	17,607.38
Sierra Lakes service	-	-	211,067.18	-	211,067.18
Big Bend service fees	15,772.96	-	-	-	15,772.96
Big Bend assessment	10,385.76	-	-	-	10,385.76
Total Program Revenue	<u>497,729.20</u>	<u>298,939.47</u>	<u>1,125,492.96</u>	<u>-</u>	<u>1,922,161.63</u>
Expenses					
Salaries-operations	49,728.82	41,817.47	134,493.88	102,901.88	328,942.05
Overtime	2,989.98	2,514.29	8,086.51	1,588.35	15,179.13
Employee benefits and taxes	17,184.57	14,160.66	47,000.12	32,323.76	110,669.11
Board expense	-	-	-	31,166.22	31,166.22
Professional fees	-	-	2,128.27	58,665.79	60,794.06
Dues and subscriptions	-	-	700.64	9,666.60	10,367.24
Fees, permits, certifications, leases	637.34	-	5,278.38	4,129.79	10,045.51
Training, education, travel	324.00	-	885.53	18.23	1,227.76
Insurance	18,441.72	15,507.80	49,876.48	4,411.89	88,237.89
Office supplies and miscellaneous	-	72.70	140.03	3,381.17	3,593.90
Utilities, communications, telemetry	11,714.69	5,148.17	83,187.60	10,467.97	110,518.43
Chemicals and lab supplies	19,586.19	-	64,959.08	-	84,545.27
Laboratory testing	-	-	14,117.00	-	14,117.00
Equipment maintenance and repair	19,706.08	44.56	31,578.50	-	51,329.14
Small equipment and rental	825.00	825.00	309.82	-	1,959.82
Operating supplies	219.92	659.70	-	1,538.27	2,417.89
Sludge removal	-	-	22,586.20	-	22,586.20
Vehicle maintenance, repair, fuel	-	-	4,796.65	-	4,796.65
Infiltration and inflow program	-	29,300.00	-	-	29,300.00
Facility maintenance and repair	17,676.08	8,332.94	23,436.75	1,514.95	50,960.72
Amortization of land lease	-	-	7,484.00	-	7,484.00
Debt service	-	-	-	-	-
Capital equipment	4,183.61	3,518.03	24,670.97	986.76	33,359.37
Sugar Bowl expansion	-	1,739,579.97	-	-	1,739,579.97
Capital projects	61,573.42	52.50	-	-	61,625.92
Total Expenses	<u>224,791.42</u>	<u>1,861,533.79</u>	<u>525,716.41</u>	<u>262,761.63</u>	<u>2,874,803.25</u>
Excess (Deficiency) of Program					
Revenues Over Expenses	272,937.78	(1,562,594.32)	599,776.55	(262,761.63)	(952,641.62)
General Revenues					
Interest revenue	-	-	-	37,180.92	37,180.92
CFD revenue for WWTP loan	-	-	-	-	-
Property tax	10,921.19	522.49	2,301.78	-	13,745.46
Other income	2.80	-	-	2,658.59	2,661.39
Sugar Bowl contributed capital	-	994,693.00	-	-	994,693.00
Total General Revenues	<u>10,923.99</u>	<u>995,215.49</u>	<u>2,301.78</u>	<u>39,839.51</u>	<u>1,048,280.77</u>
Increase (Decrease) in Net Position	<u>\$ 283,861.77</u>	<u>\$ (567,378.83)</u>	<u>\$ 602,078.33</u>	<u>\$ (222,922.12)</u>	<u>\$ 95,639.15</u>
Net Position, Beginning of Year					<u>14,783,568.62</u>
Net Position, End of Period					<u>\$ 14,879,207.77</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 FOUR MONTHS ENDED OCTOBER 31, 2024

	Actual Year to Date 10/31/24	Budget Total Fiscal Year 2025	Budget Percent Complete 10/31/24	Remaining Budget 10/31/24
Program Revenue				
Water fees	\$ 464,770.48	\$ 709,433.00	65.51%	\$ (244,662.52)
Connection fees	6,800.00	-	0.00%	6,800.00
Big Bend service fees	15,772.96	31,546.00	50.00%	(15,773.04)
Big Bend assessment	10,385.76	20,772.00	50.00%	(10,386.24)
Total Program Revenue	<u>497,729.20</u>	<u>761,751.00</u>	<u>65.34%</u>	<u>(264,021.80)</u>
Expenses				
Salaries-operations	49,728.82	140,800.00	35.32%	91,071.18
Overtime	2,989.98	10,528.00	28.40%	7,538.02
Employee benefits and taxes	17,184.57	57,734.00	29.77%	40,549.43
Professional fees	-	8,000.00	0.00%	8,000.00
Dues and subscriptions	-	680.00	0.00%	680.00
Fees, permits, certifications, leases	637.34	18,180.00	3.51%	17,542.66
Training, education, travel	324.00	1,000.00	32.40%	676.00
Insurance	18,441.72	57,475.00	32.09%	39,033.28
Office supplies and miscellaneous	-	550.00	0.00%	550.00
Utilities, communications, telemetry	11,714.69	56,740.00	20.65%	45,025.31
Chemicals and lab supplies	19,586.19	18,440.00	106.22%	(1,146.19)
Laboratory testing	-	5,000.00	0.00%	5,000.00
Equipment maintenance and repair	19,706.08	40,270.00	48.93%	20,563.92
Small equipment and rental	825.00	3,150.00	26.19%	2,325.00
Operating supplies	219.92	740.00	29.72%	520.08
Vehicle maintainance, repair, fuel	-	4,100.00	0.00%	4,100.00
Facility maintenance and repair	17,676.08	54,720.00	32.30%	37,043.92
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	61,573.42	265,000.00	23.24%	203,426.58
Total Expenses	<u>224,791.42</u>	<u>789,405.00</u>	<u>28.48%</u>	<u>564,613.58</u>
Excess (Deficiency) of Program				
Revenues Over Expenses	272,937.78	(27,654.00)	-986.97%	300,591.78
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>\$ 283,861.77</u>	<u>\$ 56,559.00</u>	<u>501.89%</u>	<u>\$ 227,302.77</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 FOUR MONTHS ENDED OCTOBER 31, 2024

	Actual Year to Date 10/31/24	Budget Total Fiscal Year 2025	Budget Percent Complete 10/31/24	Remaining Budget 10/31/24
Program Revenue				
Sewer fees	\$ 298,939.47	\$ 469,758.00	63.64%	\$ (170,818.53)
Total Program Revenue	<u>298,939.47</u>	<u>469,758.00</u>	<u>63.64%</u>	<u>(170,818.53)</u>
Expenses				
Salaries-operations	41,817.47	118,400.00	35.32%	76,582.53
Overtime	2,514.29	8,853.00	28.40%	6,338.71
Employee benefits and taxes	14,160.66	49,262.00	28.75%	35,101.34
Fees, permits, certifications, leases	-	460.00	0.00%	460.00
Training, education and travel	-	300.00	0.00%	300.00
Insurance	15,507.80	48,331.00	32.09%	32,823.20
Office supplies and miscellaneous	72.70	550.00	13.22%	477.30
Utilities, communications, telemetry	5,148.17	25,950.00	19.84%	20,801.83
Small equipment and rental	825.00	-	0.00%	(825.00)
Operating supplies	659.70	1,200.00	54.98%	540.30
Infiltration and inflow program	29,300.00	33,100.00	88.52%	3,800.00
Equipment maintenance and repair	44.56	22,950.00	0.19%	22,905.44
Vehicle maintenance, repair, fuel	-	12,200.00	0.00%	12,200.00
Facility maintenance and repair	8,332.94	12,320.00	67.64%	3,987.06
Capital equipment	3,518.03	6,845.00	51.40%	3,326.97
Sugar Bowl expansion	1,739,579.97	-	-	(1,739,579.97)
Capital projects	52.50	82,000.00	0.06%	81,947.50
Total Expenses	<u>1,861,533.79</u>	<u>422,721.00</u>	<u>28.85%</u>	<u>(1,438,812.79)</u>
Excess (Deficiency) of Program				
Revenues Over Expenses	(1,562,594.32)	47,037.00	376.27%	(1,609,631.32)
General Revenues				
Property tax	522.49	20,353.00	2.57%	(19,830.51)
Other income	-	3,000.00	0.00%	(3,000.00)
Sugar Bowl contributed capital	994,693.00	-	-	994,693.00
Total General Revenues	<u>995,215.49</u>	<u>23,353.00</u>	<u>2.24%</u>	<u>971,862.49</u>
Increase in Net Position	<u>\$ (567,378.83)</u>	<u>\$ 70,390.00</u>	<u>-806.05%</u>	<u>\$ (637,768.83)</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 FOUR MONTHS ENDED OCTOBER 31, 2024

	Actual Year to Date 10/31/24	Budget Total Fiscal Year 2025	Budget Percent Complete 10/31/24	Remaining Budget 10/31/24
Program Revenue				
Sewer fees	\$ 896,818.40	\$ 1,487,565.00	60.29%	\$ (590,746.60)
Recycled water sales	17,607.38	10,000.00	176.07%	7,607.38
Non-CFD revenue for WWTP loan	-	445,462.00	0.00%	(445,462.00)
Sierra Lakes service	211,067.18	589,177.00	35.82%	(378,109.82)
Total Program Revenue	<u>1,125,492.96</u>	<u>2,532,204.00</u>	<u>44.45%</u>	<u>(1,406,711.04)</u>
Expenses				
Salaries-operations	134,493.88	380,799.00	35.32%	246,305.12
Overtime	8,086.51	28,472.00	28.40%	20,385.49
Employee benefits and taxes	47,000.12	158,258.00	29.70%	111,257.88
Professional fees	2,128.27	99,800.00	2.13%	97,671.73
Dues and subscriptions	700.64	2,500.00	28.03%	1,799.36
Fees, permits, certifications, leases	5,278.38	56,300.00	9.38%	51,021.62
Training, education, travel	885.53	3,120.00	28.38%	2,234.47
Insurance	49,876.48	155,444.00	32.09%	105,567.52
Office supplies and miscellaneous	140.03	1,134.00	12.35%	993.97
Utilities, communications, telemetry	83,187.60	383,450.00	21.69%	300,262.40
Chemicals and lab supplies	64,959.08	242,920.00	26.74%	177,960.92
Laboratory testing	14,117.00	34,560.00	40.85%	20,443.00
Small equipment and rental	309.82	640.00	48.41%	330.18
Operating supplies	-	740.00	0.00%	740.00
Equipment maintenance and repair	31,578.50	35,850.00	88.09%	4,271.50
Vehicle maintenance, repair, fuel	4,796.65	8,980.00	53.41%	4,183.35
Sludge removal	22,586.20	27,670.00	81.63%	5,083.80
Facility maintenance and repair	23,436.75	98,730.00	23.74%	75,293.25
Amortization of land lease	7,484.00	22,452.00	33.33%	14,968.00
WWTP loan	-	719,191.00	0.00%	719,191.00
Capital equipment	24,670.97	59,265.00	41.63%	34,594.03
Total Expenses	<u>525,716.41</u>	<u>2,520,275.00</u>	<u>20.86%</u>	<u>1,994,558.59</u>
Excess (Deficiency) of Program				
Revenues Over Expenses	599,776.55	11,929.00	5027.89%	587,847.55
General Revenues				
CFD revenue for WWTP loan	-	290,593.00	0.00%	(290,593.00)
Property tax	2,301.78	86,800.00	2.65%	(84,498.22)
Total General Revenues	<u>2,301.78</u>	<u>377,393.00</u>	<u>0.61%</u>	<u>(375,091.22)</u>
Increase in Net Position	<u>\$ 602,078.33</u>	<u>\$ 389,322.00</u>	<u>154.65%</u>	<u>\$ (212,756.33)</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 FOUR MONTHS ENDED OCTOBER 31, 2024

	Actual Year to Date 10/31/24	Budget Total Fiscal Year 2025	Budget Percent Complete 10/31/24	Remaining Budget 10/31/24
Program Revenue				
Service Fees	\$ -	\$ -	-	\$ -
Total Program Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenses				
Salaries-operations	102,901.88	292,801.00	35.14%	189,899.12
Overtime	1,588.35	3,536.00	44.92%	1,947.65
Employee benefits and taxes	32,323.76	137,630.00	23.49%	105,306.24
Board expense	31,166.22	73,555.00	42.37%	42,388.78
Professional fees	58,665.79	126,300.00	46.45%	67,634.21
Dues and subscriptions	9,666.60	12,700.00	76.11%	3,033.40
Fees, permits, certifications, leases	4,129.79	18,980.00	21.76%	14,850.21
Training, education, travel	18.23	3,000.00	0.61%	2,981.77
Insurance	4,411.89	13,750.00	32.09%	9,338.11
Office supplies and miscellaneous	3,381.17	9,000.00	37.57%	5,618.83
Utilities, communications, telemetry	10,467.97	39,190.00	26.71%	28,722.03
Operating supplies	1,538.27	2,700.00	56.97%	1,161.73
Facility maintenance and repair	1,514.95	8,780.00	17.25%	7,265.05
Capital equipment	986.76	-	0.00%	(986.76)
Total Expenses	<u>262,761.63</u>	<u>741,922.00</u>	<u>35.42%</u>	<u>479,160.37</u>
Deficiency of Program Revenues Over Expenses	(262,761.63)	(741,922.00)	35.42%	479,160.37
General Revenues				
Interest revenue	37,180.92	20,000.00	185.90%	17,180.92
Other income	2,658.59	9,000.00	29.54%	(6,341.41)
Total General Revenues	<u>39,839.51</u>	<u>29,000.00</u>	<u>137.38%</u>	<u>10,839.51</u>
Decrease in Net Position	<u>\$ (222,922.12)</u>	<u>\$ (712,922.00)</u>	<u>31.27%</u>	<u>\$ 489,999.88</u>

SUPPLEMENTARY INFORMATION

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

Revenue	\$	26,158.72
Expenses		
Fees and permits		-
Telephone		420.17
Interest		-
Loan principal		-
Electricity		45.04
Repairs and maintenance		<u>11,363.90</u>
Total expenses		<u>11,829.11</u>
Excess of revenue over expenses	\$	<u><u>14,329.61</u></u>

Agenda Item: 5B

**Donner Summit Public Utility District
Board of Directors Regular Meeting Minutes
Tuesday, November 19, 2024 - 6:00 P.M.
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

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

1. Call to Order

The Regular Meeting of November 19, 2024 of the Donner Summit Public Utility District Board of Directors was called to order at 6:00 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: 2000 Panorama Drive Panorama, BC V0A1T0, Canada

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 November 2024

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

B. Approve Regular Meeting Minutes for October 15, 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, October.** Reported.

7. Information - None

8. Action

- A. Receive a First Quarter Fiscal Year 2024-2025 Budget to Actual Report and Adopt a Resolution Approving Amendments to the Operating Budget to: Fund a Full Time Operator Position, Fund a Seasonal Operator Position, Increase Medical Expenses, and Recognize Increased Recycled Water Revenue**

Motion: Adopt Resolution 2024-26 Approving Amendments to the Operating Budget to: Fund a Full Time Operator Position, Fund a Seasonal Operator Position, Increase Medical Expenses, and Recognize Increased Recycled Water Revenue

By Phil Gamick
Second: Joni Kaufman

Roll Call Vote

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

Motion Carries

- B. Adopt a Resolution Approving a Professional Services Agreement with Woodard & Curran, Inc. in the Amount of \$96,150 for Renewal of the Waste Discharge Requirements for the Wastewater Treatment Plant**

Motion: Adopt Resolution 2024-27 Approving a Professional Services Agreement with Woodard & Curran, Inc. in the Amount of \$96,150 for Renewal of the Waste Discharge Requirements for the Wastewater Treatment Plant

By Joni Kaufman
Second: Dawn Parkhurst

Roll Call Vote

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

Motion Carries

C. Adopt a Resolution Accepting the Lake Angela Dam Tendon Tensioning Project as Complete and Directing Recording of the Notice of Completion

Motion: Adopt Resolution 2024-28 Accepting the Lake Angela Dam Tendon Tensioning Project as Complete and Directing Recording of the Notice of Completion

By: Phil Gamick

Second: Joni Kaufman

Roll Call Vote

Cathy Preis - Aye

Phil Gamick - Aye

Craig Combs - Aye

Joni Kaufman - Aye

Dawn Parkhurst - Aye

Motion Carries

D. Approve a Volunteer Operator-In-Training Program

Motion: Approve the Volunteer Operator in Training Program

By: Phil Gamick

Second: Joni Kaufman

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

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 6:56 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 – December 17, 2024

Regular Meeting – January 21, 2025

Regular Meeting – February 18, 2025

Respectfully Submitted,

Deleane Mehler

Deleane Mehler
Administrative Assistant

Agenda Item: 5C

Safety / Plant Training

Donner Summit PUD WWTP

- **Safety Topics :** November 2024
 - Safe Winter Driving

- **Training Notes :**
 - DVD

Attendance :

1. Justin Vosburgh

2. Sean Patrick



3. Josh Shelton



4. Jim King



5. Deleane Mehler



6. Steve Palmer



7. Paul Schott



Agenda Item: 6A



STAFF REPORT

TO: Board of Directors

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

SUBJECT: General Manager Report

Project Updates

Solar Evaluation

Design under revision by Centrica.

Administration

- Operator-In-Training Recruitment open and closes January 14, 2025.
- Initiated website update and conversion to Streamline.

Upcoming Board Items

January

- Audit Findings
- Conflict of Interest Code
- Ultrasonic Algae Removal System for Lake Angela

Agenda Item: 6B

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

NOVEMBER 2024

Donner Summit Public Utility District Waste Water Flow Data

December 17, 2024
Agenda Item: 6B

MONTH OF November 2024		DSPUD Influent	SLCWD Influent	Total Plant Influent	Total Plant EFF River	Total Plant EFF Recycled	Total Plant EFF Snow Delivery	DSPUD Fresh Water Treated	SLCWD Fresh Water Treated	Weather	Comments	
DATE	DAY	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	Cond		
11/01/24	FRI	0.17952	0.01548	0.19500	0.1530	0.0116	0.0060	0.178	0.0788	Pt Cloudy	2" Snow	
11/02/24	SAT	0.15275	0.02225	0.17500	0.1730	0.0116	0.0130	0.126	0.0000	Snow		
11/03/24	SUN	0.19342	0.01858	0.21200	0.2020	0.0116	0.0060	0.180	0.0000	Pt Cloudy		
11/04/24	MON	0.13384	0.01716	0.15100	0.1350	0.0116	0.0000	0.154	0.0475	Clear		
11/05/24	TUE	0.12808	0.02492	0.15300	0.1330	0.0116	0.0030	0.154	0.0453	Clear		
11/06/24	WED	0.15396	0.02504	0.17900	0.1670	0.0116	0.0080	0.163	0.0467	Clear/Windy		
11/07/24	THU	0.13816	0.04684	0.18500	0.1590	0.0116	0.0000	0.110	0.0337	Clear		
11/08/24	FRI	0.15308	0.01692	0.17000	0.1520	0.0116	0.0000	0.141	0.0000	Clear		
11/09/24	SAT	0.15766	0.02434	0.18200	0.1520	0.0116	0.0000	0.227	0.0000	Clear		
11/10/24	SUN	0.11956	0.02444	0.14400	0.1560	0.0116	0.0000	0.226	0.0000	Clear		
11/11/24	MON	0.14573	0.01927	0.16500	0.1430	0.0116	0.0000	0.188	0.0663	Clear/Snow		1" Snow
11/12/24	TUE	0.13012	0.01688	0.14700	0.0340	0.0116	0.0310	0.201	0.0408	Snow		3" Snow
11/13/24	WED	0.15531	0.01469	0.17000	0.0000	0.0116	0.0000	0.236	0.0578	Pt Cloudy		
11/14/24	THU	0.16026	0.01374	0.17400	0.0000	0.0116	0.0000	0.102	0.0388	Pt Cloudy		
11/15/24	FRI	0.09833	0.01267	0.11100	0.1440	0.0000	0.0250	0.068	0.0000	Cloudy/Snow		2" Snow
11/16/24	SAT	0.09993	0.01607	0.11600	0.1090	0.0000	0.0210	0.198	0.0000	Clear		
11/17/24	SUN	0.16571	0.01729	0.18300	0.1570	0.0000	0.0240	0.200	0.0000	Cloudy/Snow		
11/18/24	MON	0.14343	0.02157	0.16500	0.1550	0.0000	0.0390	0.142	0.0444	Clear		
11/19/24	TUE	0.10564	0.02536	0.13100	0.1250	0.0000	0.0120	0.154	0.0569	Cloudy		
11/20/24	WED	0.17136	0.02664	0.19800	0.1500	0.0000	0.0000	0.280	0.0441	Snow		7" Snow
11/21/24	THU	0.18358	0.02942	0.21300	0.1710	0.0000	0.0000	0.226	0.0587	Rain		
11/22/24	FRI	0.14880	0.02820	0.17700	0.2150	0.0000	0.0000	0.198	0.0000	Snow		6" Snow
11/23/24	SAT	0.19056	0.03444	0.22500	0.2290	0.0000	0.0520	0.165	0.0814	Clear		
11/24/24	SUN	0.12517	0.03183	0.15700	0.1490	0.0000	0.0500	0.186	0.0000	Cloudy		
11/25/24	MON	0.13799	0.03201	0.17000	0.1650	0.0000	0.0500	0.124	0.0691	Cloudy/Snow		2" Snow
11/26/24	TUE	0.16166	0.03234	0.19400	0.1310	0.0000	0.0010	0.262	0.1149	Cloudy		
11/27/24	WED	0.18794	0.03406	0.22200	0.2120	0.0000	0.0470	0.129	0.0354	Clear		
11/28/24	THU	0.18739	0.03961	0.22700	0.2080	0.0000	0.0280	0.122	0.0000	Clear		
11/29/24	FRI	0.20757	0.04243	0.25000	0.2340	0.0000	0.0000	0.187	0.0565	Clear		
11/30/24	SAT	0.16949	0.04051	0.21000	0.2050	0.0000	0.0000	0.159	0.0000	Clear		
11/2024 Daily Totals		4.58603	0.76497	5.35100	4.5180	0.1623	0.416	5.1860	1.0170	2023	1" Snow	
11/2024 Totalizer Total		4.58603	0.76497	5.35100	4.5180	0.1623	0.416	5.1860	1.0170			
Difference		0.00000	0.00000	0.00000	0.0000	0.0000	N/A	0.0000	0.0000			
Percentage Difference		0.00%	0.000%	0.000%	0.000%	-0.010%	N/A	0.000%	0.000%			
11/2024 AVG/DAY		152,868	25,499	178,367	150,600	10,820	13,867	172,867	33,900			
Percentage Flow SLCWD			14.296%									
11/2023 Totalizer Total		3.23077	0.90523	4.13600	2.9500	1.076	0.982	4.3390	0.980500			
11/2023 AVG/DAY		107,692	30,174	137,867	98,333	35,867	32,733	144,633	32,683			
Percentage Flow SLCWD			21.887%									

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: November 2024

Operations WWTP

- ◆ Discharged 4.5 MG to River, 0.4 MG to Snow Making and 0.2 MG to Recycled Water.
- ◆ Continued ammonia feed to the reactors in preparation for winter operation with staff making multiple adjustments.
- ◆ Staff conducted sewer line inspections at 5740 and 5748 Tiger Lily Ct.
- ◆ Drained back the snow making supply line on multiple occasions to keep it from freezing.



- ◆ Received delivery of the PistonBully snowplow for winter use.



- ◆ Processed 2 USA dig tickets.

Operations Water Plant

- ◆ Had the annual inspection by Division of Safety of Dams.
- ◆ Completed and sent out monthly potable water reports to DDW.
- ◆ Staff had a meeting with the state inspectors for the water plant to discuss possible noncompliance issues that came out in their report.
- ◆ Notified customers of a water leak on their side of the meter at 21296 Donner Pass Road.
- ◆ Assisted a customer with trying to find their fire sprinkler shut off. Staff was unable to locate.
- ◆ Staff continued to make multiple adjustments to the treatment process in efforts to keep up with the lakes changing conditions.
- ◆ 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
10/31/24	7184.4	67.5
11/15/24	7183.5	66.5

Repairs and Maintenance WWTP

- ◆ Conducted annual loader mounted snowblower maintenance.



- ◆ Fueled the standby generators at N-1, N-2 and L-8.

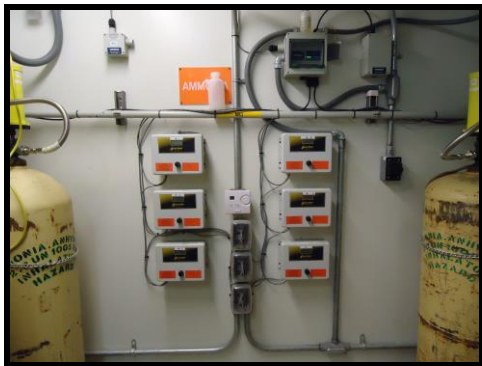
- ◆ Assisted EMCOR with the annual maintenance and any needed repairs to the heat exchangers.
- ◆ Cleaned and calibrated membrane turbidity meters.



- ◆ Replaced thermostats on membrane building heaters.
- ◆ Installed chains on the loader.



- ◆ Installed new batteries in the auto shutoff valves for the ammonia feed system.



- ◆ Trouble shot issues with the plant waste station level transducer.

Repairs and Maintenance WTP

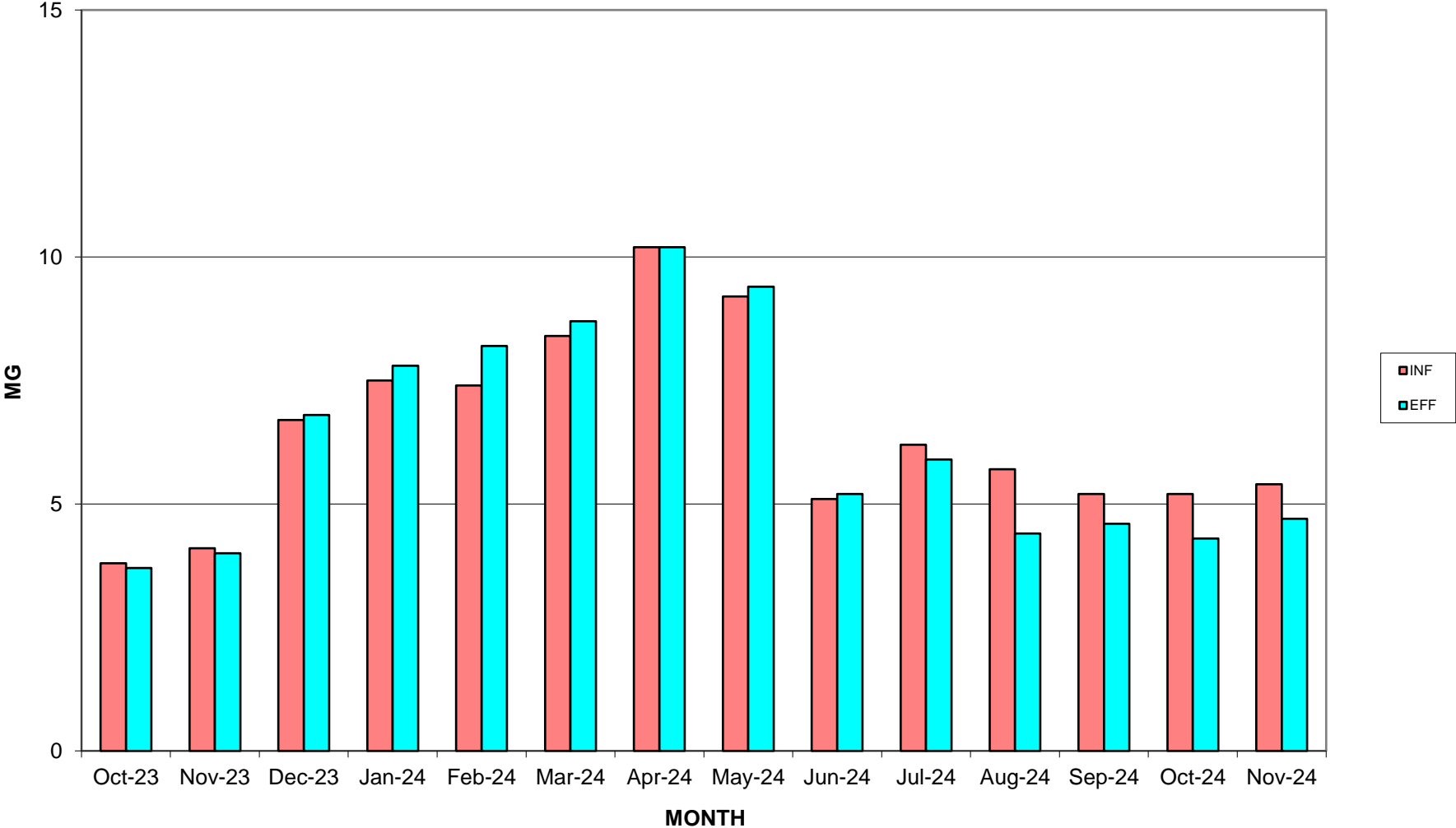
- ◆ Finished adding media to both water filters to get them back to normal capacity.



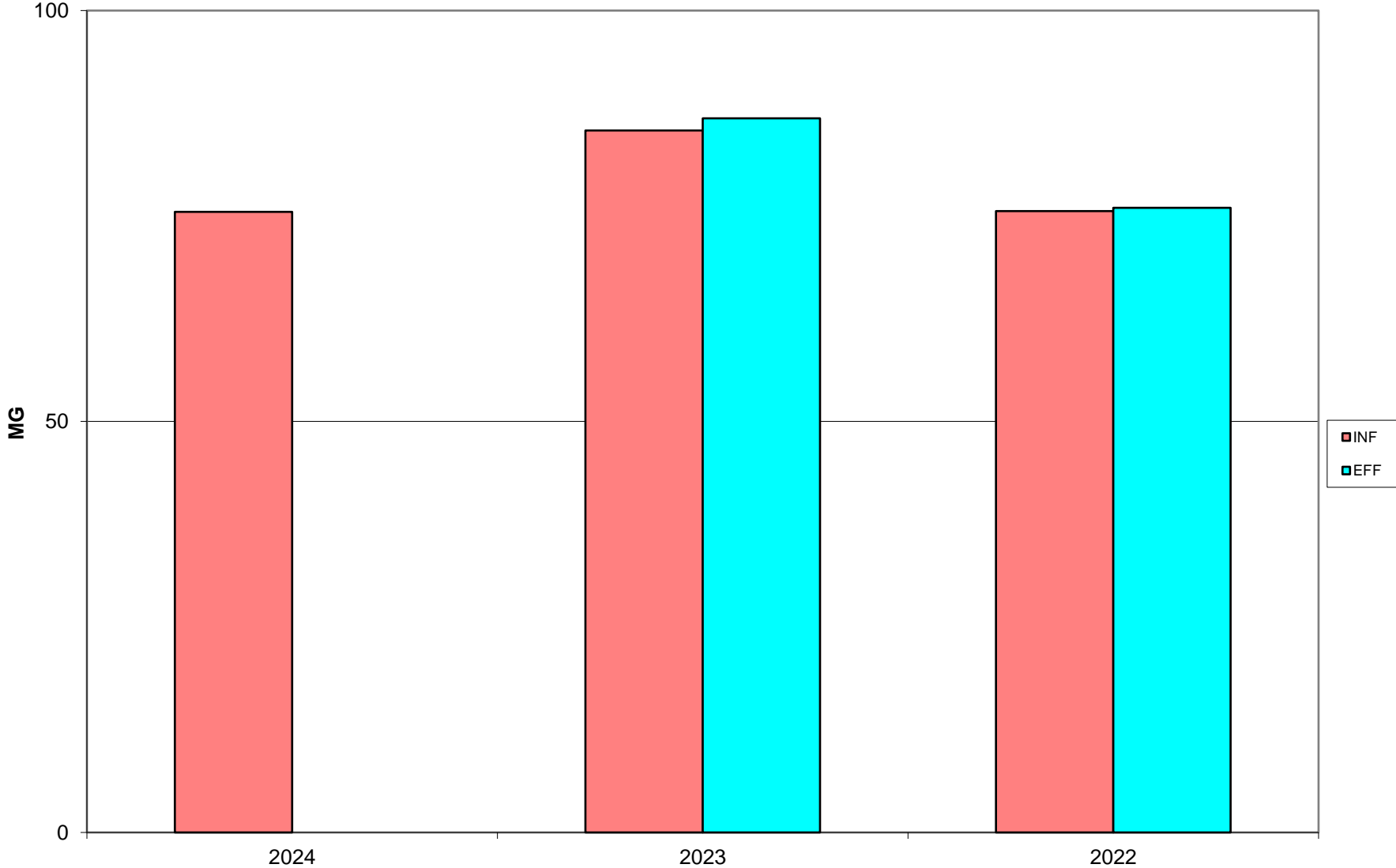
Laboratory

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

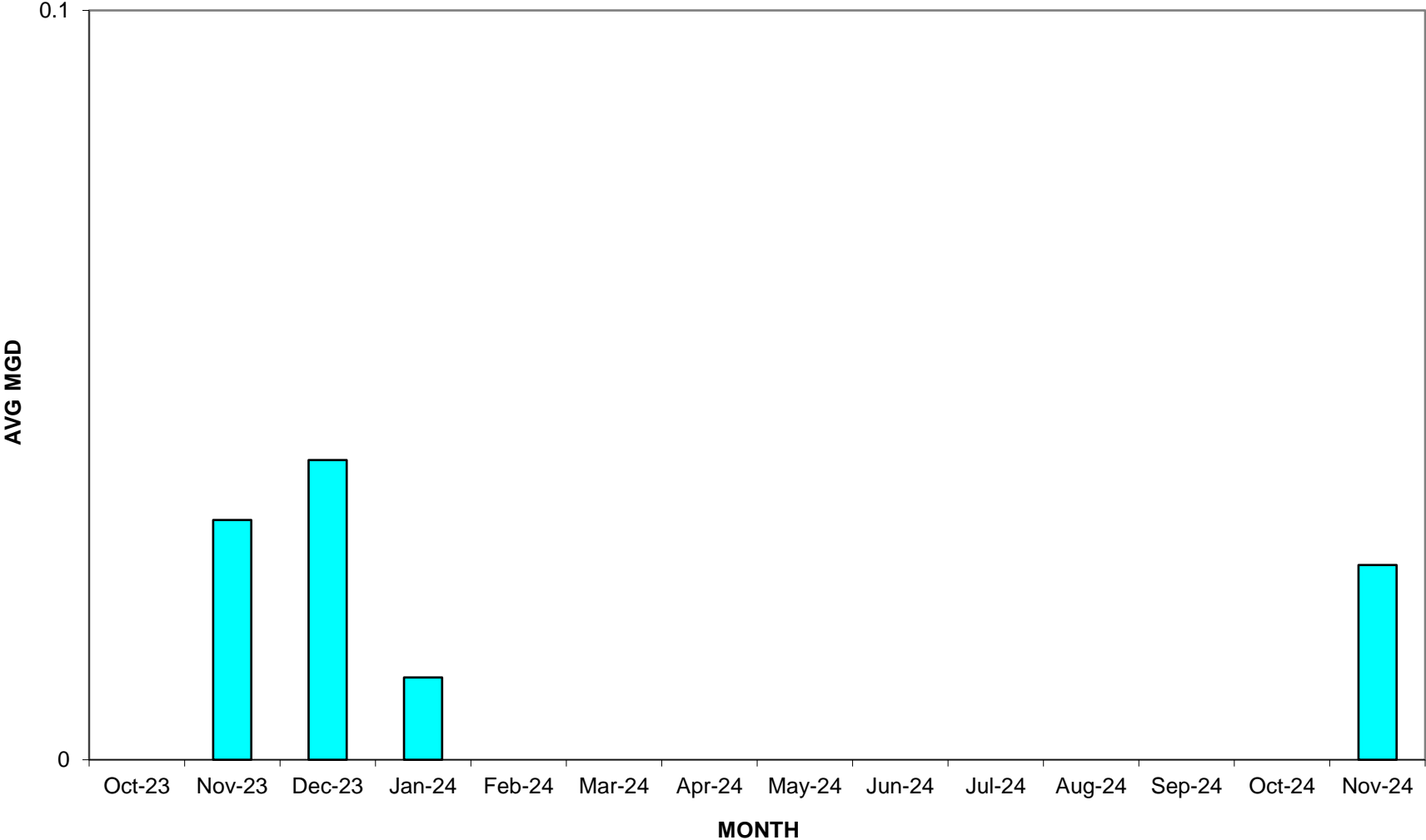
**DONNER SUMMIT PUD WWTP
TOTAL INFLUENT FLOW TO TOTAL
EFFLUENT FLOW YEAR 2023/2024**



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



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



Agenda Item: 7C

Board Meeting Schedule 2025

January 21, 2025

February 18, 2025

March 18, 2025

April 15, 2025

May 20, 2025

June 17, 2025

July 15, 2025

August 19, 2025

September 16, 2025

October 21, 2025

November 18, 2025

December 16, 2025