

**Donner Summit Public Utility District  
Board of Directors Regular Meeting  
Agenda  
Tuesday, September 19, 2023 - 6:00 P.M.  
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

The Public is welcome to attend in person or participate by Zoom Webinar: Meeting ID 853 5982 8426, Password:316939

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 September 2023**

- 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 15, 2023**

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

**6. Department Reports**

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

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

**7. Information - None**

**8. Action**

- A. Consider Change of District Banking from Wells Fargo Bank to Five Star Bank**
- B. Review and Comment on Draft Water Shortage Contingency Plan**
- C. Declare Polaris Ranger Crew 800EFI Utility Vehicle as Surplus and Authorize Sale**
- D. Approve District Participation in California Water/Wastewater Agency Response Network**

**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 – October 17, 2023
- Regular Meeting – November 21, 2023
- Regular Meeting – December 19, 2023

We certify that on September 15, 2023, a copy of this agenda was posted in public view at 53823 Sherritt Lane Soda Springs, California, and the Soda Springs General Store.

*Deleane Mehler*

Deleane Mehler  
Administrative Assistant

*Steven Palmer*

Steven Palmer  
General Manager

## Agenda Item: 5A.1

**Donner Summit Public Utility District**

**Check List**

All Bank Accounts  
 August 9, 2023

Check Number	Check Date	Payee	Amount
<b>Vendor Checks</b>			
11747	08/09/23	AERZEN USA CORPORATION	430.44
11748	08/09/23	APS ENVIRONMENTAL	29,514.25
11749	08/09/23	CREATIVE TECHNOLOGIES	450.00
11750	08/09/23	EMPLOYER DRIVEN SOLUTIONS	1,865.45
11751	08/09/23	EVERS LAW GROUP	610.50
11752	08/09/23	GRAINGER	9.01
11753	08/09/23	HANSFORD ECONOMIC CONSULTING, LLC	873.75
11754	08/09/23	KNOWLEDGE SOLUTIONS	3,096.00
11755	08/09/23	NATIONAL LIFE INSURANCE CO.	62.17
11756	08/09/23	SCHAELENE ROLLINS	1,413.75
11757	08/09/23	SIERRA MOUNTAIN PIPE & SUPPLY	492.21
11758	08/09/23	SIERRA MOUNTAIN PIPE & SUPPLY	76.25
11759	08/09/23	SUMMIT HOME CARE	200.00
11760	08/09/23	TAHOE TRUCKEE SIERRA DISPOSAL	3,675.00
11761	08/09/23	TAHOE TRUCKEE SIERRA DISPOSAL-BIN	628.06
11762	08/09/23	THATCHER COMPANY OF NEVADA, INC.	4,298.43
11763	08/09/23	THATCHER COMPANY OF NEVADA, INC.	818.70
11764	08/09/23	THATCHER COMPANY OF NEVADA, INC.	4,604.65
11765	08/09/23	TRUCKEE AUTO PARTS	80.68
11766	08/09/23	TRUCKEE AUTO PARTS	43.58
11767	08/09/23	TRUCKEE AUTO PARTS	134.19
11768	08/09/23	TRUCKEE AUTO PARTS	66.12
11769	08/09/23	USA BLUEBOOK	234.90
<b>Vendor Check Total</b>			<u>53,678.09</u>
<b>Check List Total</b>			<u>53,678.09</u>

Check count = 23

**Donner Summit Public Utility District  
 Check List**

Cash in Bank - Ckg Wells Fargo  
 August 23, 2023

Check Number	Check Date	Payee	Amount
<b>Vendor Checks</b>			
11770	08/23/23	AT&T	46.23
11771	08/23/23	AUERBACH ENGINEERING CORP	21,311.50
11772	08/23/23	BARNARD, VOGLER & CO.	5,134.14
11773	08/23/23	BLUE SHIELD OF CALIFORNIA	11,990.95
11774	08/23/23	CORBIN WILLITS SYSTEMS, INC.	474.50
11775	08/23/23	EOSi	12,617.74
11776	08/23/23	EOSi	12,411.47
11777	08/23/23	EOSi	12,116.74
11778	08/23/23	FED-EX	8.74
11779	08/23/23	FED-EX	8.74
11780	08/23/23	GEI CONSULTANTS	7,888.25
11781	08/23/23	HUMANA DENTAL INS. CO.	1,456.26
11782	08/23/23	JENFITCH INC.	6,095.85
11783	08/23/23	JORGENSEN CO. / SOLON FIRE CONTROL	969.16
11784	08/23/23	KNOWLEDGE SOLUTIONS	70.00
11785	08/23/23	MAPCOMMUNICATIONS	58.00
11786	08/23/23	MOUNTAIN HARDWARE & SPORTS	55.18
11787	08/23/23	MOUNTAIN HARDWARE & SPORTS	15.13
11788	08/23/23	PARAGON PEST CONTROL	65.00
11789	08/23/23	PG&E COMPANY	29,288.31
11790	08/23/23	PG&E COMPANY	758.40
11791	08/23/23	PG&E COMPANY	27.99
11792	08/23/23	PITNEY BOWES PURCHASE POWER	642.40
11793	08/23/23	PRINCIPAL LIFE INSURANCE COMPANY	848.96
11794	08/23/23	SMALL POND MARKETING ARTS & DESIGN	145.00
11795	08/23/23	THE OFFICE BOSS, INC.	472.09
11796	08/23/23	TRANSAMERICA LIFE INSURANCE	194.19
11797	08/23/23	TRUCKEE AUTO PARTS	55.20
11798	08/23/23	ULINE	106.08
11799	08/23/23	USA BLUEBOOK	493.17
11800	08/23/23	USA BLUEBOOK	991.67
11801	08/23/23	USA BLUEBOOK	599.97
11802	08/23/23	USA BLUEBOOK	522.48
11803	08/23/23	WESTERN STATES TRAIL FOUNDATION	965.41
11804	08/23/23	WOODARD & CURRAN	1,837.50
11805	08/23/23	WOODARD & CURRAN	1,502.50
<b>Vendor Check Total</b>			<u>132,244.90</u>
<b>Check List Total</b>			<u>132,244.90</u>

Check count = 36

## Agenda Item: 5A.2

# PAYROLL JOURNAL

September 19, 2023  
Agenda Item: 5A2

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS	
	DESCRIPTION	RATE	HOURS	EARNINGS REIMB & OTHER PAYMENTS				
**** 30 WATER SEWER King, James R 49	Regular			6,458.66	Social Security	406.64	150.00	Direct Deposit # 4590
	Life Ins Reimb Txble			100.00	Medicare	95.10	1,292.31	Check Amt 0.00
	Vacation		M23.0000		Fed Income Tax	838.85	454.24	Chkg 730 2,369.70
	Sick Accr-Memo				CA Income Tax	438.55	454.24	
	Vacation -Memo				CA Disability	59.03		
					M1.85			
					M4.62			
<b>EMPLOYEE TOTAL</b>						1,838.17	2,350.79	Net Pay 2,369.70
Patrick, Sean M 59	Regular	51:0800	69:7500	3,562.83	Social Security	313.27	150.00	Direct Deposit # 4591
	Overtime	76:6200	8:5000	651.27	Medicare	73.26	37.41	Check Amt 0.00
	Sick	51:0800	10:2500	523.57	Fed Income Tax	592.40		Chkg 717 3,497.14
	Stand By			315.00	CA Income Tax	343.72		
					CA Disability	45.47		
<b>EMPLOYEE TOTAL</b>						1,368.12	187.41	Net Pay 3,497.14
Schott, Paul A 14	Regular	54:0500	70:0000	3,783.50	Social Security	331.80	850.00	Direct Deposit # 4592
	Overtime	81:0750	6:0000	486.45	Medicare	77.60	150.00	Check Amt 0.00
	Double Time	108:1000	2:0000	216.20	Fed Income Tax	778.09		Chkg 019 2,813.30
	Life Ins Reimb Txble			100.00	CA Income Tax	302.70		
	Stand By			225.00	CA Disability	48.16		
	Vacation	54:0500	10:0000	540.50				
	Sick Accr-Memo Vacation -Memo				M1.85 M6.15			
<b>EMPLOYEE TOTAL</b>						1,538.35	1,000.00	Net Pay 2,813.30
Shelton, Joshua M... 64	Regular	37:6000	79:2500	2,979.80	Social Security	186.50	50.00	Direct Deposit # 4593
	Sick	37:6000	0:7500	28.20	Medicare	43.62		Check Amt 0.00
					Fed Income Tax	250.57		Chkg 722 2,305.46
				CA Income Tax	144.78			
				CA Disability	27.07			
<b>EMPLOYEE TOTAL</b>						652.54	50.00	Net Pay 2,305.46
Vosburgh, Justin E 57	Regular	55:7000	76:0000	4,233.20	Social Security	411.75	200.00	Direct Deposit # 4594
	Overtime	83:5500	16:0000	1,336.80	Medicare	96.30	35.00	Check Amt 0.00
	Double Time	111:4000	6:0000	668.40	Fed Income Tax	821.72	171.34	Chkg 400 4,343.21
	Stand By			180.00	CA Income Tax	502.11		
	Vacation	55:7000	4:0000	222.80	CA Disability	59.77		
<b>EMPLOYEE TOTAL</b>						1,891.65	406.34	Net Pay 4,343.21
**** 40 BOARD MEMBER Combs, William C 68	Board Meet			250.00	Social Security	44.72		Direct Deposit # 4595
	Health Stipend			471.34	Medicare	10.46		Check Amt 0.00
					CA Income Tax	7.20		Chkg 718 652.47
				CA Disability	6.49			
<b>EMPLOYEE TOTAL</b>						68.87		Net Pay 652.47
Gamick, Philip 28	Board Meet			250.00	Social Security	73.03		Direct Deposit # 4596
	Health Stipend			927.84	Medicare	17.08		Check Amt 0.00
					Fed Income Tax	61.25		Chkg 486 1,002.91
				CA Income Tax	12.97			
				CA Disability	10.60			
<b>EMPLOYEE TOTAL</b>						174.93		Net Pay 1,002.91

# PAYROLL JOURNAL

September 19, 2023  
Agenda Item: 5A2

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	HOURS	EARNINGS REIMB & OTHER PAYMENTS			
**** 40 BOARD MEMBER (cont.) Kaufman, Joan B 67	Board Meet Health Stipend			275:00 1,142:19	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	87:87 20:55 97:68 29:02 12:75	Direct Deposit # 4597 Check Amt 0:00 Chkg 974 1,169:32
	EMPLOYEE TOTAL			1,417:19		247:87	Net Pay 1,169:32
Parkhurst, Dawn E 66	Board Meet Health Stipend			250:00 743:18	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	61:58 14:40 296:80 13:18 8:94	Direct Deposit # 4598 Check Amt 0:00 Chkg 495 598:28
	EMPLOYEE TOTAL			993:18		394:90	Net Pay 598:28
Preis, Cathy 44	Board Meet Health Stipend			300:00 710:06	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	62:62 14:65 68:67 7:63 9:09	Direct Deposit # 4599 Check Amt 0:00 Chkg 011 847:40
	EMPLOYEE TOTAL			1,010:06		162:66	Net Pay 847:40
**** 50 ADMIN Mehler, Deleane 51	Regular Vacation	44:2700 44:2700	76:0000 4:0000	3,364:52 177:08	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	219:58 51:36 532:25 194:25 31:87	Direct Deposit # 4600 Check Amt 0:00 Chkg 963 2,064:99
	CHECK 1 TOTAL		80:0000	3,541:60		1,029:31	447:30 Net Pay 2,064:99
	Vacation	44:2700	40:0000	1,770:80	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	109:79 25:67 179:80 47:16 15:94	Direct Deposit # 4601 Check Amt 0:00 Chkg 963 1,392:44
	CHECK 2 TOTAL		40:0000	1,770:80		378:36	Net Pay 1,392:44
	EMPLOYEE TOTAL			120:0000	5,312:40	1,407:67	447:30 Net Pay 3,457:43
Palmer, Steven V 65	Regular			7,456:04	Social Security Medicare Fed Income Tax CA Income Tax CA Disability	462:28 108:11 1,259:41 584:27 67:10	457 201:93 Direct Deposit # 4602 Check Amt 0:00 Chkg 779 3,984:94 Savg 217 788:00
	EMPLOYEE TOTAL			7,456:04	2,481:17	201:93	Net Pay 4,772:94
<b>COMPANY TOTALS</b> 12 Person(s) 13 Transaction(s)	Regular Double Time Overtime		371:0000 8:0000 30:5000	31,838:55 884:60 2,474:52	Social Security Medicare Fed Income Tax	2,771:43 648:16 5,777:49	457 1,701:93 Credit Un 2 150:00 Garnishment 1,292:31 Check Amt 0:00 Dir Dep 27,829:56

# PAYROLL JOURNAL

September 19, 2023  
Agenda Item: 5A2

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS			
	DESCRIPTION	RATE	HOURS	EARNINGS	REIMB & OTHER PAYMENTS					
	Board Meet			1,325:00		CA Income Tax	2,627:54	Life Ins EE Post	72:41	
	Health Stipend			3,994:61		CA Disability	402:28	Loan 2	869:10	
	Life Ins Reimb Txble			200:00				Loan Payment	558:02	
	Sick		11:0000	551:77						
	Stand By			720:00						
	Vacation		81:0000	2,711:18						
	Sick Accr-Memo				3:70					
	Vacation -Memo				10:77					
	COMPANY TOTAL		501:5000	44,700:23			12,226:90	4,643:77	Net Pay	27,829:56
						<i>Employer Liabilities</i>				
						Social Security	2,771:42			
						Medicare	648:16			
						Fed Unemploy	5:28			
						CA Unemploy	54:50			
					TOTAL	EMPLOYER LIABILITY	3,479:36			
						TOTAL TAX LIABILITY	15,706:26			
(IC) = Independent Contractor										

# PAYROLL JOURNAL

September 19, 2023  
Agenda Item: 5A2

0085 0085-T591 Donner Summit Public Utility

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS	
	DESCRIPTION	RATE	HOURS	EARNINGS				REIMB & OTHER PAYMENTS
**** 30 WATER SEWER King, James R 49	Regular			6,458.66				
	Vacation		M1:0000					
	Sick Accr-Memo				M1.85			
	Vacation -Memo				M4.62			
	<b>EMPLOYEE TOTAL</b>		1:0000	6,458.66		1,795.39	1,896.55	Direct Deposit # 4603 <b>Check Amt</b> 0:00 Chkg 730 2,766.72
Patrick, Sean M 59	Regular	51:0800	65:5000	3,345.74				
	Overtime	76:6200	10:7500	823.67				
	Sick	51:0800	14:5000	740.66				
	Stand By			360.00				
	<b>EMPLOYEE TOTAL</b>		90:7500	5,270.07		1,456.77	150:00	Net Pay 3,663.30 Direct Deposit # 4604 <b>Check Amt</b> 0:00 Chkg 717 3,663.30
Schott, Paul A 14	Sick	54:0500	10:0000	540.50				
	Vacation	54:0500	70:0000	3,783.50				
	Sick Accr-Memo				M1.85			
	Vacation -Memo				M6.15			
	<b>EMPLOYEE TOTAL</b>		80:0000	4,324.00		1,106.66	1,000:00	Net Pay 2,217.34 Direct Deposit # 4605 <b>Check Amt</b> 0:00 Chkg 019 2,217.34
Shelton, Joshua M... 64	Regular	37:6000	80:0000	3,008.00				
	<b>EMPLOYEE TOTAL</b>		80:0000	3,008.00		652.52	50:00	Net Pay 2,305.48 Direct Deposit # 4606 <b>Check Amt</b> 0:00 Chkg 722 2,305.48
	Vosburgh, Justin E 57	Regular	55:7000	64:0000	3,564.80			
		Stand By			360.00			
		Vacation	55:7000	16:0000	891.20			
<b>CHECK 1 TOTAL</b>			80:0000	4,816.00		1,147.33	371:34	Net Pay 3,297.33 Direct Deposit # 4607 <b>Check Amt</b> 0:00 Chkg 400 3,297.33
Overtime		83:5500	22:0000	1,838.10				
Double Time	111:4000	2:0000	222.80					
<b>CHECK 2 TOTAL</b>		24:0000	2,060.90		346.06		Net Pay 1,714.84 Direct Deposit # 4608 <b>Check Amt</b> 0:00 Chkg 400 1,714.84	
**** 50 ADMIN Mehler, Deleane 51	Regular	44:2700	80:0000	3,541.60				
	<b>EMPLOYEE TOTAL</b>		104:0000	6,876.90		1,493.39	371:34	Net Pay 5,012.17 Direct Deposit # 4609 <b>Check Amt</b> 0:00 Chkg 963 2,065.00
	Social Security				219:57	457	100:00	
	Medicare				51:36	Loan 2	243:52	
	Fed Income Tax				532:25	Loan Payment	103:78	
CA Income Tax				194:25				
CA Disability				31:87				



## Agenda Item: 5A.3

DONNER SUMMIT PUBLIC UTILITY DISTRICT  
 SCHEDULE OF CASH AND DEBT RESTRICTED RESERVES  
 JULY 31, 2023

<u>Bank Account</u>	<u>Reserve</u>	<u>Book Balance</u>	<u>Reserves Restricted</u>
Wells Fargo - Checking		\$ (92,172.88)	
Wells Fargo - Deposit		1,176,490.01	
Wells Fargo - Savings		306,923.27	
Wells Fargo - Payroll		-	
LAIF		3,475.63	
	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		
	Big Bend Loan Fund - Loan 1		14,156.00
	Big Bend Loan Fund - Loan 2		5,814.00
	Sugar Bowl Expansion		134,155.99
<b>Totals</b>		<u>1,394,716.03</u>	<u>891,664.96</u>
Unrestricted Cash Available			<u>\$ 503,051.07</u>

## Agenda Item: 5A.4

DONNER SUMMIT PUBLIC UTILITY DISTRICT  
FINANCIAL STATEMENTS  
AND  
INDEPENDENT ACCOUNTANTS' COMPILATION REPORT  
JULY 31, 2023

DONNER SUMMIT PUBLIC UTILITY DISTRICT  
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JULY 31, 2023

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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 one month ended July 31, 2023 in accordance with the budgetary basis of accounting, and for determining that the budgetary basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or the completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

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

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

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

Reno, Nevada  
September 12, 2023

DONNER SUMMIT PUBLIC UTILITY DISTRICT  
 STATEMENT OF ACTIVITIES AND CHANGES IN NET POSITION - BUDGETARY BASIS  
 COMBINED BUSINESS-TYPE ACTIVITIES  
 FOR THE ONE MONTH ENDED JULY 31, 2023

	Water	Sewer	Treatment	Admin	Total
<b>Program Revenue</b>					
Water fees	\$ 172,518.09	\$ -	\$ -	\$ -	\$ 172,518.09
Sewer fees	-	143,470.61	430,411.84	-	573,882.45
Connection fees	-	-	-	-	-
Recycled water sales	-	-	-	-	-
Non-CFD revenue for WWTP loan	-	-	-	-	-
Sierra Lakes service	-	-	43,725.25	-	43,725.25
Big Bend service fees	7,770.00	-	-	-	7,770.00
Big Bend assessment	5,192.88	-	-	-	5,192.88
Total Program Revenue	<u>185,480.97</u>	<u>143,470.61</u>	<u>474,137.09</u>	<u>-</u>	<u>803,088.67</u>
<b>Expenses</b>					
Salaries-operations	12,352.48	10,387.33	33,407.85	21,441.61	77,589.27
Overtime	1,611.40	1,355.05	4,358.12	-	7,324.57
Employee benefits and taxes	4,953.21	3,270.05	11,517.19	7,897.64	27,638.09
Board expense	-	-	-	6,028.24	6,028.24
Professional fees	-	-	25.71	9,674.64	9,700.35
Dues and subscriptions	-	-	43.00	-	43.00
Fees, permits, certifications, leases	146.34	-	128.66	3,966.03	4,241.03
Training, education, travel	-	-	130.73	116.40	247.13
Insurance	4,210.74	3,540.85	11,388.14	1,007.35	20,147.08
Office supplies and miscellaneous	-	73.46	167.47	514.37	755.30
Utilities, communications, telemetry	6,678.62	2,043.53	22,356.93	2,621.45	33,700.53
Chemicals and lab supplies	5,117.13	-	25,609.53	-	30,726.66
Laboratory testing	-	-	-	-	-
Equipment maintenance and repair	728.07	-	1,424.14	-	2,152.21
Small equipment and rental	-	-	-	-	-
Operating supplies	-	-	-	747.65	747.65
Sludge removal	-	-	10,398.91	-	10,398.91
Vehicle maintenance, repair, fuel	1,029.56	3,088.70	572.63	-	4,690.89
Infiltration and inflow program	-	-	-	-	-
Facility maintenance and repair	2,877.58	-	1,102.33	65.00	4,044.91
Amortization of land lease	-	-	1,807.75	-	1,807.75
Debt service	-	-	-	-	-
Capital equipment	-	-	-	-	-
Sugar Bowl expansion	-	1,413.75	-	-	1,413.75
Capital projects	-	-	-	-	-
Total Expenses	<u>39,705.13</u>	<u>25,172.72</u>	<u>124,439.09</u>	<u>54,080.38</u>	<u>243,397.32</u>
<b>Excess (Deficiency) of Program Revenues Over Expenses</b>					
	145,775.84	118,297.89	349,698.00	(54,080.38)	559,691.35
<b>General Revenues</b>					
Interest revenue	-	-	-	291.00	291.00
CFD revenue for WWTP loan	-	-	-	-	-
Property tax	-	-	-	-	-
Other income	1,000.00	-	-	-	1,000.00
Grants	-	-	-	-	-
Total General Revenues	<u>1,000.00</u>	<u>-</u>	<u>-</u>	<u>291.00</u>	<u>1,291.00</u>
<b>Increase (Decrease) in Net Position</b>					
	<u>\$ 146,775.84</u>	<u>\$ 118,297.89</u>	<u>\$ 349,698.00</u>	<u>\$ (53,789.38)</u>	<u>\$ 560,982.35</u>
Net Position, Beginning of Year					<u>13,746,497.59</u>
Net Position, End of Period					<u>\$ 14,307,479.94</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 ONE MONTH ENDED JULY 31, 2023

	Actual Year to Date 7/31/23	Budget Total Fiscal Year 2024	Budget Percent Complete 7/31/23	Remaining Budget 7/31/23
<b>Program Revenue</b>				
Water fees	\$ 172,518.09	\$ 677,677.00	25.46%	\$ (505,158.91)
Connection fees	-	-	0.00%	-
Big Bend service fees	7,770.00	31,546.00	24.63%	(23,776.00)
Big Bend assessment	5,192.88	20,772.00	25.00%	(15,579.12)
Total Program Revenue	<u>185,480.97</u>	<u>729,995.00</u>	<u>25.41%</u>	<u>(544,514.03)</u>
<b>Expenses</b>				
Salaries-operations	12,352.48	129,183.00	9.56%	116,830.52
Overtime	1,611.40	13,295.00	12.12%	11,683.60
Employee benefits and taxes	4,953.21	52,477.00	9.44%	47,523.79
Professional fees	-	86,310.00	0.00%	86,310.00
Dues and subscriptions	-	680.00	0.00%	680.00
Fees, permits, certifications, leases	146.34	17,530.00	0.83%	17,383.66
Training, education, travel	-	1,000.00	0.00%	1,000.00
Insurance	4,210.74	47,700.00	8.83%	43,489.26
Office supplies and miscellaneous	-	550.00	0.00%	550.00
Utilities, communications, telemetry	6,678.62	50,309.00	13.28%	43,630.38
Chemicals and lab supplies	5,117.13	30,000.00	17.06%	24,882.87
Laboratory testing	-	5,000.00	0.00%	5,000.00
Equipment maintenance and repair	728.07	36,895.00	1.97%	36,166.93
Small equipment and rental	-	3,150.00	0.00%	3,150.00
Operating supplies	-	390.00	0.00%	390.00
Vehicle maintainance, repair, fuel	1,029.56	5,610.00	18.35%	4,580.44
Facility maintenance and repair	2,877.58	46,250.00	6.22%	43,372.42
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	-	27,451.00	0.00%	27,451.00
Capital projects	-	57,300.00	0.00%	57,300.00
Total Expenses	<u>39,705.13</u>	<u>649,238.00</u>	<u>6.12%</u>	<u>609,532.87</u>
<b>Excess of Program</b>				
Revenues Over Expenses	145,775.84	80,757.00	180.51%	65,018.84
<b>General Revenues</b>				
Property tax	-	30,213.00	0.00%	30,213.00
Other income	1,000.00	-	0.00%	(1,000.00)
Grants	-	20,400.00	100.00%	20,400.00
Total General Revenues	<u>1,000.00</u>	<u>50,613.00</u>	<u>100.00%</u>	<u>49,613.00</u>
Increase in Net Position	<u>\$ 146,775.84</u>	<u>\$ 131,370.00</u>	<u>111.73%</u>	<u>\$ 114,631.84</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 ONE MONTH ENDED JULY 31, 2023

	Actual Year to Date 7/31/23	Budget Total Fiscal Year 2024	Budget Percent Complete 7/31/23	Remaining Budget 7/31/23
Program Revenue				
Sewer fees	\$ 143,470.61	\$ 483,683.00	29.66%	\$ (340,212.39)
Connection fees	-	-	0.00%	-
Total Program Revenue	<u>143,470.61</u>	<u>483,683.00</u>	<u>29.66%</u>	<u>(340,212.39)</u>
Expenses				
Salaries-operations	10,387.33	108,631.00	9.56%	98,243.67
Overtime	1,355.05	11,180.00	12.12%	9,824.95
Employee benefits and taxes	3,270.05	44,649.00	7.32%	41,378.95
Fees, permits, certifications, leases	-	460.00	0.00%	460.00
Training, education and travel	-	300.00	0.00%	300.00
Insurance	3,540.85	40,111.00	8.83%	36,570.15
Office supplies and miscellaneous	73.46	550.00	13.36%	476.54
Utilities, communications, telemetry	2,043.53	30,512.00	6.70%	28,468.47
Chemicals and lab supplies	-	500.00	0.00%	500.00
Operating supplies	-	1,200.00	0.00%	1,200.00
Infiltration and inflow program	-	30,000.00	0.00%	30,000.00
Equipment maintenance and repair	-	21,600.00	0.00%	21,600.00
Vehicle maintenance, repair, fuel	3,088.70	5,410.00	57.09%	2,321.30
Facility maintenance and repair	-	7,640.00	0.00%	7,640.00
Capital equipment	-	20,500.00	0.00%	20,500.00
Sugar Bowl expansion	1,413.75	-	0.00%	(1,413.75)
Capital projects	-	28,200.00	0.00%	28,200.00
Total Expenses	<u>25,172.72</u>	<u>351,443.00</u>	<u>7.16%</u>	<u>326,270.28</u>
Net Revenue	<u>118,297.89</u>	<u>132,240.00</u>	<u>89.46%</u>	<u>13,942.11</u>
Excess of Program				
Revenues Over Expenses	118,297.89	132,240.00	89.46%	(13,942.11)
General Revenues				
Property tax	-	20,353.00	0.00%	(20,353.00)
Other income	-	-	0.00%	-
Total General Revenues	<u>-</u>	<u>20,353.00</u>	<u>0.00%</u>	<u>(20,353.00)</u>
Increase in Net Position	<u>\$ 118,297.89</u>	<u>\$ 152,593.00</u>	<u>77.53%</u>	<u>\$ (34,295.11)</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 ONE MONTH ENDED JULY 31, 2023

	Actual Year to Date 7/31/23	Budget Total Fiscal Year 2024	Budget Percent Complete 7/31/23	Remaining Budget 7/31/23
<b>Program Revenue</b>				
Sewer fees	\$ 430,411.84	\$ 1,531,662.00	28.10%	\$ (1,101,250.16)
Recycled water sales	-	-	0.00%	-
Non-CFD revenue for WWTP loan	-	281,044.00	0.00%	(281,044.00)
Sierra Lakes service	43,725.25	547,280.00	7.99%	(503,554.75)
<b>Total Program Revenue</b>	<b>474,137.09</b>	<b>2,359,986.00</b>	<b>20.09%</b>	<b>(1,885,848.91)</b>
<b>Expenses</b>				
Salaries-operations	33,407.85	349,380.00	9.56%	315,972.15
Overtime	4,358.12	35,957.00	12.12%	31,598.88
Employee benefits and taxes	11,517.19	143,601.00	8.02%	132,083.81
Professional fees	25.71	52,900.00	0.05%	52,874.29
Dues and subscriptions	43.00	2,200.00	1.95%	2,157.00
Fees, permits, certifications, leases	128.66	28,000.00	0.46%	27,871.34
Training, education, travel	130.73	3,120.00	4.19%	2,989.27
Insurance	11,388.14	129,006.00	8.83%	117,617.86
Office supplies and miscellaneous	167.47	2,248.00	7.45%	2,080.53
Utilities, communications, telemetry	22,356.93	458,000.00	4.88%	435,643.07
Chemicals and lab supplies	25,609.53	152,030.00	16.85%	126,420.47
Laboratory testing	-	26,043.00	0.00%	26,043.00
Small equipment and rental	-	1,240.00	0.00%	1,240.00
Operating supplies	-	375.00	0.00%	375.00
Equipment maintenance and repair	1,424.14	19,420.00	7.33%	17,995.86
Vehicle maintenance, repair, fuel	572.63	17,520.00	3.27%	16,947.37
Sludge removal	10,398.91	22,340.00	46.55%	11,941.09
Facility maintenance and repair	1,102.33	65,580.00	1.68%	64,477.67
Amortization of land lease	1,807.75	21,693.00	8.33%	19,885.25
WWTP loan	-	719,191.00	0.00%	719,191.00
Capital equipment	-	68,886.00	0.00%	68,886.00
<b>Total Expenses</b>	<b>124,439.09</b>	<b>2,318,730.00</b>	<b>5.37%</b>	<b>2,194,290.91</b>
<b>Excess of Program</b>				
Revenues Over Expenses	349,698.00	41,256.00	847.63%	308,442.00
<b>General Revenues</b>				
CFD revenue for WWTP loan	-	290,593.00	0.00%	(290,593.00)
Property tax	-	86,800.00	0.00%	(86,800.00)
Other income	-	50,000.00	0.00%	(50,000.00)
<b>Total General Revenues</b>	<b>-</b>	<b>427,393.00</b>	<b>0.00%</b>	<b>(427,393.00)</b>
<b>Increase in Net Position</b>	<b>\$ 349,698.00</b>	<b>\$ 468,649.00</b>	<b>74.62%</b>	<b>\$ 118,951.00</b>

DONNER SUMMIT PUBLIC UTILITY DISTRICT  
STATEMENT OF ACTIVITIES AND CHANGES IN NET POSITION - BUDGETARY BASIS  
BUDGET AND ACTUAL  
BUSINESS-TYPE ACTIVITY - ADMIN  
FOR THE ONE MONTH ENDED JULY 31, 2023

	Actual Year to Date 7/31/23	Budget Total Fiscal Year 2024	Budget Percent Complete 7/31/23	Remaining Budget 7/31/23
<b>Program Revenue</b>				
Service Fees	\$ -	\$ -	-	\$ -
<b>Total Program Revenue</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Expenses</b>				
Salaries-operations	21,441.61	287,755.00	7.45%	266,313.39
Overtime	-	3,522.00	0.00%	3,522.00
Employee benefits and taxes	7,897.64	130,669.00	6.04%	122,771.36
Board expense	6,028.24	72,245.00	8.34%	66,216.76
Professional fees	9,674.64	111,600.00	8.67%	101,925.36
Dues and subscriptions	-	11,400.00	0.00%	11,400.00
Fees, permits, certifications, leases	3,966.03	13,240.00	29.95%	9,273.97
Training, education, travel	116.40	3,000.00	3.88%	2,883.60
Insurance	1,007.35	11,411.00	8.83%	10,403.65
Office supplies and miscellaneous	514.37	9,000.00	5.72%	8,485.63
Utilities, communications, telemetry	2,621.45	34,871.00	7.52%	32,249.55
Equipment maintenance and repair	-	-	0.00%	-
Operating supplies	747.65	2,080.00	35.94%	1,332.35
Facility maintenance and repair	65.00	10,280.00	0.63%	10,215.00
Capital equipment	-	7,500.00	0.00%	7,500.00
<b>Total Expenses</b>	<u>54,080.38</u>	<u>708,573.00</u>	<u>7.63%</u>	<u>654,492.62</u>
<b>Deficiency of Program Revenues Over Expenses</b>	<u>(54,080.38)</u>	<u>(708,573.00)</u>	<u>7.63%</u>	<u>654,492.62</u>
<b>General Revenues</b>				
Interest revenue	291.00	2,000.00	14.55%	(1,709.00)
Other income	-	9,000.00	0.00%	(9,000.00)
Grants	-	-	0.00%	-
<b>Total General Revenues</b>	<u>291.00</u>	<u>11,000.00</u>	<u>2.65%</u>	<u>(10,709.00)</u>
<b>Decrease in Net Position</b>	<u>\$ (53,789.38)</u>	<u>\$ (697,573.00)</u>	<u>7.71%</u>	<u>\$ 643,783.62</u>

SUPPLEMENTARY INFORMATION

DONNER SUMMIT PUBLIC UTILITY DISTRICT  
SCHEDULE OF BIG BEND TRANSACTIONS  
FOR THE ONE MONTH ENDED JULY 31, 2023

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Revenue	\$	12,962.88
Expenses		
Fees and permits		-
Telephone		259.28
Interest		-
Loan principal		-
Electricity		28.71
Repairs and maintenance		-
		<hr/>
Total expenses		287.99
		<hr/>
Excess of revenue over expenses	\$	<u>12,674.89</u>

## Agenda Item: 5B

**Donner Summit Public Utility District  
Board of Directors Regular Meeting  
Minutes  
Tuesday, August 15, 2023 - 6:00 P.M.  
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

**STAFF PRESENT:** Steven Palmer, General Manager; Jim King, Plant Manager;  
Deleane Mehler, Office Assistant

**OTHERS PRESENT:** Geoffrey O. Evers, General Counsel, by Zoom,

**1. Call to Order**

The Regular Meeting of August 15, 2023 of the Donner Summit Public Utility District Board of Directors was called to order at 6:05 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 - via Zoom from 1021 Cliff Dr. Apt. 14, Santa Barbara, CA 93109
Craig Combs, Director	- Present

**3. Clear the Agenda- None**

**4. Public Participation –** *This is time set aside for the public to address the Board on any matter not on the agenda. Comments related to any item already on the agenda should be addressed at the time that that item is considered. Each speaker will be limited to five minutes, but speaker time may be reduced at the discretion of the Board President if there are a large number of speakers on any given subject.* None.

**5. Consent Calendar**

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

**A. Approve Finance Report for August 2023**

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

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

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

**D. Approve Purchase of Membrane Permeate Pump and Ultraviolet Light Wipers in the Amounts of \$25,000 and \$16,896, Respectively**

**E. Approve Sludge Heat Exchanger Preventative Maintenance Agreement with EMCOR Services for Five Years in the Total Amount of \$143,601**

**Motion: Accept the Consent Calendar**

By: Craig Combs

Second: Phil Gamick

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, July. Reported.**

**7. Information**

**A. Fiscal Year 2022/2023 Budget to Actual Report (Unaudited).** Steve Palmer presented the Fiscal Year 2022/2023 Budget to actual Report (Unaudited) to the Board of Directors.

**8. Action**

**A. Declare Tucker Snow Cat as Surplus, Authorize Sale at Auction, and Approve Rental of Snow Removal Equipment for \$48,800**

**Motion: Adopt Resolution 2023-16 a Resolution of the Board of Directors of the Donner Summit Public Utility District Declaring the Tucker Sno-Cat Model 2000B as Surplus and Authorizing Sale by Public Auction**

By: Dawn Parkhurst

Second: Joni Kaufman

Roll Call Vote:

Cathy Preis - Aye

Phil Gamick - Aye

Craig Combs - Aye

Joni Kaufman - Aye

Dawn Parkhurst - Aye

**Motion Carries**

**Motion: Adopt Resolution 2023-17 a Resolution of the Board of Directors of the Donner Summit Public Utility District Waiving Formal Bidding and Approving the Rental Agreement with Ski Cat Snowcat Rentals in the amount of \$48,800.**

By: Joni Kaufman

Second: Craig Combs

Roll Call Vote:

Cathy Preis - Aye

Phil Gamick - Aye

Craig Combs - Aye

Joni Kaufman - Aye

Dawn Parkhurst - Aye

**Motion Carries**

**B. Approve Reimbursement Agreement with the Wythes for Construction of Sugar Bowl East Village Sewer in the Amount of \$36,165**

**Motion: Adopt Resolution 2023-18 a Resolution of the Board of Directors of the Donner Summit Public Utility District Approving a Reimbursement Agreement with the Paw Revocable Trust U/A/D September 15, 2004 in the Amount of \$36,165.00 for Sewer Line Construction in Sugar Bowl East Village**

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. Approve Excused Absences for Director Craig Combs**

**Motion: Approve Excused Absences for Director Craig Combs for the September 19, 2023 and October 17, 2023 Board of Directors Meetings**

By: Dawn Parkhurst

Second: Craig Combs

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

**Motion Carries**

**9. Closed Session:** Public Employee Performance Evaluation (Government Code Section 54957) Title: General Manager. The Board went into closed session at 6:35 p.m. The Board ended closed session and returned to open session at 7:27 p.m. There was no reportable action.

**10. 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.*

**11. Adjournment**

**Motion: Adjourn Meeting at 7:32 p.m.**

By: Dawn Parkhurst

Second: Craig Combs

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

**Motion Carries**

Schedule of Upcoming Meetings

Regular Meeting – September 19, 2023  
Regular Meeting – October 17, 2023  
Regular Meeting – November 21, 2023

Respectfully Submitted,

*Deleane Mehler*

Deleane Mehler  
Administrative Assistant

## Agenda Item: 5C

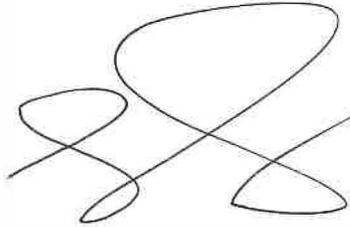
# Safety / Plant Training Donner Summit PUD WWTP

- **Safety Topics** : August 2023
  - Office Safety – Fire plan

- **Training Notes** :
  - DVD

**Attendance :**

1. Justin Vosburgh



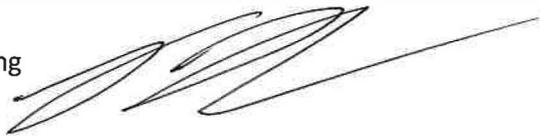
2. Sean Patrick



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

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### **Project Updates**

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

- Assessment Engineer's Report being prepared by Auerbach Engineering
- Public comment period for CEQA Document started last week.
  - Available on project website.
  - Notices posted at Sugar Bowl and emailed to property owners in the East and West Villages.
- Project website: <https://dspud.com/sugar-bowl/>

#### **Big Bend Water Line Replacement Project Phase 1**

- Request for Proposals for engineering issued on August 30, 2023
  - Proposals due October 1, 2023
  - Board approval of agreement planned for November 21, 2023

### **Other**

- Auditor field visit this week.
- PFAS Class Action Lawsuit – opt-out deadline December 4, 2023.
  - Potential future Board item
  - Water Board email attached

### **Upcoming Board Items**

- Sugar Bowl Sewer Project Update
- Sugar Bowl Sewer Project CEQA Document (October)

**Steve Palmer**

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**From:** California Water Boards <public@info.waterboards.ca.gov>  
**Sent:** Tuesday, September 12, 2023 4:33 PM  
**To:** Steve Palmer  
**Subject:** PFAS Class Action Lawsuit Announcement

Having trouble viewing this? [View it as a webpage](#)



PFAS News: 3M and DuPont Class Action Lawsuit Settlements approved by U.S District Court. These settlement terms are binding on all California water providers and will result in a waiver of the right to pursue future litigation against 3M and DuPont UNLESS a water provider “opts out” of the settlement by filing a request for exclusion by December 4 and 11, 2023, respectively. The settling parties have provided information about these settlements at <https://www.pfaswatersettlement.com> and water providers will be sent a court ordered notice via e-mail and U.S. mail. Additional information and resources related to these settlements will be provided on this website and through the Division of Drinking Water’s email distribution list for water systems.

**The settlement agreements can be viewed at the following links:**

**3M Settlement:** <https://www.pfaswatersettlement.com/wp-content/uploads/2023/09/6.-ECF-59-1-Settlement-Agreement-as-amended.pdf>

**DuPont Settlement:** <https://www.pfaswatersettlement.com/wp-content/uploads/2023/09/3.-ECF-4-2-Settlement-Agreement.pdf>

**DuPont Settlement Amendments:** <https://www.pfaswatersettlement.com/wp-content/uploads/2023/09/7.-ECF-30-1-Settlement-Agreement-as-amended.pdf>

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## Agenda Item: 6A

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

**August 2023**

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

MONTH OF AUGUST 2023		DSPUD Influent	SLCWD Influent	Total Plant Influent	Total Plant EFF River	Total Plant EFF Irr	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
08/01/23	TUE	0.09673	0.05527	0.1520		0.0000	0.1120	0.123	0.0908	Clear	7,192.0'
08/02/23	WED	0.09221	0.06479	0.1570		0.0000	0.1430	0.179	0.1393	Clear	
08/03/23	THU	0.10375	0.05225	0.1560		0.0000	0.1500	0.146	0.1269	Clear	
08/04/23	FRI	0.11757	0.05443	0.1720		0.0000	0.1550	0.128	0.0000	Clear	
08/05/23	SAT	0.12128	0.06172	0.1830		0.0000	0.1560	0.201	0.0700	Rain	
08/06/23	SUN	0.11007	0.05993	0.1700		0.0000	0.1770	0.132	0.0765	Clear	
08/07/23	MON	0.06925	0.05075	0.1200		0.0110	0.1680	0.126	0.1113	Clear	
08/08/23	TUE	0.12778	0.03922	0.1670		0.1230	0.1570	0.223	0.0598	Clear	
08/09/23	WED	0.06045	0.04355	0.1040		0.1090	0.1060	0.144	0.1183	Clear	
08/10/23	THU	0.06840	0.04560	0.1140		0.1360	0.1070	0.153	0.0974	PT Cloudy	
08/11/23	FRI	0.05157	0.04543	0.0970		0.0670	0.0990	0.144	0.0000	Clear	
08/12/23	SAT	0.06285	0.05615	0.1190		0.1440	0.1090	0.223	0.0616	Clear	
08/13/23	SUN	0.07162	0.04938	0.1210		0.1230	0.1200	0.194	0.0616	Clear	
08/14/23	MON	0.09803	0.04697	0.1450		0.1550	0.0920	0.226	0.0915	Clear	
08/15/23	TUE	0.07279	0.03921	0.1120		0.3440	0.1600	0.24	0.1299	Clear	
08/16/23	WED	0.09001	0.03399	0.1240		0.1290	0.1200	0.115	0.1080	Clear	
08/17/23	THU	0.04841	0.03459	0.0830		0.1280	0.1240	0.243	0.0609	PT Cloudy	
08/18/23	FRI	0.08114	0.03486	0.1160		0.3390	0.0920	0.141	0.0000	Clear	
08/19/23	SAT	0.08591	0.04109	0.1270		0.1430	0.0980	0.133	0.0000	PT Cloudy	
08/20/23	SUN	0.12483	0.04017	0.1650		0.0000	0.1290	0.187	0.0000	Rain	
08/21/23	MON	0.09352	0.04148	0.1350		0.0000	0.1270	0.33	0.0970	Rain	
08/22/23	TUE	0.09524	0.03476	0.1300		0.1180	0.1350	0.109	0.1311	Cloudy	
08/23/23	WED	0.08931	0.03369	0.1230		0.1260	0.1300	0.12	0.0635	Clear	
08/24/23	THU	0.07496	0.04904	0.1240		0.1740	0.1210	0.12	0.0743	Clear	
08/25/23	FRI	0.09704	0.03796	0.1350		0.1390	0.1150	0.131	0.0617	Clear	
08/26/23	SAT	0.08167	0.03833	0.1200		0.1660	0.1100	0.121	0.0000	Clear	
08/27/23	SUN	0.10239	0.04061	0.1430		0.1070	0.1170	0.132	0.0597	Clear	
08/28/23	MON	0.09648	0.03052	0.1270		0.0000	0.1120	0.164	0.0625	Clear	
08/29/23	TUE	0.09570	0.03130	0.1270		0.1450	0.1160	0.155	0.0622	Clear	
08/30/23	WED	0.12365	0.02935	0.1530		0.3460	0.1260	0.128	0.0500	Clear	
08/31/23	THU	0.08257	0.03243	0.1150		0.1000	0.1740	0.129	0.0842	Clear	7,191.0
8/2023 Daily Totals		<b>2.78718</b>	<b>1.3488</b>	<b>4.1360</b>	<b>0.0000</b>	<b>3.3720</b>	<b>3.9570</b>	<b>5.0400</b>	<b>2.1501</b>	Drop	(1.0')
8/2023 Totalizer Total		<b>2.78720</b>	<b>1.3488</b>	<b>4.1360</b>	<b>0.0000</b>	<b>3.3720</b>	<b>3.9570</b>	<b>5.0400</b>	<b>2.0483</b>		
Difference		<b>0.00002</b>	<b>-0.00002</b>	<b>0.00000</b>	<b>0.0000</b>	<b>0.0000</b>	<b>0.0000</b>	<b>0.0000</b>	<b>-0.1018</b>		
Percentage Difference		<b>0.001%</b>	<b>-0.001%</b>	<b>0.000%</b>	<b>#DIV/0!</b>	<b>0.000%</b>	<b>0.000%</b>	<b>0.000%</b>	<b>-4.972%</b>		
8/2023 AVG/DAY		<b>89,910</b>	<b>43,510</b>	<b>133,419</b>	<b>0</b>	<b>108,774</b>	<b>127,645</b>	<b>162,581</b>	<b>66,073</b>		
8/2022 Totalizer Total		<b>3.49522</b>	<b>1.62478</b>	<b>5.12000</b>	<b>0.0000</b>	<b>4.7400</b>	<b>5.2170</b>	<b>6.2750</b>	<b>2.4565</b>		
8/2022 AVG/DAY		<b>112,749</b>	<b>52,412</b>	<b>165,161</b>	<b>0.000</b>	<b>152,903</b>	<b>168,290</b>	<b>202,419</b>	<b>79,242</b>		

# Donner Summit Public Utility District WWTP & WTP End of Month Operations and Maintenance Summary

Prepared for: Steve Palmer, General Manager

Prepared by: Jim King, Plant Manager

Date: August 2023

## Operations WWTP

- ◆ Discontinued river discharge began irrigation storage and discharge.



- ◆ Spray irrigated 3.4 MG.
- ◆ Staff received training on the CA Purchasing Group site for putting out bids.
- ◆ Staff continued to work on quotes and approvals for upcoming projects.
- ◆ Staff observed a sewer lateral test at 21691 Lotta Crabtree.
- ◆ Had the district's annual fire extinguisher inspection and service.
- ◆ Processed 8 USA dig tickets.

## Operations Water Plant

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

◆ Date	Water Surface Elevation (FT MSL)	Storage (MG)
6/30/23	7192.8'	90
7/31/23	7192.0'	88
8/26/23	7191.0'	86.5
◆ Date	Water Surface Elevation (FT MSL)	Storage (MG)
7/18/2022	7191.24	86
8/16/2022	7190.75	80
9/13/2022	7188.30	78

- ◆ Completed and sent out monthly potable water reports to DHS.
- ◆ Replaced the inlet roughing filter at Big Bend.



- ◆ Collected 10 samples out in the distribution system collected by homeowners for lead and copper testing per the state guidelines.

- ◆ Checked the well/spring head at Big Bend, replaced screen and documented condition to the state.



## Repairs and Maintenance WWTP

- ◆ Serviced Dodge 1500 staff truck and replaced the injectors.
- ◆ Repaired irrigation line leak at the spray irrigation site.
- ◆ Cleaned the strainer and floor drains out for the spray irrigation pumps.



- ◆ Replaced failed chemical pump feed line on Micro C pump #1.



- ◆ Cleaned and calibrated the membrane turbidity meters.



## **Repairs and Maintenance WTP**

- ◆ Staff assisted with the Division of Dam Safety mandated scaling repairs completed to the dam at Lake Angela. Still must complete some crack repair and sealing.





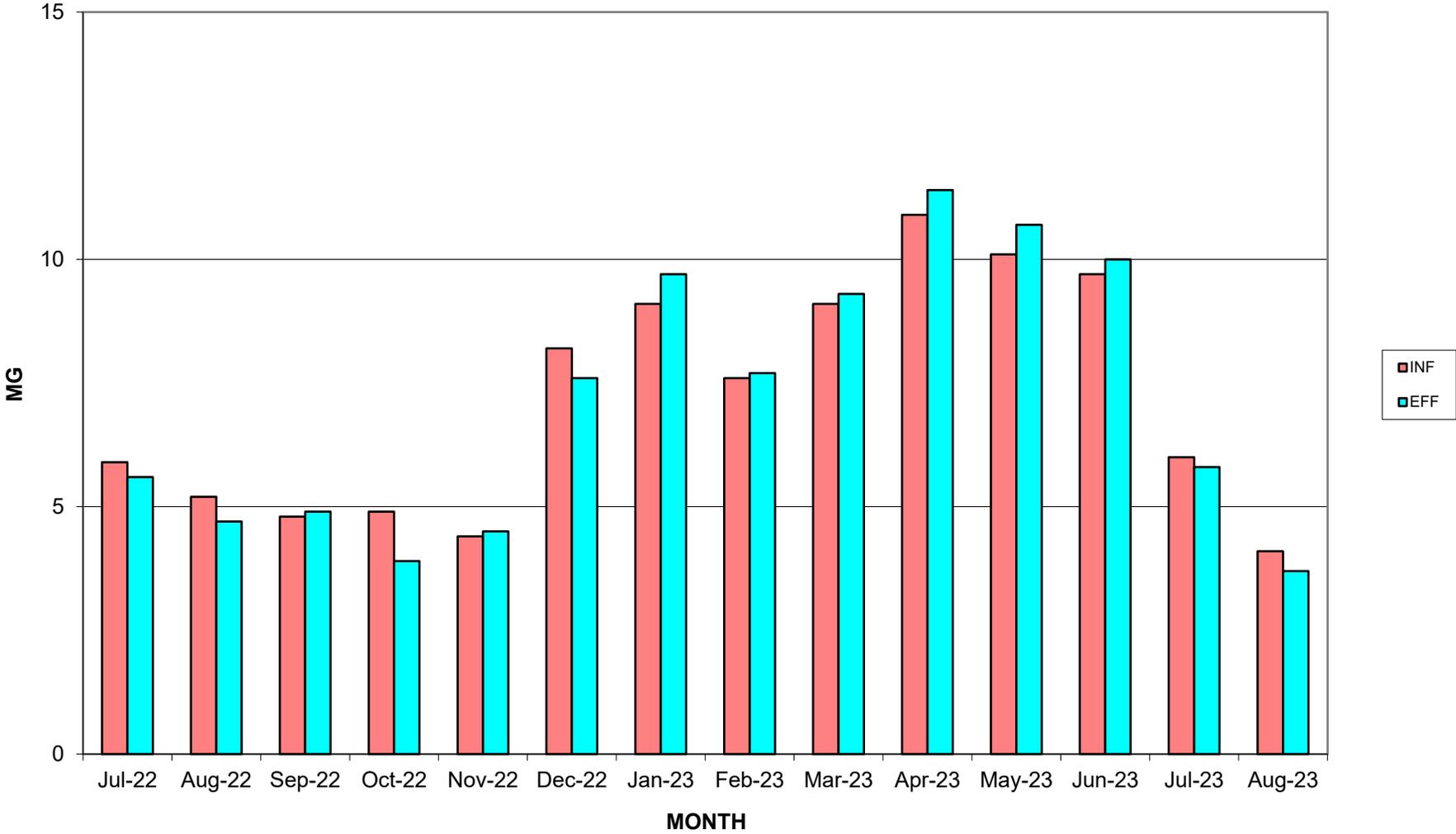
- ◆ Replaced damaged G-5 boxes by Boreal Motel and on Donner pass Rd.
- ◆ Replaced failed caustic feed pump.
- ◆ Serviced the “Jumping Jack” compactor.



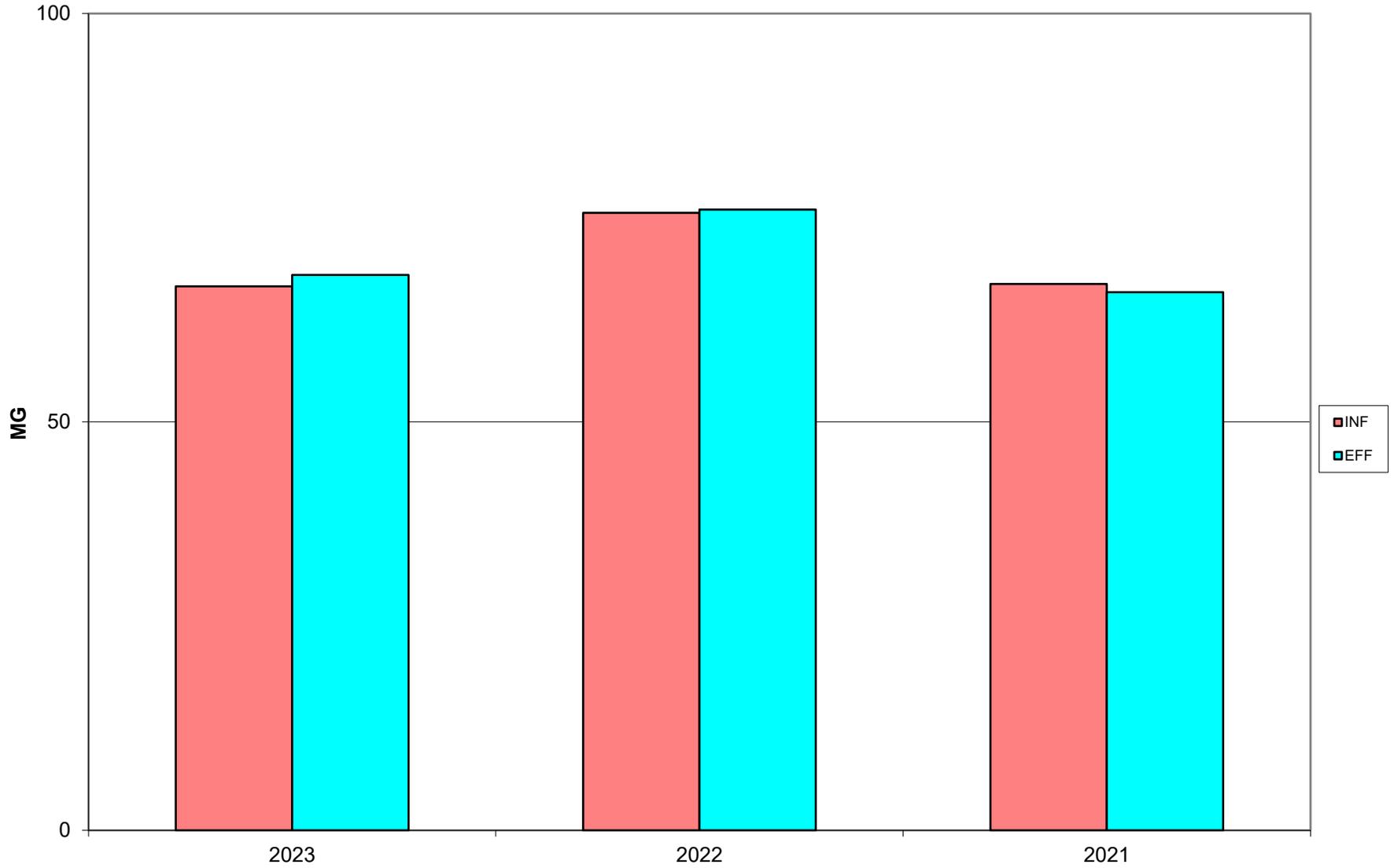
## **Laboratory**

- ◆ Discontinued river discharge monitoring.
- ◆ Began spray irrigation monitoring.

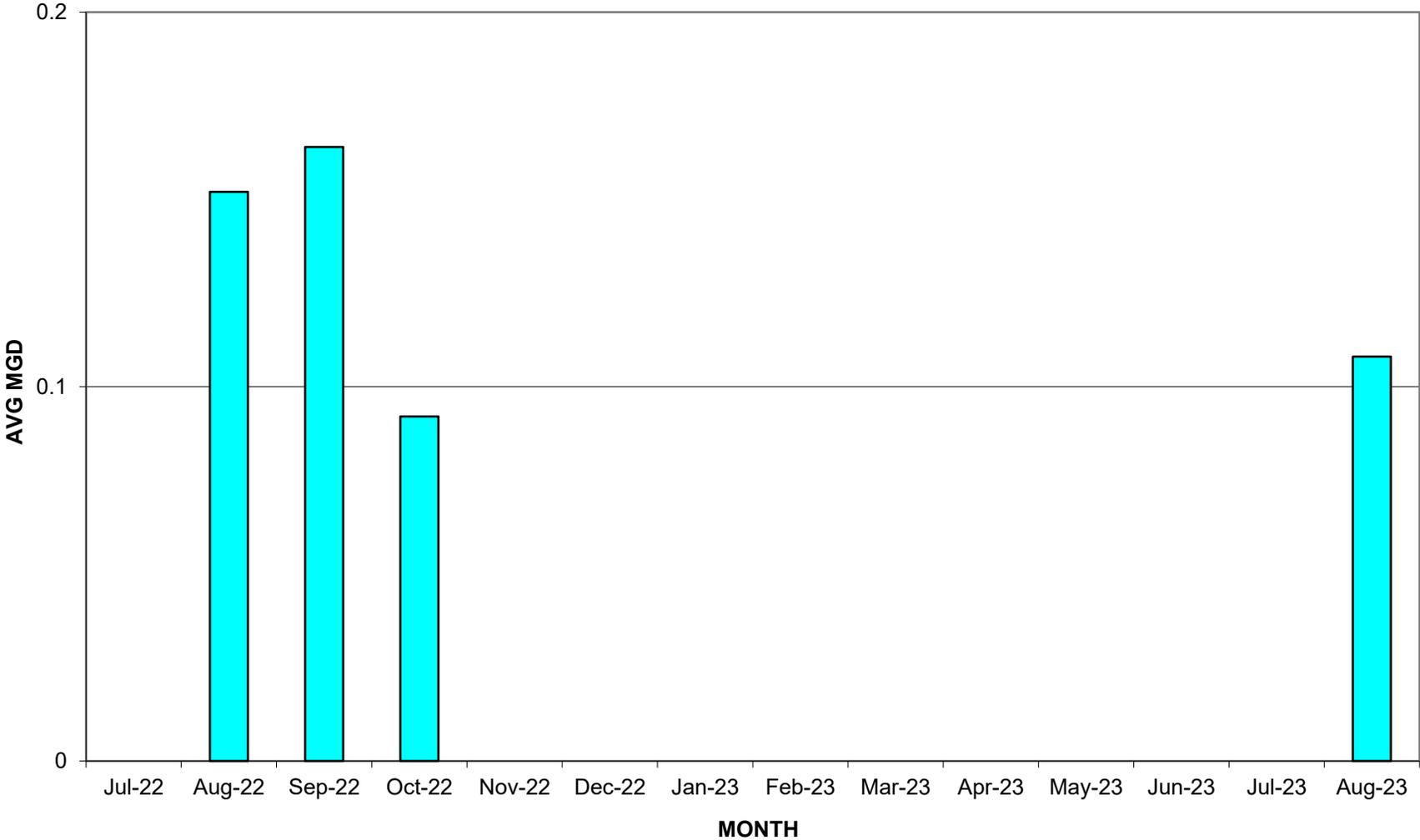
**DONNER SUMMIT PUD WWTP  
TOTAL INFLUENT FLOW TO TOTAL EFFLUENT FLOW YEAR 2022/2023**



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



**DONNER SUMMIT PUD WWTP  
AVG EFFLUENT FLOW TO LAND IRRIGATION  
YEARS 2022/2023**



## Agenda Item: 8A



## STAFF REPORT

**TO:** Board of Directors

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

**SUBJECT:** Adopt a Resolution Approving Changing Banks from Wells Fargo to Five Star

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### **RECOMMENDATION**

Adopt a resolution approving changing banks from Wells Fargo to Five Star and authorizing the General Manager to execute necessary documents.

### **BACKGROUND**

The General Manager reached out to California Special District Association (CSDA) Platinum Level business affiliate Five Star Bank about the District's banking needs. Five Star Bank's Senior Vice President Government Banking Manager, Jerry Legg, provided the proposal in Attachment 1 that outlines the banking services that Five Star Bank can offer the District. Mr. Legg also provided the Pro Forma Analysis Statement in Attachment 2, which compares the District's current banking services from Wells Fargo with the proposed services from Five Star Bank; and a Quarterly Call Report from the California Department of Financial Protection and Innovation in Attachment 3, which illustrates the financial strength.

### **DISCUSSION**

#### **Current Banking**

The District currently has four checking accounts with Wells Fargo with an total annual balance between \$720,908 and \$1,665,650 over the last twelve months. One of the accounts is utilized as if it were a savings account and has a balance of \$307,204; it currently earns an annual percentage yield of 1.00%. If the District increased the amount of money held in the savings account from \$300,000 to over \$500,000, the interest rate from Wells Fargo would increase to 2.00%.

In addition to bank accounts with Wells Fargo, the District deposits money into the Local Agency Investment Fund (LAIF). The District current has approximately \$3,475 deposited in LAIF; the average annual yield for fiscal year 2022/2023 was 2.17%, and the current monthly average effective annual yield is 3.434%.

#### **Five Star Banking**

Five Star Bank's proposal includes the following:

- Money market account with current interest rate of 3.75%
- Free checking accounts with the ability to write checks
- Free online banking with online transfer between accounts
- Free ACH capability
- Free wire transfer capability

- 
- Free remote deposit capture (RDC) with free scanner provided
  - Free positive pay for checks and ACH
  - Free mobile deposit
  - Initial order of checks at no charge

Five Star Bank's proforma is included as Attachment 2. This proforma compares the earnings credit and service charge comparison between Five Star Bank and Wells Fargo, based on the District's typical monthly transactions. The proforma illustrates that the earnings credit rate provided by Five Star Bank will exceed the anticipated service charges, and the checking accounts will therefore be free to the District.

### **ANALYSIS**

The District does not utilize hard currency, so important services for the District are remote desktop capture of utility payments, receiving ACH from the counties, using ACH to pay vendors, having a supply of checks for BVC to utilize when paying vendors, and being able to coordinate with the online bill pay system. Five Star Bank's proposal provides all of these services. The General Manager reviewed this information with the District's accountant, Barnard Vogler & Company (BVC), BVC expressed no concerns about using Five Star Bank instead of Wells Fargo.

The General Manager also asked BVC to provide a cash flow forecast to estimate the amount of cash the District could safely move from checking into a higher yield account with slightly less liquidity. The result of that review is that the District could deposit \$500,000 into a higher yield account and likely not need to make any transfers during the fiscal year; and could deposit up to \$700,000 into a higher yield account and only make one to three transfers during the fiscal year. By depositing this amount at Five Star Bank instead of Wells Fargo, the interest rate on the District's savings would be 3.75% instead of 2.00%.

Other options to increase interest income would be to increase the amount deposited in LAIF, or switch to another similar government investment pool. For example, CSDA has a partnership with California Cooperative Liquid Assets Securities System (California CLASS). California CLASS is a pooled investment option that was created by a joint exercise of powers agreement among California public agencies. It provides California public agencies with a method for investing in short to medium term securities that optimize interest earnings while prioritizing safety and liquidity. California CLASS provides an investment option called Prime that provides day to day liquidity; the current yield is 5.51%.

The Five Star Bank Contract for Deposit of Monies is included as Attachment 4. At this point in time, the General Manager recommends that the District move banking services from Wells Fargo to Five Star Bank by adopting the resolution approving the change and authorizing the General Manager to execute the contract (Attachment 5). That would allow the District to increase its interest income on the savings account to 3.75%.

The General Manager can also bring an item to the Board evaluating LAIF versus California CLASS at a future meeting.

### **FISCAL IMPACT**

Switching to Five Star Bank and depositing at least \$500,000 in a money market account would increase annual interest revenue by \$13,750 over the current savings account of \$300,000 at Wells Fargo.

**CEQA ASSESSMENT**

This action is not a CEQA project.

**ATTACHMENTS**

1. Five Star Bank Proposal
2. Pro Forma Comparison
3. Quarterly Call Report
4. Contract for Deposit of Monies
5. Resolution



July 12, 2023

Mr. Steve Palmer  
General Manager  
Donner Summit Public Utility District  
53823 Sherritt Lane, PO Box 610  
Soda Springs, CA 95728

Dear Mr. Palmer,

Thank you for the opportunity to present this proposal to the Donner Summit Public Utility District.

We believe that you deserve nothing less than outstanding customer service, reliability, competitive pricing, efficient means of managing your accounts electronically and direct access to a team of qualified banking professionals. We are keenly knowledgeable with special districts and municipalities, the statutes that pertain to public funds and who also have the experience of having managed at a public entity. We have the experience, expertise and hands on approach that sets us apart.

We believe Five Star Bank is the perfect partner for the Donner Summit Public Utility District. As a sign of our partnership, Five Star Bank is offering the District:

- **All your checking accounts free of all charges - We are offering as many checking accounts as you need with no fees.**
- **A public money market account at 3.75%.** – Interest is paid monthly on the 1<sup>st</sup> of the month. Money market accounts are limited to 6 withdrawals per month (wires, ACH, checks, transfers).

These accounts will include the following:

- **Free checking accounts with ability to write checks**
- **Free online banking with online transfer capability between accounts**
- **Free ACH capability (requires credit approval)**
- **Free Wire transfer capability**
- **Free Remote Deposit Capture w/free scanner provided**
- **Free Positive Pay for checks as well as ACH**
- **Free Mobile Deposit**
- **Five Star Bank will also provide your initial order of checks at no charge.**

Five Star Bank also can provide all the financing to meet the District's needs including refinancing existing loans, new equipment & vehicles, buildings, infrastructure, lines of credit as well as pension obligation bonds. We also can offer credit cards for your purchasing and merchant services to accept payments by credit card in person, online or by phone.

This opportunity is very important to our Bank and, as always, we will take every measure possible to ensure your success. We can assure you that we will personally oversee the entire transition, provide your staff with all the necessary training they need and provide you with designated backup personnel as well. We will be your partner every step of the way, from pre-conversion through conversion and implementation.

Please let us know if we can discuss the opportunity in greater detail and plan the next steps to move forward. Thank you once again for this opportunity. We look forward to the chance to build a long, sustainable future with the Donner Summit Public Utility District!

Sincerely,



**Jerry Legg, CTP**  
**SVP/Government Banking Manager**

t: [916-640-1512](tel:916-640-1512) | m: [916-471-9977](tel:916-471-9977)

e: [jlegg@fivestarkbank.com](mailto:jlegg@fivestarkbank.com)

a: 2240 Douglas Blvd., Suite 100  
Roseville, CA 95661



### Five Star Bank Facts

**Asset Size:**  
\$3.4 Billion

**Website:**  
[www.fivestarkbank.com](http://www.fivestarkbank.com)

**NASDAQ Ticker:**  
FSBC

### National Recognition



### Ratings & Rankings

#### Bauer Financial

5 Stars (out of 5)  
as of March 31, 2023

#### Findley Report

Super Premier Performing Bank

#### IDC

Superior Bank - Perfect score of 300  
as of March 31, 2023

#### Sacramento Business Journal

Best Places to Work 2021  
Fastest Growing Companies 2022

## About Five Star Bank

Five Star Bank was founded in 1999 by a group of entrepreneurs who wanted to create the kind of personalized banking services they desired themselves - services inspired by partnership and defined by shared vision and goals. Today, Five Star Bank is guided by purpose-driven banking, community stewardship, regional and industry expertise, a speed to serve and a commitment to economic development. As a premier business bank, we provide our clients with the highest level of service and trust.

## Exceptional Products & Services

### Specialized Lending

- Equipment Financing
- Business Lending & Lines of Credit
- Commercial Real Estate
- Government
- Construction
- Small Business Administration (SBA)
- Manufacturing & Distribution
- Healthcare
- Manufactured Housing, RV & Self Storage
- Nonprofit
- Agriculture, Ag-Tech & Wineries
- Practice Finance
- Venture Banking, Technology & Start-Up
- Professional Services
- SMUD Energy Efficient Loans

### Treasury Management Services

- Automated Clearing House (ACH)
- Positive Pay
- Credit Sweep
- Zero Balance Account
- Certificate of Deposit Registry Services (CDARS)
- FDIC Insured Cash Sweep (ICS)
- Remote Deposit Capture (and Mobile)
- Merchant Services
- Bill Pay
- Wire Transfers
- Foreign Exchange
- Cash Vault Services

## Contact a Government Banking Expert

### Jerry Legg

Senior Vice President / Government Banking Manager  
jlegg@fivestarkbank.com | 916.640.1512

**September 19, 2023**  
**Agenda Item: 8A**  
**Attachment 1**



**Pro Forma Analysis Statement  
 Summary**

**Donner Summit Public Utility District**  
**PO Box 610**  
**Soda Springs, CA 95728**

Statement Period: June-23  
 Relationship Officer: Jerry Legg

	Wells Fargo	Five Star Bank
<b>Earnings Credit Rate</b>	<b>1.65%</b>	<b>2.00%</b>
<b>Average Daily Collected Balance</b>	\$ 1,448,509.76	\$ 1,448,509.76
<b>Less Required Reserves (10%)</b>	\$ 144,850.98	\$ 144,850.98
<b>Net Investible Balance</b>	<b>\$ 1,303,658.78</b>	<b>\$ 1,303,658.78</b>
<b>Current Period Earnings Credit</b>	\$ 1,964.42	\$ 2,214.43
<b>Less Total Analysis Activity Charges</b>	\$ 532.20	\$ 375.20
<b>Net Analysis Position</b>	<b>\$ 1,432.22</b>	<b>\$ 1,839.23</b>
<b>Net Difference</b>		<b>\$ 407.01</b>

This Pro Forma Analysis Statement is intended for the recipient only, is considered confidential, and may not be shared with third parties without our express permission. Fees outlined in this Statement are estimates based on the information provided and are subject to change.



Pro Forma Analysis Statement  
 Detail

Donner Summit Public Utility District

Analysis Statement Month: June-23

Average Daily Ledger Balance	\$1,453,341.23
Less Average Daily Float	\$4,831.47
Average Daily Collected Balance	\$1,448,509.76
Less Required Reserves (10%)	\$144,850.98
<b>Net Investible Balance</b>	<b>\$1,303,658.78</b>

Current Bank			
<b>EARNINGS CREDIT:</b>			
	Days	ECR	Amount
Current Period Earnings Credit	31	1.65%	\$ 1,964.42
<b>SERVICE CHARGE DETAIL:</b>			
	Activity	Unit Price	Activity Charge
Account Maintenance Fee	3	\$ 15.00	\$ 45.00
Deposit Coverage (per \$1,000)		\$ 0.0679	\$ -
Desktop Deposit	3	\$ 1.00	\$ 3.00
RDC Deposit (Per Item)	43	\$ 0.12	\$ 5.16
CEO Basic Banking Add'l Account	10	\$ 7.00	\$ 70.00
On-Us Checks Deposited		\$ 0.15	\$ -
Debits Posted	36	\$ 0.15	\$ 5.40
Cash Deposited (per \$1,000)		\$ 1.20	\$ -
CEO Search	3	\$ 0.95	\$ 2.85
Checks Paid	56	\$ 0.15	\$ 8.40
NSF Returned Item		\$ 25.00	\$ -
ACH Debits	15	\$ 0.10	\$ 1.50
ACH Credits	29	\$ 0.30	\$ 8.70
Stop Payment	1	\$ 10.00	\$ 10.00
CEO Basic Banking - Transfer	3	\$ 1.50	\$ 4.50
Incoming Wire Fee		\$ 10.00	\$ -
Outgoing Branch Wire fee		\$ 30.00	\$ -
Outgoing Branch Int'l Wire Fee		\$ 40.00	\$ -
Outgoing Online Wire Fee		\$ 15.00	\$ -
Outgoing Online Int'l Wire Fee		\$ 25.00	\$ -
Bill pay		\$ 4.95	\$ -
CEO Basic Banking	1	\$ 25.00	\$ 25.00
RDC Monthly Fee	1	\$ 30.00	\$ 30.00
ACH Received Addenda	13	\$ 0.03	\$ 0.39
ACH Batch Originated		\$ 5.00	\$ -
Recoupment Monthly Fee	1,453	\$ 0.13	\$ 185.30
Statement w/ Images Item Base	2	\$ 10.00	\$ 20.00
ACH Filter		\$ 20.00	\$ -
Positive Pay		\$ 75.00	\$ -
Statement w/ Images Monthly Base	3	\$ 2.00	\$ 6.00
ZBA Master Maintenance Fee	1	\$ 45.00	\$ 45.00
ZBA Monthly Base Fee	2	\$ 27.50	\$ 55.00
AA Paper Statement	1	\$ 1.00	\$ 1.00
		\$ 0.13	\$ -
<b>Total Activity Charges</b>			<b>\$ 532.20</b>
<b>(Fees debited) or net positive position</b>			<b>\$1,432.22</b>

Five Star Bank			
<b>EARNINGS CREDIT:</b>			
	Days	ECR	Amount
Current Period Earnings Credit	31	2.00%	\$ 2,214.43
<b>SERVICE CHARGE DETAIL:</b>			
	Activity	Unit Price	Activity Charge
Account Maintenance Fee Bank	3	\$ 15.00	\$ 45.00
Administration Fee		\$ 0.0010	\$ 123.02
RDC Deposit	3	\$ 1.00	\$ 3.00
RDC Deposit (per item)		\$ -	\$ -
Additional Accounts		\$ -	\$ -
On-Us Checks Deposited Debits		\$ 0.15	\$ -
Posted		\$ -	\$ -
Cash Deposited		\$ 0.0012	\$ -
Item Search		\$ -	\$ -
Checks Paid	56	\$ 0.18	\$ 10.08
NSF Returned Item		\$ 35.00	\$ -
ACH Debits	15	\$ 0.15	\$ 2.25
ACH Credits	29	\$ 0.15	\$ 4.35
Stop Payment	1	\$ 20.00	\$ 20.00
Bank Transfers		\$ -	\$ -
Incoming Wire Fee	1	\$ 15.00	\$ 15.00
Outgoing Branch Wire fee	1	\$ 25.00	\$ 25.00
Outgoing Branch Int'l Wire Fee		\$ 30.00	\$ -
Outgoing Online Wire Fee	1	\$ 25.00	\$ 25.00
Outgoing Online Int'l Wire Fee		\$ 30.00	\$ -
Bill pay	1	\$ 5.00	\$ 5.00
Cash Management	1	\$ 25.00	\$ 25.00
RDC Monthly Fee	1	\$ 25.00	\$ 25.00
ACH Origination Monthly Fee		\$ -	\$ -
ACH Batch Originated	5	\$ 2.50	\$ 12.50
Recoupment Monthly Fee		\$ -	\$ -
Statement w/ Images Item Base		\$ -	\$ -
ACH Filter	1	\$ 10.00	\$ 10.00
Positive Pay	1	\$ 25.00	\$ 25.00
Statement w/ Images		\$ -	\$ -
ZBA Master Maintenance Fee		\$ -	\$ -
ZBA Monthly Base Fee		\$ -	\$ -
AA Paper Statement		\$ -	\$ -
		\$ -	\$ -
<b>Total Activity Charges</b>			<b>\$ 375.20</b>
<b>(Fees debited) or net positive position</b>			<b>\$1,839.23</b>

Net Difference **\$407.01**



## Proposed Products and Services

Deposit Accounts:

4 Accounts:

- General Operating (Analyzed)
- 3 Zero Balance Accounts

Treasury Products & Services:

- Online Banking
- ACH
- Remote Deposit Capture
- Positive Pay
- ACH Positive Pay

Other:

**Quarterly Call Report**  
**Local Agency Security Program - California Department of Financial Protection and Innovation**

Institution Name: Five Star Bank

CID #: 8009

Mailing Address: 2240 Douglas Blvd., Suite 100, Roseville, CA 95661

Quarterly Report As of Date: 3/31/2023

Submission Date: 4/7/2023

	Pool #1 (x110%)	Pool #2 (x150%)	Pool #3 (x105%)	Total
Total Deposits & Accrued Interest:	\$ 23,354,723.00	\$ -	\$ 521,258,190.00	\$ 544,612,913.00
Less: Deposits Subject to Waivers:	\$ 2,567,826.00	\$ -	\$ 8,195,208.00	\$ 10,763,034.00
Less: Interest:	\$ -	\$ -	\$ -	\$ -
Less: Uncollected Funds:	\$ -	\$ -	\$ -	\$ -
Less: CDAR Deposits:	\$ -	\$ -	\$ 85,431,648.00	\$ 85,431,648.00
Less: Other (Specify on Line 17):	\$ -	\$ -	\$ -	\$ -
Total Secured Deposits:	\$ 20,786,897.00	\$ -	\$ 427,631,334.00	\$ 448,418,231.00
Minimum Collateral Required:	\$ 22,865,586.70	\$ -	\$ 449,012,900.70	\$ 471,878,487.40

Agent of Depository: U.S. Bank/Institutional Trust & Custody Federal Home Loan Bank of San Francisco

**Market**

Value of Pledged Securities as of Quarter End:	\$ 39,795,046.00	\$ -	\$ 480,000,000.00	\$ 519,795,046.00
Excess/Deficiency in Pledged Collateral:	\$ 16,929,459.30	\$ -	\$ 30,987,099.30	\$ 47,916,558.60

Description of Other Deposits:

Preparer Name: Cyndy Nelson

Preparer Phone #: 916-626-5006

Preparer Title: Accounting Supervisor

Preparer Email Address: cnelson@fivestarbanc.com

Authorizer #1 Name: Denny Hung

Authorizer #1 Title: Treasurer

Authorizer #2 Name: Gina Angustia

Authorizer #2 Title: Controller

Part II Summary	Active Deposits			Inactive Deposits		
	Total Amount	Waiver Amount	Secured Amount	Total Amount	Waiver Amount	Secured Amount
Total:	544,458,911.00	96,194,682.00	448,264,229.00	154,002.00	0.00	154,002.00

Market Value of the Pledged Securities shown in the Securities Account Statement:	Pool #1	Pool #2	Pool #3	Total
	\$ -	\$ -	\$ -	\$ -

# Bank LLAMAS Report Bundle

Includes:  
Summary Report  
&  
Analytical Report



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# Bank Summary Report

Five Star Bank  
Roseville, CA  
(FDIC Cert.#35361)

Rated 5-Stars as of 5/30/2023 based on  
financial data as of 03/31/2023



[BauerFinancial.com](http://BauerFinancial.com)

This Summary Report was compiled from financial data as reported to federal regulators. Although the financial data obtained from these sources is consistently reliable, the accuracy and completeness of the data cannot be guaranteed by BauerFinancial Inc.

#### Definitions:

Stars	BauerFinancial's proprietary rating. (See below.)
Total Assets	Anything of value owned by the bank.
Average Tangible Assets	Total average assets less intangible assets.
Tier 1 Capital	Per regulators, primarily stock + retained earnings - intangible assets
Leverage Capital Ratio	Tier 1 Capital divided by tangible assets. (Minimum regulatory requirement is 4%.)
CET 1 Ratio	Common Equity Tier 1 Capital divided by risk-weighted assets. (Minimum regulatory requirement is 4.5% - not reported by all banks effective 2020.)
Total Risk-based Ratio	Total net worth divided by risk-weighted assets. (Minimum regulatory requirement is 8%; not reported by all banks effective 2020.)
Profit (Loss)	Profit or loss for the period noted.
Return on Assets (ROA)	Annualized net income as a percent of average assets.
Return on Equity (ROE)	Annualized net income as a percent of average equity.
Delinquent Loans	Loans past due 90 days or more plus nonaccrual loans.
Other Real Estate Owned (Repos)	Real estate owned but not being used by the bank. Usually acquired via foreclosure.
Nonperforming Assets % Tangible Assets	Delinquent loans and other real estate owned as a percent of tangible assets.
Nonperforming Assets % Tier 1 Capital	Delinquent loans and other real estate owned as a percent of Tier 1 Capital.

#### Star Ratings:

BauerFinancial star ratings classify each institution based upon a complex formula factoring in current and historical data. The first level of evaluation is the capital level of the institution followed by other relevant data including, but not limited to: profitability, historical trends, loan delinquencies, repossessed assets, reserves, regulatory compliance, proposed regulations and asset quality. Negative trends are projected forward to compensate for the lag time in the data. BauerFinancial employs conservative measures when assigning these ratings and consequently our analysis may be lower than those supplied by other analysts or the institutions themselves. More than thirty years of experience has shown this to be a prudent course of action. As a general guideline, however, the following groupings were used:

5-Stars	Superior. These institutions are recommended by <b>Bauer</b> .
4-Stars	Excellent. These institutions are recommended by <b>Bauer</b> .
3½-Stars	Good.
3-Stars	Adequate.
2-Stars	Problematic.
1-Star	Troubled.
Zero-Stars	Our lowest rating.
FDIC	Institution has failed or is operating under FDIC conservatorship.

**BauerFinancial, Inc.  
Bank Summary Report**

September 19, 2023  
Agenda Item: 8A  
Attachment 4

**Five Star Bank - Roseville, CA (FDIC Cert.#35361)**  
(916) 626-5000

[www.fivestarbank.com](http://www.fivestarbank.com)

Five Star Bank was established in 1999 and has 7 branch(es).

**CRA Rating:** Satisfactory

<b>Data as of:</b>	<b>03/31/2023</b>	<b>12/31/2022</b>	<b>09/30/2022</b>	<b>06/30/2022</b>	<b>03/31/2022</b>
<b>Bauer's Star Rating:</b>	<b>5-Stars</b>	<b>5-Stars</b>	<b>5-Stars</b>	<b>5-Stars</b>	<b>5-Stars</b>

**Recommended for 42 consecutive quarters.**

<b>Number of Employees</b>	184	181	177	182	177
<b>Total Assets:</b>	\$3,393.628	\$3,224.069	\$3,073.288	\$2,836.570	\$2,776.995
<b>Average Tangible Assets:</b>	\$3,205.241	\$3,067.622	\$2,921.516	\$2,764.429	\$2,616.486
<b>Tier 1 Capital:</b>	\$337.960	\$327.787	\$315.505	\$266.438	\$258.891
<b>Leverage Capital Ratio:</b>	10.54%	10.69%	10.80%	9.64%	9.90%
<b>CET 1 Ratio:</b>	11.15%	11.17%	11.49%	10.53%	11.74%
<b>Total Risk-based Capital Ratio:</b>	12.21%	12.14%	12.51%	11.55%	12.83%
<b>Current Quarter's Profit (Loss):</b>	\$14.404	\$14.876	\$13.153	\$10.694	\$10.560
<b>Year-to-date Profit (Loss):</b>	\$14.404	\$49.283	\$34.407	\$21.254	\$10.560
<b>Profit (Loss) Previous Calendar Year:</b>	\$49.283				
<b>Profit (Loss) 2 Calendar Years Ago:</b>	\$46.960				
<b>Return on Assets (annualized):</b> (Tax equivalent for Sub S corporations.)	1.80%	1.73%	1.66%	1.58%	1.61%
<b>Return on Equity (annualized):</b> (Tax equivalent for Sub S corporations.)	17.96%	17.78%	17.17%	16.62%	16.52%
<b>Delinquent Loans:</b>	\$0.418	\$0.404	\$0.429	\$0.442	\$1.328
<b>Other Real Estate Owned:</b>	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000
<b>Nonperforming Assets % of Tangible Assets:</b>	0.01%	0.01%	0.02%	0.02%	0.05%
<b>Nonperforming Assets % of Tier 1 Capital:</b>	0.12%	0.12%	0.14%	0.17%	0.51%

Bank and Credit Union data compiled from financial data for the period noted, as reported to federal regulators. The financial data obtained from these sources is consistently reliable, although; the accuracy and completeness of the data cannot be guaranteed by BauerFinancial, Inc. BauerFinancial relies upon this data in its judgment and in rendering its opinion (e.g. determination of star ratings) as well as supplying the data fields incorporated herein. BauerFinancial, Inc. is not a financial advisor; it is an independent bank research firm. BauerFinancial is a registered trademark. Any unauthorized use of its content, logos, name, and/or Star-ratings is forbidden.

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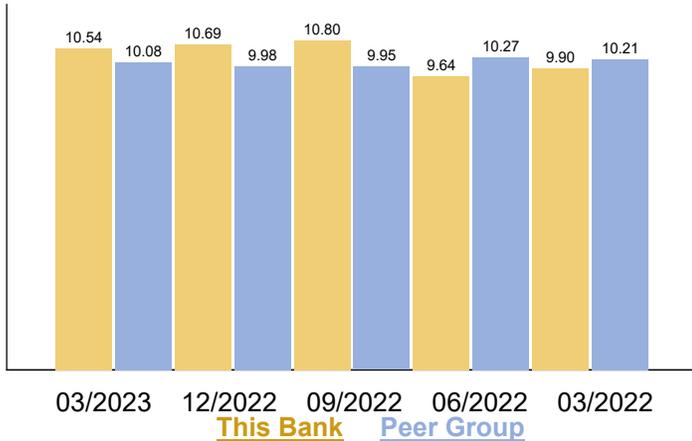
**Five Star Bank - Roseville, CA (FDIC Cert.#35361)**  
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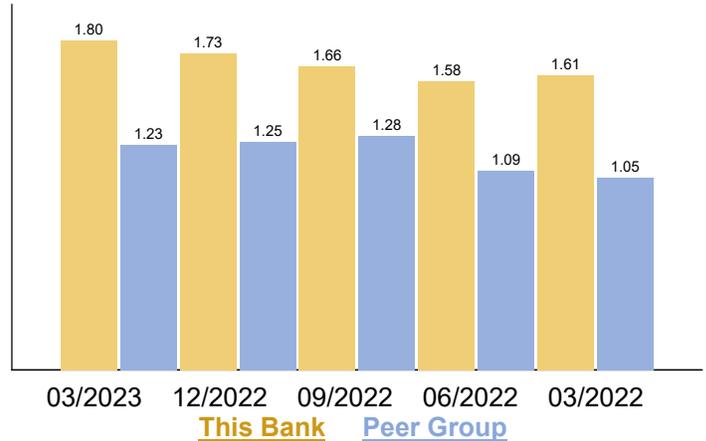
**Leverage Capital Ratio**

Min. for Adequately Capitalized is 4%



**Return on Assets (annualized)**

(Tax equivalent for Sub S corporations.)

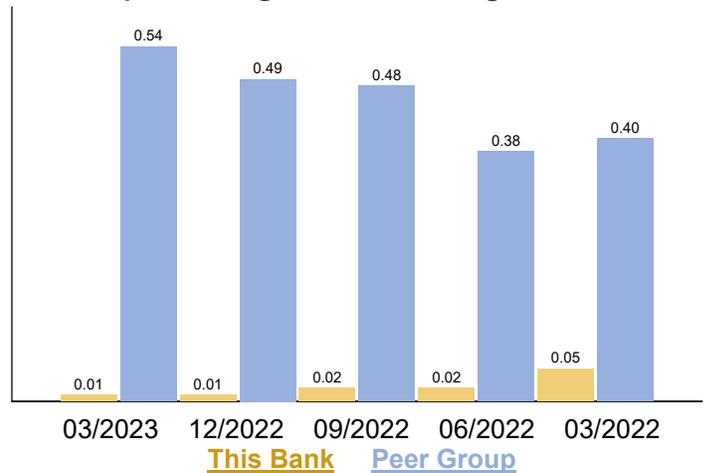


**Risk-based Capital Ratio**

(not available for all banks beginning March 2020 Data)



**Nonperforming Asset % of Tangible Assets**



Dollar amounts are in millions. For example, \$12,345.678 represents \$12 billion, 345 million, 678 thousand.

**Peer Groups:**

- Group 1 Banks with: foreign and domestic offices; assets >=\$100 bill; and/or adv. approach banks
- Group 2 Assets >= \$3 billion
- Group 3 Assets >= \$1 billion and < \$3 billion
- Group 4 Assets >= \$300 million and < \$1 billion
- Group 5 Assets >= \$100 million and < \$300 million
- Group 6 Assets < \$100 million

Bank and Credit Union data compiled from financial data for the period noted, as reported to federal regulators. The financial data obtained from these sources is consistently reliable, although; the accuracy and completeness of the data cannot be guaranteed by BauerFinancial, Inc. BauerFinancial relies upon this data in its judgment and in rendering its opinion (e.g. determination of star ratings) as well as supplying the data fields incorporated herein. BauerFinancial, Inc. is not a financial advisor; it is an independent bank research firm. BauerFinancial is a registered trademark. Any unauthorized use of its content, logos, name, and/or Star-ratings is forbidden.

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# Bank Analytical Report

Five Star Bank  
Roseville, CA  
(FDIC Cert.#35361)

Rated 5-Stars as of 5/30/2023 based on  
financial data as of 03/31/2023



[BauerFinancial.com](http://BauerFinancial.com)

## Introduction

The financial data used to prepare this report, unless otherwise noted, was compiled from data reported to Federal Regulators. Although the information obtained from these sources is consistently reliable, the accuracy and completeness of this data cannot be guaranteed by BauerFinancial. In fact, an astute investor would agree, and experience has shown, that marginally performing institutions sometimes give themselves the benefit of the doubt when filing their reports. Our historical data helps us detect these variances.

## STAR RATING SYSTEM

**BauerFinancial's** star ratings classify each institution based upon a complex formula factoring in current and historical data. The first step of evaluation is the capital level of the institution followed by other relevant data including, but not limited to: profitability, historical trends, loan delinquencies, repossessed assets, reserves, regulatory compliance, current and proposed regulations and asset quality. Negative trends are projected forward to compensate for the lag time in the data. BauerFinancial employs conservative measures when assigning these ratings and consequently our analysis may be lower than those supplied by other analysts or the institutions themselves. Four decades of experience has shown this to be a prudent course of action. As a general guideline, however, the following groupings were used:

5-Stars	Superior. These institutions are recommended by <b>Bauer</b> .
4-Stars	Excellent. These institutions are recommended by <b>Bauer</b> .
3½-Stars	Good.
3-Stars	Adequate.
2-Stars	Problematic.
1-Star	Troubled.
Zero-Stars	Our lowest rating.
FDIC	Institution has failed or is operating under FDIC conservatorship.

### Peer Groups:

Group 1	Banks with: foreign and domestic offices; assets >=\$100 bill; and/or adv. approach banks
Group 2	Assets >= \$3 billion
Group 3	Assets >= \$1 billion and < \$3 billion
Group 4	Assets >= \$300 million and < \$1 billion
Group 5	Assets >= \$100 million and < \$300 million
Group 6	Assets < \$100 million

Bank and Credit Union data compiled from financial data for the period noted, as reported to federal regulators. The financial data obtained from these sources is consistently reliable, although; the accuracy and completeness of the data cannot be guaranteed by BauerFinancial, Inc. BauerFinancial relies upon this data in its judgment and in rendering its opinion (e.g. determination of star ratings) as well as supplying the data fields incorporated herein. BauerFinancial, Inc. is not a financial advisor; it is an independent bank research firm. BauerFinancial is a registered trademark. Any unauthorized use of its content, logos, name, and/or Star-ratings is forbidden.

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BauerFinancial, Inc.  
 Bank Analytical Report

**Five Star Bank - Roseville, CA**

Rated 5-Stars based on financial data as of 03/31/2023

**A. Financial Statements as of 03/31/2023**

Balance Sheet: (\$ millions)

Assets:

Cash & Due From Banks	\$ 357.556
Securities & Fed Funds Sold	\$ 118.654
Loans (net)	\$ 2,846.991
Other Real Estate Owned	\$ 0.000
Premises & Fixed Assets	\$ 6.852
Investments in Subsidiaries	\$ 0.000
Intangible Assets	\$ 2.307
Other Assets	\$ 61.268
<b>Total Assets:</b>	<b>\$ 3,393.628</b>

Liabilities & Owner's Equity:

Non-Interest Bearing Deposits	\$ 843.013
Interest Bearing Deposits	\$ 2,083.733
Fed Funds Purchased & Securities Sold w/ Repurchase Agreements	\$ 0.000
Subordinated Debt	\$ 0.000
Other Borrowed Money	\$ 120.000
Other Liabilities	\$ 21.929
<b>Total Liabilities:</b>	<b>\$ 3,068.675</b>

Owner's Equity:

Preferred Stock	\$ 0.000
Common Stock & Surplus	\$ 249.126
Retained Earnings	\$ 87.773
Other Equity (Includes net unrealized gains/losses on AFS securities)	\$(11.946)
<b>Total Equity</b>	<b>\$ 324.953</b>
<b>Total Liabilities and Equity:</b>	<b>\$ 3,393.628</b>

Year-to-Date Income Statement (\$ millions)

Interest Income:	\$ 40.676
Interest Expense:	\$ 10.002
<b>Net Interest Income:</b>	<b>\$ 30.674</b>
(plus) Non-Interest Income	\$ 1.006
(plus) Gains (losses) Securities Transactions	\$ 0.000
(minus) Non-Interest Expense	\$ 10.496
(minus) Provisions	\$ 0.900
(minus) Income Taxes	\$ 5.880
(plus) Other Income (Expense)	\$ 0.000
<b>Net Year-to-date Income:</b>	<b>\$ 14.404</b>

Bank and Credit Union data compiled from financial data for the period noted, as reported to federal regulators. The financial data obtained from these sources is consistently reliable, although; the accuracy and completeness of the data cannot be guaranteed by BauerFinancial, Inc. BauerFinancial relies upon this data in its judgment and in rendering its opinion (e.g. determination of star ratings) as well as supplying the data fields incorporated herein. BauerFinancial, Inc. is not a financial advisor; it is an independent bank research firm. BauerFinancial is a registered trademark. Any unauthorized use of its content, logos, name, and/or Star-ratings is forbidden.

**BauerFinancial, Inc.**  
**Bank Analytical Report**

**Five Star Bank - Roseville, CA**

Rated 5-Stars based on financial data as of 03/31/2023

Year Established: 1999  
Number of Branches: 7

Telephone Number: (916) 626-5000  
WebSite: [www.fivestarbanc.com](http://www.fivestarbanc.com)

**B. CAPITAL ADEQUACY.** In order to be classified as at least adequately capitalized, current regulatory capital requirements include a leverage capital ratio  $\geq 4\%$ , a Common Equity Tier 1 (CET1) Ratio  $\geq 4.5\%$ , a Tier 1 Risk-based Capital Ratio  $\geq 6\%$  AND a Total Risk-based Capital Ratio  $\geq 8\%$ . (Note: Certain well-capitalized banks are not required to report the data for the CET1 Ratio and Risk-based ratios; display as N.A.)

	<u>This Bank</u>	<u>Peer Group</u>
Leverage Capital Ratio:	10.54%	10.08%
CET1 Ratio:	11.15%	13.34%
Tier 1 Risk-based Capital Ratio:	11.15%	13.42%
Total Risk-based Capital Ratio:	12.21%	14.10%
Regulatory Capital Classification:	Well-Capitalized	

**C. REGULATORY STATUS.** The Community Reinvestment Act (CRA) is intended to ensure institutions help meet the credit needs of the communities in which they operate. If available, the institution's CRA Rating is noted below. Similarly, if the institution's primary regulator has made public any current enforcement actions that could impact the safety and soundness of the institution, the regulator will be noted. If applicable, you may read the action by visiting the regulator's website (link below). (Disclaimer: Enforcement Action data is maintained by BauerFinancial based on media releases issued by the agencies; the accuracy and completeness cannot be guaranteed by BauerFinancial, Inc.)

Search Regulatory Enforcement Actions via these links: [OCC](#) [FDIC](#) [FEDERAL RESERVE](#)

**CRA Rating:** Satisfactory

**Supervisory Agreement:** None

**D. ASSET QUALITY.** The quality of an institution's assets is determined by two factors: what specifically is the asset and how does it relate to the entire portfolio. Asset quality can be the difference between survival and insolvency during periods of economic uncertainty.

	<u>This Bank</u>	<u>Peer Group</u>
Reposessed Assets/Net Worth:	0.00%	0.16%
Nonaccrual Loans & Other Loans Past Due 90 Days or More/Net Worth:	0.13%	4.83%
Nonperforming Assets/Net Worth + Reserves (a/k/a Texas Ratio):	0.12%	3.62%

**The following five ratios refer to the nonperforming assets and reserves in the bank's portfolio:**

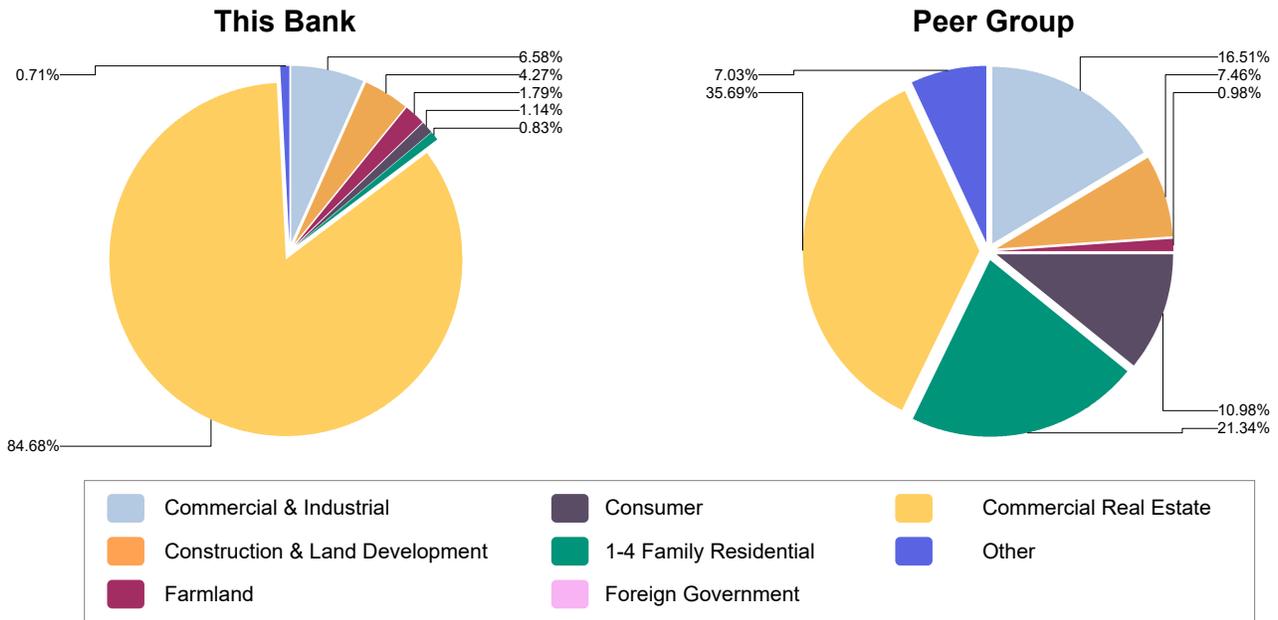
	<u>This Bank</u>	<u>Peer Group</u>
Nonperforming Assets/Total Assets:	0.01%	0.52%
Delinquent Loans/Total Loans:	0.01%	0.75%
Reposessed Assets/Total Assets:	0.00%	0.02%
Net Year-to-Date Chargeoffs/Total Loans:	0.05%	0.10%
Loan Loss Reserve/Total Loans:	1.19%	1.68%

Bank and Credit Union data compiled from financial data for the period noted, as reported to federal regulators. The financial data obtained from these sources is consistently reliable, although; the accuracy and completeness of the data cannot be guaranteed by BauerFinancial, Inc. BauerFinancial relies upon this data in its judgment and in rendering its opinion (e.g. determination of star ratings) as well as supplying the data fields incorporated herein. BauerFinancial, Inc. is not a financial advisor; it is an independent bank research firm. BauerFinancial is a registered trademark. Any unauthorized use of its content, logos, name, and/or Star-ratings is forbidden.

**BauerFinancial, Inc.**  
**Bank Analytical Report**  
**Five Star Bank - Roseville, CA**

Rated 5-Stars based on financial data as of 03/31/2023

**D. ASSET QUALITY, Continued.** Generally speaking, the more risky loans in a bank's portfolio are construction, commercial real estate, and foreign loans. Local economic conditions cause regional variances. Individuals or businesses interested in obtaining a loan or line of credit should check that the bank is actively engaged in that type of lending. Undercapitalized banks may be required to limit their lending activity due to an effort to shrink their asset size (thus increasing their capital ratios).



Loans to executive officers, principal shareholders and their related parties (with or without collateral) are not unusual in the banking industry. However, excessive lending to insiders can cause problems if the loans are not subject to the same arm's length underwriting standards as similar loans to other customers (as is required).

	<u>This Bank</u>	<u>Peer Group</u>
Loans to Insiders/Total Loans:	0.20%	0.44%
Loans to Insiders/Total Net Worth:	1.76%	2.82%

Intangible assets are acquired by various transactions in which the purchase price exceeds the book value. For example, a bank may buy a branch of another bank for more than its book value; the premium paid would be an intangible asset to the purchaser known as "goodwill". The leverage capital ratio on page 4 excludes most intangible assets.

	<u>This Bank</u>	<u>Peer Group</u>
Intangible Assets/Net Worth:	0.71%	20.51%

Investments in unconsolidated subsidiaries and related companies can be a drain on a bank's net worth. If the book value of the subsidiary declines, so does that of the bank.

	<u>This Bank</u>	<u>Peer Group</u>
Investments in Subsidiaries/Net Worth:	0.00%	0.00%

Bank and Credit Union data compiled from financial data for the period noted, as reported to federal regulators. The financial data obtained from these sources is consistently reliable, although; the accuracy and completeness of the data cannot be guaranteed by BauerFinancial, Inc. BauerFinancial relies upon this data in its judgment and in rendering its opinion (e.g. determination of star ratings) as well as supplying the data fields incorporated herein. BauerFinancial, Inc. is not a financial advisor; it is an independent bank research firm. BauerFinancial is a registered trademark. Any unauthorized use of its content, logos, name, and/or Star-ratings is forbidden.

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**Bank Analytical Report**

**Five Star Bank - Roseville, CA**

Rated 5-Stars based on financial data as of 03/31/2023

**E. LIQUIDITY.** Liquidity ratios measure the relationship between current assets and current liabilities; they are indicators of an institution's ability to meet current obligations. Higher ratios reflect a reliance on funding sources that may not be available in times of financial stress or adverse changes in market conditions.

	<u>This Bank</u>	<u>Peer Group</u>
Loans to Deposits:	98.44%	85.30%
Non-core Funding Dependence:	4.84%	13.11%
Brokered Deposits/Total Deposits:	4.29%	8.12%
Deposits Acquired from use of Listing Services/Total Deposits:	0.00%	0.65%

**F. GROWTH.** As a general rule, growth in a bank is considered normal and desirable. If the growth accelerates to a point where it becomes unmanageable, however, it can lead to a situation of capital inadequacy and/or unprofitability. Asset shrinkage could indicate a cutback in lending and equity shrinkage could portend negative trends.

	<u>This Bank</u>	<u>Peer Group</u>
% Change in Assets (year):	22.21%	11.33%
% Change in Equity (year):	27.99%	6.00%
% Change in Deposits (year):	16.72%	4.61%
% Change in Loans (year):	37.82%	18.25%

**G. PROFITABILITY.** Standard measures of profitability are Return on Assets and Return on Equity which reflect the percentage of each that has been earned during the current period. The ratios facilitate comparisons between institutions and time periods, as the same dollar figure of net income may be good or bad, depending on the balance sheet of the institution.

Current quarter's profit:	\$14.404	million
Year-to-date profit:	\$14.404	million
Profit for Previous Calendar Year:	\$49.283	million
Profit for Calendar Year 2 Years Ago	\$46.960	million

	<u>This Bank</u>	<u>Peer Group</u>
Annualized Return on Assets:	1.80%	1.23%
Annualized Return on Equity:	17.96%	11.71%

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 Jerry Legg  
 jlegg@fivestarbanc.com

## FIVE STAR BANK

(FIVE STAR BK)

LOCATION: ROSEVILLE, CA

TYPE: BANK

TOTAL ASSETS: \$3,394MM

IDC Rank of Financial Ratios 2023-Q1:

**300**

Superior (200 - 300)

## CAMEL Analysis

### Capital Ratios - A Foundation for Safety and Soundness

Tier 1 Capital % Tier 1 Assets	10.5%
Risk Based Capital % Risk Based Assets	12.2%
Tier I Capital % Risk Based Assets	11.2%

**Well Capitalized**

### Adequacy of Capital and Loan Loss Reserve to Cover Loan Delinquency

Loan Loss Reserve % Tier I Capital	10.1%
Loans 90 Days Delinquent % Tier I Capital	0.0%
Loans Nonaccrual + REO % Tier I Capital	0.1%

**More than Adequate Capital and Loan Loss Reserve to Cover Loan Delinquency**

### Margins Measure Management

Common Shareholder's Net Operating Profit After Tax % Tangible Equity Capital, NOPAT ROE (1yr)	17.5%
Cost of Equity COE (1yr)	6.0%

**ROE Adds Substantial Value**

Net Interest % Earning Assets (1yr)	3.95%
Noninterest Income % Earning Assets (1yr)	0.16%
Noninterest Expense % Earning Assets (1yr)	1.33%
Operating Profit Margin OPM (1yr)	67.6%

**Wide OPM**

OPM Risk Standard Deviation	1.8%
-----------------------------	------

**Low OPM Risk**

### Earnings Return on Equity Equals the Operating Return Plus the Financial Return

Return of Net Operating Profit From Operations After Tax % Earning Assets (ROEA)	2.52%
--	-------

**High Operating Return**

Return on Financial Leverage (ROFL) = Spread X Leverage	15.00%
---	--------

**High Financial Return**

ROEA less COF AT = Leverage Spread	1.90%
------------------------------------	-------

**Wide Spread**

Leverage Multiplier	7.90
---------------------	------

**Average Multiplier**

## Liquidity Determines the Ability to Grow

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September 19, 2023

Agenda Item: 8A

Attachment 4

Balance Sheet Cash Flow % Tier I Equity	28.7%
Percent Annual Growth in Equity Capital	14.7%
Nonperforming Assets % Total Loans	0.0%
Illiquid Loans % Stable Deposits and Borrowings Plus Excess Liquidity	82.3%
Interest-Bearing Liabilities % Earning Assets	65.8%

***Liquidity Ample to Support Growth***

## Supplemental Ratios

---

Investment Yield	2.3%
Loan Yield	5.0%
Cost of Adjusted Debt - After Tax	0.6%
Net Income % Avg Assets	1.8%

## Reports

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## Resources

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#### Limitations to Use of Financial Ratios and Ranks

Ranks are designed to provide IDC Financial Publishing, Inc.'s opinion as to the relative value of financial ratios, and are subject to limitations in their use. The ranks have no value in forecasting the direction of future trends of financial ratios. While in our opinion the selected ratios provide an ample financial picture for evaluating a financial institution, the quality of individual financial institutions can also be influenced by factors not taken into account in this analysis.

The quality of a financial institution is not fixed over time, but tends to undergo change. For this reason, changes in ranks occur, reflecting changes in the individual financial ratios. The data utilized for calculations, ranks, and other information was obtained from sources believed to be reliable and accurate; however, neither the publisher nor its employees assume responsibility for the correctness or accuracy of data, calculations, or liability for their use.

RESEARCH & ANALYSIS

# California-based Five Star Bank tops 2022 large community bank rankings

Tuesday, March 21, 2023 11:46 AM PT

By Zain Tariq and Zuhaib Gull  
 Market Intelligence

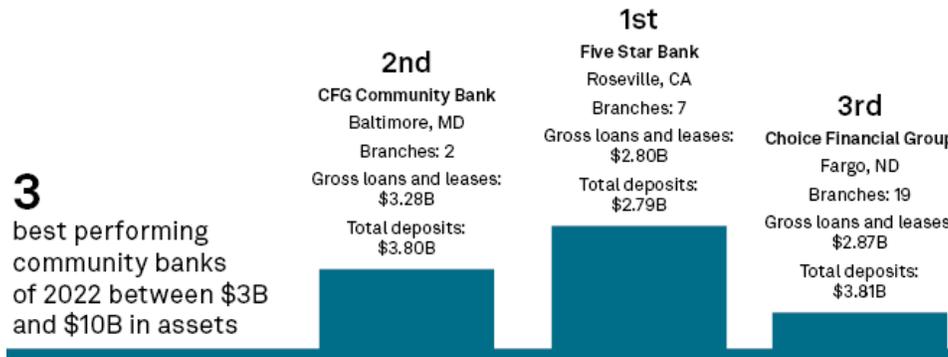
Roseville, Calif.-based Five Star Bank took the crown in S&P Global Market Intelligence's 2022 large US community bank ranking.

## About this analysis

To compile this ranking, S&P Global Market Intelligence calculated scores for each company based on seven metrics: pretax return on tangible common equity; efficiency ratio; cost of funds; five-year average operating revenue growth; five-year average net charge-offs to average loans and leases ratio; nonperforming assets and loans 90 days or more past due as a percentage of total assets; and leverage ratio. Each company's standard deviation from the industry mean was calculated for every ranking metric, weighted, then combined to derive a performance score. To help normalize the data and mitigate the impact of outliers, caps and floors were applied for each metric.

Criteria for the ranking included a gross loans and leases-to-total assets ratio of at least 33% with no more than half of those loans in credit cards; a leverage ratio of at least 5%; no active severe enforcement action; a result other than "substantial noncompliance" or "needs to improve" in the bank's most recent Community Reinvestment Act exam; a yield on loans and leases of no more than three times the industry median of 4.88%; and no more than half of the entity's revenue coming from nontraditional banking activities. Additionally, industrial banks, nondepository trusts, companies with a bankers' bank certification and banks with parent companies that have total assets of \$10 billion or more were omitted.

Based on the above criteria, 196 banks and thrifts were eligible for ranking.



Data compiled Mar. 3, 2023.  
 Source: S&P Global Market Intelligence.  
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Five Star Bank, established in 1999 and operating with seven branches in California, outperformed the median for all 196 banks in the analysis in all seven metrics analyzed.

The bank crossed \$3 billion in assets during the third quarter of 2022, ending the year with \$3.22 billion in total assets, up 26.1% from the end of 2021. About 92% of the bank's loan portfolio is made up of real estate loans.

According to the company's fourth-quarter 2022 financial disclosures, the increase in total assets was primarily due to \$1.4 billion in non-Paycheck Protection Program loan originations, partially offset by PPP loan forgiveness and loan payoffs.

Another new entrant to the \$3 billion club, Baltimore-based CFG Community Bank, came in at No. 2, helped by its 37.91% return on average tangible common equity before tax and 32.8% five-year average operating revenue growth. The bank had the second-highest cost of funds among the top 50, thanks to its 35.4% concentration in CDs, compared to 11.7% median for the group.

Century-old Fargo, N.D.-based Choice Financial Group, in the third spot, operates 14 branches in North Dakota and five in Minnesota and grew its total assets by 33.5% over the year. Gross loans and leases increased by 20.9%, primarily driven by real estate loans, which were up \$334.3 million from a year ago.

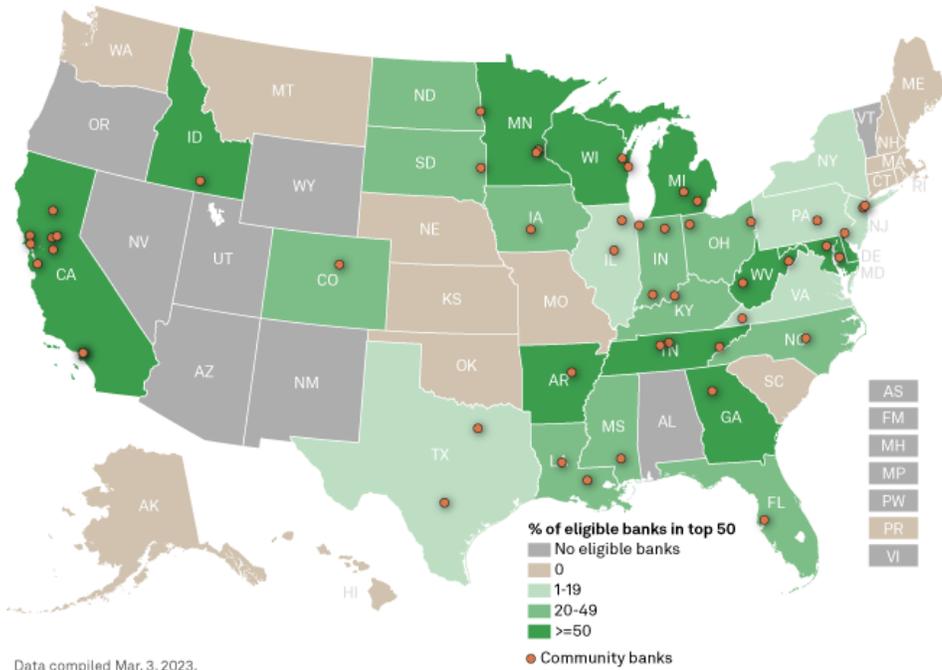
**Best performing community banks of 2022 between \$3B and \$10B in assets**

Based on financials for the year ended Dec. 31, 2022

Rank	Company (top-level ticker)	City, state	Ranking metrics							NPA's & loans 90+ PD/total assets (%)	Leverage ratio (%)
			Total assets (\$M)	ROATCE before tax and extra (%)	Efficiency ratio (%)	Cost of funds (%)	5-year avg. operating revenue growth (%)	5-year avg. NCOs/avg. loans and leases (%)			
1	Five Star Bank (FSBC)	Roseville, CA	3.22	25.49	33.20	0.44	24.4	0.13	0.01	10.69	
2	CFG Community Bank	Baltimore, MD	4.25	37.91	38.13	1.40	32.8	0.04	0.17	9.31	
3	Choice Financial Group	Fargo, ND	4.23	27.28	47.16	0.45	21.7	0.06	0.15	9.44	
4	American Business Bank (AMBZ)	Los Angeles, CA	3.84	26.69	46.07	0.07	17.6	0.00	0.18	8.75	
5	RBB Bancorp (RBB)	Los Angeles, CA	3.92	23.22	39.43	0.91	16.5	0.02	0.31	11.67	
6	Mid Penn Bank (MPB)	Millersburg, PA	4.48	17.58	53.54	0.39	31.8	0.01	0.21	10.71	
7	Fidelity Bank	Fuquay-Varina, NC	3.73	34.80	51.95	0.04	13.9	-0.01	0.50	8.18	
8	Preferred Bank (PFBC)	Los Angeles, CA	6.43	30.07	26.95	0.85	14.0	0.09	0.40	10.32	
9	Metropolitan Commercial Bank (MCB)	New York, NY	6.27	17.70	56.71	0.45	31.6	-0.01	0.02	10.02	
10	TriCo Bancshares (TCBK)	Chico, CA	9.93	23.96	51.56	0.11	13.2	0.00	0.34	10.14	
11	First National Bank of America	East Lansing, MI	4.55	48.28	26.02	1.67	21.5	0.03	1.46	8.71	
12	Farmers & Merchants Bancorp (FMCB)	Lodi, CA	5.33	22.03	44.21	0.07	11.1	0.01	0.05	9.36	
13	Bank First NA (BFC)	Manitowoc, WI	3.66	21.61	46.10	0.39	18.2	0.12	0.19	9.93	
14	Bridgewater Bancshares Inc. (BWB)	Saint Louis Park, MN	4.35	21.74	41.50	0.96	19.0	0.00	0.02	9.55	
15	River City Bank (RCBC)	Sacramento, CA	4.04	20.46	26.40	0.56	14.7	-0.02	0.00	8.68	
16	Old Second National Bank (OSBC)	Aurora, IL	5.88	21.68	55.92	0.07	21.7	0.06	0.59	9.32	
17	West Bank (WTBA)	West Des Moines, IA	3.61	20.57	41.82	0.74	9.1	-0.01	0.01	11.37	
18	Metro City Bank (MCBS)	Doraville, GA	3.44	29.51	35.35	0.97	12.0	0.03	0.71	9.63	
19	German American Bancorp Inc. (GABC)	Jasper, IN	6.16	24.80	58.07	0.31	14.8	0.10	0.23	10.53	
20	First Bancshares Inc.	Merrillville, IN	6.73	25.44	47.86	0.50	11.0	0.07	0.15	9.98	
21	Heritage Commerce Corp (HTBK)	San Jose, CA	5.15	22.06	48.54	0.19	11.6	0.02	0.05	9.15	
22	First Bank & Trust	Brookings, SD	4.38	21.10	57.76	0.41	25.2	0.03	0.74	9.26	
23	Frandsen Financial Corp.	Arden Hills, MN	3.17	41.57	60.40	0.09	11.6	-0.01	0.14	7.26	
24	First Bancorp Inc.	Lebanon, VA	3.14	22.38	47.15	0.56	12.4	0.01	0.16	9.91	
25	The Bancorp Inc. (TBBK)	Wilmington, DE	7.90	26.99	51.42	0.44	15.5	0.07	0.77	9.63	
26	CapStar Bank (CSTR)	Nashville, TN	3.11	15.60	54.66	0.47	19.5	0.10	0.39	12.10	
27	City Holding Co. (CHCO)	Charleston, WV	5.88	26.30	48.53	0.16	6.8	0.07	0.39	10.01	
28	Premier Financial Corp. (PFC)	Defiance, OH	8.46	21.89	52.42	0.51	20.9	0.06	0.48	9.37	
29	Farmers National Bank of Canfield (FMNB)	Canfield, OH	4.07	32.01	53.84	0.39	11.4	0.08	0.41	8.76	
30	Stock Yards Bancorp Inc. (SYBT)	Louisville, KY	7.51	23.26	58.19	0.26	17.3	0.06	0.21	9.33	
31	Bank of Ann Arbor	Ann Arbor, MI	3.02	22.98	51.57	0.24	12.2	0.07	0.25	9.78	
32	The First Bancshares Inc. (FBMS)	Hattiesburg, MS	6.47	19.09	58.49	0.45	25.6	0.04	0.50	9.26	
33	BCB Community Bank (BCBP)	Bayonne, NJ	3.55	21.39	44.39	0.55	12.6	0.02	0.45	9.88	
34	Vantage Bank Texas	San Antonio, TX	3.35	19.59	56.56	0.26	82.9	0.31	0.77	10.67	
35	HBT Financial Inc. (HBT)	Bloomington, IL	4.28	23.58	54.49	0.19	5.7	0.01	0.12	10.58	
36	SmartBank (SMBK)	Pigeon Forge, TN	4.63	16.66	61.08	0.44	28.1	0.02	0.10	8.90	
37	Bank of Marin Bancorp. (BMRC)	Novato, CA	4.15	18.91	53.29	0.05	11.0	0.00	0.11	9.60	
38	Poppy Bank	Santa Rosa, CA	5.32	20.75	34.60	1.19	19.7	0.02	1.30	10.20	
39	ANB Bank	Denver, CO	3.20	33.16	61.46	0.07	4.4	0.01	0.06	8.49	
40	Lakeland Financial Corp. (LKFN)	Warsaw, IN	6.43	21.70	45.14	0.64	7.4	0.09	0.27	11.50	
41	Summit Community Bank Inc. (SMMF)	Moorefield, WV	3.89	20.12	45.92	0.75	14.9	0.07	0.36	10.40	
42	D.L. Evans Bank	Burley, ID	3.04	22.92	57.08	0.16	11.5	-0.01	0.13	9.02	
43	Nicolet Bankshares Inc. (NIC)	Green Bay, WI	8.76	24.02	51.74	0.49	17.9	0.03	0.46	8.17	
44	First Security Bancorp	Searcy, AR	7.73	13.52	44.50	0.44	3.2	-0.01	0.06	18.42	
45	Red River Bank (RRBI)	Alexandria, LA	3.08	18.58	55.70	0.20	10.7	0.05	0.21	11.00	
46	Inwood Bancshares Inc.	Dallas, TX	4.36	21.29	41.51	0.31	7.5	0.00	0.42	9.05	
47	Wilson Bank Holding Co. (WBHC)	Lebanon, TN	4.27	18.73	55.84	0.48	10.8	0.02	0.02	11.18	
48	Bank of Tampa	Tampa, FL	3.07	26.87	57.80	0.08	11.9	0.05	0.17	7.58	
49	Business First Bancshares Inc. (BFST)	Baton Rouge, LA	6.01	19.08	64.48	0.72	36.4	0.05	0.35	9.49	
50	Shore United Bank NA (SHBI)	Easton, MD	3.48	14.95	59.12	0.33	19.9	0.02	0.25	9.92	

California	19.25	58.08	0.46	10.8	0.22	9.63
Median for all 196 banks	19.25	58.08	0.46	10.8	0.06	9.71

50 best-performing community banks of 2022 with \$3B-\$10B in assets



total assets between \$3 billion  
 calculated for each metric for each  
 ze the data.  
 ans in credit cards; a leverage ratio  
 ne bank's most recent CRA exam;  
 nue coming from nontraditional  
 ; with parent companies that have

Data compiled Mar. 3, 2023.  
 S&P Global Market Intelligence used seven diversely weighted metrics to identify top-performing U.S. community banks with total assets between \$3 billion and \$10 billion. The mean for each metric was identified across the data set, and standard deviations from these means were calculated for each metric for each institution and aggregated to determine a relative performance score. Scores for each metric were also capped to help normalize the data.  
 Map credit: Joe Felizadio.  
 Source: S&P Global Market Intelligence.  
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Download a refreshable template containing the underlying data used in the rankings and the list of top 50.

See the 2021 rankings for the top-performing community banks with less than \$3 billion in assets and those with \$3 billion to \$10 billion in assets.

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September 19, 2023  
 Agenda Item: 8A  
 Attachment 4



### Contract for Deposit of Monies

THIS CONTRACT, relating to the deposit of monies, as of July 12, 2023, between Steve Palmer, (hereafter designated "Treasurer" acting in his official capacity as General Manager (Treasurer, Finance Director, etc.) of Donner Summit Public Utility District (hereinafter designated "Depositor"), and Five Star Bank (hereinafter designated "Depository"), having a shareholder's equity of Two Hundred and Fifty Two Million, Eight Hundred Twenty Five Thousand Dollars (\$252,825,000) as of December 31, 2022.

### WITNESSETH

WHEREAS, the Treasurer proposes to deposit in the Depository from time to time, commencing on July 12, 2023, monies in his/her custody in an aggregate amount on deposit at any one time not to exceed the total shareholder's equity of the Depository, and said monies will be deposited subject to Title 5, Division 2, Part 1, Chapter 4, Article 2 (commencing with Section 53630) of the Government Code of the State of California; and

WHEREAS, said provisions of the Government Code requires the Treasurer to enter into a contract with the Depository, setting forth the conditions upon which said monies are deposited; and

WHEREAS, in the judgment of the Treasurer, this contract is to the public advantage;

NOW, THEREFORE, it is agreed between the parties hereto as follows:

1. This contract cancels and supersedes any previous contracts between the Treasurer and the Depository relating to the method of handling and collateralization of deposits of monies.
2. This contract, but not the deposits then held hereunder, shall be subject to termination by the Treasurer or the Depository at any time upon 30 days written notice. Deposits may be withdrawn in accordance with the agreement of the parties and applicable federal and state statutes, rules and regulations. This contract is subject to modification or termination upon enactment of any statute, rule or regulation, state or federal, which, in the opinion of the Administrator of the Local Agency Security, is inconsistent herewith, including any changes relative to the payment of interest upon monies so deposited by the Treasurer. Upon notification from the Administrator, the Treasurer may withdraw deposits in the event the Depository fails to pay assessments, fines, or penalties assessed by the Administrator.
3. Interest shall accrue on any monies so deposited as permitted by any act of the Congress of the United States or by any rule or regulation of any department or agency of the Federal Government adopted pursuant thereto. If interest may be legally paid, all monies deposited in accordance with this contract shall bear interest at a rate agreed upon by the Treasurer and the Depository.
4. The Depository shall issue to the Treasurer at the time of each inactive deposit, a receipt on a form agreed to by the Depository and the Treasurer, stating the interest to be paid, if any, the duration of the deposit, the frequency of the interest payments, and the terms of withdrawal. Each such deposit receipt is by reference made a part of this contract.
5. As security for said deposit, the Depository shall at all times maintain with the Agent of Depository named herein, commencing forthwith, eligible securities having a market value in excess of the actual total amount of local agency monies on deposit with the depository as per Government Code 53652. If the eligible security is determined by the Administrator of the Local Agency Security of the State of California in accordance with Government Code Section 53661 to be not qualified to secure public deposits, additional security shall be substituted immediately by the depository, as necessary, to comply with the requirements of this Paragraph.



6. Eligible securities are those listed in Government Code Section 53651, which may include the use of letters of credit issued by the Federal Home Loan Bank of San Francisco pursuant to Government Code 53651(p).
7. The Agent of Depository, authorized by the Treasurer and the Depository to hold the eligible securities posted as collateral under this contract is U.S. Bank (See Section 8 below). Said Agent of Depository has filed with the Administrator of Local Agency Security of the State of California an agreement to comply in all respects with the provisions of Title 5, Division 2, Part 1, Chapter 4, Article 2 (commencing with Section 53630) of the Government Code.
8. Authority for placement of securities for safekeeping in accordance with Government Code Section 53659 is hereby granted to the Agent of Depository, including placement with any Federal Reserve Banks or branch thereof, pursuant to Government Code Section 53657, or the Federal Home Loan Bank of San Francisco.
9. If the Depository fails to pay all or part of any deposits of the Treasurer which are subject to this contract when ordered to do so in accordance with the terms of withdrawal set forth on the deposit receipt (which is by reference made a part hereof), the Treasurer will immediately notify, in writing, the Administrator of the Local Agency Security. Action of the Administrator in converting the collateral required by Paragraph 5 above for the benefit of the Treasurer is governed by Government Code Section 53665.
10. The Depository may add, substitute, or withdrawal eligible securities being used as security for deposits made hereunder in accordance with Government Code Section 53654, provided the requirements of Paragraph 5 above are met.
11. The Depository shall have and hereby reserves the right to collect the interest on the securities, except in cases where the securities are liable to sale or are sold or converted in accordance with the provisions of Government Code Section 53665.
12. The Depository shall bear and pay the expense of transportation of eligible securities to and from the designated Agent of Depository.
13. This contract, the parties hereto, and all deposits governed by this contract shall be subject in all respects to Title 5, Division 2, Part 1, Chapter 4, Article 2 (commencing with Section 53630) of the Government Code, and of all other state and federal laws, statutes, rules and regulations applicable to such deposits, whether now in force or hereafter enacted or promulgated, all of which are by this reference made a part hereof.
14. The Treasurer named herein waives the right to collateral based on insurance provided by the Federal Deposit Insurance Corporation not to exceed the maximum amount insured pursuant to federal law, in accordance with Government Code Section 53653.

IN WITNESS WHEREOF, the Treasurer, in his/her official capacity has signed this contract in duplicate and the Depository has caused this contract to be executed in like number by its duly authorized officers.

PUBLIC ENTITY NAME

FIVE STAR BANK

Donner Summit Public Utility District

NAME OF AUTHORIZED PERSON

NAME OF AUTHORIZED PERSON

Steve Palmer – General Manager

Jerry Legg – SVP/Govt. Banking Manager

SIGNATURE OF AUTHORIZED PERSON

SIGNATURE OF AUTHORIZED PERSON

\_\_\_\_\_

\_\_\_\_\_

RESOLUTION NO. 2023-19

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DONNER SUMMIT PUBLIC UTILITY DISTRICT APPROVING THE CHANGE OF BANKS FROM WELLS FARGO TO FIVE STAR BANK**

**WHEREAS**, Five Star Bank is a Platinum Level business affiliate of the California Special Districts Association, which Donner Summit Public Utility District (DSPUD) is a member; and

**WHEREAS**, Five Star Bank has provided DSPUD with a banking proposal that provides all essential services; and

**WHEREAS**, the Five Star Bank proposal does not increase DSPUD banking costs; and

**WHEREAS**, the Five Star Bank proposal will increase DSPUD interest revenue by at least 1.75% over interest available at Wells Fargo.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF DONNER SUMMIT PUBLIC UTILITY DISTRICT DOES HEREBY RESOLVE** that changing banks from Wells Fargo to Five Star Bank is approved.

**BE IT FURTHER RESOLVED** that the General Manager is authorized to execute the necessary documents.

**PASSED AND ADOPTED** by the Board of Directors of Donner Summit Public Utility District, this 19<sup>th</sup> day of September 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DONNER SUMMIT PUBLIC UTILITY DISTRICT

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

ATTEST:

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

## Agenda Item: 8B



## STAFF REPORT

**TO:** Board of Directors

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

**SUBJECT:** Review and Comment on the Draft Water Shortage Contingency Plan

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### **RECOMMENDATION**

Review and provide comments on the Draft Water Shortage Contingency Plan.

### **BACKGROUND**

Donner Summit Public Utility District (DSPUD) received a grant from Placer County Water Agency (PCWA) Financial Assistance Program (FAP) to perform a drought resiliency study. A Request for Proposals was issued, proposals were received, and GEI Consultants was selected to provide the services listed in the RFP. The agreement with GEI Consultants was approved by the DSPUD Board on November 15, 2022.

One task included in GEI's scope of work is to prepare a Water Shortage Contingency Plan (WSCP). The State requires small water suppliers serving 1,000 to 2,999 connections and providing less than 3,000 acre-feet per year of water to develop an abridged WSCP. DSPUD is not required to prepare a WSCP because it serves approximately 360 connections. However, since DSPUD has only one source of supply it is prudent to have a document that outlines a course of action if the district is faced with reduced or impaired water supply.

GEI prepared a Draft WSCP for review by the community and the Board. The Draft WSCP was posted on the DSPUD website on September 1, 2023 and customers were mailed the flyer included as Attachment 1. Staff will receive any comments on the Draft WSCP, make any required changes, and present a final version at the October Board meeting.

### **DISCUSSION**

The Draft WSCP (Attachment 2) specifies that the General Manager shall monitor the water supply and demand conditions monthly, and monitor the Bulletin 120 runoff forecasts for the American River below Folsom Lake for the months of February, March, April, and May as indicators for a potential water supply shortage. When those indicators reach the "triggers" specified in the WSCP, the General Manager has the authority to initiate (or terminate) the drought response stages listed in the WSCP.

The drought response stages are summarized below.

#### **Stage 1 Response – WATCH Water Shortage Conditions**

The goal of the Stage 1 response is to achieve a 15% reduction in total monthly water usage. This Stage attempts to achieve this goal by voluntary use reduction. The voluntary use restrictions are:

- 
- Limit landscape irrigation to Sundays and Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Saturdays and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and to irrigate landscapes only between the hours of 5:00 a.m. and 6:00 a.m. and 8:00 p.m.
  - Discontinue water use for non-essential purposes such as ornamental fountains, washing down of sidewalks or hard surface areas.
  - Restaurants are requested to serve water to patrons only upon request.
  - Do not irrigate during rain or within 48 hours after measurable rainfall.
  - Hotels/Motels are requested to provide guests the option of not having towels and linens laundered daily.

Customers are strongly encouraged and reminded to follow these restrictions, however there is no formal enforcement.

#### Stage 2 Response – WARNING Water Shortage Conditions

The goal of the Stage 2 response is to achieve a 25% reduction in total monthly water usage. In addition to the voluntary use restrictions from Stage 1, the following mandatory use restrictions are implemented in Stage 2:

- Landscape irrigation shall be limited to Sundays and Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Saturdays and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and to irrigate landscapes only between the hours of 5:00 a.m. and 6:00 a.m. and 8:00 p.m.
- Use of water to wash any vehicle is prohibited except on designated watering days (above) between the hours of 5:00 a.m. and 6:00 a.m. and 6:00 p.m. to midnight. Such washing, when allowed, shall be done with a hand-held bucket or a hand-held hose equipped with a positive shutoff nozzle for quick rinses. Vehicle washing may be done at any time at a commercial car wash or commercial service station that utilizes internally recycled water. Washing necessary for the health, safety, and welfare of the public, such as garbage trucks and vehicles used to transport food and perishables, is exempt.
- Use of water to fill, refill, or add to any indoor or outdoor swimming pools, wading pools, or Jacuzzi-type pools is prohibited except on designated watering days between the hours of 5:00 a.m. and 6:00 a.m. and 6:00 p.m. to midnight.
- Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life.
- The following uses of water are defined as non-essential and are prohibited:
  - washdown of any sidewalks, walkways, unless being performed by a County or emergency response employee addressing a public health issue such as fecal waste removal, etc.;
  - washdown of driveways, parking lots, tennis courts, or other hardsurfaced areas;
  - washdown of buildings or structures for purposes other than immediate fire protection;
  - dust control;
  - flushing gutters or permitting water to run or accumulate in any gutter or street; and
  - failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s).

The response for Stage 2 also includes a recommendation that the District identify long-term mitigation strategies.

#### Stage 3 Response – ACUTE Water Shortage Conditions

The goal of the Stage 3 response is to achieve a 35% reduction in total weekly water usage. In addition to the use restrictions from Stages 1 and 2, the following mandatory use restrictions are implemented in Stage 3:

- Use of water from hydrants shall be limited to firefighting, related activities, or other activities necessary to maintain public health, safety, and welfare such as hauling water to domestic well residents. Designated fire hydrants for construction purposes may be allowed but require a special permit from DSPUD so that usage can be tracked and assessed.
- Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle not occurring on the premises of a commercial car wash and commercial service stations, that utilizes internally recycled water, or not in the immediate interest of public health, safety, and welfare is prohibited.
- All restaurants are prohibited from serving water to patrons except upon request of the patron.

The response for this Stage also includes a recommendation to execute agreements to prepare engineering designs, cost estimates, and schedule for a long-term mitigation strategy. The District should also look for sources of funding for construction of drought mitigation projects.

#### Stage 4 Response – CRITICAL Water Shortage Conditions

The goal of the Stage 4 response is to achieve a 45% reduction in total daily water usage. In addition to the use restrictions from Stages 1, 2, and 3, the following mandatory use restrictions are implemented in Stage 4:

- Use of water to fill, refill, or add to any indoor or outdoor swimming pools, wading pools, or Jacuzzi-type pools is prohibited.
- The use of water for construction purposes from designated fire hydrants under special permit is to be discontinued. Supplying residents with domestic wells may be allowed under special permits with CDPH certified potable water haulers.
- Irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems shall be limited to Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8) and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and irrigation of landscaped areas is further limited to the hours of 5:00 a.m. and 6:00 a.m. and 8:00 p.m. to midnight on designated watering days.

The response for this Stage also includes a recommendation to evaluate the feasibility of water transfers from other agencies.

#### Stage 5 Response – EMERGENCY Water Shortage Conditions

The goal of the Stage 5 response is to achieve a 55% reduction in total daily water usage. In addition to the use restrictions from Stages 1, 2, 3, and 4, the following mandatory use restrictions are implemented in Stage 5:

- All outdoor irrigation is prohibited.
- Evaporative (swamp) coolers are prohibited unless temperatures exceed 85 degrees Fahrenheit.

During this Stage, the District should continue searching for and implementing long-term mitigation strategies, and evaluating the feasibility of water transfers.

**Stage 6 Response – CATASTROPHIC Water Shortage Conditions**

The goal of the Stage 6 response is to achieve a >55% reduction in total daily water usage or implement water allocations. In addition to the use restrictions from Stages 1, 2, 3, 4, and 5 the following mandatory use restrictions are implemented in Stage 6:

- Indoor conservation is required, such as utilizing showers instead of baths, decreasing frequency of clothes washing, and decreasing toilet flushing.

Additionally, the District shall initiate the CATASTROPHIC Water Allocation Plan. Under this Stage, the General Manager is authorized to allocate water according to the following plan that is detailed in the WSCP:

- Residential customers will be allocated water to meet the minimum health and safety demands.
- Commercial customers will be allocated 40% of their monthly water usage for indoor uses, and no water for irrigation. All restaurants shall provide drinking water only upon customer request, hotels must only wash linens upon customer request, and all commercial customers must post conservation messaging.

In the event of water outages, the District's plan to provide interim alternative water supply for public health needs is to obtain potable water sourced through California Office of Emergency Services, California Water/Wastewater Agency Response Network (CalWARN), or other local water agencies. The water will be hauled to the District by a certified potable water hauler and stored in temporary storage tanks at the District office. Residents will be allowed to fill up 10 gallons of water per person per day.

Enforcement of the WSCP will be performed in accordance with provisions in existing District Ordinance. If a person or persons is in violation of this Plan, the District shall notify the person in writing, specifying the violation. Upon failure of the person or persons to cease or prevent further violation within five days, the District shall provide a financial penalty of up to \$300 per day.

The WSCP is presented here as a draft for review and comment. Formal action to approve is not requested at this time and changes are possible before Board approval is requested. Staff will receive any comments from the Board on the Draft WSCP, make any changes, and present a final version at the October Board meeting.

The complete drought resiliency plan will be presented at a future meeting.

**FISCAL IMPACT**

There is no cost associated with this action.

**CEQA ASSESSMENT**

The approval of this WSCP is not a CEQA project.

**ATTACHMENTS**

1. Public Notice
2. Draft Water Shortage Contingency Plan

# Let's be prepared for "Just in case..."

Donner Summit Public Utility District (DSPUD) has prepared an Abridged Water Shortage Contingency Plan. This plan documents DSPUD's plan to manage and mitigate an actual water shortage condition, should one occur because of drought or other impacts on water supplies. Included in the plan are specific water use restrictions that will be put into effect during a water shortage to conserve and protect the DSPUD's water supplies. DSPUD is asking for your feedback on the plan, as these restrictions will apply to customers during a water shortage.

The 30-day public comment period begins September 1, 2023. The plan can be accessed via the DSPUD website at [www.dspud.com](http://www.dspud.com). Comments can be provided via email to [spalmer@dspud.com](mailto:spalmer@dspud.com) through September 30, 2023.

You can also provide comments at the DSPUD's September Board meeting, which will be held virtually via Zoom.

## September Board Meeting

Tuesday, September 19, 2023 at 6:00pm

The ZOOM link is in the Board Meeting Agenda.

The link to the agenda is at the bottom of the DSPUD website ([dspud.com](http://dspud.com)).

September 19, 2023

Agenda Item: 8B

Attachment 1



**DONNER SUMMIT**  
PUBLIC UTILITY DISTRICT

**530-426-3456**

[dspud.com](http://dspud.com)





P.O. Box 610  
Soda Springs, CA 95728  
(530) 426-3456  
dspud.com

**September 19, 2023**  
**Agenda Item: 8B**  
**Attachment 1**

Your input is requested to finalize the  
**Abridged Water Shortage  
Contingency Plan.**

It only takes **2 Steps**:

**STEP 1** Review the Plan

**STEP 2** Provide Comments

*Details are provided on the front.*

P.O. BOX  
SODA SPRINGS, CA 95728

**SAVE WATER. SAVE CALIFORNIA.**

**Water Shortage Contingency  
Plan  
for  
Donner Summit Public Utility  
District (DSPUD)**

**53823 Sherritt Lane, Soda Springs, CA 95728**

**Public Water System CA #2910016**

**Effective: Month Day, 2023**

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## **Section I: Declaration of Policy, Purpose, and Intent**

In order to conserve the available water supply and protect the integrity of public water system (PWS) supply facilities, with particular regard for domestic water use, sanitation, and fire protection, to protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, Donner Summit Public Utility District (DSPUD, or District) hereby adopts the following regulations and restrictions on the delivery and consumption of water through this abridged Water Shortage Contingency Plan (WSCP, or Plan).

In relation to the ongoing drought, in September 2021, Governor Gavin Newsom signed Senate Bill 552 (SB 552) requiring small water suppliers serving 1,000 to 2,999 connections and providing less than 3,000 acre-feet per year of water to develop an abridged WSCP, along with other prescriptive drought resiliency measures between 2023 and 2032. DSPUD serves approximately 360 domestic water customers in the Donner Summit area and is exempt from the requirements to develop, adopt, and maintain an abridged WSCP; however, the District is not immune to the challenges associated with climate change and drought. Due to these challenges, the District may see water supply–demand imbalances, especially at future levels of development. This abridged WSCP will address the water supply–demand imbalances by identifying standard water shortage levels corresponding to progressive ranges based on the water supply conditions, including catastrophic interruptions of water supply including regional power outage, earthquake, fire, and other potential emergency events.

Water uses regulated or prohibited under this Plan are considered to be non-essential and continuation of such uses during times of water shortage or other emergency water supply condition are deemed to constitute a waste of water subjecting the offender(s) to penalties as defined in Section XI of the Plan.

## **Section II: Public Involvement**

While DSPUD is not required to prepare an abridged WSCP under SB 552, the District provided the opportunity for the public to provide input into the preparation of the Plan by posting the Plan on their website and through their regular Board meeting held on September 19, 2023. Hard copy mailers were distributed ahead of this meeting to notify the public of the opportunity for input into the Plan. Final adoption of the Plan occurred at a properly noticed Board meeting on October 17, 2023.

## **Section III: Public Education**

DSPUD will regularly provide the public with information about the Plan, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the drought response measures to be implemented in each stage, including but not limited to the value of water, sources of water being used, methods and opportunities for conservation. Detailed information on public education is provided in Section X of the Plan.

#### **Section IV: Coordination with Regional Water Planning Groups**

The service area of DSPUD is located within the Lake Angela watershed and the District has provided a copy of this Plan to the State Water Resources Control Board, Division of Drinking Water. **The final plan was also posted on the DSPUD website on Month Day, 2023.**

#### **Section V: Authorization**

The General Manager, or designee, is hereby authorized and directed to implement the applicable provisions of this Plan upon determination that such implementation is necessary to protect public health, safety, and welfare. The General Manager, or designee, shall have the authority to initiate or terminate drought or other water supply emergency response measures as described in this Plan. The contact information for the General Manager is: 530-426-3456 and via email at SPalmer@dspud.com.

#### **Section VI: Application**

The provisions of this Plan shall apply to all persons, customers, and properties utilizing water provided by DSPUD. The terms “person” and “customer” as used in the Plan may include individuals, corporations, partnerships, associations, and all other legal entities.

#### **Section VII: Definitions**

For the purposes of this Plan, the following definitions shall apply:

**Aesthetic water use:** water use for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.

**Commercial and Institutional water use:** water use which is integral to the operations of commercial and non-profit establishments and governmental entities such as schools, hospitals, clinics, retail establishments, hotels and motels, restaurants, and office buildings.

**Conservation:** those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water or increase the recycling and reuse of water so that a supply is conserved and made available for future or alternative uses.

**Customer:** any person, company, or organization using water supplied by DSPUD.

**Domestic water use:** water use for personal needs or for household or sanitary purposes such as drinking, bathing, heating, cooking, sanitation, or for cleaning a residence, business, industry, or institution.

**Even number address:** street addresses, box numbers, or rural postal route numbers ending in 0, 2, 4, 6, or 8 and locations without addresses.

**Industrial water use:** the use of water in processes designed to convert materials of lower value into forms having greater usability and value.

**Landscape irrigation use:** water used for the irrigation and maintenance of landscaped areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf courses, parks, rights-of-way and medians.

**Non-essential water use:** water uses that are not essential nor required for the protection of public, health, safety, and welfare, including:

- (a) irrigation of landscape areas, including parks, athletic fields, and golf courses, except otherwise provided under this Plan;
- (b) use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle;
- (c) use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
- (d) use of water to wash down buildings or structures for purposes other than immediate fire protection;
- (e) flushing gutters or permitting water to run or accumulate in any gutter or street;
- (f) use of water to fill, refill, or add to any indoor or outdoor swimming pools or Jacuzzi-type pools;
- (g) use of water in a fountain or pond for aesthetic or scenic purposes except where necessary to support aquatic life;
- (h) failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s); and
- (i) use of water from hydrants for construction purposes or any other purposes other than firefighting or hauling water for a domestic water use.

**Odd numbered address:** street addresses, box numbers, or rural postal route numbers ending in 1, 3, 5, 7, or 9.

## Section VIII: Summary of Drought Response Stages and Response Actions

The General Manager, or designee, shall monitor a) water supply and/or demand conditions on a monthly basis and b) Bulletin 120 forecasts as they are released in the months of February, March, April, and May. The General Manager, or designee, shall determine when conditions warrant initiation or termination of each stage of the Plan, that is, when the specified “triggers” are reached.

The triggering and termination criteria described in subsequent sections of this document are based on:

- Projected surface water storage;
- Bulletin 120 runoff forecasts for the American River below Folsom Lake (<https://cdec.water.ca.gov/reportapp/javareports?name=B120>)
- Emergencies such as fire, earthquake, etc. resulting in potential water outages

The response actions described in subsequent sections of this document are based on the following general precepts:

- Source capacity augmentation is proposed through the provision of hauled or bottled water since DSPUD does not have an emergency intertie.
- Conservation techniques employed include progressively implementing more strict water use policies, primarily focused on outdoor irrigation and increasingly restrictive water use in business functions. In natural disaster type scenarios, water supplies are limited based on a per capita per day scenario.
- Notification of the public is performed in a variety of ways to ensure drought messaging is received by the residents. Depending on the severity of the drought stage, this may include messages on DSPUD’s website to county emergency messaging text alerts.
- DSPUD will coordinate with a variety of agencies, including but not limited to County Office of Emergency Services, County Environmental Health, and the State Water Resources Control Board, Division of Drinking Water, depending upon the severity of drought or water shortage.

A summary of the triggers and water reduction targets associated with each of the stages presented in this section is provided in table format below.

Summary of Drought Response Stages

Month	Index	Trigger	Shortage Level	Target	Stage	
January	Lake Angela Storage <b>OR</b> Previous April Bulletin 120 Apr-Jul runoff forecast for American River below Folsom Lake	<b>Lesser of:</b>				
		Lake Angela Storage < 50 AF	15-25%	25%	2	
		<b>OR</b>			<b>OR</b>	
		Greater than 50% of average	0%	0%	-	
		30-50% of average	0-15%	15%	1	
		< 30% of average	15-25%	25%	2	
	-	DSPUD discretion	25-35%	35%	3	
			35-45%	45%	4	
			45-55%	55%	5	
		Emergencies such as fire, earthquake, etc.	> 55%	≥ 55%	6	
February/March/ April-December	February 1/March 1/April 1 Bulletin 120 Apr – Jul Runoff Forecast For American River below Folsom Lake	Greater than 50% of average	0%	0%	-	
		30-50% of average	0-15%	15%	1	
		< 30% of average	15-25%	25%	2	
	-	DSPUD discretion	25-35%	35%	3	
			35-45%	45%	4	
			45-55%	55%	5	
		Emergencies such as fire, earthquake, etc.	> 55%	≥ 55%	6	

## Section IX: Drought Response Triggers

The drought response triggers and terminations discussed below provides details on when varying levels of drought responses, further discussed in Section X, will be implemented and then subsequently terminated. The DSPUD Board of Directors may choose to make modifications to the triggers and terminations depending on real-time scenarios, however these response triggers stand in the absence of other Board decisions.

### Stage 1 Triggers – Water Shortage WATCH Conditions

#### Requirements for initiation

Customers shall be required to comply with the restrictions on certain non-essential water uses provided in Section X of this Plan when the Bulletin 120 April to July runoff forecast for the American River below Folsom Lake is 30 to 50% of average.

#### Requirements for termination

Stage 1 of the Plan may be rescinded when the Bulletin 120 April to July runoff forecast for the American River below Folsom Lake is updated to be greater than 50% of average.

### Stage 2 Triggers – WARNING Water Shortage Conditions

#### Requirements for initiation

Customers shall be required to comply with the restrictions on certain non-essential water uses provided in Section X of this Plan when the Bulletin 120 April to July runoff forecast for the American River below Folsom Lake is less than 30% of average **OR** if Lake Angela storage falls below 50 acre-feet in the month of January.

#### Requirements for termination

Stage 2 of the Plan may be rescinded when the Bulletin 120 April to July runoff forecast for the American River below Folsom Lake is updated to be greater than 30% of average. Upon termination of Stage 2, Stage 1 becomes operative unless the runoff forecast is updated to be greater than 50% of average, in which case there would be no restrictions on non-essential water uses.

### Stage 3 Triggers – ACUTE Water Shortage Conditions

#### Requirements for initiation

Customers shall be required to comply with the restrictions on certain non-essential water uses provided in Section X of this Plan when DSPUD recommends

Stage 3 drought response measures.

Requirements for termination

Stage 3 of the Plan may be rescinded when triggering events have ceased to exist for a period of 10 consecutive days. Upon termination of Stage 3, Stage 2 becomes operative unless otherwise specified.

**Stage 4 Triggers – CRITICAL Water Shortage Conditions**

Requirements for initiation

Customers shall be required to comply with the restrictions on certain non-essential water uses provided in Section X of this Plan when DSPUD recommends Stage 4 drought response measures.

Requirements for termination

Stage 4 of the Plan may be rescinded when triggering events have ceased to exist for a period of 10 consecutive days. Upon termination of Stage 4, Stage 3 becomes operative unless otherwise specified.

**Stage 5 Triggers – EMERGENCY Water Shortage Conditions**

Requirements for initiation

Customers shall be required to comply with the restrictions on certain non-essential water uses provided in Section X of this Plan when DSPUD recommends Stage 5 drought response measures.

Requirements for termination

Stage 5 of the Plan may be rescinded when triggering events have ceased to exist for a period of 10 consecutive days. Upon termination of Stage 5, Stage 4 becomes operative unless otherwise specified.

**Stage 6 Triggers – CATASTROPHIC Water Shortage Conditions**

Requirements for initiation

Customers shall be required to comply with the restrictions on certain non-essential water uses provided in Section X of this Plan when DSPUD recommends Stage 3 drought response measures. Triggers may also include earthquakes resulting in significant infrastructure damage, emergency conservation needed for fire protection, or other actual or threatened catastrophic water infrastructure failure as determined by the General Manager, or designee.

### Requirements for termination

Stage 6 of the Plan may be rescinded when all the conditions listed as triggering events have ceased to exist and coordination with the health and safety authorities have indicated that the water source and distribution system is safe. Upon termination of Stage 6, Stage 5 becomes operative unless otherwise specified.

## **Section X: Drought Response Stages and Actions**

The General Manager, or designee, shall monitor a) water supply and/or demand conditions on a monthly basis and b) Bulletin 120 forecasts as they are released in the months of February, March, April, and May. Based on this monitoring and in accordance with the triggering criteria set forth in Section IX of this Plan, the General Manager or his designee shall determine if a water shortage condition exists and the severity of any such water shortage conditions (e.g., 1-Watch, 2-Warning, 3-Acute, 4-Critical, 5-Emergency, 6-Catastrophic Water Loss), and shall implement the following notification procedures accordingly:

### **Notification**

#### Description of Customer Notification Methods:

The General Manager, or designee, shall notify the public by means of one of the following Methods:

- Method 1: Notice on DSPUD website
- Method 2: Notice to local radio stations
- Method 3: Email to customer list
- Method 4: Direct Mail to each customer, in bill or flyer format
- Method 5: Door to door outreach in parts of the distribution system impacted by emergency
- Method 6: Nevada County and Placer County Emergency Messaging text alert through CodeRED (Nevada County) and Placer Alert (Placer County)

Prepared materials from the Department of Water Resources, "Save Our Water Toolkit", may be used as drought communication tools with the DSPUD logo added. The link for these materials is provided below:

<https://saveourwater.com/en/Partner-Toolkit>

Public Safety Contacts:

The General Manager, or designee, shall notify directly the following individuals and entities of restrictions and water shortages, as defined in the subsections below, as appropriate for each response stage.

<b>Organization or Department</b>	<b>Name &amp; Position</b>	<b>Telephone</b>	<b>Email</b>
Truckee Fire Protection District	Kevin McKechnie Fire Chief	911 or (530) 536-6142 (non-emergency)	kevinmckechnie@truckeefire.org
Sugar Bowl Ski Resort	Andy Chapko, Resort Maintenance Manager	(760) 694-6984	AChapko@sugarbowl.com
Boreal Ski	Mike Spain, Director of Soda Operations	(530) 426-3901 ext. 44130	mSpain@skisodasprings.com
Donner Summit Association	Beth Tanhoff		
Nevada County Office of Emergency Services	Craig Griesbach, OES Director	(530) 265-1515	oes@nevadacountyca.gov
Placer County Office of Emergency Services	Stephen Fletcher, Emergency Coordinator	911 or (530) 886-5300 (non-emergency)	placeroes@placer.ca.gov
Nevada County Env. Health	Amy Irani, Director	911 or (530) 265-1222 Option 3 (non-emergency)	Env.health@nevadacountyca.gov
Placer County Env. Health	Jason Phillippe	911 or (530) 745-2300 (non-emergency)	environmentalhealth@placer.ca.gov
CalWARN Contact	Lisa Deklinski or Karla Tejada	(916) 808-1309 or (916) 804-2481	LDeklinski@cityofsacramento.org or Karla.Tejada@gswater.com
Division of Drinking Water Engineer	Ali Rezvani, District Engineer	(916) 445-5285	Ali.Rezvani@waterboards.ca.gov

Support Services Contacts:

The following is a listing of support services that may be appropriate for a water shortage emergency.

Organization or Department	Company & Name	Phone	Email
Water Hauler	H2O To Go	(530) 432-8440	pinktruck@grassvalleywater.com
Water Hauler	Christensen & Son LLC	(530) 710-4827	
Emergency Showers and Portable Toilets	Outlaw Foods LLC	(530) 913-3418	
Bottled Water Vendor	Baxter Canyon Water Company	(530) 906-5288	baxtercanyonwater@gmail.com
Storage Tank Vendor	Service Pump Co.	(530) 268-3850	dsparks@sparks.com
Community Service Partners: Red Cross	Sierra-Delta Chapter	(916) 993-7070	

**Drought Responses Actions:**

**Stage 1 Response – Water Shortage WATCH Conditions**

**Target: Achieve a 15% reduction in total monthly water usage.**

**Best Management Practices for Supply Management:**

- (a) Organize and ensure joint messaging and actions between DSPUD and communities/ski resorts served by the District.
- (b) Verify CalWARN membership is active and in good standing.

**Voluntary Water Use Restrictions for Reducing Demand:**

- (a) Water customers are requested to voluntarily limit the irrigation of landscaped areas to Sundays and Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Saturdays and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and to irrigate landscapes only between the hours of 5:00 a.m. and 6:00 a.m. and 8:00 p.m. to midnight on designated watering days.
- (b) Water customers are requested to practice water conservation and to minimize or discontinue water use for non-essential purposes such as ornamental fountains, washing down of sidewalks or hard surface areas.
- (c) All restaurants are requested to serve water to patrons only upon request.
- (d) Water customers are requested to not irrigate during rain or within 48 hours after measurable rainfall.
- (e) Hotels/Motels are requested to provide guests the option of not having towels and linens laundered daily.

**Notification Method(s) and Frequency:**

Methods: 1 and 4 (via monthly bills) – Permanent website, monthly outreach

**Agencies Contacted:**

Contact communities and ski resorts to align potential future actions.

## Stage 2 Response – WARNING Water Shortage Conditions

**Target: Achieve a 25% reduction in total monthly water usage.**

### Best Management Practices for Supply Management:

- (a) Continue to organize and ensure joint messaging and aligned actions between communities/ski resorts served by the District.
- (b) Verify CalWARN membership is active and in good standing.
- (c) Identify potential long-term mitigation strategies.

### Mandatory Water Use Restrictions for Reducing Demand:

- (a) Irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems shall be limited to Sundays and Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Saturdays and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and irrigation of landscaped areas is further limited to the hours of 5:00 a.m. and 6:00 a.m. and 8:00 p.m. to midnight on designated watering days. However, irrigation of landscaped areas is permitted at any time if it is by means of a filled bucket or watering can of five (5) gallons or less.
- (b) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is prohibited except on designated watering days between the hours of 5:00 a.m. and 6:00 a.m. and 6:00 p.m. to midnight. Such washing, when allowed, shall be done with a hand-held bucket or a hand-held hose equipped with a positive shutoff nozzle for quick rinses. Vehicle washing may be done at any time on the immediate premises of a commercial car wash or commercial service station that utilizes internally recycled water. Further, such washing may be exempted from these regulations if the health, safety, and welfare of the public is contingent upon frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables.
- (c) Use of water to fill, refill, or add to any indoor or outdoor swimming pools, wading pools, or Jacuzzi-type pools is prohibited except on designated watering days between the hours of 5:00 a.m. and 6:00 a.m. and 6:00 p.m. to midnight.
- (d) Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life.
- (e) The following uses of water are defined as non-essential and are prohibited:

- i. washdown of any sidewalks, walkways, unless being performed by a County or emergency response employee addressing a public health issue such as fecal waste removal, etc.;
- ii. washdown of driveways, parking lots, tennis courts, or other hard-surfaced areas;
- iii. use of water to wash down buildings or structures for purposes other than immediate fire protection;
- iv. use of water for dust control;
- v. flushing gutters or permitting water to run or accumulate in any gutter or street; and
- vi. failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s).

Notification Method(s):

Methods: 1, 2, 3, and 4 (via bill and separate conservation flyer). At least monthly outreach.

Agencies Contacted:

Work with communities and ski resorts to align potential future actions. If Stage 2 is initiated within one month of Stage 1 between January and April of any given year, inform County Environmental Health and/or State Water Resources Control Board District Engineer of decreasing production and initiate feasibility evaluation for long-term mitigation strategies.

### Stage 3 Response – ACUTE Water Shortage Conditions

**Target: Achieve a 35% reduction in total weekly water usage.**

#### Best Management Practices for Supply Management:

- (a) Continue to organize and ensure joint messaging and aligned actions between communities/ski resorts served by the District. Joint public workshops may be appropriate for messaging.
- (b) Execute agreements to prepare engineering designs, cost estimates and estimated schedule for long-term mitigation strategy. Seek to evaluate if drought construction funding is available.

#### Mandatory Water Use Restrictions for Reducing Demand:

All requirements of Stage 2 shall remain in effect during Stage 3 with the following modifications:

- (a) Use of water from hydrants shall be limited to firefighting, related activities, or other activities necessary to maintain public health, safety, and welfare such as hauling water to domestic well residents. Designated fire hydrants for construction purposes may be allowed but require a special permit from DSPUD so that usages can be tracked and assessed.
- (b) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle not occurring on the premises of a commercial car wash and commercial service stations, that utilizes internally recycled water, or not in the immediate interest of public health, safety, and welfare is prohibited.
- (c) All restaurants are prohibited from serving water to patrons except upon request of the patron.

#### Notification Method(s) and Frequency:

Methods: 1, 2, 3 and 4 (via bill and separate conservation flyer). At least monthly outreach.

Agencies Contacted:

Continue to work with communities and ski resorts to align potential future actions. Continue to collaborate with County Environmental Health and/or State Water Resources Control Board District Engineer. Initiate planning for short-term alternative water scenarios and long-term mitigation strategies. Coordinate with County Public Health to consider needs of vulnerable persons registered with the County in the event drought conditions worsen.

**Stage 4 Response – CRITICAL Water Shortage Conditions**

**Target: Achieve a 45% percent reduction in total daily water usage.**

Best Management Practices for Supply Management:

- (a) Seek Board approval for long-term mitigation strategy and secure funding. Prepare necessary CEQA documentation.
- (b) Evaluate the feasibility of water transfers.

Mandatory Water Use Restrictions for Reducing Demand:

All requirements of Stage 2 and 3 shall remain in effect during Stage 4 with the following modifications:

- (a) Use of water to fill, refill, or add to any indoor or outdoor swimming pools, wading pools, or Jacuzzi-type pools is prohibited. The only exception is for the County public swimming pool during the months of June, July and August.
- (b) The use of water for construction purposes from designated fire hydrants under special permit is to be discontinued. Supplying residents with domestic wells may continue under special permits with CDPH certified potable water haulers.
- (c) Irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems shall be limited to Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8) and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and irrigation of landscaped areas is further limited to the hours of 5:00 a.m. and 6:00 a.m. and 8:00 p.m. to midnight on designated watering days. However, irrigation of landscaped areas is permitted at any time if it is by means of a filled bucket or watering can of five (5) gallons or less.

Notification Method(s) and Frequency:

Methods: 1, 2, 3, 4 (via bill and separate conservation flyer), 5. At least weekly outreach through 2 or more methods.

Agencies Contacted:

Continue to work with communities and ski resorts to align potential future actions. Continue to collaborate with County Environmental Health and/or State Water Resources Control Board District Engineer. Continue coordinating with County Public Health to consider needs of vulnerable persons registered with the County should drought conditions worsen.

**Stage 5 Response – EMERGENCY Water Shortage Conditions**

**Target: Achieve a 55% percent reduction in total daily water usage.**

Best Management Practices for Supply Management:

- (a) Evaluate the feasibility of water transfers.
- (b) Identify other long-term mitigation strategies as needed.

Mandatory Water Use Restrictions for Reducing Demand:

All requirements of Stage 2, 3 and 4 shall remain in effect during Stage 5 except with the following modifications:

- (a) All outdoor irrigation is prohibited.
- (b) Swamp coolers are only permitted for use when temperatures exceed 85°F.

Notification Method(s) and Frequency:

Methods: 1, 2, 3, 4 (via bill and separate conservation flyer), 5. At least weekly outreach via three or more methods.

Agencies Contacted:

Weekly coordination and status updates to all agencies.

## Stage 6 Response – CATASTROPHIC Water Shortage Conditions

**Target: Achieve >55% reduction in total daily water usage or implement allocation plan requirements depending on situation.**

### Best Management Practices for Supply Management:

- (a) Initiate CATASTROPHIC Water Allocation Plan

### Mandatory Water Use Restrictions for Reducing Demand:

All requirements of Stage 5 shall remain in effect during Stage 6 and indoor conservation such as utilizing showers instead of baths, decreasing frequency of clothes washing and decreasing toilet flushing are further promoted.

### Notification Method(s) and Frequency:

Methods: 1, 2, 3, and 4 (via bill and separate conservation flyer). Daily communication. Methods 5 and 6 as appropriate.

### Agencies Contacted:

Daily or weekly coordination and status updates to all agencies, depending on the severity of the issue.

## CATASTROPHIC Water Allocation Plan

In the event that water shortage conditions threaten public health, safety, and welfare, the General Manager, or designee, is hereby authorized to allocate water according to the following water allocation plan:

### **Single and MultiFamily Residential Customers**

In the event of a catastrophic water shortage, DSPUD will allocate to single- and multi-family residential customers sufficient water to meet minimum human health and safety demands. This allocation will be communicated to customers through the appropriate outreach and communication methods identified above.

Additional decreases for short-term emergency response to earthquakes, fires, etc. Any short-term decrease (defined as less than 72 hours) to the allocation to single- and multi-family customers will be determined by the General Manager along with provision for alternative water supplies for any period of water outage greater than 10 hours. Any conservation decreases, for greater than 72 hours, requires a properly noticed board meeting (regular or special) for public input and Board adoption.

## Commercial Customers

A monthly water allocation shall be established by the General Manager, or designee, for each nonresidential, non-industrial commercial water customer who uses water for processing purposes. The allocation to nonresidential, non-industrial commercial water customers shall be as follows: 40% of monthly water usage and no irrigation. All restaurants shall only provide water upon request, hotels must only wash linens upon exist of customers, and all commercial customers must post drought conservation messaging.

## Industrial Customers

DSPUD does not have industrial customers.

## CATASTROPHIC Interim Replacement Water Supply for Water Outages

In the event that water outages occur, the following is the plan to provide interim alternative water supply for customers to meet short-term public health needs. Longer-term hauling of water directly to the distribution storage tanks would be coordinated with the Office of Emergency Services and CalWARN as soon as possible if the wells and intertie continue to be inaccessible.

### Source of Alternative Water Supply:

Water will be hauled to DSPUD by one of the California Department of Public Health certified potable water haulers identified in this plan. Coordination will also be done with the State Water Resource Control Board's Division of Drinking Water and County Environmental Health on any chlorination and special water quality testing or noticing prior to serving hauled water.

### Distribution of Alternative Water Supply:

There will be up to two portable plastic 10,000-gallon storage tanks and pumps brought in to the DSPUD office located at 53823 Sherritt Lane in Soda Springs, California. Residents may come and fill up to 10 gallons of water per person per day<sup>1</sup>. Water will be provided free of charge and may not be sold by the person receiving the water to others, or used for any purposes other than human consumption, cooking or sanitation.

If water outages occur only in part of the distribution system, a similar but abridged version of the alternative water supply plan will be initiated to focus only

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1 The World Health Organization (WHO) information on minimum water needs during humanitarian emergencies states that "15 liters per person per day should be provided as soon as possible, though in the immediate post-impact period, it may be necessary to limit treated water to a minimum of 7.5 liters per day per person."

WHO website: <https://www.who.int/teams/environment-climate-change-and-health/water-sanitation-and-health/environmental-health-in-emergencies/humanitarian-emergencies>

on those parts of the distribution that are impacted.

If bringing in water must occur and continue for a longer period of time, water will be shipped to the area on rail cars from a CalWARN mutual aid water supplier, and then hauled directly to the storage tanks and pumped into them. If necessary, boil water orders will be in place until the water quality is stabilized and the distribution system has been determined to be bacteriologically safe. While the boil water orders are in place, bottled water will continue to be provided to residents needing special assistance.

Public Notification Regarding Access to Alternative Water Supplies:

Methods: All methods (Methods 1-5) will be utilized to inform residents of the location of alternative water and sanitation access and availability of additional services for the elderly/disabled or those without transportation. American Red Cross may also be utilized to provide flyers to homes.

**CATASTROPHIC Notification of Emergency Service Providers**

If adequate water supply will potentially become unavailable for fire response, public services, etc., then the following emergency providers will be notified as soon as possible to ensure that adequate planning, response and assistance may be provided:

**Local Fire Agency:** Shall be contacted immediately when any water outages are believed to be potentially imminent or is occurring in any part of the distribution system.

**State Water Resources Control Board and/or County Environmental Health:** The State Water Resources Control Board's Division of Drinking Water and the Nevada and/or Placer County Environmental Health shall be contacted when any water outage is believed to be potentially imminent or is occurring in the distribution system.

**County Office of Emergency Services:** The Nevada and/or Placer County Office of Emergency Services may be contacted when any water outage is believed to be potentially imminent or is occurring in the distribution system as the result of a natural disaster and/or additional County or State support is needed.

**Section XI: Enforcement**

- (a) No person shall knowingly or intentionally allow the use of water from this water system for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provision of this Plan, or in an amount in excess of that permitted by the drought response stage in effect at the time pursuant to action taken by General Manager, or designee, in accordance with provisions of this Plan.

- (b) Any person, including a person classified as a water customer of the water system, in apparent control of the property where a violation occurs or originates shall be presumed to be the violator, and proof that the violation occurred on the person's property shall constitute a presumption that the person in apparent control of the property committed the violation, but any such person shall have the right to show that he/she did not commit the violation.
- (c) If a person or persons is in violation of this Plan, DSPUD shall notify the person in writing, specifying the violation. Upon failure of the person or persons to cease or prevent further violation within five days, DSPUD shall provide a financial penalty of up to \$300 per day. Each day that one or more of the provisions in this Plan is violated shall constitute a separate offense.

## **Section XII: Variances**

The General Manager, or designee, may grant, in writing, a temporary variance for existing water uses otherwise prohibited under this Plan if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire protection for the public or the person requesting such variance and if one or more of the following conditions are met:

- (a) Compliance with this Plan cannot be technically accomplished during the duration of the water supply shortage or other condition for which the Plan is in effect.
- (b) Alternative methods can be implemented which will achieve the same level of reduction in water use.

Persons requesting an exemption from the provisions of this Ordinance shall file a petition for variance with the water system within 5 days after the Plan or a particular drought response stage has been invoked. All petitions for variances shall be reviewed by the General Manager, or designee, and shall include the following:

- (a) Name and address of the petitioner(s).
- (b) Purpose of water use.
- (c) Specific provision(s) of the Plan from which the petitioner is requesting relief.
- (d) Detailed statement as to how the specific provision of the Plan adversely affects the petitioner or what damage or harm will occur to the petitioner or others if petitioner complies with this Ordinance.
- (e) Description of the relief requested.
- (f) Period of time for which the variance is sought.
- (g) Alternative water use restrictions or other measures the petitioner is taking or proposes to take to meet the intent of this Plan and the compliance date.

(h) Other pertinent information.

A decision on the variance request will be returned to the customer within no more than 5 business days.

While submittal of a variance is required, the following exemptions are pre-approved:

1. Use of a residential swamp cooler on days where the ambient temperature is greater than 80° F for residents that can demonstrate a medical need.
2. Use of water for the operation of a medical support device needed by a resident.

## Appendix A: Water System Information

DSPUD provides water to approximately 360 domestic water customers in the area of Donner Summit. DSPUD has a single source of supply for domestic water purposes, Lake Angela.

Annual consumptive demand for the District is approximately 203 acre-feet per year. The District also utilizes an additional 20 percent of raw water supply to backwash their water treatment plant in addition to the consumptive demand. Thus, the total existing demand is approximately 243 acre-feet per year. DSPUD has water rights to Lake Angela which allows the District to directly divert up to 1.54 cubic feet per second between November 1 through June 1 and divert up to 310 acre-feet to storage collected from November 1 through July 31.

DSPUD does not currently have an emergency intertie to assist with supply augmentation during drought or a natural disaster. However, the District is exploring the potential for an intertie with Sierra Lakes County Water District as of the writing of this Plan.

## Agenda Item: 8C



## STAFF REPORT

**TO:** Board of Directors

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

**SUBJECT:** Declare the Polaris Ranger Crew 800EFI Utility Vehicle as Surplus and Authorize Sale

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### **RECOMMENDATION**

Adopt a resolution declaring the Polaris Ranger Crew 800EFI Utility Vehicle as surplus and authorizing its sale.

### **BACKGROUND**

The Polaris Ranger Crew 800EFI Utility Vehicle (UTV) was purchased used in 2011 to provide a way to access District facilities with unpaved access roads, such as the Boreal Pump Station and the wastewater treatment plant river discharge point. Over the years the vehicle was modified to make it more suitable for winter use by enclosing the cab, adding a heater, and adding a removable snow track conversion. The UTV now has over 1,000 hours of use, including many hours over snow in the winter, and has reached the end of its useful life. The Fiscal Year 2023/2024 budget includes funding for a replacement UTV, and the purchase of a new UTV has been initiated by staff. Therefore, the current Polaris UTV is no longer needed and can be declared surplus and sold.

### **DISCUSSION**

The UTV is over 11 years old with 1,000 hours of use, putting it into the category of needs replacement. Additionally, it has been depreciated to have no value in the District's asset account. However, the snow tracks are newer and will be removed and installed on the new UTV. Staff has contacted JJ Kane Auction in Dixon, California regarding sale of the Polaris UTV and they have estimated a sale price of around \$2,500. JJ Kane Auction charges 5% of the sale price as their fee, and the District is responsible for transporting the UTV to the auction site in Dixon. Staff is still evaluating sale options and the General Manager requests that the Board declare the Polaris UTV as surplus and authorize the sale through appropriate methods as determined by the General Manager.

### **FISCAL IMPACT**

The adopted Fiscal Year 2023/2024 Operating Budget includes \$40,000 for the purchase of a new UTV. The actual cost of the new UTV is \$36,900.16. A portion of the purchase price will also be offset by the sale of the Polaris UTV.

### **CEQA ASSESSMENT**

This is not a CEQA Project

### **ATTACHMENTS**

1. Resolution 2023-20 Declaring Surplus and Authorizing Sale

**RESOLUTION NO. 2023-20**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DONNER SUMMIT PUBLIC UTILITY DISTRICT DECLARING THE POLARIS RANGER CREW 800EFI UTILITY VEHICLE AS SURPLUS AND AUTHORIZING SALE**

**WHEREAS**, the District owns and operates a Polaris Ranger Crew 800EFI Utility Vehicle to access District facilities using unpaved access roads; and

**WHEREAS**, this Polaris Ranger is over 11 years old and has over 1,000 operating hours and is beyond the end of its useful life; and

**WHEREAS**, District intends to purchase a newer utility vehicle as included in the Fiscal Year 2023/2024 Operating Budget; and

**WHEREAS**, the Polaris Ranger has some residual value and can be sold to provide revenue to the District.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF DONNER SUMMIT PUBLIC UTILITY DISTRICT DOES HEREBY RESOLVE** that the Polaris Ranger Crew 800EFI Utility Vehicle is no longer needed for the purposes of the District and is surplus property; and

**BE IT FURTHER RESOLVED** that the General Manager and his designees are authorized to sell the Polaris Ranger by appropriate means as selected by staff.

**PASSED AND ADOPTED** by the Board of Directors of Donner Summit Public Utility District, this 19th day of September 2023, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

DONNER SUMMIT PUBLIC UTILITY DISTRICT

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

ATTEST:

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

## Agenda Item: 8D



## STAFF REPORT

**TO:** Board of Directors

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

**SUBJECT:** Adopt a Resolution Approving Participation in the California Water/Wastewater Agency Response Network

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### **RECOMMENDATION**

Adopt a Resolution approving participation in the California Water/Wastewater Agency Response Network (CalWARN) and authorizing the General Manager to execute the Mutual Assistance Agreement.

### **BACKGROUND**

During their work on the water supply resiliency study and water shortage contingency plan, GEI Consultants recommended that Donner Summit Public Utility District (DSPUD) consider participating in CalWARN in order to improve DSPUD's ability to manage and recover from an emergency. The mission of CalWARN is to support and promote statewide emergency preparedness, disaster response, and mutual assistance processes for public and private water and wastewater utilities. The CalWARN program provides member utilities with the following benefits:

- An agreement and process for sharing emergency resources among other agencies throughout the state.
- Resources that can be used to respond and recover quickly from a disaster.
- A mutual assistance program that is consistent with statewide mutual aid programs, the Standardized Emergency Management System (SEMS) and the Nationwide Incident Management System (NIMS).
- A forum for developing and maintaining emergency contacts and relationships.
- A means to share news ideas and lessons learned with other agencies.

CalWARN functions in coordination with the State Office of Emergency Services (OES) and is organized into geographical regions. Donner Summit Public Utility District (DSPUD) is located within Region IV, which includes the counties of Nevada, Placer, El Dorado, Yolo, Sacramento, Amador, Alpine, San Joaquin, Calaveras, Tuolumne, and Stanislaus. Notable member agencies that are close to DSPUD include Truckee Donner Public Utility District, Truckee Sanitary District, Tahoe City Public Utility District, and Placer County Water Agency.

Participation in CalWARN will provide DSPUD with access to additional resources that could be utilized in case of emergency or natural disaster.

### **DISCUSSION**

The mutual assistance agreement, also called the Articles of Agreement, is included as Attachment 1. The agreement provides a mechanism for any member to request mutual aid and assistance from a participating member. If aid is provided, the requesting member is obligated to

reimburse the responding member for direct costs of equipment and direct plus indirect costs for labor.

By participating in CalWARN, DSPUD will not only be able to request mutual aid, but may also be asked to provide aid. The agreement does not obligate DSPUD to provide aid or respond. DSPUD has sole and absolute discretion regarding whether or not to respond, and the availability of resources that can be provided to a requesting member.

The attached resolution authorizes DSPUD participation in CalWARN and authorizes the General Manager to execute the Mutual Assistance Agreement.

**FISCAL IMPACT**

There is no cost associated with executing the agreement and joining CalWARN. The agreement provides a mechanism for responding members to receive reimbursement for any aid that is provided.

**CEQA ASSESSMENT**

The approval of this agreement is not a CEQA project.

**ATTACHMENTS**

1. Mutual Assistance Agreement
2. Resolution 2023-21



1 Health, or associations, who are members of the Regional or State Steering Committees  
2 and do not officially sign the WARN agreement.  
3

- 4 E. **Confidential Information** - Any document shared with any signatory to this Agreement that  
5 is marked confidential, including but not limited to any map, report, notes, papers, opinion,  
6 or e-mail which relates to the system vulnerabilities of a Member or Associate Member.  
7
- 8 F. **Non-Responding Member** - A Member that does not provide assistance during a Period of  
9 Assistance under the Mutual Aid and Assistance Program.  
10
- 11 G. **Requesting Member** – A Member who requests assistance under the Mutual Aid and  
12 Assistance Program.  
13
- 14 H. **Responding Member** – A Member that responds to a request for assistance under the  
15 Mutual Aid and Assistance Program.  
16
- 17 I. **Period of Assistance** – A specified period of time when a Responding Member assists a  
18 Requesting Member. The period commences when personnel, equipment, or supplies  
19 depart from Responding Member’s facility and ends when the resources return to their  
20 facility (portal to portal). All protections identified in the Agreement apply during this period.  
21 The specified Period of Assistance may occur during response to or recovery from an  
22 Emergency.  
23
- 24 J. **National Incident Management System (NIMS)** - A national, standardized approach to  
25 incident management and response that sets uniform processes and procedures for  
26 emergency response operations.  
27
- 28 K. **Standardized Emergency Management System (SEMS)** - A standardized approach to  
29 field command and jurisdictional management and response set forth by State of California  
30 Code of Regulations for multi-agency or multi-jurisdictional response to an emergency.  
31  
32

33 **ARTICLE III.**  
34 **ADMINISTRATION**  
35

36 The administration of the Water/Wastewater Agency Response Network (WARN) will be  
37 through WARN Regional Steering Committees (RSC) and the WARN State Steering Committee  
38 (SSC).  
39

40 The WARN RSCs will be established by representatives from the Members in that region. A  
41 chair and co-chair will be elected and act as administrators for that region. The chair will  
42 represent the region on the WARN SSC. Each WARN RSC will sponsor an annual meeting for  
43 Members, maintain a data base of all water and wastewater utilities who have signed this  
44 Agreement, and meet as a committee to address concerns and procedures for requesting  
45 mutual assistance in that region. The regions will be comprised of one or more of the six Office  
46 of Emergency Services (OES) mutual aid regions.  
47

48 The WARN SSC will include the chairs of the regional steering committees, and a  
49 representative from the California Department of Public Health (CDPH), California Utilities  
50 Emergency Association (CUEA), Department of Water Resources (DWR), the American Water  
51 Works Association (AWWA) Emergency Planning Committee, California Rural Water

1 Association (CRWA) and California Sanitation Risk Management Authority (CSRMA). The SSC  
2 will identify a Chair for the purpose of leading the SSC and act as a point of contact for the  
3 WARN SSC. At a minimum, the WARN SSC will meet annually and issue a list of participating  
4 utilities. The database will be maintained on the WARN website, managed by a volunteer  
5 Member, as appointed by the SSC.  
6  
7

8 **ARTICLE IV.**  
9 **PROCEDURES**

- 10  
11 A. In coordination with the Regional Steering Committees, emergency management and public  
12 health system of the state, the State Steering Committee shall develop operational and  
13 planning procedures for the Mutual Aid and Assistance Program. These procedures shall  
14 be consistent with the Standardized Emergency Management System (SEMS) and the  
15 National Incident Management System (NIMS), reviewed at least annually and updated as  
16 needed by the State Steering Committee.  
17  
18 B. Requests for emergency assistance under this Agreement shall be directed to the  
19 appropriate Authorized Official(s) from the list of Members.  
20  
21 C. Consistent with SEMS, when more than one County is impacted by a disaster, requests for  
22 mutual assistance under this Agreement may be channeled through the CUEA Utility  
23 Operation Center to ensure maximum effectiveness in allocating resources to the highest  
24 priority needs.  
25  
26

27 **ARTICLE V.**  
28 **REQUESTS FOR ASSISTANCE**

29  
30 In general, assistance will be in the form of resources, such as equipment, supplies, and  
31 personnel. Assistance shall be given only when Responding Member determines that its own  
32 needs can be met while rendering assistance. The execution of this Agreement shall not create  
33 any duty to respond on the part of any party hereto. A potential Responding Member shall not  
34 be held liable for failing to provide assistance. A potential Responding Member has the  
35 absolute discretion to decline to provide any requested assistance.  
36

- 37 A. **Member Responsibility** - Members shall identify an Authorized Official and alternates;  
38 provide contact information including 24-hour access; and maintain resource information  
39 made available by the utility for mutual aid and assistance response, as allowed by utility  
40 policy. Such information shall be updated annually or as changes occur (whichever is  
41 sooner), provided to the State Steering Committee, and uploaded into the statewide  
42 database.  
43  
44 B. **Member Request** - In the event of an Emergency, a Member's Authorized Official may  
45 request mutual aid and assistance from a participating Member. Requests for assistance  
46 can be made orally or in writing. When made orally, the request for personnel, equipment,  
47 and supplies shall also be prepared in writing and submitted to the participating Member as  
48 soon as practicable. Requests for assistance shall be directed to the Authorized Official of  
49 the participating Member. Specific protocols for requesting aid shall be provided in the  
50 procedures developed under Article IV.  
51

- 1 C. **Response to a Request for Assistance** – Members are not obligated to respond to a  
2 request. After a Member receives a request for assistance, the Authorized Official evaluates  
3 whether or not to respond, whether resources are available to respond, or if other  
4 circumstances would hinder response. Following the evaluation, the Authorized  
5 Representative shall inform, as soon as possible, the Requesting Member whether it will  
6 respond. If the Member is willing and able to provide assistance, the Member shall inform  
7 the Requesting Member about the type of available resources and the approximate arrival  
8 time of such assistance.  
9
- 10 D. **Discretion of Responding Member’s Authorized Official** – Execution of this Agreement  
11 does not create any duty to respond to a request for assistance. When a Member receives  
12 a request for assistance, the Authorized Official shall have sole and absolute discretion as to  
13 whether or not to respond, or the availability of resources to be used in such response. An  
14 Authorized Member’s decisions on the availability of resources shall be final.  
15  
16

17 **ARTICLE VI.**  
18 **RESPONSE COORDINATION**  
19

20 When providing assistance under this Agreement, the Requesting Member and Responding  
21 Member shall be organized and shall function under the Standard Emergency Management  
22 System and National Incident Management System protocols and procedures.  
23

- 24 A. **Personnel** – Responding Member retains right to identify the employees who are willing  
25 to participate and the resources that are available.  
26
- 27 B. **Control** – While employees so provided may be under the supervision of the  
28 Responding Member, the Responding Member’s employees come under the direction  
29 and control of the Requesting Member, consistent with the NIMS Incident Command  
30 System to address the needs identified by the Requesting Member. The Requesting  
31 Member’s Authorized Official shall coordinate response activities with the designated  
32 supervisor(s) of the Responding Member(s). Whenever practical, Responding  
33 Member personnel must be self sufficient for up to 72 hours. The Responding Member’s  
34 designated supervisor(s) must keep accurate records of work performed by personnel  
35 during the specified Period of Assistance.  
36
- 37 C. **Food and Shelter** – When possible, the Requesting Member shall supply reasonable food  
38 and shelter for Responding Member personnel. If the Requesting Member is unable to  
39 provide food and shelter for Responding Member personnel, the Responding Member’s  
40 designated supervisor is authorized to secure the resources necessary to meet the needs of  
41 its personnel. Except as provided below, the cost for such resources must not exceed the  
42 State per diem rates for that area. To the extent Food and Shelter costs exceed the State  
43 per diem rates for the area, the Responding Member must demonstrate that the additional  
44 costs were reasonable and necessary under the circumstances. Unless otherwise agreed  
45 to in writing, the Requesting Member remains responsible for reimbursing the Responding  
46 Member for all reasonable and necessary costs associated with providing food and shelter,  
47 if such resources are not provided.  
48
- 49 D. **Communication** – The Requesting Member shall provide Responding Member personnel  
50 with radio equipment as available, or radio frequency information to program existing radio,  
51 in order to facilitate communications with local responders and utility personnel.

- 1  
2 E. **Status** - Unless otherwise provided by law, the Responding Member's officers and  
3 employees retain the same privileges, immunities, rights, duties and benefits as provided in  
4 their respective jurisdictions.  
5  
6 F. **Licenses and Permits** – To the extent permitted by law, Responding Member personnel  
7 who hold licenses, certificates, or permits evidencing professional, mechanical, or other  
8 skills shall be allowed to carry out activities and tasks relevant and related to their respective  
9 credentials during the specified Period of Assistance.  
10  
11 G. **Right to Withdraw Resources** - The Responding Member's Authorized Official retains the  
12 right to withdraw some or all of its resources at any time for any reason in the Responding  
13 Member's sole and absolute discretion. Notice of intention to withdraw must be  
14 communicated to the Requesting Member's Authorized Official as soon as soon as is  
15 practicable under the circumstances.  
16  
17

18 **ARTICLE VII.**  
19 **COST REIMBURSEMENT**  
20

21 Unless otherwise mutually agreed in whole or in part by both parties, the Requesting Member  
22 shall reimburse the Responding Member for each of the following categories of costs incurred  
23 while providing aid and assistance during the specified Period of Assistance.  
24

- 25 A. **Personnel** – Responding Member will make such employees as are willing to  
26 participate available to Requesting Member at Requesting Member's expense equal to  
27 Responding Member's full cost, i.e., equal to the employee's applicable salary or hourly  
28 wage plus fringe benefits and overhead, and consistent with Responding Member's  
29 collective bargaining agreements or other conditions of employment. All costs incurred  
30 for work performed during the specified Period of Assistance will be included. The  
31 Requesting Member shall be responsible for all direct and indirect labor costs.  
32  
33 B. **Equipment** – Use of equipment, such as construction equipment, vehicles, tools, pumps  
34 and generators, shall be at Responding Member's current equipment rate and subject to the  
35 following conditions: The Requesting Member shall reimburse the Responding Member for  
36 the use of equipment during the specified Period of Assistance, including, but not limited to,  
37 reasonable rental rates, all fuel, lubrication, maintenance, transportation, and  
38 loading/unloading of loaned equipment. All equipment shall be returned to the Responding  
39 Member as soon as is practicable and reasonable under the circumstances.  
40 (a) At the option of Responding Member, equipment may be provided with an  
41 operator.  
42 (b) Equipment shall be returned to Responding Member within 24 hours after receipt  
43 of an oral or written request for return.  
44 (c) Requesting Member shall, at its own expense, supply all fuel, lubrication and  
45 maintenance for furnished equipment.  
46 (d) Responding Member's cost related to the transportation, handling and  
47 loading/unloading of equipment shall be chargeable to Requesting Member.  
48 (e) In the event equipment is damaged while being dispatched to Requesting Member,  
49 or while in the custody and use of Requesting Member, Requesting Member shall  
50 reimburse Responding Member for the reasonable cost of repairing said damaged  
51 equipment. If the equipment cannot be repaired, then Requesting Member shall

1 reimburse Responding Member for the cost of replacing such equipment with  
2 equipment that is of at least equal capability as determined by the Responding  
3 Member. If Responding Member must lease a piece of equipment while Requesting  
4 Member equipment is being repaired or replaced, Requesting Member shall  
5 reimburse Responding Member for such lease costs.  
6

- 7 C. **Materials and Supplies** – Requesting Member shall reimburse Responding Member in  
8 kind or at actual replacement cost, plus handling charges, for use of expendable or non-  
9 returnable supplies. Other supplies and reusable items that are returned to Responding  
10 Member in a clean, damage-free condition shall not be charged to the Requesting  
11 Member and no rental fee will be charged; otherwise, they shall be treated as  
12 expendable supplies. Supplies that are returned to the Responding Member with  
13 damage must be treated as expendable supplies for purposes of cost reimbursement.  
14
- 15 D. **Payment Period** – The Responding Member shall provide an itemized bill to the Requesting  
16 Member for all expenses incurred by the Responding Member while providing assistance  
17 under this Agreement. The Requesting Member shall send the itemized bill not later than  
18 (90) ninety days following the end of the Period of Assistance. The Responding Member  
19 may request additional periods of time within which to submit the itemized bill, and  
20 Requesting Member shall not unreasonably withhold consent to such request. The  
21 Requesting Member agrees to reimburse the Responding Member within 60 days from  
22 receipt of an invoice for assistance provided under this Agreement. The Requesting  
23 Member may request additional periods of time within which to pay the itemized bill, and  
24 Responding Member shall not unreasonably withhold consent to such request, provided,  
25 however, that all payment shall occur not later than one-year after the date a final itemized  
26 bill is submitted to the Requesting Member.  
27
- 28 E. **Records** - Each Responding Member and its duly authorized representatives shall have  
29 access to a Requesting Member's books, documents, notes, reports, papers and records  
30 which are directly pertinent to this Agreement for the purposes of reviewing the accuracy of  
31 a cost bill or making a financial, maintenance or regulatory audit. Each Requesting Member  
32 and its duly authorized representatives shall have access to a Responding Member's books,  
33 documents, notes, reports, papers and records which are directly pertinent to this  
34 Agreement for the purposes of reviewing the accuracy of a cost bill or making a financial,  
35 maintenance or regulatory audit. Such records shall be maintained for at least three (3)  
36 years or longer where required by law and as needed for federal reimbursement practices.  
37  
38

39 **ARTICLE VIII.**  
40 **ARBITRATION**  
41

42 If any controversy or claim arises out of, or relates to, the Agreement, including, but not limited  
43 to an alleged breach of the Agreement, the disputing Members shall first attempt to resolve the  
44 dispute by negotiation, followed by mediation and finally shall be settled by arbitration in  
45 accordance with the Rules of the American Arbitration Association. Judgment on the award  
46 rendered by the arbitrator(s) may be entered in any court having jurisdiction.  
47  
48





1  
2 **ARTICLE XVIII.**  
3 **SEVERABILITY**  
4

5 If any term or provision of this Agreement is declared by a court of competent jurisdiction to be  
6 illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be  
7 affected, and the rights and obligations of the parties shall be construed and enforced as if the  
8 Agreement did not contain the particular term or provision held to be invalid.  
9

10  
11 **ARTICLE XIX.**  
12 **PRIOR AGREEMENTS**  
13

14 To the extent that prior agreements among signatories to this Agreement for mutual assistance  
15 are inconsistent with this Agreement, such agreements are hereby superseded. This  
16 Agreement supersedes the 1996 Omnibus Mutual Aid Agreement, the WARN 1997 Omnibus  
17 Mutual Aid Agreement, and the WARN 2001 Omnibus Mutual Aid and Assistance Agreement.  
18

19  
20 **ARTICLE XX.**  
21 **PROHIBITION ON THIRD PARTIES AND ASSIGNMENT OF RIGHTS/DUTIES**  
22

23 This Agreement is for the sole benefit of the Members and no other person or entity has rights  
24 under this Agreement as a third party beneficiary. Assignment of benefits or delegation of  
25 duties created by this Agreement to third parties that are not Members is prohibited and without  
26 effect.  
27

28  
29 **ARTICLE XXI.**  
30 **TORT CLAIMS**  
31

32 This Agreement in no way abrogates or waives any immunity or defense available under  
33 California law.  
34

35  
36 **ARTICLE XXII.**  
37 **INTRASTATE AND INTERSTATE MUTUAL AID AND ASSISTANCE PROGRAMS**  
38

39 To the extent practicable, Members retain the right to participate in mutual aid and assistance  
40 activities conducted under the State of California Intrastate WARN Mutual Aid and Assistance  
41 Program and the Interstate Emergency Management Assistance Compact (EMAC) and similar  
42 programs.  
43  
44  
45

**California Water/Wastewater Agency Response Network (CalWARN)  
2007 Omnibus Mutual Assistance Agreement**

**WHEREAS**, the California Office of Emergency Services (OES), the Department of Water Resources (DWR), the Department of Public Health (DPH) and the California Utilities Emergency Association (CUEA) have expressed a mutual interest in the establishment of a plan to facilitate and encourage water agency mutual assistance agreements between water agencies; and

**WHEREAS**, the California Water Agency Response Network (CalWARN) was originally created to provide a forum for the development of mutual assistance agreements between water agencies in the OES Coastal Region of California; and later expanded to all water and wastewater agencies in the State of California, and

**WHEREAS**, the CALIFORNIA WATER/WASTEWATER AGENCY RESPONSE NETWORK (CalWARN) 2007 OMNIBUS MUTUAL ASSISTANCE AGREEMENT is a continuation of the WARN 1996 OMNIBUS MUTUAL AID and 2001 OMNIBUS MUTUAL AID AGREEMENT and sets forth the mutual covenants and agreements for water and wastewater agencies to provide mutual assistance to one another in times of emergency; and

**WHEREAS**, State OES regulates the SEMS program, and this agreement is consistent with SEMS, and that it is necessary to have a mutual assistance agreement in place to support requests to FEMA for costs of using assistance during an emergency, and

**WHEREAS**, the water or wastewater agency hereto has determined that it would be in its best interests to enter into an agreement that implements that plan and sets forth procedures and the responsibilities of the agency whenever emergency personnel, equipment and facility assistance are provided from one agency to the other; and

**WHEREAS**, no water or wastewater agency should be in a position of unreasonably using its own resources, facilities, or services providing such mutual assistance; and

**WHEREAS**, it is the intent of WARN to revise this agreement as necessary and to annually publish a list of all water and wastewater agencies participating in this agreement, as posted on [www.calwarn.org](http://www.calwarn.org); and

**WHEREAS**, such an agreement is in accord with the California Emergency Services Act set forth in Title 2, Division 1, Chapter 7 (Section 8550 et seq.) of the Government Code and specifically with Articles 14 and 17 (Section 8630 et seq.) of the Act.

**NOW, THEREFORE**, in consideration of the conditions and covenants contained therein, the

\_\_\_\_\_

(Utility)

agrees to abide by the current CalWARN Omnibus Mutual Assistance Agreement and the CalWARN ACS Chapter Governance Document.

Date:

Name: (printed)

(signature)

Title:

Please return a signed copy of this page to: [CWC-ACS@YourACS.org](mailto:CWC-ACS@YourACS.org)

RESOLUTION NO. 2023-21

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DONNER SUMMIT PUBLIC UTILITY DISTRICT APPROVING PARTICIPATION IN THE CALIFORNIA WATER/WASTEWATER AGENCY RESPONSE NETWORK**

**WHEREAS**, the mission of the California Water/Wastewater Agency Response Network (CalWARN) is to support and promote statewide emergency preparedness, disaster response, and mutual assistance processes for public and private water and wastewater utilities; and

**WHEREAS**, during their work on the water supply resiliency study and water shortage contingency plan, GEI Consultants recommended that Donner Summit Public Utility District (DSPUD) consider participating in CalWARN to improve DSPUD's ability to manage and recover from an emergency; and

**WHEREAS**, CalWARN provides member utility agencies with many benefits including the ability to share resources with other agencies throughout the state; and

**WHEREAS**, participation in CalWARN will provide DSPUD with access to additional resources that could be utilized in case of emergency or natural disaster; and

**WHEREAS**, the mutual assistance agreement provides a mechanism for utilities to request and provide assistance to each other, and a mechanism for agencies to be reimbursed for the cost of providing assistance; and

**WHEREAS**, the mutual assistance agreement does not obligate DSPUD to provide assistance.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF DONNER SUMMIT PUBLIC UTILITY DISTRICT DOES HEREBY RESOLVE** that participation in CalWARN is approved.

**BE IT FURTHER RESOLVED** that the General Manager is authorized to execute the mutual assistance agreement.

**PASSED AND ADOPTED** by the Board of Directors of Donner Summit Public Utility District, this 19<sup>th</sup> day of September 2023, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

DONNER SUMMIT PUBLIC UTILITY DISTRICT

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

ATTEST:

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