

APPROVED
DONNER SUMMIT PUBLIC UTILITY DISTRICT
P.O. BOX 610 – SODA SPRINGS – CALIFORNIA – 95728
TELEPHONE (530) 426-3456 – FAX (530) 426-3460

Minutes of the Regular Meeting of the Board of Directors
Held: April 17, 2018

STAFF PRESENT: Tom Skjelstad, General Manager; Jim King, Plant Manager; Julie Bartolini, Office Manager

OTHERS PRESENT: Geoffrey O. Evers, General Counsel by telephone from 8732 Casa Del Rio, Fair Oaks CA 95628; Erin Casey, Placer County CEO Senior Management Analyst; Alison Lehman Nevada County Assistant CEO; Kristin York, Sierra Business Council Vice President of Business Innovation; Jenn Tamo, Nevada County; Bill Oudegeest, Pat Malberg

1. Call to Order

The Regular Meeting of April 17, 2018 of the Donner Summit Public Utility District Board of Directors was called to order at 6:05 p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs, California.

2. Roll Call

Cathy Preis, President	- Present
Sara Schrichte, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present-by telephone from 6400 Vista Blvd. Sparks, NV 89436
Alex Medveczky	- Present

3. Clear the Agenda: No Changes

4. Public Participation: None

1. Consent Calendar:

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

- A. Cash Disbursements–General, Month of March 2018-\$99,851.71**
- B. Cash Disbursements–Payroll, Month of March 2018- \$76,612.50**
- C. Regular Meeting Minutes of March 20, 2018**
- D. Financials through February**

Motion: Accept the Consent Calendar

By: Bob Sherwood

Second: Alex Medveczky

Vote: 5 Ayes, (Phil Gamick by phone) 0 Noes, 0 Absent, 0 Abstain

Motion Carries

SODA SPRINGS ECONOMIC DEVELOPMENT
Presentation by representatives from Placer and Nevada Counties:
Alison Lehman, Nevada County Assistant CEO
Erin Casey, Placer County CEO Senior Management Analyst – Tahoe
Kristin York, Sierra Business Council Vice President of Business Innovation

Allison Lehman, Nevada County Assistant CEO reported that on October 25, 2016, the Nevada County Board of Supervisors adopted the Soda Springs Area Plan (“Plan”), thus concluding a several year community engagement process with stakeholders located on the Donner Summit. The Plan’s purpose is to service a comprehensive land use and zoning plan for the community of Soda Springs that consists of policy goals regarding land use, economic development, public services, recreation, natural and cultural resources, and strategies for implementation.

Approximately a year later, Nevada County District V Supervisor, Richard Anderson convened a community stakeholder meeting on September 29, 2017 to facilitate a discussion on the economic development strategies identified by the community within the Plan. Upon discussion, several economic development priorities were identified including creating a restroom area and parking areas for visitors, a snow play/removal area, a community center and signage at trails and other recreation amenities.

In January 2018, representatives from Nevada County and Placer County met to identify potential opportunities and ways for the counties to partner together to promote economic development on the summit. It was identified at that time that one potential way for the counties to partner together could be through the use of Transient Occupancy Tax (TOT) revenue allocated through Placer County’s Master Plan Grants Program and Nevada County’s infrastructure Fund.

Each County employs different strategies to promote economic development through the use of TOT revenues. Nevada County Economic Resource Council (ERC) to provide economic development services for businesses and tourism promotion. Nevada County places the remainder of its TOT revenues into an infrastructure Fund that accumulates over time and is used for infrastructure and other capital improvement projects.

Erin Casey, Erin Casey, Placer County CEO Senior Management Analyst reported that Placer County, conversely, uses its TOT revenue to enhance the County as a whole through public parks, infrastructure improvements, and historical and environmental preservation. The Placer County Board of Supervisors adopted a Tourism Master Plan TMP, in 2015 that provides a roadmap for TOT investment in eastern Placer County. The TMP identified several focus areas to support the tourism economy and positions the region to achieve the vision of the plan through Tier 1 and Tier 2 priorities . As part of the TMP, Placer County administers a Tourism Master Plan Grants Program as one way to promote economic development that allow outside organizations and entities to submit grant proposals that focus on goals identified in the TMP. Once grant proposals are submitted, a Capital Projects Advisory Committee (CAP Committee) evaluates each submittal and provides a set of recommendations to the Placer County Board of Supervisors for project approval and funding.

Allison Lehman stated that a potential method of partnership could entail a scenario where the Soda Springs community submits a grant proposal to Placer County for funding that includes match grant funding from Nevada County. Nevada County has tentatively identified that, assuming Board approval, it could use TOT revenues in its Infrastructure Fund as match funding of approximately \$500,000 by the end of FY 18/19 for a viable project that meets the priority objectives of Nevada County.

Kristin York, Sierra Business Council Vice President of Business Innovation reported that in late January, a second community stakeholder meeting was convened to discuss the potential opportunity for the community to partner together to develop a grant proposal. Staff from each County explained the various ways and process that are used to promote economic development and how potential partnerships with the counties could work. Subsequently, the Donner Summit Area Association (DSA) volunteered to lead a workgroup to develop a grant proposal for a feasibility study for a community/visitor center. In late March 2018, the DSA submitted a proposal to the Placer County's Master Plan Grants Program for a feasibility study project that has total cost of \$32,924. The CAP committee will be reviewing all grant applications, including DSA's proposal, during the month of April and will be providing recommendations on grant allocations in May 2018 to the Placer County Board of Supervisors.

6:43 Recess

6:48 Meeting resumed

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

- 1. Big Bend Water Treatment Plant and Distribution Lines Project-** update of the project. Tom Skjelstad reported that at this time, the Project will focus on a distribution system on the Forest Service parcel. The Project cost is now estimated at \$700,000. If we were to replace the distribution lines and provide treatment the estimated cost was \$1,700,000. The estimated monthly increase has also decreased from \$237 to \$86. The estimated annual rate is at \$2,212, which is still expensive.

Staff and Sauers Engineering will continue to work on the project and associated costs.

- 2. DSPUD Water Treatment Plant Project-** communication between Donner Summit Tramways (aka Donner Ski Ranch) and Manito Construction Inc. (the District's contractor). Informational. Tom Skjelstad reported that included in the Board packet there is a letter from Donner Summit Tramways to Manito Construction. Manito was the contractor on the Project. This is informational and no action is requested or necessary. It is unknown if Manito has replied to Donner Summit

Tramways. District legal counsel has reviewed the letter and sees no reason for the District to be involved or concerned at this time.

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

- 1. Waste Water Flow Data – for March**
- 2. Fresh Water Flow Data – for March**

- 3. Operations and Maintenance Summary –activities during the month of March. Jim King reported:**

Operations WWTP

- Continued transferred sludge from solids holding tank to EQ tank 2 to increase available sludge storage.
- Had inspection from Nevada County Health to look at our chemical and fuel storage tanks.
- Sold the LMC snow cat and trailer.
- Cleaned out sludge polymer pump building.

Repairs and Maintenance WWTP

- Trouble shot and fixed problems with the controls at sewer lift station #3
- Continued trouble shooting problems with automatic wasting valves on both reactors 1 & 2.

Laboratory

- Collected and sent in semiannual effluent bioassay test sample.

C. Monthly Safety Committee Meeting Minutes, Month of March

Motion: Accept the Safety Committee Meeting Minutes for March

By: Sara Schrichte

Second: Bob Sherwood

Vote: 5 Ayes, (Phil Gamick by phone) 0 Noes, 0 Absent, 0 Abstain

Motion Carries

7. President’s Report: None

8. Committee Reports: None

9. Ordinance: None

10. Correspondence: None

11. Closed Session: None

12. Informational In accordance with Government Code Section 54954.2(a), Directors may make brief announcements or brief reports on their own activities (concerning the District). They may ask questions for

clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda. Pat Malberg informed the Board of Directors that the annual picnic will be held on June 30, 2018. Also June 2, 2018 is the annual cleanup.

13. Adjournment:

Motion: Adjourn Meeting at 7:20 p.m.

By: Bob Sherwood

Second: Alex Medveczky

Vote: 5 Ayes, (Phil Gamick by phone) 0 Noes, 0 Absent, 0 Abstain

Motion Carries

Schedule of Upcoming Meetings

Special Meeting - May 8, 2018

Regular Meeting - June 19, 2018

Regular Meeting - July 17, 2018

The wording in these minutes are as reread from the notes by the Clerk of the Board.

Respectfully Submitted,

Deleane Mehler
Administrative Assistant