

**Donner Summit Public Utility District
Board of Directors Regular Meeting
Minutes
Tuesday, May 17, 2022 - 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

1. Call to Order

For the Regular Meeting (Section 54954), May 17, 2022 at 6:00 P.M., the meeting was conducted via Zoom due to the COVID-19 pandemic and in accordance with Governor Newsom's Executive Order N-29-20 and Assembly Bill 361.

The Regular Meeting of May 17, 2022 of the Donner Summit Public Utility District Board of Directors was called to order at 6:07 p.m. by President Cathy Preis.

2. Roll Call

Cathy Preis, President	- Present
Philip Gamick, Director	- Present
Alex Medveczky, Secretary	- Present
Joni Kaufman, Director	- Present
Dawn Parkhurst, Director	- Absent- Excused

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 May 17, 2022

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

B. Approve Regular Meeting Minutes April 19, 2022

C. Approve Annual Engagement Letter with Barnard Vogler & Co. for Professional Accounting Services for an Amount Not to Exceed \$30,000

- D. Adopt Resolutions 2022-16 and 2022-17 Fixing and Placing the Annual Special Tax Levy for Community Facilities District No. 1**
- E. Adopt Resolutions 2022-18 and 2022-19 Requesting Collection of Unpaid Charges on the Nevada and Placer County Tax Rolls**
- F. Approve Appropriations Limit for Fiscal Year 2022/23**

Motion: Approve Consent Calendar Items

By: Alex Medveczky

Second: Phil Gamick

Roll Call Vote

Joni Kaufman	-	Aye
Phil Gamick	-	Aye
Cathy Preis	-	Aye
Alex Medveczky	-	Aye
Dawn Parkhurst	-	Absent

Motion Carries

6. Department Reports

- A. Administration - Steven Palmer, General Manager-** The General Manager summarized the written report and highlighted two items. One, the online GIS map of the District infrastructure will be complete by the end of June. This tool will make it easier for staff to locate facilities in the field, and for the General Manager to prepare grant applications and Capital improvement project descriptions.

Two, Office Assistant Deleane Mehler is implementing an online bill payment system that will link from the District website. This will be active by the end of June.

- B. Sewer and Water Department**
 - 1. Waste Water Flow Data, April**
 - 2. Fresh Water Flow Data, April**
 - 3. Operations and Maintenance Summary**

7. Information Items

- A. Third Quarter Budget Update for Fiscal Year 2021/2022**

The General Manager presented a report comparing expenses to budget for the third quarter of this fiscal year.

8. Action Items

A. Adopt Resolutions 2022-21 and 2022-22 Declaring an Election and Requesting that the Boards of Supervisors of Nevada and Placer Counties Consolidate the Election with Other Elections Conducted on November 8, 2022

Motion: Adopt Resolution 2022-21 of the Donner Summit Public Utility District Declaring an Election Be Held in its Jurisdiction; Requesting the Board of Supervisors of Nevada County to Consolidate This Election With Any Other Election Conducted on Said Date; and Requesting Election Services By the County Clerk.

By: Phil Gamick
Second: Alex Medveczky

Roll Call Vote

Joni Kaufman	-	Aye
Phil Gamick	-	Aye
Cathy Preis	-	Aye
Alex Medveczky	-	Aye
Dawn Parkhurst	-	Absent

Motion Carries

Motion: Adopt Resolution 2022-22 of the Donner Summit Public Utility District Declaring an Election Be Held in its Jurisdiction; Requesting the Board of Supervisors of Placer County to Consolidate This Election With Any Other Election Conducted on Said Date; and Requesting Election Services By the County Clerk

By: Joni Kaufman
Second: Alex Medveczky

Roll Call Vote

Joni Kaufman	-	Aye
Phil Gamick	-	Aye
Cathy Preis	-	Aye
Alex Medveczky	-	Aye
Dawn Parkhurst	-	Absent

Motion Carries

B. Review Draft Five Year Capital Improvement Plan and Draft Fiscal Year 2022/23 Budget.

The General Manager presented the Draft Five Year Capital Improvement Plan and Draft Fiscal Year 2022/23 Budget. No action was taken by the Board.

C. Adopt a Resolution to Continue Remote Board Meetings in Accordance with Assembly Bill 361

Motion: Adopt Resolution 2022-23 to Continue Remote Board Meetings in Accordance with Assembly Bill 361

By Alex Medveczky

Second: Phil Gamick

Roll Call Vote

Cathy Preis - Aye

Phil Gamick - Aye

Alex Medveczky - Aye

Joni Kaufman - Aye

Dawn Parkhurst - Absent

Motion Carries

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

10. Adjournment

Motion: Adjourn Meeting at 6:49 p.m.

By: Alex Medveczky

Second: Joni Kaufman

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain, 0 Vacancy

Motion Carries

Schedule of Upcoming Meetings

Regular Meeting – June 21, 2022

Regular Meeting – July 19, 2022

Regular Meeting – August 16, 2022

Respectfully Submitted,

Deleane Mehler

Deleane Mehler

Administrative Assistant