

FORESTHILL PUBLIC UTILITY DISTRICT

AGENDA

Special Business Meeting of the
FORESTHILL PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
Veteran's Memorial Hall, 24601 Harrison Street, Foresthill, CA 95631
www.foresthillpud.com

Thursday	March 16, 2023	3:00 P.M.
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A. CALL TO ORDER: 3:00 PM

B. OPEN SESSION - ROLL CALL:

_____ President Robert Palmeri
_____ Treasurer Jane Stahler
_____ Director Mark Bell
_____ Director Roger Pruett
_____ Director Ron Thompson

C. PLEDGE OF ALLEGIANCE

D. PUBLIC COMMENT:

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.
- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment, however the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

E. CLOSED SESSION:

1. Conference with Legal Counsel – Existing Litigation Subdivision (a) of Government Code Section 54956.9. Name of Case: Miner's Camp vs. Foresthill Public Utility District

F. OPEN SESSION - ROLL CALL (Starting at 6:00 PM):

_____ President Robert Palmeri
_____ Treasurer Jane Stahler
_____ Director Mark Bell
_____ Director Roger Pruett
_____ Director Ron Thompson

G. ANNOUNCEMENT FROM CLOSED SESSION:

H. PUBLIC COMMENT:

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.
- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment, however the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

I. CONSENT AGENDA: All items listed under the Consent Agenda are considered to be routine in nature and may be approved by one motion

1. Approval of February 8, 2023 Regular Board Meeting Minutes
2. Receive combined financial report for January 2023

J. ACTION ITEMS:

1. Annual Organizational Meeting – Pursuant to Policy #5010.50, the Board will elect a President, Vice President and Treasurer from among its members
Recommended Action: Elect a President, Vice President, Treasurer and appoint the Board Clerk and Ex-Officio Secretary
Public comment:
2. Appointment of standing committee members – Pursuant to Policy #4060.30, the Board President shall appoint members of the Planning Committee and Finance Committee
Recommended Action: Board President to appoint committee members and chair
Public comment:
3. Select vendor to provide a Cumulative Settlement and Deflection Readings Report for the Sugar Pine Dam
Recommended Action: Accept the proposal from BKF Engineers to provide a Cumulative Settlement and Deflection Readings Report for the Sugar Pine Dam and authorize staff to execute an appropriate agreement to complete the survey work
Public comment:

K. DISCUSSION ITEMS:

1. General Manager Report
2. Remarks/reports by Directors

L. ADJOURNMENT

In accordance with Government Code Section 54954.2(a) this notice and agenda were posted in the District's front window at the Foresthill Public Utility District office, 24540 Main Street, Foresthill, CA 95631 on or before 4:30 PM., March 9, 2023.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the General Manager at (530)367-2511. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Henry N. White, Board Clerk & Ex-Officio Secretary

FORESTHILL PUBLIC UTILITY DISTRICT

MINUTES

Regular Business Meeting of the FORESTHILL PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

Wednesday	February 8, 2023	3:00 P.M.
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This meeting is being held via teleconference pursuant to Government Code section 54953(e)(1)(B) and Resolution 2022-02 and in compliance with the Brown Act. On October 12, 2022, the Foresthill Public Utility District Board of Directors determined pursuant to Government Code section 54953(e)(1)(B) that emergency conditions caused by the COVID-19 virus pose a threat to meeting attendees' health and safety and elected to meet via teleconference. The District is required (1) to post notice and agendas as otherwise provided by the Brown Act and applicable law, (2) allow members of the public to access the meeting via call-in line or internet-based service line, (3) provide details on the agenda on how to access the meeting and give public comment, (4) provide an opportunity to comment pursuant to Government Code section 54954.3 and allow a reasonable amount of time during public comment for a person to register, login, and comment, and (5) monitor the call-in line and/or internet-based service line to ensure no disruption hinders access or ability to comment, if there is, take no action until public access is restored. The District is not required to provide a location to attend in-person.

The Governor proclaimed a state of emergency due to the COVID-19 virus pandemic on March 4, 2020. The proclamation remains active and applies statewide. The District is complying with other public access and participation obligations, as required and to ensure that any member of the public may attend, participate, and watch the District's Board of Directors conduct its business.

Any person may access and comment during the meeting by doing the following:

Join Zoom Meeting: <https://us06web.zoom.us/j/82837681166> Meeting ID: 828 3768 1166

Dial by your location: (669) 900-6833 or (408) 638-0968

Find your local number: <https://us06web.zoom.us/j/82837681166>

A. CALL TO ORDER: 3:00 PM *Treasurer Stahler called the meeting to order at 3:10 PM.*

B. OPEN SESSION - ROLL CALL:

_____ President Robert Palmeri	<i>Absent</i>
_____ Treasurer Jane Stahler	<i>Present</i>
_____ Director Mark Bell	<i>Present</i>
_____ Director Roger Pruett	<i>Present</i>
_____ Director Ron Thompson	<i>Present</i>

C. ACTION ITEM:

1. Make findings pursuant to Government Code section 54953(e) that a state of emergency remains active and continues to directly impact the ability of attendees to meet safely in

person, such that the Board hereby renews its findings contained in Resolution No. 2022-07 – A resolution of the Board of Directors of the Foresthill Public Utility District ratifying the proclamation of a state of emergency by Governor Gavin Newsom (March 4, 2020) as applicable in the District’s jurisdiction and authorizing teleconference meetings of legislative bodies of the District pursuant to the Ralph M. Brown Act and will continue utilizing teleconference meetings pursuant to Government Code section 54953 (e).

Recommended Action: Make findings contained in Resolution No. 2022-07 and authorize teleconference meetings of legislative bodies of the District

Public comment:

Board Action: Director Bell made a motion to confirm findings contained in Resolution 2022-07 and authorize teleconference meetings of the legislative bodies of the District. The motion was seconded by Director Thompson and carried unanimously (4-0).

D. PUBLIC COMMENT:

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.
- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment, however the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

Public comments were received.

E. CLOSED SESSION: At 3:19 PM, Treasurer Stahler announced that the Board was going into closed session.

1. Conference with Legal Counsel – Existing Litigation Subdivision (a) of Government Code Section 54956.9. Name of Case: Miner’s Camp vs. Foresthill Public Utility District

F. OPEN SESSION - ROLL CALL (Starting at 6:00 PM): Treasurer Stahler called the meeting to order at 6:02 PM.

_____ President Robert Palmeri	<i>Absent</i>
_____ Treasurer Jane Stahler	<i>Present</i>
_____ Director Mark Bell	<i>Present</i>
_____ Director Roger Pruett	<i>Present</i>
_____ Director Ron Thompson	<i>Present</i>

G. ANNOUNCEMENT FROM CLOSED SESSION: At 6:03 PM, Treasurer Stahler announced that no reportable action was taken during closed session.

H. PUBLIC COMMENT:

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.

- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment, however the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

Public comments were received.

I. CONSENT AGENDA: All items listed under the Consent Agenda are considered to be routine in nature and may be approved by one motion

1. Approval of January 11, 2023 Regular Board Meeting Minutes and January 19, 2023 Special Board Meeting Minutes

Board Action: Director Bell made a motion to approve consent agenda item 1. The motion was seconded by Director Pruett and carried unanimously (4-0).

2. Receive combined financial report for December 2022

Board Action: Director Bell made a motion to remove the profit/loss statement (page 17) for correction and approve the balance of the financial report. The motion was seconded by Director Thompson and carried unanimously (4-0).

J. ACTION ITEMS:

1. Annual Organizational Meeting – Pursuant to Policy #5010.50, the Board will elect a President, Vice President and Treasurer from among its members
Recommended Action: Elect a President, Vice President, Treasurer and appoint the Board Clerk and Ex-Officio Secretary
Public comment:

Board Action: Director Bell made a motion to temporarily amend Policy #5010 to appoint officers and committee members at the next regular Board of Directors meeting. The motion was seconded by Director Thompson and carried unanimously (4-0).

2. Appointment of standing committee members – Pursuant to Policy #4060.30, the Board President shall appoint members of the Planning Committee and Finance Committee
Recommended Action: Board President to appoint committee members and chair
Public comment:

Board Action: See action for Item 1 above.

3. Discuss expiration of Governor’s emergency proclamation authorizing virtual meetings pursuant to AB 361 and provide direction to staff to amend Board Policy 5010 regarding format of District Board meetings
Recommended Action: Discuss issue and direct staff accordingly
Public comment:

Board Action: *None. The Board discussed the item.*

4. Consider revision to Policy #5010 to set the 2023 meeting schedule for the Board of Directors

Recommended Action: Revise Policy #5010 and set 2023 Board of Directors' meeting schedule

Public comment:

Board Action: *The Board discussed the item and given the expiration of conditions allowing virtual meetings under AB 361, Director Bell made a motion to revise Policy 5010 to set the Regular Board of Director's meetings on the second Tuesday of the month at the Foresthill Veteran's Memorial Hall with a closed session at 3:00 PM and an open session at 6:00 PM. The motion was seconded by Director Thompson and carried unanimously (4-0).*

5. Consider approval of Resolution 2023-01 A resolution accepting easement from Placer Union High School District to maintain public water system improvements

Recommended Action: Approve Resolution 2023-01

Public comment:

Board Action: *Director Bell made a motion to approve Resolution 2023-01 and direct staff to record the appropriate documents with Placer County. The motion was seconded by Director Pruett and carried unanimously (4-0).*

K. DISCUSSION ITEMS:

1. General Manager Report
2. Remarks/reports by Directors

L. ADJOURNMENT

Board Action: *At 6:48 PM, Director Bell made a motion to adjourn the meeting. The motion was seconded by Treasurer Stahler and carried unanimously (4-0).*

Submitted by:

Attest:

Robert Palmeri, Board President

Henry N. White, Clerk and Ex-Officio Secretary

Foresthill Public Utility District
Statement of Net Position
 January 31, 2023

Item I 2

ASSETS

Current Assets

Checking/Savings

10110 · Cash on Hand	250
10120 · Wells Fargo Checking	92,089
10510 · Local Agency Investment Fund	304,578
10512 · Umpqua Savings account	7,025
10519 · Wells Fargo Adv - Money Mrkt	634
10520 · Wells Fargo Adv - Face Value	5,470,000

Total Checking/Savings 5,874,575

Accounts Receivable 284,114

Other Current Assets (17,784)

Total Current Assets 6,140,905

Fixed Assets 9,220,703

Other Assets 372,205

TOTAL ASSETS 15,733,813

LIABILITIES & NET POSITION

Liabilities

Current Liabilities

Accounts Payable 48,316

Other Current Liabilities 269,308

Total Current Liabilities 317,624

Long Term Liabilities 1,144,186

Total Liabilities 1,461,810

Net Position 14,272,003

TOTAL LIABILITIES & NET POSITION 15,733,813

Foresthill Public Utility District
Statement of Activity
Budget vs. Actual
For the Seven Months Ended January 31, 2023

	<u>1/31/2023</u>	<u>Budget</u>	<u>Variance</u>
Income			
41100 · Consumption Billed	395,614	291,667	103,948
41150 · Base rate - Residential	1,111,600	1,050,000	61,600
41200 · Base rate - Commercial	126,606	116,667	9,939
42300 · Meter Installation	750	3,500	(2,750)
42320 · Will Serve	10,534		10,534
49200 · Interest - LAIF	10,733		10,733
49210 · Interest - Taxes	(8)		(8)
49220 · Portfolio Income	6,674	29,167	(22,493)
49251 · Interest - Umpqua Bank	15		15
49300 · Property Tax Revenues	163,376	68,833	94,543
49510 · Water Charges Penalties	-	5,833	(5,833)
49520 · Service Charges & Reconnect	8,566	8,750	(184)
49906 · Wildfire water sales	(1,024)		(1,024)
49930 · Grant Income	1,121,089	875,000	246,089
Total Income	<u>2,954,527</u>	<u>2,449,417</u>	<u>505,111</u>
Expense			
51000 · Wages & Salaries	411,944	495,620	83,676
52000 · Taxes & Benefits	251,373	293,784	42,411
53000 · Materials & Supplies	86,225	63,408	(22,817)
54000 · Equipment costs	28,006	31,794	3,788
55000 · Contracted services	44,430	80,850	36,420
55001 · Professional Fees	71,335	43,750	(27,585)
56000 · Resource development	60,348	42,423	(17,925)
57000 · Utilities	37,798	37,917	119
58000 · Regulatory and General	245,851	77,402	(168,448)
61000 · Capital Activities	2,019,900	875,000	(1,144,900)
62400 · Depreciation Expense	227,570		(227,570)
Total Expense	<u>3,484,779</u>	<u>2,041,948</u>	<u>(1,442,831)</u>
Change in Net Position	<u>(530,252)</u>	<u>407,468</u>	<u>(937,720)</u>

Foresthill Public Utility District
Statement of Activity
Budget vs. Actual
For the Seven Months Ended January 31, 2023

	<u>1/31/2023</u>	<u>Budget</u>	<u>Variance</u>
Expenditures by Department			
Source of Supply	13,903	26,667	12,764
Pumping	16,735	25,716	8,981
Treatment	205,721	230,246	24,525
Distribution	257,835	213,731	(44,104)
Customer Service	205,823	294,121	88,297
Regulatory compliance	327,393	179,804	(147,589)
Management and Administration	194,003	196,664	2,661
Capital Activities	2,019,900	875,000	(1,144,900)
Debt Service	15,897	97,417	81,520
Depreciation	227,570		(227,570)
Water Transfer			-
Total Expense *	<u>3,484,779</u>	<u>2,139,365</u>	<u>(1,345,414)</u>

Fund Balances

	<u>7/1/2022</u>	<u>Received</u>	<u>Paid Out</u>	<u>Transfers</u>	<u>Balance</u>
General Fund - unspendable	8,497,516			2,247,470	10,744,986
General Fund - unrestricted	3,662,300	2,943,794	1,464,879	(4,131,315)	1,009,900
Operating reserves	1,152,752	-	-		1,152,752
Debt service reserves	337,365	-			337,365
Capital reserves	552,322	10,733	2,019,900	1,883,845	427,000
Emergency reserves	600,000	-			600,000
Total Fund balances	<u>14,802,255</u>	<u>2,954,527</u>	<u>3,484,779</u>	<u>0</u>	<u>14,272,003</u>

* This budget includes Debt Service

Foresthill Public Utility District
Cash Disbursements Register
January 2023

Date	Num	Name	Memo	Paid Amount
Jan 23				
01/03/2023	33119	American Messaging	Pager Dec 2022	-10.20
01/03/2023	33120	Auburn Area Answering Service	Answering service Dec 2022	-255.98
01/03/2023	33121	Bureau of Reclamation	Reclamation fees Dec 2022	-1,504.82
01/03/2023	33122	Home Depot Credit Services	Parts and supplies Dec 2022	-839.79
01/03/2023	33123	Pacific Gas & Electric	Dec 2022 power at main office and...	-264.33
01/03/2023	33124	Roger Carroll	Reimburse cost of W-2/1099 forms	-52.19
01/03/2023	33125	Streamline	Website hosting Jan 2023	-200.00
01/03/2023	33126	SWRCB Accounting Office	Water system annual fees 2022-20...	-15,252.36
01/03/2023	33127	USA Blue Book	Parts	-40.86
01/03/2023	33128	Vision Service Plan - (CA)	Employee vision insurance Jan 2023	-144.06
01/09/2023	33129	Aramark	Uniforms and floor mats Nov/Dec 2...	-1,414.92
01/09/2023	33130	Clark Pest Control	Pest control at main office	-102.00
01/09/2023	33131	Cranmer Engineering, Inc.	Regulatory water testing Dec 2022	-506.50
01/09/2023	33132	Foresthill Valero	Dec 2022 fuel	-911.02
01/09/2023	33133	Grant Hardware, Inc.	Parts and supplies Dec 2022	-147.07
01/09/2023	33134	Humana Insurance Co	Retiree health insurance Feb 2023	-588.36
01/09/2023	33135	Inland Business Systems	Copier maint contract Dec 2022	-592.73
01/09/2023	33136	Sebastian	Phone bill Dec 2022	-636.43
01/09/2023	33137	Sierra Mini Mart, Inc.	Fuel Dec 2022	-431.96
01/09/2023	33138	United Healthcare	Retiree health insurance Feb 2023	-205.80
01/09/2023	33139	Vision Quest Information Solutions, Inc.	IT service 12/31/2022 and 1/31/2023	-2,640.19
01/09/2023	33140	Worton's Forsethill Grocery	Crew water	-12.38
01/12/2023	33141	Miners Camp LLC	Appeal costs and fees	-46,053.00
01/17/2023	33142	All Pro Backflow, Inc.	Backflow testing at plant	-589.99
01/17/2023	33143	CDTFA	2022-23 Water rights at Mill and S...	-13,475.12
01/17/2023	33144	Keenan & Associates	Feb 2023 Employee health ins	-13,691.00
01/17/2023	33145	Kronick, Moskovitz, et al	Legal services Nov 2022	-13,508.57
01/17/2023	33146	Pacific Gas & Electric	Street light electricity Dec 2022	-9.57
01/17/2023	33147	Picovale, Inc.	Web service 2023 Sugar Pine Res	-786.00
01/17/2023	33148	Placer County Engineering and Surveying	Line install oversight Nov 2022	-570.69
01/17/2023	33149	Progressive Print Solutions	Check stock	-261.92
01/17/2023	33150	Recology Auburn Placer	Dec 2022 Refuse service at plant a...	-69.02
01/17/2023	33151	Western Hydrologics, LLP	Dec 2022 refill reporting	-102.50
01/17/2023	33152	Placer County , Personnel	February 2023 Employee Dental in...	-866.11
01/23/2023	33153	Blackburn Consulting	Pipeline project oversight October ...	-4,100.50
01/23/2023	33154	Pacific Gas & Electric	Power at treatment plant and pump...	-3,116.10
01/23/2023	33155	Verizon Wireless	On call cell phone Dec 2022	-48.87
01/23/2023	33156	Vision Service Plan - (CA)	Employee vision insurance Feb 2023	-144.06
01/23/2023	33157	Infosend	Dec 2022 utility billing	-1,369.98
01/23/2023	33158	James Anderson	Parts for Smoketree leak repair	-74.55
01/30/2023	33159	Auburn Area Answering Service	Answering service Jan 2023	-120.10
01/30/2023	33160	Clark Pest Control	Pest/Weed service at plant	-780.00
01/30/2023	33161	Ferguson Enterprises Inc.	Distribution parts, Smoke Tree rep...	-7,015.05
01/30/2023	33162	Foresthill Garage, Inc.	2009 Silverado maintenance	-266.07
01/30/2023	33163	J.S. West	Propane at main office	-684.70
01/30/2023	33164	Middlefork Media LLC	Treatment plant operator recruitment	-80.00
01/30/2023	33165	Mutual of Omaha	Employee life insurance Feb 2023	-891.34
01/30/2023	33166	Pacific Gas & Electric	Power at pump stations and main ...	-362.48
01/30/2023	33167	Peterson Brustad, Inc.	Pipeline project oversight Dec 2022	-830.55
01/30/2023	33168	Placer County Clerk - Elections	Nov 2022 election fee	-5,816.25
01/30/2023	33169	United Healthcare	Retiree health ins Feb 2023	-284.20
01/30/2023	33170	White Cap	Equipment for Smoketree repair	-1,362.52
01/06/2023	20230101	CalPERS	Classic employee retirement deposit	-4,471.82
01/06/2023	20230102	CalPERS	457 withholding deposit	-1,463.46
01/06/2023	20230103	CalPERS	Pepra employee retirement deposit	-455.50
01/06/2023	20230104	EDD/State of CA	499-0064-0	-410.27
01/06/2023	20230105	EDD/State of CA	499-0064-0	-1,443.92
01/06/2023	20230106	EFTPS	94-6020935	-6,783.12
01/09/2023	20230107	Staples	December office supplies	-334.99
01/17/2023	20230108	MidAmerica Admin & Ret Solutions, Inc.	Retiree health ins deposit Feb 2023	-650.00
01/20/2023	20230120	CalPERS	Classic employee retirement deposit	-4,471.82
01/20/2023	20230121	CalPERS	Employee 457 withholding deposit	-1,463.46
01/20/2023	20230122	CalPERS	Pepra employee retirement deposit	-455.50
01/20/2023	20230123	American Messaging	On call pager Dec 2022	-10.20
01/20/2023	20230124	EDD/State of CA	499-0064-0	-251.81
01/20/2023	20230125	EDD/State of CA	499-0064-0	-1,546.80

**Foresthill Public Utility District
Cash Disbursements Register
January 2023**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
01/20/2023	20230126	EFTPS	94-6020935	-7,064.40
Jan 23				<u>-175,361.83</u>

FORESTHILL PUBLIC UTILITY DISTRICT POLICY HANDBOOK

POLICY TITLE: Board Meetings
POLICY NUMBER: 5010

5010.10 Regular meetings are meetings held virtually in circumstances permitted by AB 361 on the second Wednesday of each month with a closed session at 3:00 PM and an open session at 6:00 PM. An agenda advising the public of the regular meeting and matters to be transacted or discussed must be posted in a location freely accessible to members of the public at least 72 hours before the meeting. The agenda must provide a brief general description of each item of business to be transacted or discussed at the meeting. The Board President may cancel a Regular meeting as necessary.

5010.20 Special meetings are meetings called by the President and held virtually in circumstances permitted by AB 361 to discuss discrete items listed on the meeting notice. A notice advising the public of the special meeting, the time and location of the meeting and all business to be transacted or discussed must be delivered to the Board of Directors and posted in a location freely accessible to members of the public at least 24 hours before the meeting. The agenda must provide a brief general description of each item of business to be transacted or discussed at the meeting.

5010.30 Emergency meetings are a limited class of meetings held virtually in circumstances permitted by AB 361. Emergency meetings are held when prompt action is needed due to actual or threatened disruption of public facilities and are held on little notice.

5010.40 Adjourned Meetings are regular or special meetings held virtually in circumstances permitted by AB 361 that have been adjourned or re-adjourned to a time specified in the order of adjournment. A copy of the order of adjournment must be posted within 24 hours after the adjournment. If a meeting is adjourned for less than five calendar days, no new agenda need be posted so long as a new item of business is not introduced.

5010.50 Annual Organizational Meeting. The Board of Directors shall hold an annual organizational meeting at its regular meeting in January. The Board will elect a President, Vice President and Treasurer from among its members. Selection of officers will be based on experience or seniority on the Board, and will appoint the General Manager or other designee as the Board's Clerk and Ex-Officio Secretary.

5010.60 The President of the Board may adjust the order in which an item appearing on the posted agenda shall be considered for discussion and/or action by the Board.

5010.70 Responding to the public. The public can comment about anything within the jurisdiction of the Board of Directors during any type of meeting. The Board cannot act on or discuss an item not on the meeting agenda.

FORESTHILL PUBLIC UTILITY DISTRICT POLICY HANDBOOK

POLICY TITLE: Committees of the Board of Directors
POLICY NUMBER: 4060

4060.10 The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

4060.20 The following shall be standing committees of the Board:

4060.21 Planning Committee;

4060.22 Finance Committee;

4060.30 The Board President shall appoint and publicly announce the members of the standing committees for the ensuing year no later than the Board's regular meeting in January.

4060.40 The Board's standing committees may be assigned to review District functions, activities, and/or operations pertaining to their designated concerns, as specified below. Said assignment may be made by the Board President, a majority vote of the Board, or on their own initiative. Any recommendations resulting from said review should be submitted to the Board via a written or oral report.

4060.41 All meetings of standing committees shall conform to all open meeting laws (e.g., Brown Act) that pertain to regular meetings of the Board of Directors.

4060.50 The Board's standing Planning Committee shall be concerned with the formulation of plans for arranging, realizing, and/or achieving District goals.

4060.60 The Board's standing Finance Committee shall be concerned with the financial management of the District, including the preparation of an annual budget and major expenditures.

To: Board of Directors
From: Henry N. White
Date: March 9, 2023
Subject: Sugar Pine Dam Cumulative Settlement and Deflection Readings Report required by the Division of Safety of Dams

The California Department of Water Resources, Division of Safety of Dams requires the Foresthill Public Utility District to provide a Cumulative Settlement and Deflection Readings Report for the Sugar Pine Dam every five years.

Reports were completed and submitted to the Division of Safety of Dams in 2011, 2013 and 2018. The Division of Safety of Dams noted in their December 23, 2022 inspection report that the next survey report is due in calendar year 2023.

Staff contacted CBC Geospatial Consulting, BKF Engineers, Lumos and Associates and Psomas Survey and Geospatial and requested proposals for the work.

BKF Engineers and Lumos and Associates responded with proposals. Staff reviewed the proposals and they appear to provide an adequate understanding of the required work. Staff recommends accepting the proposal from BKF Engineers, authorize staff to execute an appropriate agreement and complete the work when the area is accessible.

February 27, 2023



Hank White

Foresthill Public Utility District
P.O. Box 266, Foresthill, CA 95631
Tel: 530-367-2511

Sent via email to GM@foresthillpud.com

Subject: Proposal
Project: Sugar Pine Reservoir Monitoring Project

Thank you for the opportunity to offer this proposal for surveying services in connection with the above referenced project. BKF is pleased to offer the following scope of service:

Survey Services

Field Monumentation Reconnaissance:

Per previous reporting it has been noted that line of site on the 5-year visits has generally been obstructed by vegetation overgrowth. To rectify the line of sight for the project, BKF will have field staff come onsite and recover monumentation as provided by the Foresthill Public Utilities District (PUD). Lines of sight will be reviewed and vegetation will be trimmed to meet observational needs.

Settlement Leveling Survey

BKF will utilize differential leveling techniques to level through vertical control set on each of the three monitoring lines. Each monitoring line will have its own level loop and prepared for reporting.

Deflection Monitoring:

BKF will utilize conventional surveying techniques to measure the deflection on each monitoring line for the project. Setups will be completed by occupying the H series points provided by the previous reporting and measuring the angle to each station point along the monitoring line. Deflection differences will be recorded and processed for reporting.

Settlement and Deflection Monitoring Report:

BKF will utilize the data collected as part of the settlement monitoring to draft a monitoring report. The report will outline the measurement results of the settlement and deflection monitoring. Results will be prepared in PDF format and stamped by a California licensed land surveyor.

Deliverables

- 1) Deflection Monitoring report in .PDF format

Fees

BKF proposes to provide the services on a lump sum basis. We will invoice for our services on a percent complete basis as follows:

DESCRIPTION	FEE
Settlement and Deflection Monitoring Report	\$10,492

All Reimbursable expenses for prints, mileage, overnight delivery, express mail, etc. will be billed on a time and material basis at cost plus 10%.

- ❖ Anything not specifically mentioned above shall be considered excluded from the scope of work. If additional services/ mobilizations become required in the future, BKF will prepare and submit an "Additional Service Request" and submit to the client for approval.
- ❖ Surveying and reporting styles will be based on previous reporting provided by client.

Thank you again for the opportunity to be of service on your project. Please feel free to call me with any questions or concerns.

Sincerely,

BKF Engineers



Christopher Martin
Senior Project Manager
916.907.2706 Direct
cmartin@bkf.com



Lake Tahoe

312 Dorla Court, Suite 202 | PO Box 890
Zephyr Cove, Nevada 89448
775.588.6490

February 27th, 2023

Via email: gm@foresthillpud.com

Mr. Hank White
General Manager
Foresthill Public Utilities District
24540 Main Street
Foresthill, California 95631

Subject: LA23.131 – Proposal for Surveying Services for Sugar Pine Dam in Placer County, California

Dear Mr. White,

Lumos and Associates, Inc. is pleased to provide you with this proposal for Land Surveying and Inspection Services for the Sugar Pine Dam in Placer County, California.

Project Understanding

Sugar Pine Reservoir is a reservoir in Placer County, California, located approximately 7 miles north of Foresthill. The reservoir was flooded in 1982, and today supplies water to the community of Foresthill and hosts a number of recreation facilities. The reservoir was created in 1982 with the construction of Sugar Pine Dam over North Shirttail Creek, a tributary of the North Fork American River, as part of the Auburn-Folsom South Unit of the Central Valley Project. Although Sugar Pine Dam was funded through the Central Valley Project, it was never integrated into the project operationally, as it was intended to work with the never-completed Auburn Dam. According to the U.S. Bureau of Reclamation (USBR), during the 1987–1992 California drought the reservoir performed well, filling and spilling and meeting its water obligations each year but one.

In 2003, the community of Foresthill purchased Sugar Pine Reservoir, Sugar Pine Dam, and its conveyance system from the USBR for \$3.1 million. As of 2012, the Foresthill Public Utility District provides water to 1,875 homes and 75 businesses in and around Foresthill.

Per our discussion, every five years the Foresthill Public Utilities District is obligated to prepare a Cumulative Settlement and Deflection Readings Report and a Dam Inspection Report. Previous surveys were conducted in 2018, 2013, and 2011.

We propose the following initial tasks to assist you with your project:

Project Scope

Task 1 – Settlement and Deformation Survey

Lumos is in receipt of the last four survey reports prepared by CBC Geospatial (CBC) that document the previous survey efforts for the Sugar Pine Dam in 2018, 2013 and 2011. Lumos has also reached out to the United States Bureau of Reclamation (USBR) to obtain a copy of the report

entitled "Sugar Pine Dam, External Monitoring Instructions". USBR would not release the report without a Freedom of Information Act (FOIA) request, which may take several weeks to fulfill if the agency can locate the document. While waiting for the report Lumos will rely on CBC's interpretation of the original survey procedures from the USBR report.

Lumos goal is to use, to the extent possible, the same field procedures and methods as outlined in the original USBR instructions and followed by CBC Geospatial in their latest surveys. This entails measuring horizontal deflections using a total station, plumb bob, and tapes, and measuring vertical settlement with digital levels.

In our initial review of the reports for this proposal, there appeared to be some disagreement in the data sources on what constitutes the "original" offset values for the monitoring stations, see the 2011 Revised CBC report for specific details. Therefore, Lumos will use the same values as used in the latest CBC report, in an effort to continue to use the same baseline and have the new Lumos survey be comparable to the previous CBC surveys.

Horizontal Deflection:

The existing horizontal control scheme for the dam consists of 3 control lines, each end of the line is controlled by a brass monument (see Figure 1):

- 7.5 U/S
- 34.75 D/S
- 79.25 D/S

Along each line there are rebars set at 25' stations at which the deflection is measured. The last CBC indicated only 15 of 20 original monitoring rebars were recoverable. During the course of the 2018 survey CBC could not locate one of the brass monuments on the 79.25 D/S line. Therefore the line could not be located in the field and no measurements were taken. Lumos will search for the missing monument, but if unable to be located no measurements will be provided for the 79.5 D/S line. Lumos will also only provide data at deflection points that have rebars that can be recovered in the field.

Vertical Settlement:

The vertical control is based upon 6 vertical control points originally set by the USBR. The elevations from these control points are then used to measure to each of the monitoring stations with specific routes established per the prior CBC reports. During the last CBC survey, only 4 of the vertical control points could be located. Lumos will search for the other two missing monuments, however only monuments that can be recovered will be used to control the vertical component of the survey.

GPS Coordinates:

As part of the monument search process, Lumos will establish GPS coordinates on the found control monuments. The objective for these coordinates is to aid in future monument recovery during subsequent surveys. The GPS coordinates in this scope will not be sufficient to use for settlement or deformation monitoring.

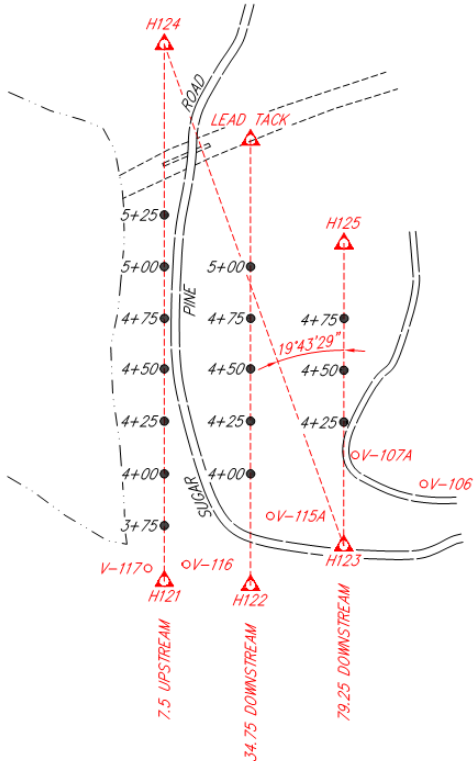


Figure 1 – CBC Surveying Monitoring Diagram from 2013 Report

Survey Report:

Lumos will prepare a survey report documenting the procedures of the field survey and results. The report will be stamped by the California Licensed Land Surveyor who supervised the work.

Schedule:

Lumos anticipates being able to complete the field work within one to two months of our notice to proceed, weather and snow conditions permitting. An additional month would be required to reduce the data and prepare the report.

Assumptions / Exceptions

Lumos has made the following assumptions in preparation of this proposal:

- The field crew will have access to the dam site and areas that contain the control points & monitoring rebar.
- No agency or review meetings are included as a part of this proposal.
- All survey work will be performed under the supervision of a California licensed Land Surveyor
- This proposal is only valid for 60 days from the date of the proposal.

Fees

Lumos can provide the scope of service for the following **Lump Sum fee: \$18,600**

If this proposal is acceptable, please execute the attached contract and provisions and return the same to our office. Any additional services requested but not covered by this Scope of Work can be provided by an amendment to this proposal. The attached Standard Provisions of Agreement are a part of this proposal

Lumos and Associates, Inc. will send monthly progress billings on this project. The amount of these billings will be based upon the percentage of work completed. The terms are 'Due Upon Receipt' and accounts are past due after 30 days. Accounts over 30 days old will be subject to interest at the rate of 1 ½% per month and such collection action as may be necessary to collect the account. In addition, a "Stop Work Order" may be issued on past due accounts. In this case, no further work will be performed until the account is brought current.

Thank you again for allowing Lumos and Associates to provide you with this proposal. Please do not hesitate to call me if you have questions.

Sincerely,



Michael Craven, P.L.S., PE (OR & WA)
Project Manager - Tahoe Office

CC: Greg Phillips, P.L.S., WRS – Director Survey Division
Adit Joshi, P.E. – Group Manager – El Dorado Hills
Cami Jackson, P.E. – Project Manager – El Dorado Hills