

# FORESTHILL PUBLIC UTILITY DISTRICT

## AGENDA

Regular Business Meeting of the  
FORESTHILL PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS  
Foresthill Elementary School, 24750 Main Street, Foresthill, CA 95631  
[www.foresthillpud.com](http://www.foresthillpud.com)

Thursday	June 13, 2024	3:00 P.M.
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### A. CALL TO ORDER: 3:00 PM

### B. OPEN SESSION - ROLL CALL:

\_\_\_\_\_ President Ron Thompson  
\_\_\_\_\_ Vice President Jane Stahler  
\_\_\_\_\_ Treasurer Mark Bell  
\_\_\_\_\_ Director Roger Pruett  
\_\_\_\_\_ Director Peter Kappelhof

### C. 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 the Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

### D. CLOSED SESSION:

1. Conference with real property negotiators (Gov't Code Section 54956.8). Property: Up to 2,000 acre feet of stored Sugar Pine Reservoir water; District Negotiators: Jane Stahler and Henry N. White; Negotiating Parties: Prospective water users in the American River Basin, Central Valley or elsewhere in the federal Central Valley Project or State Water Project service areas, including but not limited to; U.S. Bureau of Reclamation, City of Folsom, City of Sacramento, Carmichael Water District, San Juan Water District, Sacramento Suburban Water District, San Luis and Delta-Mendota Water Authority and member agencies (e.g. Westlands Water District), State Water Contractors and member agencies (e.g. Santa Clara Valley Water District); Under Negotiation: Price and terms of payment for the sale of surplus stored water from Sugar Pine Reservoir.
2. Conference with legal counsel - significant exposure to litigation - (Government Code section 54956.9(d)(2) and (e)(2)) (1 case)
3. Public employee performance evaluation and appointment - General Manager - (Government Code section 54957)

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

\_\_\_\_\_ President Ron Thompson  
\_\_\_\_\_ Vice President Jane Stahler  
\_\_\_\_\_ Treasurer Mark Bell  
\_\_\_\_\_ Director Roger Pruett  
\_\_\_\_\_ Director Peter Kappelhof

**F. PLEDGE OF ALLEGIANCE**

**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 the 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 routine in nature and may be approved by one motion.

1. Approval of May 9, 2024, Regular Board Meeting minutes
2. Receive and file combined financial reports for April 2024
3. Receive and file May 1, 2024, Planning Committee minutes.

**J. ACTION ITEMS:**

1. Approve proposal from Peterson Brustad Engineering and Consulting, Inc to prepare a study/pre-design document to evaluate the construction of a treated water storage tank near Todd valley to improve the availability of water for fighting fire and protect the public health and safety for an amount not to exceed \$45,000.  
Recommended action: Approve the proposal and authorize the General Manager to execute an agreement  
Public comment:
2. Authorize the General Manager to purchase a 2024 Chevrolet fleet vehicle four-wheel drive regular cab work truck through the State of California contract #1-22-23-20-A-K for an amount not to exceed \$48,000  
Recommended action: Authorize the General Manager to purchase a fleet vehicle through the state bid process for an amount not to exceed \$48,000  
Public comment:

3. Vice President Stahler's request to discuss Policy 5010, Board Meetings, particularly in reference to designated place for FPUD public meetings, as continued from the May 9, Regular Board Meeting.  
Recommended action: Discuss and direct staff accordingly  
Public comment:
4. Vice President Stahler's request to discuss Policy 5040, Board Actions and Decisions, particularly in reference to subsections .14, .15, and 30, as continued from the May 9, Regular Board Meeting, and adding sections .32 and .20  
Recommended action: Discuss and direct staff accordingly.  
Public comment:
5. Vice President Stahler's request to discuss Policy 5020, Board Meeting Agenda, particularly subsection .41, as continued from the May 9, Regular Board Meeting.  
Recommended action: Discuss and direct staff accordingly  
Public comment:
6. Vice President Stahler's request to discuss Policy 4050, Members of the Board of Directors, particularly with reference to subsection .60.  
Recommended action: Discuss and direct staff accordingly  
Public comment:
7. President Ron Thompson authorization to discuss submittal by Dianne Foster to discuss "10% (retroactive to last January and 3% thereafter) pay raise, across the Board, to ALL FPUD employees".  
Recommended action: Discuss and direct staff accordingly  
Public comment:
8. Vice President Stahler's request to discuss multiple items regarding details on employee Names, Titles, wage before and after recent COLA, and compensation history.  
Recommended action: Discuss and direct staff accordingly  
Public comment:
9. Vice President Stahler's request for scheduling information.  
Recommended action: Discuss and direct staff accordingly  
Public comment:
10. Vice President and Planning Committee Chair Stahler's request to discuss Capital Improvement Plan details.  
Recommended action: Discuss and direct staff accordingly  
Public comment:
11. *Reconsider 10% wage increase motion* from Vice President Stahler referencing Director Pruett  
Recommended action: Discuss and direct staff accordingly  
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., June 6, 2024.

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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.

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Henry N. White, General Manager

# FORESTHILL PUBLIC UTILITY DISTRICT

## MINUTES

Item I 1  
DRAFT

Regular Business Meeting of the  
FORESTHILL PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS  
Foresthill Elementary School, 24750 Main Street, Foresthill, CA 95631  
[www.foresthillpud.com](http://www.foresthillpud.com)

Thursday	May 9, 2024	3:00 P.M.
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A. CALL TO ORDER: 3:00 PM *President Thompson called the meeting to order at 3:03 PM.*

B. OPEN SESSION - ROLL CALL:

_____ President Ron Thompson	<i>Present</i>
_____ Vice President Jane Stahler	<i>Present</i>
_____ Treasurer Mark Bell	<i>Present</i>
_____ Director Roger Pruett	<i>Present</i>
_____ Director Peter Kappelhof	<i>Present</i>

*Henry N. White, General Manager, was in attendance. Eric Robinson, District Counsel, Lauren Bernadett, District Counsel, Vance Piggot, District Counsel attended virtually.*

C. 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 the Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

*Public comment period was made available. No comments were offered. No public in attendance.*

D. CLOSED SESSION:

1. Conference with real property negotiators (Gov't Code Section 54956.8). Property: Up to 2,000 acre feet of stored Sugar Pine Reservoir water; District Negotiators: Jane Stahler and Henry N. White; Negotiating Parties: Prospective water users in the American River Basin, Central Valley or elsewhere in the federal Central Valley Project or State Water Project service areas, including but not limited to; U.S. Bureau of Reclamation, City of Folsom, City of Sacramento, Carmichael Water District, San Juan Water District, Sacramento Suburban Water District, San Luis and Delta-Mendota Water Authority and member agencies (e.g. Westlands Water District), State Water Contractors and member

agencies (e.g. Santa Clara Valley Water District); Under Negotiation: Price and terms of payment for the sale of surplus stored water from Sugar Pine Reservoir.

2. Public employee performance evaluation, Government Code Section 54957(b), Title: General Manager.
3. Conference with Legal Counsel – Anticipated Litigation Significant exposure to litigation pursuant to Government Code § 54956.9(d)(2):1 potential case

**E. OPEN SESSION - ROLL CALL (Starting at 6:00 PM): *President Thompson called the meeting to order at 6:01 PM.***

_____ President Ron Thompson	<i>Present</i>
_____ Vice President Jane Stahler	<i>Present</i>
_____ Treasurer Mark Bell	<i>Present</i>
_____ Director Roger Pruett	<i>Present</i>
_____ Director Peter Kappelhof	<i>Present</i>

*Henry N. White, General Manager, was in attendance.*

**F. PLEDGE OF ALLEGIANCE *President Thompson led the Pledge of Allegiance.***

**G. ANNOUNCEMENT FROM CLOSED SESSION:**

*The Board authorized and directed District staff and counsel to enter negotiations for an agreement to sell up to 2,000 acre-feet of stored water to Westlands Water District and to approve a consent letter authorizing Eric Robinson to represent our District in negotiating the agreement, while other attorneys at his firm continue representing Westlands in other matters that are unrelated to the proposed water sale.*

**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 the Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

*The Board received public comments and those comments will be taken into consideration.*

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

1. Approval of February 8, 2024, and March 14, 2024, Regular Board Meeting minutes
2. Receive and file combined financial reports for February and March 2024

***Board Action:*** *Director Kappelhof made a motion to approve the Consent Agenda. The motion was seconded by Treasurer Bell and passed unanimously (5-0).*

**J. ACTION ITEMS:**

1. Approve Resolution 2024-01 - Declaring an election be held in Foresthill Public Utility District's jurisdiction, requesting the Board of Supervisors to consolidate this election with any other election conducted on said date, and requesting election services by the County Clerk

Recommended Action: Approve Resolution 2024-01

Public comment: *Offered, none received.*

***Board Action:*** *Treasurer Bell made a motion to approve Resolution 2024-01 with a minor correction to the signature page and to authorize the General Manager to submit appropriate documentation to Placer County. The motion was seconded by Director Kappelhof and passed unanimously (5-0).*

2. Approve Resolution 2024-02 requesting collection of charges on Placer County tax roll for tax year 2024/2025 for Assessment District #2

Recommended Action: Approve Resolution 2024-02

Public comment: *Offered, none received.*

***Board Action:*** *Director Kappelhof made a motion to approve Resolution 2024-02 and to authorize the General Manager to submit appropriate documentation to Placer County. The motion was seconded by Treasurer Bell and passed unanimously (5-0).*

3. Approve Resolution 2024-03 requesting collection of delinquent charges on Placer County tax roll for tax year 2024/2025

Recommended Action: Approve Resolution 2024-03

Public comment: *Offered, none received.*

***Board Action:*** *Director Kappelhof made a motion to approve Resolution 2024-03 and to authorize the General Manager to submit appropriate documentation to Placer County. The motion was seconded by Treasurer Bell and passed unanimously (5-0).*

4. Board to receive report from Finance Committee regarding cost-of-living salary adjustments and consider approval of Finance Committee recommendation for a staff salary adjustment.

Recommended Action: Approve Finance Committee recommendation

Public comment: *The Board received public comments and those comments were taken into consideration.*

***Board Action:*** *Director Kappelhof made a motion that, effective the first full pay period in January 2024, the Board approve a 10% Cost-Of-Living-Adjustment for all District staff and Cost-Of-Living-Adjustments in 2025 and 2026 equal to the Social Security Cost-Of-Living-Adjustment for each year, but not less than 3% for any year. Director Kappelhof further moved that staff be directed to amend Policy 2390 - Compensation Grade and Range Chart accordingly. The motion was seconded by Director Pruett and carried 3-2 with President Thompson and Vice President Stahler voting no.*

5. Vice President Stahler's request to discuss GM "goals."

Recommended Action: Discuss and direct staff accordingly

Public comment:

**Board Action: None.**

6. Vice President Stahler's request to discuss Policy 5020, Board Meeting Agenda, particularly subsection .41.

Recommended Action: Discuss and direct staff accordingly

Public comment: *Offered, none received.*

**Board Action: *Treasurer Bell made a motion to accept revisions to Policy 5020 as prepared by Vice President Stahler for the first two paragraphs (5020.10 and 5020.21) and to accept revisions to 5020.22 as modified during the meeting and to specifically exclude submitted revision to 5020.25. Vice President Stahler seconded. Motion passed unanimously. Item to be included on the agenda for the next Regular Board meeting.***

7. Vice President Stahler's request to discuss Policy 5010, Board Meetings, particularly in reference to designated place for FPUD public meetings.

Recommended Action: Discuss and direct staff accordingly

Public comment:

**Board Action: *None. Item to be included on the agenda for the next Regular Board meeting.***

8. Vice President Stahler's request to discuss Policy 4050, Members of the Board of Directors, particularly in reference to subsection .60.

Recommended Action: Discuss and direct staff accordingly.

Public comment:

**Board Action: None.**

9. Vice President Stahler's request to discuss Policy 5040, Board Actions and Decisions, particularly in reference to subsections .14, .15, and .30.

Recommended Action: Discuss and direct staff accordingly.

Public comment:

**Board Action: *None. The item to be included on the agenda for the next Regular Board meeting and suggested changes will be provided by Vice President Stahler and will be included in the Board Packet for discussion.***

10. Vice President Stahler's request to discuss Lead Service Line Inventory - Estimated Cost and review of any and all deadlines for completion.

Recommended Action: Discuss and direct staff accordingly

Public comment:

**Board Action: None.**

11. Discussion of April 2024 meeting cancellation.

Recommended Action: Discuss and direct staff accordingly.

Public comment:

**Board Action: None.**



**K. DISCUSSION ITEMS:**

1. General Manager Report - *Written report was submitted via the Board Packet.*
2. Remarks/reports by Directors *Verbal reports made by Treasurer Bell, Vice President Stahler and Director Kappelhof*

**L. ADJOURNMENT**

**Board Action:** *Vice President Stahler made a motion to adjourn the meeting at 8:37 PM. The motion was seconded by Director Pruett and carried unanimously (5-0).*

Submitted by:

Attest:

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Ron Thompson, Board President

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Mark Bell, Clerk and Ex-Officio Secretary

**Foresthill Public Utility District**  
**Statement of Net Position**  
 April 30, 2024

Item 12

	<b>Apr 30, 2024</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10110 · Cash on Hand	250
10120 · Wells Fargo Checking	294,829
10510 · Local Agency Investment Fund	318,944
10512 · Umpqua Savings account	7,025
10519 · Wells Fargo Adv - Money Mrkt	1,440
10520 · Wells Fargo Adv - Face Value	5,605,000
<b>Total Checking/Savings</b>	6,227,488
<b>Accounts Receivable</b>	315,829
<b>Other Current Assets</b>	57,341
<b>Total Current Assets</b>	6,600,659
<b>Fixed Assets</b>	10,786,999
<b>Other Assets</b>	
14300 · Inventory, Material & Supplies	46,861
19000 · Def outflows related to pension	396,874
<b>Total Other Assets</b>	443,735
<b>TOTAL ASSETS</b>	<b>17,831,393</b>
<b>LIABILITIES &amp; NET POSITION</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	194,704
<b>Total Current Liabilities</b>	194,704
<b>Long Term Liabilities</b>	538,462
<b>Total Liabilities</b>	733,166
<b>Net Position</b>	17,098,227
<b>TOTAL LIABILITIES &amp; NET POSITION</b>	<b>17,831,393</b>

**Foresthill Public Utility District**  
**Profit & Loss Budget vs. Actual**  
July 2023 through April 2024

	<u>Jul '23 - Apr 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
41100 · Consumption Billed	446,442	450,000	(3,558)
41150 · Base rate - Residential	1,695,394	1,500,000	195,394
41200 · Base rate - Commercial	176,994	166,667	10,327
42300 · Meter Installation	1,766	5,000	(3,234)
49200 · Interest - LAIF	9,303	0	9,303
49210 · Interest - Taxes	3,101	0	3,101
49220 · Portfolio Income	230,122	54,167	175,955
49251 · Interest - Umpqua Bank	1	0	1
49300 · Property Tax Revenues	69,158	104,167	(35,009)
49310 · Home Owner Prop Tax exemption	315	0	315
49510 · Water Charges Penalties	0	0	0
49520 · Service Charges & Reconnect	15,787	12,500	3,287
49930 · Grant Income	0	33,333	(33,333)
<b>Total Income</b>	<u>2,648,383</u>	<u>2,325,834</u>	<u>322,549</u>
<b>Expense</b>			
51000 · Wages & Salaries	532,085	645,000	(112,915)
52000 · Taxes & Benefits	300,868	344,914	(44,046)
53000 · Materials & Supplies	99,747	116,667	(16,920)
54000 · Equipment costs	20,917	61,667	(40,750)
55000 · Contracted services	210,136	195,000	15,136
55001 · Professional Fees	143,357	186,667	(43,310)
56000 · Resource development	53,266	58,333	(5,067)
57000 · Utilities	50,909	63,333	(12,424)
58000 · Regulatory and General	148,361	105,000	43,361
61000 · Capital Activities	473,837	355,833	118,004
62400 · Depreciation Expense	322,701	0	322,701
<b>Total Expense</b>	<u>2,356,183</u>	<u>2,132,414</u>	<u>223,769</u>
<b>Net Ordinary Income</b>	<u>292,200</u>	<u>193,420</u>	<u>98,780</u>
<b>Net Income</b>	<u><u>292,200</u></u>	<u><u>193,420</u></u>	<u><u>98,780</u></u>

**Foresthill Public Utility District**  
**Profit & Loss Budget vs. Actual**  
 July 2023 through April 2024

	<b>Jul '23 - Apr 24</b>	<b>Budget</b>	<b>\$ Over Budget</b>
Administration	366,046.58	371,164.24	45,096.34
Capital Expenditures	473,836.82	355,833.30	-355,833.30
Customer Service	302,289.38	330,833.40	-31,291.54
Distribution	307,610.57	442,500.00	58,909.91
Pumping	11,130.60	27,083.40	-15,666.00
Regulatory Compliance	202,360.13	263,333.30	-63,678.92
Source of Supply	26,443.51	33,333.40	50,571.81
Treatment	355,514.90	308,333.30	68,120.40
ZZSP Dbt Svc	22,876.48	0.00	0.00
Depreciation	322,700.64	0.00	0.00
<b>TOTAL</b>	<b><u>2,390,809.61</u></b>	<b><u>2,132,414.34</u></b>	<b><u>258,395.27</u></b>

**Fund Balances**

	<b>7/1/2023</b>	<b>Received</b>	<b>Paid Out</b>	<b>Transfers</b>	<b>Balance</b>
General Fund - unspendable	11,109,706			151,136	11,260,842
General Fund - unrestricted	3,313,816	2,648,383	1,712,650	(794,669)	3,454,880
Operating reserves	1,150,830				1,150,830
Debt service reserves	204,676		169,696	169,696	204,676
Capital reserves	427,000		473,837	473,837	427,000
Emergency reserves	600,000				600,000
<b>Total Fund balances</b>	<b><u>16,806,028</u></b>	<b><u>2,648,383</u></b>	<b><u>2,356,183</u></b>	<b><u>(0)</u></b>	<b><u>17,098,228</u></b>

\* This budget includes Debt Service

**Foresthill Public Utility District**  
**Cash Disbursements Register**  
**April 2024**

Date	Num	Name	Memo	Paid Amount
<b>Apr 24</b>				
04/01/2024	ACH 03...	CalPERS	Classic contribution Paydate 03-29-2024	-2,701.69
04/02/2024	33856	Anthracite Filter Media Company	Anthracite	-3,769.06
04/02/2024	33857	Auburn Area Answering Service	Answering Service- Apr 2024	-126.80
04/02/2024	33858	Badger Meter	Meters. Cust #24047	-2,526.02
04/02/2024	33859	Department of Water Resources	Annual dam fee. Cust #4716	-62,515.00
04/02/2024	33860	Ferguson Enterprises Inc.	supplies	-248.82
04/02/2024	33861	Foresthill Garage, Inc.	Oil changes: 2005 & 2009 Chevy	-281.45
04/02/2024	33862	Home Depot Credit Services	supplies	-71.64
04/02/2024	33863	Inland Business Systems	copier costs - inv date 03/28/2024	-128.84
04/02/2024	33864	Meter, Valve & Control	Meter Endpoints (ERT)	-2,807.97
04/02/2024	33865	MidAmerica Admin & Ret Solutions, Inc.	HRA Admin Fees 10/1/23 - 12/31/23	-213.00
04/02/2024	33866	Pacific Gas & Electric	Power: Sugar Pine Dam, Todd Valley well, India...	-1,114.98
04/02/2024	33867	Sebastian	Mar telephone. Acct #00008712-7	-531.68
04/02/2024	33868	Vision Quest Information Solutions, Inc.	IT Service May 2024	-1,813.00
04/03/2024	33869	Bureau of Reclamation	USBR Sugar Pine Fee- Mar 2024	-1,533.41
04/03/2024	33870	Economy Pest Control	HQ Pest Control. Acct #128503	-79.00
04/09/2024	33872	Ferguson Enterprises Inc.	VOID: cust #414764. Supplies	0.00
04/09/2024	33873	Foresthill Valero	VOID: Mar Fuel	0.00
04/09/2024	33874	Grant Hardware, Inc.	Mar supplies	-202.33
04/09/2024	33875	Humana Insurance Co	May retiree health ins	-641.59
04/09/2024	33876	Infosend	Utility Billing- Feb/Mar 2024	-2,882.40
04/09/2024	33877	LSL CPAs & Assoc.	Feb & Mar accounting assistance	-25,514.34
04/09/2024	33878	Recology Auburn Placer	Trash HQ & WTP	-75.50
04/09/2024	33879	Sierra Mini Mart, Inc.	Fuel Mar 2024	-360.58
04/09/2024	33880	Umpqua Bank	Water bond semi-annual princ/int	-43,173.60
04/09/2024	33881	Worton's Forsethill Grocery	supplies	-121.38
04/09/2024	33883	Cranmer Engineering, Inc.	water quality	-602.00
04/09/2024	33884	Ferguson Enterprises Inc.	cust #414764. Supplies	-149.81
04/09/2024	33885	Foresthill Valero	Mar Fuel	-745.51
04/09/2024	33886	Cranmer Engineering, Inc.	VOID: water quality	0.00
04/23/2024	33886	Ferguson Enterprises Inc.	Supplies	-2,300.61
04/23/2024	33887	Keenan & Associates	EE medical insurance May 24	-17,300.60
04/23/2024	33888	Kimball Midwest	Supplies. Order # 732718EC, Acct #717918.	-128.66
04/23/2024	33889	Mutual of Omaha	EE life insurance May 2024	-323.22
04/23/2024	33890	Napa Auto Parts	supplies- acct # 8802929	-38.03
04/23/2024	33891	Pace Supply Corp.	supplies. cust #29996-00. purch order #099025	-1,283.78
04/23/2024	33892	Pacific Gas & Electric	Power: WTP, pumping, Sugar Pine Dam, HQ P...	-4,959.29
04/23/2024	33893	Placer County , Personnel	May 24 Dental Insurance	-618.38
04/23/2024	33894	Umpqua Bank	Sugar Pine Loan Principal & Interest	-84,305.84
04/23/2024	33895	United Healthcare	May Retiree health insurance	-243.20
04/23/2024	33896	USA Blue Book	supplies. Cust #70441.	-477.94
04/23/2024	33897	Verizon Wireless	cell phone Mar 07 24 - Apr 06 24	-49.93
04/23/2024	33898	Vision Service Plan - (CA)	EE vision insurance May 2024- Client ID 30064...	-115.14
04/23/2024	33899	Wells Fargo Bank	supplies	-495.42
04/23/2024	33900	Western Hydrologics, LLP	Annual operations plan	-1,610.00
04/30/2024	33902	Auburn Area Answering Service	Answering Service- May 2024	-111.90
04/30/2024	33903	Ferguson Enterprises Inc.	cust #414764. Supplies	-215.57
04/30/2024	33904	Foresthill Union Elementary School Di...	Board meeting costs	-812.50

**Foresthill Public Utility District  
Cash Disbursements Register  
April 2024**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
04/30/2024	33905	Home Depot Credit Services	supplies	-66.30
04/30/2024	33906	Inland Business Systems	copier costs - inv date 04/29/2024	-129.97
04/30/2024	33907	Kronick, Moskovitz, et al	Legal Services- Client #012257	-2,555.70
04/30/2024	33908	Kurt Reed	Health Insurance Apr & May payments	-546.00
04/30/2024	33909	Pacific Gas & Electric	Power: HQ, Indian Ln well, Todd Valley well	-273.62
04/30/2024	33910	Sierra Safety Company	Supplies	-152.19
04/01/2024	ACH04...	Aramark	uniforms, acct #110132100.	-369.71
04/02/2024	ACH04...	Wells Fargo Bank	Authnet Gateway monthly billing	-101.40
04/15/2024	ACH04...	Aramark	uniforms	-166.67
04/17/2024	ACH04...	American Messaging	Pager Apr	-10.66
04/22/2024	ACG04...	Aramark	uniforms	-228.04
04/23/2024	ACH04...	MidAmerica Admin & Ret Solutions, Inc.	retiree insurance	-670.00
04/29/2024	ACH04...	Aramark	uniforms	-141.67
04/01/2024	ACH03...	CalPERS	457b Paydate 3/29/2024	-1,775.00
04/01/2024	ACH03...	CalPERS	Pepra Paydate 03292024	-1,550.04
04/02/2024	ACH04...	EFTPS	94-6020935 Mar 29 Payroll	-6,773.90
04/03/2024	ACH04...	EDD/State of CA	499-0064-0 03/29/2024 Payroll	-16.49
04/03/2024	ACH04...	EDD/State of CA	499-0064-0 03-29-2024 Payroll	-1,440.05
04/10/2024	ACH04...	EDD/State of CA	499-0064-0 04-12-2024 Payroll	-17.91
04/10/2024	ACH04...	EDD/State of CA	499-0064-0 04-12-2024 Payroll	-1,410.82
04/12/2024	ACH04...	EFTPS	94-6020935 04-12-2024 Payroll	-6,684.32
04/15/2024	ACH04...	CalPERS	04-12-2024 Payroll	-1,775.00
04/15/2024	ACH04...	CalPERS	04-12-2024 Pepra Contribution	-1,550.04
04/15/2024	ACH04...	CalPERS	Classic contribution Paydate 04-12-2024	-2,701.69
04/25/2024	ACH04...	EDD/State of CA	499-0064-0 04-26-2024 Payroll	-7.40
04/24/2024	ACH04...	EDD/State of CA	499-0064-0 04-26-2024 Payroll	-1,352.02
04/26/2024	ACH04...	EFTPS	94-6020935 04-26-2024 Payroll	-6,480.34
04/29/2024	ACH04...	CalPERS	04-26-2024 Payroll	-1,775.00
04/29/2024	ACH04...	CalPERS	04-26-2024 Pepra Contribution	-1,550.04
04/29/2024	ACH04...	CalPERS	Classic contribution Paydate 04-26-2024	-2,525.45
<b>Apr 24</b>				<b>-315,118.85</b>

**Foresthill Public Utility District**  
**Investment Policy Compliance**  
**with Government Code Standards, and the Foresthill PUD Investment Plan Standards**  
**As of April 30, 2024**

**Current Portfolio Balance: \$ 6,310,341**

Ca Government Code Section 53601	Govt Code Maximum %	District Maximum %	District Actual %	Complies
Bonds issued by the District		100.00%	0.00%	Yes
Federal Treasury notes, bonds, bills	100.00%	100.00%	0.00%	Yes
State/local agency bonds, etc	100.00%	100.00%	48.11%	Yes
Federal Agency Bonds	100.00%	100.00%	8.83%	Yes
Negotiable certificates of Deposit	30.00%	30.00%	26.15%	Yes
Local Agencies Investment Fund	100.00%	100.00%	5.00%	Yes
Medium Term Corporate Notes	30.00%	30.00%	4.83%	Yes
Money Market Funds	15.00%	15.00%	0.02%	Yes
Collateralized bank deposits	100.00%	100.00%	7.07%	Yes
Shares of Beneficial Interest	20.00%	15.00%	0.00%	Yes
Mortgage pass through security bonds	20.00%	20.00%	0.00%	Yes
<b>Total</b>			<b>100.00%</b>	

Balance by Maturity	Actual %	Actual \$
Range		
1 to 7 days	12%	729,334
8 to 360 days	21%	1,355,291
1 to 2 years	23%	1,457,474
2 to 3 years	15%	940,474
3 to 4 years	21%	1,341,744
4 to 5 years	8%	486,024
Over 5 years	0%	-
		<b>6,310,341</b>

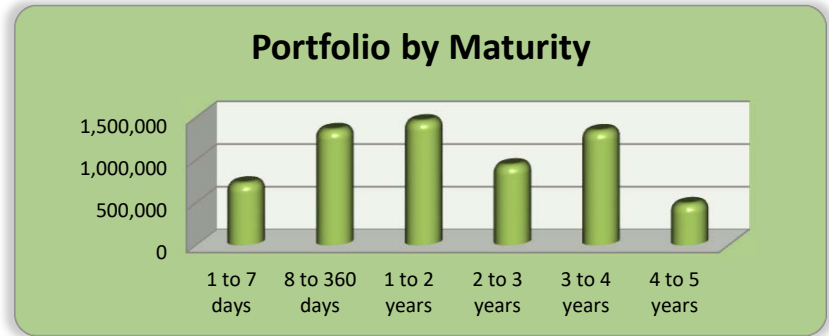
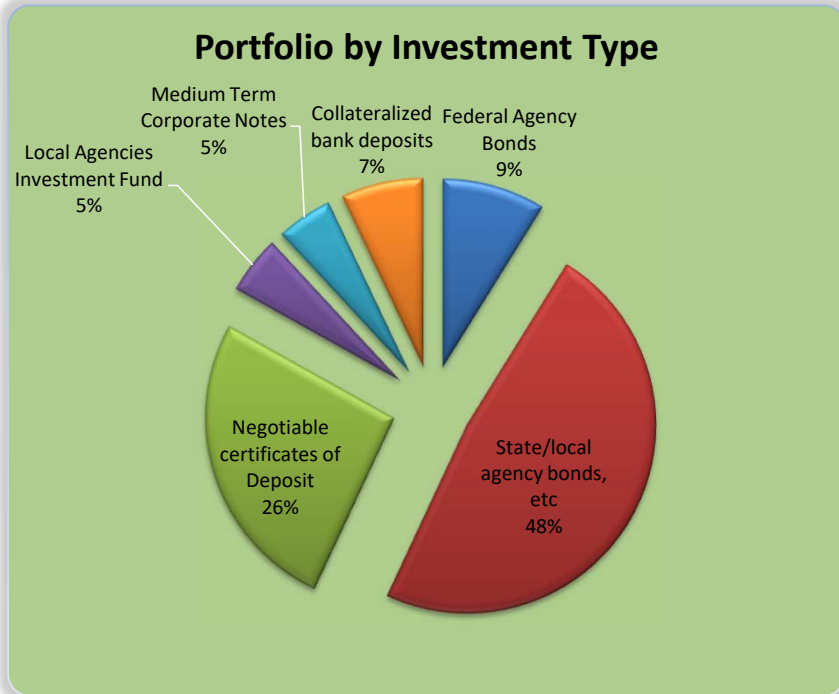
**Foresthill PUD**  
**Quality Analysis Report**  
**4/30/2024**

Cusip	Rating	NAME	RATE	Trade Date	Settlement Date	Maturity Date	Units	Discount or Premium	Book Value	Market Value
<b>Cash Accounts</b>										
N/R		Wells Fargo Checking	0.100%				405,295.94		405,295.94	405,295.94
N/R		Umpqua Bank Savings	0.010%				7,025.37		7,025.37	7,025.37
N/R		Local Agency Investment Fund	4.272%				315,572.63		315,572.63	315,572.63
<b>Government Bonds</b>										
3130ASH44	AA+	Fed Home Loan Bank	4.700%	7/31/2023	8/2/2023	6/30/2027	100,000.00	(925.00)	99,075.00	98,683.00
3134GXUH5	AA+	Fed Home Ln Mtg Group	3.000%	10/11/2023		5/24/2024	75,000.00	(72.00)	74,928.00	74,874.00
3130ASH44	AA+	Fed Home Loan Bank	4.700%	11/8/2023	11/9/2023	6/30/2027	135,000.00	(819.00)	134,181.00	133,222.05
3133EP3B9	AA+	Fed Farm Credit Bank	4.125%	2/20/2024		2/13/2029	150,000.00	(272.00)	149,728.00	146,143.50
3133EP5U5		Fed Farm Credit Bank	4.125%	4/2/2024	4/4/2024	3/20/2029	100,000.00	(592.00)	99,408.00	97,267.00
<b>Municipal Bonds</b>										
032556EZ1	AA+	Anaheim CA HSG	1.725%	6/25/2021	6/29/2021	10/1/2025	25,000.00	273.00	25,273.00	23,794.25
032556GQ9	AA+	Anaheim CA HSG	1.791%	4/27/2020	4/29/2020	10/1/2024	30,000.00	-	30,000.00	29,537.10
046558EU2	AA3	Atascadero CA USD	0.849%	3/4/2021	3/8/2021	8/1/2025	10,000.00	-	10,000.00	9,468.60
088006KA8	AA+	Beverly Hills CA Pub Fin Auth	1.147%	3/28/2022	3/30/2022	6/1/2026	95,000.00	(3,325.00)	91,675.00	87,013.35
120827DM9	A2	Bur Glen Pas Arpt Auth	5.000%	12/9/2020	12/11/2020	7/1/2024	15,000.00	2.00	15,002.00	15,012.75
130179HD9	A	California EFA	3.863%	8/25/2021	8/25/2021	4/1/2025	10,000.00	176.00	10,176.00	9,825.40
13048VLJ5	A1	California Muni Finance Authority	2.055%	7/9/2020	7/13/2020	10/1/2024	25,000.00	-	25,000.00	24,627.75
13048VLK2	A1	California Muni Finance Authority San D	2.148%	1/27/2021	1/29/2021	10/1/2025	50,000.00	835.00	50,835.00	47,775.00
13063DMA3	AA-	State of CA General Obligation Bond	2.650%	6/16/2021	6/18/2021	4/1/2026	10,000.00	303.00	10,303.00	9,541.10
13067WRC8	AAA	California State DWR	0.790%	2/23/2022	2/25/2022	12/1/2025	35,000.00	(686.00)	34,314.00	32,720.10
13077CT95	AA-	California State University	3.506%	3/4/2021	3/8/2021	11/1/2025	10,000.00	235.00	10,235.00	9,760.90
13077DKF8	AA-	California State University	2.001%	11/17/2022	11/21/2022	11/1/2027	50,000.00	(4,453.00)	45,547.00	45,303.50
13077DKG6	AA-	California State University	2.084%	2/20/2024		11/1/2028	150,000.00	(13,462.00)	136,538.00	133,150.50
139702BJ2	AA	Capistrano CA USD	2.500%	4/30/2020	5/4/2020	12/1/2024	15,000.00	-	15,000.00	14,830.35
14574AAC8	AA-	Carson CA	1.823%	6/25/2021	6/29/2021	1/15/2025	25,000.00	206.00	25,206.00	24,349.25
157411TL3	AA-	Chaffey CA USD	2.375%	6/16/2021	6/18/2021	8/1/2025	35,000.00	697.00	35,697.00	33,800.20
206849FV8	AA3	Conejo Vly CA USD	1.049%	10/30/2020	11/19/2020	8/1/2024	50,000.00	-	50,000.00	49,437.50
20775CDV3	AAA	Connecticut Housing finance	2.400%	6/29/2020	7/1/2020	5/15/2024	30,000.00	-	30,000.00	29,974.80
212204LK5	AA1	Contra Costa CA CCD	0.800%	11/19/2021	11/23/2021	8/1/2024	70,000.00	-	70,000.00	69,213.20
223077AJ7	AA-	Covina CA Wastewater Dist	2.606%	12/14/2022	12/16/2022	10/1/2027	50,000.00	(3,220.00)	46,780.00	46,068.00
341271AE4	AA	Florida State Board	1.705%	11/17/2022	11/21/2022	7/1/2027	50,000.00	(4,525.00)	45,475.00	44,707.50
420507CL7	AA	Hawthorne, CA	3.150%	12/9/2020	12/11/2020	8/1/2024	10,000.00	-	10,000.00	9,940.40
420507CM5	AA	Hawthorne, CA	3.250%	9/16/2020	9/18/2020	8/1/2025	15,000.00	-	15,000.00	14,596.50
451443F34	AA	Idaho Bldg Auth	2.365%	8/31/2020	9/2/2020	9/1/2025	50,000.00	926.00	50,926.00	48,116.00
45571LCU9	A+	Indio, CA	3.350%	8/25/2021	8/25/2021	11/1/2024	15,000.00	71.00	15,071.00	14,848.35
482092EZ2	AA+	Jarupa CA CSD	6.347%	1/11/2021	1/13/2021	9/1/2025	25,000.00	1,620.00	26,620.00	25,093.00
54148TAR7	AA	Loma Linda CA	2.750%	8/25/2021	8/25/2021	8/1/2025	10,000.00	193.00	10,193.00	9,659.90
542411GT4	AA	Long Beach CA	3.800%	12/9/2020	12/11/2020	8/1/2024	10,000.00	48.00	10,048.00	9,954.80
544290JH3	AA+	Los Altos CA USD	1.000%	2/23/2022	2/25/2022	10/1/2024	55,000.00	(104.00)	54,896.00	53,986.90
54465AHS4	AA-	Los Angeles Cnty/West Covina	3.125%	12/9/2020	12/11/2020	9/1/2024	10,000.00	26.00	10,026.00	9,914.60
56052FFF7	AA+	Maine State Housing Fin	2.389%	6/29/2020	7/1/2020	11/15/2024	25,000.00	86.00	25,086.00	24,601.00
56781RJH1	AAA	Marin CA CCD	3.045%	3/22/2023	3/24/2023	8/1/2024	50,000.00	(227.00)	49,773.00	49,683.50
57604TAB2	AA+	Mass Trans Housing	5.203%	8/26/2020	8/28/2020	6/1/2025	10,000.00	393.00	10,393.00	9,936.40
60636UJV2	AAA	Missouri Env Impt Res Auth	1.349%	2/9/2022	2/11/2022	7/1/2026	25,000.00	(448.00)	24,552.00	22,987.50
611583BT1	AA	Monrovia CA	3.750%	8/25/2021	8/25/2021	5/1/2025	10,000.00	143.00	10,143.00	9,837.40
612414EC2	AA+	Monterey CA Reg Waste	1.360%	2/7/2022	2/9/2022	4/1/2025	75,000.00	(183.00)	74,817.00	72,397.50
61741GAD2	AA	Morgan Hill CA	0.961%	5/25/2022	5/27/2022	9/1/2025	140,000.00	(4,260.00)	135,740.00	131,962.60
677765GW3	AA+	Ohlone CA Cmty Coll	1.975%	3/4/2021	3/8/2021	8/1/2025	10,000.00	-	10,000.00	9,614.20
683042AJ4	AA	Ontario CA Airport	2.898%	8/25/2021	8/25/2021	5/15/2025	15,000.00	173.00	15,173.00	14,613.15
68442CCZ7	AAA	Orange Cnty CA Water Dist	2.225%	12/14/2022	12/16/2022	8/15/2026	50,000.00	(2,588.00)	47,412.00	46,979.00
689729J73	AA-	Orcutt CA USD	1.350%	12/14/2022	12/16/2022	2/1/2027	50,000.00	(4,161.00)	45,839.00	45,180.00
6966674G6	AA	Palm Springs CA	0.854%	11/17/2022	11/21/2022	8/1/2024	50,000.00	-	50,000.00	49,432.00
697511FV0	AA	Palomar CA CCD	1.313%	12/14/2022	12/16/2022	8/1/2027	50,000.00	(4,381.00)	45,619.00	44,660.00
713575TE8	AA-	Peralta Comm Coll Dist	6.909%	1/22/2021	1/26/2021	8/1/2025	10,000.00	705.00	10,705.00	10,074.30
74138FAW9	AA	Perris, CA Redev	2.340%	11/18/2019	12/3/2019	10/1/2024	140,000.00	76.00	140,076.00	138,065.20
725837AZ1	A	Pixley, CA USD	1.227%	9/3/2021	9/16/2021	8/1/2026	45,000.00	172.00	45,172.00	41,199.75
752147HJ0	AA	Rancho Sanitago CA CCD	0.734%	4/6/2022	4/8/2022	9/1/2025	40,000.00	(477.00)	39,523.00	37,710.40
77735AAE7	AA	Rosedale Rio Bravo CA	1.217%	9/11/2020	10/6/2020	1/1/2025	45,000.00	-	45,000.00	43,759.80
77781RCR2	AA	Roseville, CA Elec Sys	1.111%	3/23/2021	3/25/2021	2/1/2026	35,000.00	-	35,000.00	32,624.20
777865BD7	AA	Roseville, CA	2.620%	1/27/2021	1/29/2021	9/1/2025	20,000.00	421.00	20,421.00	19,246.80
786091AF5	AA	Sacramento Cnty, CA Pen Ob	6.625%	8/26/2020	8/28/2020	8/1/2024	20,000.00	892.00	20,892.00	20,054.00
79727LSB7	AA-	San Diego CA Convenion Cent	1.677%	3/4/2021	3/8/2021	4/15/2025	40,000.00	154.00	40,154.00	38,528.40
797299MP6	AA-	San Diego CA Pub Fac Fing	1.812%	1/3/2023	1/5/2023	10/15/2026	40,000.00	(2,724.00)	37,276.00	36,900.80
797669ZK7	AA+	San Francisco CA BART Dist	2.208%	1/27/2021	1/29/2021	7/1/2025	55,000.00	927.00	55,927.00	53,031.00
79771FFQ5	AA-	San Francisco CA PUC	0.843%	3/16/2021	3/18/2021	11/1/2025	25,000.00	-	24,973.75	23,427.75
798136XU6	A-	San Jose Airport	1.209%	3/25/2021	4/7/2021	3/1/2025	50,000.00	-	50,000.00	48,257.50
798136XV4	A-	San Jose Airport	1.359%	3/25/2021	4/7/2021	3/1/2026	50,000.00	-	50,000.00	46,495.00
79876CBD9	AA-	San Marcos, CA	3.866%	12/20/2019	12/24/2019	10/1/2024	25,000.00	70.00	25,070.00	24,818.00
799055QW1	AAA	San Mateo Foster City	1.919%	7/6/2023	7/8/2023	8/1/2027	55,000.00	(4,992.00)	50,008.00	50,114.90
801546QU9	AAA	Santa Clara County CA	2.000%	2/7/2022	2/9/2022	8/1/2024	230,000.00	311.00	230,311.00	227,994.40
81888TAH6	AA	Shafter, CA	3.250%	6/4/2020	6/8/2020	11/1/2024	25,000.00	217.00	25,217.00	24,698.00
81888TAJ2	AA	Shafter, CA	3.375%	2/5/2021	2/7/2021	11/1/2025	25,000.00	678.00	25,678.00	24,188.75
835376AR5	AA-	Somis, CA USD	1.344%	8/6/2020	8/10/2020	8/1/2025	15,000.00	-	15,000.00	14,497.65



Foresthill PUD  
Quality Analysis Report  
4/30/2024

Cusip	Rating	NAME	RATE	Trade Date	Settlement Date	Maturity Date	Units	Discount or Premium	Book Value	Market Value
<b>Cash Accounts</b>										
	N/R	Wells Fargo Checking	0.100%				405,295.94		405,295.94	405,295.94
	N/R	Umpqua Bank Savings	0.010%				7,025.37		7,025.37	7,025.37
	N/R	Local Agency Investment Fund	4.272%				315,572.63		315,572.63	315,572.63
<b>Government Bonds</b>										
835569GU2	AA	Sonoma County CA	2.539%	11/17/2022	11/21/2022	8/1/2027	40,000.00	(2,502.00)	37,498.00	37,069.20
845389JK2	AA-	Southwestern CCD	1.347%	12/14/2022	12/16/2022	8/1/2027	50,000.00	(4,359.00)	45,641.00	44,710.50
91412GE27	AA	University of CA	2.987%	3/28/2022	3/30/2022	5/15/2026	40,000.00	(279.00)	39,721.00	38,018.40
91412GXB6	AA	University of CA	3.159%	2/23/2022	2/25/2022	5/15/2025	20,000.00	66.00	20,066.00	19,569.40
91412GXQ3	AA	University of CA	3.359%	9/16/2020	9/18/2020	5/15/2025	15,000.00	387.00	15,387.00	14,689.20
91412HFM0	AA	University of CA	0.933%	6/16/2021	6/18/2021	5/15/2025	40,000.00	42.00	40,042.00	38,252.80
91857RBF9	A+	Vacaville CA	2.956%	9/3/2021	9/8/2021	9/1/2026	15,000.00	591.00	15,591.00	14,190.60
933002AC1	AA+	Walnut valley CA	0.962%	3/28/2022	3/30/2022	6/1/2026	45,000.00	(1,764.00)	43,236.00	41,345.55
95236PGC8	A+	West Covina CA	2.318%	3/26/2021	3/30/2021	8/1/2025	85,000.00	185.00	85,185.00	81,644.20
95332RDJ5	AA+	West Hollywood Pub fin Auth	1.800%	3/28/2022	3/30/2022	4/1/2026	25,000.00	(452.00)	24,548.00	23,449.00
955627CS1	AA-	West Sac Flood Ctl	2.451%	11/8/2023	11/10/2023	9/1/2027	100,000.00	(8,080.00)	91,920.00	91,678.00
956134AQ3	A+	West Stanislaus CA IRR	1.280%	1/22/2021	1/26/2021	1/1/2026	30,000.00	-	30,000.00	28,017.30
<b>Negotiable Certificates of Deposit</b>										
05600XCP3	CD	BMO Harris Bank	1.000%	3/23/2021	4/13/2021	4/13/2026	100,000.00		100,000.00	92,612.00
066519QT9	CD	BankUnited	0.950%	3/23/2021	3/31/2021	3/31/2026	100,000.00		100,000.00	92,624.00
2546732B1	CD	Discover Bank	4.900%	11/17/2022	11/30/2022	11/30/2027	250,000.00		250,000.00	251,507.50
38149MXU2	CD	Goldman Sachs Bank	1.000%	7/27/2021	8/4/2021	8/4/2026	250,000.00		250,000.00	229,182.50
61690U3L2	CD	Morgan Stanley Bank	4.900%	3/17/2023	3/23/2023	3/23/2028	250,000.00		250,000.00	251,872.50
61768EAQ6	CD	Morgan Stanley Pvt Bank	1.800%	2/13/2020	2/20/2020	2/20/2025	50,000.00		50,000.00	48,649.50
61768ERA3	CD	Morgan Stanley Pvt Bank	4.900%	3/17/2023	3/23/2023	3/23/2028	200,000.00		200,000.00	201,498.00
795451AB9	CD	Sallie Mae Bank	1.000%	7/19/2021	7/21/2021	7/21/2026	200,000.00		200,000.00	183,584.00
856285SK8	CD	State Bank of India	2.000%	1/14/2020	1/22/2020	1/22/2025	50,000.00		50,000.00	48,839.50
856285VE8	CD	State Bank of India	0.900%	3/23/2021	3/25/2021	3/25/2026	100,007.00		100,007.00	92,611.00
90348JN48	CD	UBS Bank	0.750%	6/16/2021	6/23/2021	6/23/2026	100,000.00		100,000.00	91,464.00
<b>Corporate Securities</b>										
037833BY5	AA1	Apple Inc	3.250%	3/23/2021	3/25/2021	2/23/2026	100,000.00	3,288.00	103,288.00	96,626.00
09290DAA9		Blackrock Funding	4.700%	4/2/2024	4/4/2024	3/14/2029	100,000.00	350.00	100,350.00	98,094.00
166764BW9	AA-	Chevron Corp	1.554%	3/4/2021	3/8/2021	5/11/2025	100,000.00	878.00	100,878.00	96,181.00
	N/R	Wells Fargo Advisors Money Market	0.027%				1,439.91		1,439.91	1,439.91
<b>Total Portfolio</b>							5,606,446.91	(57,516.00)	5,548,904.66	5,373,201.51
<b>Accrued Portfolio Interest</b>							33,542.29		33,542.29	33,542.29
<b>Portfolio and Cash Accounts</b>								(57,516.00)	6,310,340.89	6,134,637.74



# FORESTHILL PUBLIC UTILITY DISTRICT

Meeting Minutes

Item I 3

FORESTHILL PUBLIC UTILITY DISTRICT PLANNING COMMITTEE MEETING

Location: Foresthill Elementary School, 24750 Main Street, Foresthill, CA 95631

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

Wednesday	May 1, 2024	1:30 PM
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A. **CALL TO ORDER:** *Chair Jane Stahler called the meeting to order at 1:40.*

B. **ROLL CALL:**

\_\_\_\_\_ Jane Stahler, Chair *Present*  
\_\_\_\_\_ Mark Bell, Member *Present*  
\_\_\_\_\_ *Hank White, GM Foresthill FPUD was also present*

C. **PUBLIC COMMENT:**

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

*Public comments were received.*

D. **BUSINESS:**

1. Review the Foresthill Public Utility District Capital Improvement Plan  
*Hank White provided a detailed review of the 2023 Foresthill Public Utility District Capital Improvement Plan and provide recommendations for updates, changes, and additions to the plan. The Committee discussed the plan and provided additional recommendations. The updated plan will be discussed at a future meeting of the Planning Committee.*

E. **ADJOURNMENT:** *Chair Stahler adjourned the meeting at 3:28*

Approved by the board on \_\_\_\_\_:

Submitted for approval by:

\_\_\_\_\_  
Jane Stahler, Finance Committee Chair

\_\_\_\_\_  
Mark Bell, Board Clerk and Ex-Officio Secretary



Item J 1

Mr. Hank White

June 4, 2024

General Manager, Foresthill PUD  
24540 Main Street  
Foresthill, CA 95631  
530.367.2511  
[gm@foresthillpud.com](mailto:gm@foresthillpud.com)

Subject: Proposal for Phase 1 for New Water Storage Tank and Pump Station

Dear Hank:

We are pleased to provide you with this proposal to provide preliminary design services for Foresthill Public Utility District's (District) new water storage tank and pump station project. The District has elected to perform the project design in two phases; Phase 1 will include the site selection and a preliminary design report and Phase 2 will include the development of the final design documents.

The District is interested in adding additional water storage to their system. Currently the District's storage includes a 1MG clearwell and three additional 400,000 gallon bolted steel tanks at their water treatment plant facility (WTP). The District has received a grant from Placer County Water Agency (PCWA) to support the preliminary design efforts for a new storage tank and pump station. The preliminary design will include site selection and the development of preliminary site layout for the preferred site.

It is assumed that the tank site will include a water storage tank and booster pump station. Ideally, an alternative site can be identified that will match the hydraulic grade line of the system and eliminate the need of the booster pump station. The need of a booster pump station and associated horsepower requirements will be a criteria considered in the alternatives analysis.

PBI has previously performed a tank site selection, preliminary design, final design and construction management services for the District's 1MG clearwell at the WTP. In addition, PBI is currently supporting the planning and design for multiple tank and booster pump station projects for multiple clients; El Dorado Irrigation District, PCWA, Calaveras County Water District, Sacramento Suburban Water District and California American Water Company. Our team is intimately familiar with the District's needs and has the experience to immediately and efficiently support the preliminary design for the proposed water storage and pump station facility.

We are proposing to utilize Karl Brustad as the Principle-in-Charge and Tim Hasler as Project Manager, with support from PBI Senior and Staff Engineers. PBI currently has three Senior Engineers and five Staff Engineers that may be utilized to support this effort. We have included Frisch Electrical Engineering to support the electrical design needs of the site selection analysis and PDR.

The scope of services includes site evaluation and selection and the development of a preliminary design report. The scope of services includes:

### **Task 1 - Project Management**

This task includes general management of the project from initial kick-off through submittal of the preliminary design report.

#### 1.1. General Project Management

- Tim Hasler will be the project manager and primary point of contact for this project. Tim will perform management activities to maintain the project scope, schedule, budget, and progress tracking. Monthly progress calls will be held with the District's Project Manager on an as needed basis to maintain consistent communication.
- Quality Assurance/Control – This task includes all quality assurance/control activities throughout the preliminary design. The Preliminary Design Report will be reviewed by Karl Brustad prior to delivery to the District.

1.2. Project Meetings – PBI will hold project meetings with District staff and other entities as determined necessary during the preliminary design phase. PBI will coordinate the meetings, issue meeting notices, invite attendees, develop meeting agenda and meeting minutes. This task includes up to two (2) meetings: on-site kick-off meeting and draft preliminary design report (PDR) review meeting.

1.3. Monthly Invoices and Progress Reports – This task includes the development of monthly invoices that will be accompanied with monthly progress reports. The monthly invoices will detail hours by staff and include all expenses. The monthly progress reports will summarize the services provided during the month, identify any outstanding issues, include monthly cost by task and identify the remaining budget.

**Task 1 Deliverables:** Meeting agendas and minutes (transmitted electronically), monthly invoices and monthly progress reports.

**Task 1 Assumptions:** Two (2) project meetings will include one (1) on-site kick-off meeting and one (1) review meeting held virtually

### **Task 2 – Design Services**

This task includes the evaluation and selection of the site location and the development of a preliminary design report (PDR).

2.1. Site Evaluation and Selection – This task includes the evaluation and selection of the project site location. Up to three potential sites will be included in the alternatives analysis in support of identifying the recommended site location. Two potential sites have been previously identified and an additional site will be identified for the alternatives analysis.

2.2. Preliminary Design Report – This task includes the preparation of a Preliminary Design Report (PDR). The purpose of the PDR will be to outline requirements for the new facility and integration with the District's existing system including facility equipment (i.e. chemical boosting, tank mixing system, etc), general layout of components, confirmation of equipment sizing, control strategy for operations with existing facilities (i.e. pressure set points, time of

day operation, and VFD booster station), and tie-in locations for the storage tank inlet piping and booster station discharge piping. Information to document in the PDR will come from discussions with District Staff and other related information provided by the District. A draft PDR will be provided for review and discussion with the District. PBI will then incorporate comments and provide a Final PDR.

**Task 2 Deliverables:** Draft and Final Preliminary Design Report (PDR) provided electronically.

**Task 2 Assumptions:** Tank size and booster pump station capacity to be identified in the PDR. Preliminary estimates include a 500,000 gallon water storage tank and 2,000 gpm booster pump station. Final PDR to be provided within 4 months of notice to proceed.

Our proposed fee for this project is detailed in the attached cost table. Our standard rate sheet for 2024 is also attached.

We look forward to assisting you with this project. If you have any questions or desire any additional information, please feel free to contact me at (916) 804-6671.

Sincerely,



Karl Brustad, PE, MBA

Department Lead

(916) 804-6671

[kbrustad@pbieng.com](mailto:kbrustad@pbieng.com)

# Estimated Work Effort and Cost Foresthill Public Utility District - Water Storage Tank and Pump Station

Task No.	Task Description	Principal - Karl Brustad	Project Manager II - Tim Hasler	Staff Engineer II	Staff Engineer I	Administrative IV	PBI Team Labor	Total PBI Team Labor (\$)	Frisch Engineering (Electrical/Instrumentation)	PBI Team Expenses (\$)	Total Cost (\$)
		2024	\$ 275.00	\$ 230.00	\$ 160.00	\$ 140.00	\$ 115.00				
<b>Task 1 - Project Management</b>											
1.1	General Project Management	4	8			4	16	\$3,400		\$255	\$3,655
1.2	Project Meetings (Up to 2)	4	6	5			15	\$3,280	\$3,773	\$246	\$7,299
1.3	Monthly Invoices & Progress Reports	2	8			6	16	\$3,080		\$231	\$3,311
	<b>Subtotal Task 1</b>	<b>10</b>	<b>22</b>	<b>5</b>	<b>0</b>	<b>10</b>	<b>47</b>	<b>\$9,760</b>	<b>\$3,773</b>	<b>\$732</b>	<b>\$14,265</b>
<b>Task 2 - Preliminary Design Services</b>											
2.1	Site Evaluation/Selection	4	12	24		1	41	\$7,815		\$586	\$8,401
2.2	Preliminary Design Report (PDR)	6	16	32	36	1	91	\$15,605	\$5,357	\$1,170	\$22,132
	<b>Subtotal Task 2</b>	<b>10</b>	<b>28</b>	<b>56</b>	<b>36</b>	<b>2</b>	<b>132</b>	<b>\$23,420</b>	<b>\$5,357</b>	<b>\$1,757</b>	<b>\$30,534</b>
	<b>COLUMN TOTALS</b>	<b>20</b>	<b>50</b>	<b>61</b>	<b>36</b>	<b>12</b>	<b>179</b>	<b>33,180</b>	<b>\$9,130</b>	<b>2,489</b>	<b>\$44,799</b>

<b>TOTAL COST</b>	<b>\$44,799</b>
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## 2024 STANDARD RATE SCHEDULE \*

<b>Position</b>	<b>Description</b>	<b>Hourly Billing Rate</b>
E9	Principal Engineer	\$275
E8	Senior Engineer 3 Project Manager 3	\$250
E7	Senior Engineer 2 Project Manager 2	\$230
E6	Senior Engineer 1 Project Manager 1	\$210
E5	Project Engineer 3	\$200
E4	Project Engineer 2	\$190
E3	Project Engineer 1	\$180
E2	Staff Engineer 2	\$160
E1	Staff Engineer 1	\$140
T4	Technician 4	\$150
T3	Technician 3	\$140
T2	Technician 2	\$120
T1	Technician 1	\$110
A4	Administrative 4	\$115
A3	Administrative 3	\$100
A2	Administrative 2	\$90
A1	Administrative 1	\$75

### Expenses

- **At cost plus 10% for outside printing, plotting, copying, travel, subconsultants, and outside services and charges**
- **At 5% of Labor for in-house expenses including telephone, computer, and incidental copying and printing**
- **Auto mileage per current Federal Rates**

**\* Rates will be modified January 1 of each year.**



Item J 1



PLACER COUNTY WATER AGENCY  
SINCE 1957  
BOARD OF DIRECTORS  
Gray Allen, District 1  
Primo Santini, District 2  
Mike Lee, District 3  
Robert Dugan, District 4  
Joshua Alpina, District 5  
Andrew Feclo, General Manager  
BUSINESS CENTER  
144 Ferguson Road  
MAIL  
P.O. Box 6570  
Auburn, CA 95604  
PHONE  
(530) 823-4850  
(800) 464-0030  
WWW.PCWA.NET

May 31, 2023

Mr. Hank White  
General Manager  
Foresthill Public Utility District  
P.O. Box 266  
Foresthill, CA 95631

Dear Hank,

On May 18, 2023, the Placer County Water Agency Board of Directors awarded the Foresthill Public Utility District a Grant totaling \$45,000 for the project titled "Todd's Valley Fire Fighting Water Supply Tank", under PCWA's 2023 Financial Assistance Program.

Please indicate your acceptance of the terms of this Agreement by electronically signing this document in Adobe Sign. Once countersigned by the Agency, you will receive an executed original for your files.

Thank you for your interest in the Financial Assistance Program. Should you have any questions, please do not hesitate to contact me at (530) 823-4875 or Melissa Cope at (530) 823-4850.

Sincerely,

Joseph H. Parker, CPA  
Director of Financial Services



**Placer County Water Agency  
2023 Financial Assistance Program  
Funding Agreement**

This Agreement by and between the **Placer County Water Agency**, (“PCWA” or “Agency”), and **Foresthill Public Utility District**, (“District” or “FPUD”), collectively referred to as “Parties”, for a Grant under the 2023 PCWA Financial Assistance Program, (“FAP”) is made as of the date executed by the last signatory of this Agreement, (“Effective Date”).

**RECITALS**

- A. In accordance with the provisions of the PCWA’s Financial Assistance Program, the District submitted a request for a Grant of \$45,000 to be reimbursed toward specific costs of the District’s total estimated cost of its project entitled “Todd’s Valley Fire Fighting Water Supply Tank”, (Project).
- B. After duly considering the District’s request, PCWA’s Staff recommended and PCWA Board of Directors approved, on May 18, 2023, to Award a Grant of \$45,000 to the District, on a reimbursement basis, to prepare a study to identify and evaluate issues associated with construction of a storage tank and provide a pre-design document for the tank, subject to the terms and conditions of this Grant Agreement.

**NOW THEREFORE, the Parties hereto agree as follows:**

- 1. **Amount and Purpose of Grant** PCWA hereby agrees to a grant to the District in the amount of \$45,000 to assist the District in funding the Project. The scope of the District’s Project as set forth in the application, which is attached hereto as **EXHIBIT A, Scope of Work**.
- 2. **Term of the Grant** The District hereby agrees to use the funds to be granted to it pursuant to this Agreement, solely for the purpose of completing the Project stated herein. The District agrees to complete the District’s Project on or before December 31, 2024. If the Project cannot be completed by that date, the District may request a time extension. The request for an extension shall be submitted to PCWA at least 60 days prior to the Completion Date, which at PCWA’s sole discretion, may be authorized by the Director of Financial Services in writing with or without supplemental conditions.
- 3. **Disbursement of Funds** Grant funding is performed on a reimbursement basis; thus, the District would pay for the Project’s cost, then submit a payment request to PCWA for reimbursement from the awarded grant funding. Payment requests may be submitted throughout the Project, no more frequently than monthly, or once upon completion of the Project. The District shall complete, sign and submit a reimbursement request in the format provided in **EXHIBIT B, Reimbursement Request**, with appropriate supporting





**Placer County Water Agency  
2023 Financial Assistance Program  
Funding Agreement**

documentation for the allowable actual Project costs incurred by the District under this Agreement. Upon receipt of the Reimbursement Request, PCWA will review the completed form and the provided supporting documentation and, if approved, will pay the allowable costs under this Agreement, but in no event will PCWA pay more than the grant award amount stated in Section 1 above. The District's final reimbursement shall be submitted no later than 60 days after the completion date referenced in Section 2 above. PCWA reserves the right to hold the final reimbursement amount or 10% of the grant award until a final report is completed and received.

4. Project Costs The District shall pay any and all costs connected with the Project, without limitation. If the Project Grant award amount is not sufficient to pay the Project costs in full, the District shall nonetheless complete the Project and pay all Project costs in excess of the available Project Grant award amount. The District shall not be entitled to any reimbursement from the Agency for Project costs in excess of the Grant award amount. Should the grant award be insufficient to complete the Project within the term of the Grant in **Article 2**, it will be the District's responsibility to complete the Project using other funding opportunities, or operations expenses. Any allocated grant award funds remaining unused at the end of the grant term, or extension, will be un-allocated and returned to the FAP pool of funds for use in future FAP awards.
5. Final Report Where applicable, the District agrees to furnish PCWA a copy of all final reports, studies or assessments associated with the Project and receipt of the final report may be a condition of final disbursement of funds.
6. Examination and Audit The District acknowledges that pursuant to California Government Code Section 8546.7:

Notwithstanding any other provision of law, every contract involving the expenditure of public funds in excess of ten thousand dollars (\$10,000) entered into by any state agency, board, commission, or department or by any other public entity, including a city, county, city and county, or district, shall be subject to the examination and audit of the California State Auditor, at the request of the public entity or as part of any audit of the public entity, for a period of three years after final payment under the contract.

Every contract shall contain a provision stating that the contracting parties shall be subject to that examination and audit. The failure of a contract to contain this provision shall not preclude the California State Auditor from conducting an examination and



**Placer County Water Agency  
2023 Financial Assistance Program  
Funding Agreement**

audit of the contract at the request of the public entity entering into the contract or as part of any audit of the public entity.

The examinations and audits under this section shall be confined to those matters connected with the performance of the contract, including, but not limited to, the costs of administering the contract. In compliance with the above, the District shall maintain and make available for such inspection accurate records of all its costs, disbursements, and receipts with respect to its activities under this Grant. During regular office hours, PCWA's duly authorized representatives shall have the right to inspect and make copies of any books, records, or reports of the District pertaining to this Grant, the District's Project, or matters related hereto. Failure or refusal by the District to comply with this provision shall be considered a substantial failure to comply with this Agreement and PCWA may withhold disbursements to the District or request any reimbursed funds to be refunded.

7. Indemnification The District agrees to indemnify, defend and save harmless PCWA, its Board of Directors, officers, agents, employees, and volunteers from any and all suits, actions, claims, and or losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services , materials, or supplies in conjunction with the performance of this Agreement, from any and all claims and or losses accruing or resulting to any person, firm or corporation who may be injured or damaged by District in the performance of this agreement, and from any and all claims resulting from legal challenges to the District's Project, including, but not limited to, environmental review and compliance. This indemnity shall survive the termination of this Agreement whether by completion of the Project or any other reason whatsoever.

The District (including its contractor, subcontractors, stakeholders, and sub-recipients) shall maintain liability insurance, workers compensation and property coverage sufficient to indemnify PCWA from claims for death, bodily injury, property damage, loss or other liability that could result from one or more identified activities carried out in connection with this FAP award agreement. PCWA, its Board of Directors, officers, agents, employees, and volunteers shall be specifically named as Additionally Insured under the recipient's policies.

The District agrees to promptly report and cooperate with PCWA in the investigation and defense of any claims that may be filed against PCWA arising out of the activities of the District, its agents, employees or contractors.





**Placer County Water Agency  
2023 Financial Assistance Program  
Funding Agreement**

In the event of damage or destruction to the project, in whole or in part, nothing herein contained shall be deemed to require PCWA to replace or repair the building(s), property, or project. The District agrees that PCWA has no obligation for salvage, demolition or repair.

8. **Notices** All notices that are required to be given to one party by the other under this Agreement shall have been deemed to have been given if delivered personally or enclosed in a properly addressed envelope for delivery by registered or certified mail addressed to the parties at the addresses below, unless such addresses are changed by notice to the other party.

<u>District</u>	<u>Agency</u>
Foresthill Public Utility District P.O. Box 266 Foresthill, CA 95631	Placer County Water Agency P.O. Box 6570 Auburn, CA 95604-6570

9. **Dispute Resolution** If a dispute arises concerning any controversy or claim arising out of or relating to this Agreement or the breach thereof, or relating to its application or interpretation, the aggrieved party will notify the other party of the dispute in writing within 20 days after such dispute arises. If the Parties fail to resolve the dispute within 60 days after delivery of such notice, each party will promptly nominate a senior officer of its organization to meet at any mutually agreed time and location to resolve the dispute. The Parties shall use their best efforts to reach a just and equitable solution satisfactory to all Parties. Should the Parties be unable to resolve the dispute to their mutual satisfaction within 60 days thereafter, the dispute will be subject to mediation, pursuant to (13), below. The time periods set forth in this section are subject to extension as agreed to by the Parties.
10. **Mandatory Non-binding Mediation** If a dispute is not resolved pursuant to (12), above, the Parties agree to first endeavor to settle the dispute in an amicable manner, using mandatory non-binding mediation initiated and conducted under the applicable rules of the American Arbitration Association, before having recourse in a court of law. Each party shall bear its own legal expenses, and the expenses of witnesses for either side shall be paid by the party producing such witnesses. All expenses of the mediator, including required travel, and the cost of any proofs or expert advice produced at the direct request of the mediator, shall be borne equally by the parties, unless they agree otherwise. Any resultant agreements from mediation shall be documented in writing. All mediation proceedings, results, and documentation, including without limitation any materials prepared or



**Placer County Water Agency  
2023 Financial Assistance Program  
Funding Agreement**

submitted or any positions taken by or on behalf of either party, shall be inadmissible for any purpose in any legal proceeding (pursuant to California Evidence Codes sections 1115 through 1128), unless such admission is otherwise agreed upon in writing by both parties. Mediators shall not be subject to any subpoena or liability, and their actions shall not be subject to discovery. The mediation shall be completed within 60 days after selection of the mediator, unless the Parties agree to extend the mediation period. Either party may thereafter pursue its available legal and equitable remedies, pursuant to the laws of the State of California. Nothing in this Agreement or provision shall constitute a waiver of any of the government claim filing requirements set forth in Title 1, Division 3.6, of the California Government Code or as otherwise set forth in local, state and federal law. In the event of any action between Parties seeking enforcement of any of the terms and conditions of this Agreement, the prevailing party in such action shall be awarded its reasonable costs and expenses, including but not limited to taxable costs, and its reasonable attorneys' fees.

11. **Severability** If a provision of this Agreement violates any applicable law or regulation, that provision will be stricken from the Agreement, and all other provisions of this Agreement will remain in full force.
12. **Enforcement of Agreement** This Agreement shall be governed, construed and enforced in accordance with the laws of the State of California. Venue of any litigation arising out of or connected to this Agreement shall lie exclusively in the state trial court or Federal District Court in the Counties of Placer or Sacramento, within the Eastern District of California and Parties consent to jurisdiction over their persons and over the subject matter of such litigation in such courts, and consent to service of process issued by such courts. Each party accepts for itself, generally and unconditionally, the exclusive jurisdiction of these courts and waives any defense of forum non conveniens.

This Agreement shall not be interpreted in favor of any party by virtue of said party not having prepared this Agreement.

No right conferred on either party under this Agreement shall be deemed waived, and no breach of this Agreement excused, unless such waiver is in writing and signed by the party claimed to have waived such right. Neither the Agency's review, approval or acceptance of, nor disbursement of funds for, the services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement, and the District shall be and remain liable to the Agency in accordance with applicable law for all damages caused by the District's negligent performance of any of the work under this Agreement.





**Placer County Water Agency  
2023 Financial Assistance Program  
Funding Agreement**

By signing below, signatory warrants and represents that they have accessed and read all Agreement documents and is fully authorized to execute this Agreement in their authorized capacity, that they have the authority to bind the entity listed below to contractual obligations and that by their signature on this Agreement, the entity on behalf of which they acted, executed this Agreement.

**PLACER COUNTY WATER AGENCY**

BY: *Joseph H. Parker*

Date: Jun 2, 2023

Name: Joseph Parker

Title: Director of Financial Services

**FORESTHILL PUBLIC UTILITY DISTRICT**

BY: *Henry White*  
Henry White (Jun 2, 2023 10:48 PDT)

Date: Jun 2, 2023

Name: Henry White

Title: General Manager



**Placer County Water Agency  
2023 Financial Assistance Program  
Funding Agreement**

**EXHIBIT A  
Scope of Work**

The following is a summary of the scope of work encompassing the Project and the specific Project costs covered by this Grant Agreement.

To prepare a study/pre-design document to evaluate the construction of a treated water storage tank in Todd Valley to improve the availability of water for fighting fire and improving public health and safety.

**Project Description:**

To prepare a study/pre-design document to evaluate the construction of a treated water storage tank near the population center of Todd's Valley. Additional storage at this location will improve the availability of water for fighting fire and protect the public health and safety. The scope of the study will be to identify and evaluate issues associated with the construction of a storage tank and provide a pre-design document for the tank. The pre-design work will provide details necessary for planning and securing additional funding for the construction of the tank.

**Specific Project Costs covered by this Grant Agreement:** The approved Grant amount is for reimbursement of costs associated with preparing a study to identify and evaluate issues associated with construction of a storage tank and provide a pre-design document for the tank.





# Placer County Water Agency 2023 Financial Assistance Program EXHIBIT B

## Reimbursement Request

FPUD\_2023\_3

Send to: Placer County Water Agency  
P.O. Box 6570, Auburn, CA 95604-6570    pcwafap@pcwa.net

<b>Inv #</b>
--------------

<b>District Name</b>	<b>Date</b>
Foresthill Public Utility District	
<b>Project Title</b>	<b>Vendor #</b>
Todd's Valley Fire Fighting Water Supply Tank	405
	<b>P.O. No.</b>
	R48019

**PAYMENT REQUEST**

*(Please Round amounts to the nearest whole dollar)*

- a. Grant Amount \$ 45,000
- b. Less Reimbursement(s) to Date \_\_\_\_\_
- c. Amount Available (a. minus b.) \_\_\_\_\_
- d. Less Amount of this Payment Request \_\_\_\_\_
- e. Remaining Funds available after this Payment Request (c. minus d.) \$ \_\_\_\_\_
- f. Is this the final Payment Request: Yes \_\_\_ No \_\_\_

**Payments will be sent to the District address on the application noted below:  
(please correct if a different address is required)**

Street Address: P.O. Box 266, Foresthill, CA 95631  
Attention: Mr. Hank White, General Manager

**Authorized District Representative Requesting Payment:**

Signature:	Date:
Name (please print):	Email:
Title (please print):	Phone:

**PCWA APPROVAL FOR PAYMENT: CWMP ELEMENT : 2 - Water Infrastructure Reliability    COMPLETION DATE: December 31, 2024**

CWMP Finance Signature	Name (please print)	Date:
CWMP Approval Signature	Name (please print)	Date:
Technical Services – CMIS Engineering approval	Name (please print)	Date:
PO Entry Signature	Name (please print)	PO Line:      Date:
		R48019

**ATTACHMENT 1    PAYMENT REQUEST FORM SUMMARY**



## Placer County Water Agency 2023 Financial Assistance Program EXHIBIT B

**DISTRICT**      Foresthill Public Utility District

**FAP #**      FPUD\_2023\_3

**PROJECT TITLE**      Todd's Valley Fire Fighting Water Supply Tank

**PURCHASE ORDER**      R48019

**REIMBURSEMENT DATE**

PAYMENT DATE	VENDOR	VENDOR INVOICE NUMBER	VENDOR INVOICE TOTAL	FAP REIMBURSEMENT AMOUNT	BACK-UP ITEM
					A
					B
					C
					D
					E
					F
					G
					H
					I
					J
					K
					L
					M
					N
<b>FAP REIMBURSEMENT REQUEST TOTAL</b>				0.00	











# 2023 PCWA FAP Award - FPUD Todd's Valley Project

Final Audit Report

2023-06-02

Created:	2023-06-02
By:	Financial Services (financialservices@pcwa.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYOuNIZEHkfy9Udo9RjZFATnVlgCn1Wv

## "2023 PCWA FAP Award - FPUD Todd's Valley Project" History

-  Document created by Financial Services (financialservices@pcwa.net)  
2023-06-02 - 4:51:00 PM GMT - IP address: 216.57.72.86
-  Document emailed to Henry White (gm@foresthillpud.com) for signature  
2023-06-02 - 4:53:35 PM GMT
-  Email viewed by Henry White (gm@foresthillpud.com)  
2023-06-02 - 5:45:18 PM GMT - IP address: 192.69.232.144
-  Henry White (gm@foresthillpud.com) has explicitly agreed to the terms of use and to do business electronically with PCWA  
2023-06-02 - 5:49:14 PM GMT - IP address: 192.69.232.144
-  Document e-signed by Henry White (gm@foresthillpud.com)  
Signature Date: 2023-06-02 - 5:49:14 PM GMT - Time Source: server- IP address: 192.69.232.144
-  Document emailed to Joseph Parker (jparker@pcwa.net) for signature  
2023-06-02 - 5:49:16 PM GMT
-  Email viewed by Joseph Parker (jparker@pcwa.net)  
2023-06-02 - 7:12:34 PM GMT - IP address: 104.47.64.254
-  Joseph Parker (jparker@pcwa.net) has explicitly agreed to the terms of use and to do business electronically with PCWA  
2023-06-02 - 7:13:16 PM GMT - IP address: 12.27.213.190
-  Document e-signed by Joseph Parker (jparker@pcwa.net)  
Signature Date: 2023-06-02 - 7:13:16 PM GMT - Time Source: server- IP address: 12.27.213.190
-  Agreement completed.  
2023-06-02 - 7:13:16 PM GMT



Item J 2

Department of General Services  
Procurement Division  
707 Third Street, 2<sup>nd</sup> Floor  
West Sacramento, CA 95605-2811

State of California  
**STATEWIDE CONTRACT**  
**USER INSTRUCTIONS**  
MANDATORY

**\*Supplement 2\***

ISSUE AND EFFECTIVE DATE: **\*08/16/2022\***

CONTRACT NUMBER: 1-22-23-20 A through K

DESCRIPTION: Fleet Vehicles – Trucks

CONTRACTOR(S): Lithia Nissan of Fresno (1-22-23-20A)

Ocean Honda (1-22-23-20B)

Freeway Toyota (1-22-23-20C)

Winner Chevrolet (1-22-23-20D)

Elk Grove Auto (1-22-23-20E)

Downtown Ford Sales (1-22-23-20F)

Watsonville Fleet Group (1-22-23-20G)

CA Car Group (1-22-23-20H)

Riverview International (1-22-23-20I)

Sacramento Truck Center

(1-22-23-20J)

Bonander Truck & Trailer (1-22-23-20K)

CONTRACT TERM: 05/01/2022 through 04/30/2025

STATE CONTRACT ADMINISTRATOR: **Contracts 1-22-23-20A-G, I, & J**

Eugene Shemereko

279-946-8028

[Eugene.Shemereko@dgs.ca.gov](mailto:Eugene.Shemereko@dgs.ca.gov)

**Contracts 1-22-23-20H & K**

Robb Parkison

279-946-8302

[Robb.Parkison@dgs.ca.gov](mailto:Robb.Parkison@dgs.ca.gov)

The contract user instructions, products, and pricing are included herein. All purchase documents issued under this contract incorporate the contract terms and applicable California General Provisions:

[Non-IT General Provisions \(rev 11/19/2021\)](https://www.dgs.ca.gov/-/media/199A6A32E4DE4BECAFF4EFA7194350CD.ashx) (<https://www.dgs.ca.gov/-/media/199A6A32E4DE4BECAFF4EFA7194350CD.ashx>)

Cal eProcure link: [www.caleprocure.ca.gov](http://www.caleprocure.ca.gov)

All changes to most recent Supplement are in ***bold red italic***. Additions are enclosed in asterisks; deletions are enclosed in brackets.

SUMMARY OF CHANGES

Supplement Number	Description/Articles	Supplement Date
<b><i>*2*</i></b>	➤ <b><i>*Attachment A – Contract Pricing – Supplement 1 has been replaced with Attachment A – Contract Pricing – Supplement 2*</i></b>	<b><i>*08/16/2022*</i></b>
1	<ul style="list-style-type: none"> <li>➤ Attachment A – Contract Pricing has been replaced with Attachment A – Contract Pricing – Supplement 1</li> <li>➤ Attachment D – Vehicle Specifications has been added</li> <li>➤ Article 25 – Payments, language has been modified</li> </ul>	05/26/2022
N/A	Original Contract Posted	05/01/2022

All other terms and conditions remain the same.

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## 1. SCOPE

The State's contracts provide Fleet Vehicles - Trucks at contracted pricing to the State of California and local governmental agencies in accordance with the requirements of Contract # 1-22-23-20 A - K. The contractors shall supply the entire portfolio of products as identified in the contract and will be the primary point of contact for data collection, reporting, and distribution of Fleet Vehicles - Trucks to the State.

The contract term is for three (3) years with an option to extend the contract for two (2) additional one (1) year periods or portion thereof. The terms, conditions, and prices for the contract extension option shall be by mutual agreement between the contractor and the State. If a mutual agreement cannot be met the contract may be terminated at the end of the current contract term.

## 2. CONTRACT USAGE/RULES

### A. State Departments

- The use of this contract is mandatory for State of California departments. State Departments may purchase any vehicle that is awarded to each line item. This contract does not include ranking.
- State departments must adhere to all applicable State laws, regulations, policies, best practices, and purchasing authority requirements, e.g. California Codes, Code of Regulations, State Administrative Manual, Management Memos, and State Contracting Manual Volume 2 and SCM-F as applicable.
- Prior to placing orders against this contract, State departments must have been granted non-IT purchasing authority by the Department of General Services, Procurement Division (DGS-PD) for the use of this statewide contract. State departments that have not been granted purchasing authority by DGS-PD for the use of the State's statewide contracts may contact DGS-PD's Purchasing Authority Management Section by e-mail at [pams@dgs.ca.gov](mailto:pams@dgs.ca.gov).
- Departments must have a Department of General Services (DGS) agency billing code prior to placing orders against this contract. Ordering departments may contact their Purchasing Authority contact or their department's fiscal office to obtain this information.

### B. Local Governmental Agencies

- Local governmental agency use of this contract is optional.
- Local government agencies are defined as "any city, county, city and county, district or other governmental body or corporation", per Public Contract Code Chapter 2, Section 10298 (b), empowered to expend public funds for the acquisition of products; this includes the California State Universities (CSU) and University of California (UC) systems, K-12 schools and community colleges. While the State makes this contract available to local governmental agencies, each local



governmental agency should determine whether this contract is consistent with its procurement policies and regulations.

- Local governmental agencies shall have the same rights and privileges as the State under the terms of this contract. Any agencies desiring to participate shall be required to adhere to the same responsibilities as do State agencies and have no authority to amend, modify or change any condition of the contract.
- A DGS issued billing code is not required for local governmental agencies to place orders against this contract.

C. Unless otherwise specified within this document, the term “ordering agencies” will refer to all State departments and/or local governmental agencies eligible to utilize this contract. Ordering and/or usage instructions exclusive to State departments or local governmental agencies shall be identified within each article.

### **3. DGS ADMINISTRATIVE FEES**

#### **A. State Departments**

The DGS will bill each State department an administrative fee for use of this statewide contract. The administrative fee should NOT be included in the order total, nor remitted before an invoice is received from DGS.

Current fees are available online in the [Price Book & Directory of Services](https://www.dgs.ca.gov/OFS/Price-Book) (<https://www.dgs.ca.gov/OFS/Price-Book>) (go to Price Book Download and click on Purchasing under Procurement Division).

#### **B. Local Governmental Agencies**

For all local government agency transactions issued against the contract, the Contractor is required to remit the DGS-PD an Incentive Fee of an amount equal to 1.25% of the total purchase order amount excluding taxes and freight. This Incentive Fee shall not be included in the agency’s purchase price, nor invoiced or charged to the purchasing entity. All prices quoted to local governmental agency customers shall reflect State contract pricing, including any and all applicable discounts, and shall include no other add-on fees.

### **4. SB/DVBE OFF-RAMP PROVISION**

There is no SB/DVBE off ramp associated with this contract.

### **5. PROBLEM RESOLUTION/SUPPLIER PERFORMANCE**

Ordering agencies and/or Contractor shall inform the State Contract Administrator of any technical or contractual difficulties encountered during contract performance in a timely manner. This includes and is not limited to informal disputes, supplier performance, outstanding deliveries, etc. The ordering agency should include all relevant information and/or documentation (e.g., purchase documents).

## 6. CONTRACT ITEMS

Contract vehicles and pricing are listed on Attachment A, Contract Pricing. All prices listed shall be fixed as the maximum cost for the contract period unless a price increase is granted.

Each line item description on Attachment A, Contract Pricing, provides a description of the minimum requirements that each vehicle in that line item has met or exceeded.

A Maintenance Plan is offered on all light duty vehicles less than 8500 lbs Gross Vehicle Weight Rating (GVWR). Maintenance Plan pricing is listed on Attachment A, Contract Pricing. The purchase of the Maintenance Plan is optional. See Article 29, Maintenance Plan for more detailed information.

### Price Increases

Price increases may be requested with each model year change and will be posted on a quarterly basis.

Quarterly Increases shall be processed on the following calendar days:

- July 1st
- October 1st
- January 1st
- April 1st

Contractors are requested to price protect the contracted price for the duration between the price increase request and the time the increase is processed. If the Contractor is unable to honor the price protection, the Contractor's vehicle(s) will be unavailable for ordering until the price increases have been evaluated and approved.

### Multiple Award

Some line items may have multiple vehicles awarded with different make and models available. State Departments may choose any vehicle identified in the subject line item. There is no vehicle ranking associated with this contract.

### Sales Tax

The sales tax rate applied should be based on the rate of the "Bill To" address listed on the Purchase Order.

### Options

All factory options shall be available and priced at Contractor cost plus up to 10% for an addition or Contractor cost minus up to 10% for a deletion in accordance with the manufacturer's current model year price list. Types of equipment changes which might be made include, but are not limited, to the following:

- Add trailer tow package
- Add Bluetooth
- Add parking sensors
- Delete pick up box (bed)

In no case shall options be included or deleted in such a manner as to cause the vehicle to conflict with any other line item on any other vehicle contract.

The Contractor shall provide ordering agencies a copy of the current model year factory price sheet with requested options, within ten calendar days of request.

Third-party upfitting (e.g utility body) may be requested by ordering agencies, however, this service is non-mandatory. When applicable, third-party upfits shall be subject to the same pricing provisions as factory options.

Note: Vehicles with added or deleted options MUST continue to meet the appropriate minimum specification.

#### Tire Fee

Purchase orders MUST include the State mandated \$1.75 per tire fee.

#### Document Processing Charge

In accordance with the California Vehicle Code Section 4456.5, a Contractor may charge the ordering agency a document processing charge for the preparation and processing of documents, disclosures, titling, registration, and information security obligations imposed by state and federal law. The document processing charge shall not exceed \$85 per vehicle purchased.

A Contractor may charge the ordering agency an electronic filing fee, which does not exceed the actual amount the Contractor is charged by a first-line service provider. The electronic filing fee shall not exceed \$30 per vehicle purchased.

### **7. SPECIFICATIONS**

All products must conform to the attached State of California Bid Specification Number 2310-4181 dated 08/16/2021 (Attachment B).

Vehicle color shall be a solar reflective color (white, silver metallic, or gold metallic) per SAM Section 3620.1 (exceptions are listed in the same manual section).

### **8. CUSTOMER SERVICE**

The Contractor shall provide office and personnel resources for responding to inquiries, including telephone and email coverage weekdays during the hours of 8:00 a.m. - 5:00 p.m., PT.

The customer service unit shall be staffed with individuals that:

- Are trained in the requirements of this contract
- Have the authority to take administrative action to correct problems that may occur

The Contractor's customer service unit shall respond to all customer inquiries within two (2) business days of initial contact.

Dealer	Contract #	Contact	Phone	Email
Lithia Nissan of Fresno	1-22-23-20A	Pat Ireland	(559) 707-5735	<a href="mailto:patireland1962@yahoo.com">patireland1962@yahoo.com</a>
Ocean Honda	1-22-23-20B	Pat Ireland	(559) 707-5735	<a href="mailto:patireland1962@yahoo.com">patireland1962@yahoo.com</a>
Freeway Toyota	1-22-23-20C	Pat Ireland	(559) 707-5735	<a href="mailto:patireland1962@yahoo.com">patireland1962@yahoo.com</a>
Winner Chevrolet	1-22-23-20D	Jerry Powers	(916) 426-5752	<a href="mailto:jpowers@lasherauto.com">jpowers@lasherauto.com</a>
Elk Grove Auto	1-22-23-20E	Jerry Powers	(916) 426-5752	<a href="mailto:jpowers@lasherauto.com">jpowers@lasherauto.com</a>
Downtown Ford	1-22-23-20F	Sandra Scott	(916) 442-9631	<a href="mailto:Sandra.Scott@dtfords.com">Sandra.Scott@dtfords.com</a>
Watsonville Fleet Group	1-22-23-20G	Yesenia Covarrubias	(626) 457-5590	<a href="mailto:yesenia@watsonvillefleetgroup.com">yesenia@watsonvillefleetgroup.com</a>
CA Car Group	1-22-23-20H	Richard M. Slad	(925) 560-4465	<a href="mailto:RichardMS@cacargroup.com">RichardMS@cacargroup.com</a>
Riverview International Trucks	1-22-23-20H	Jason Farrell	(916) 371-3110	<a href="mailto:jasonf@riverview-trucks.com">jasonf@riverview-trucks.com</a>
Sacramento Truck Center	1-22-23-20H	Dean Needham	(916) 286-2013	<a href="mailto:dneedham@sacramentotruck.com">dneedham@sacramentotruck.com</a>
Bonander Truck & Trailer	1-22-23-20H	Steve Mannion	(916) 747-6151	<a href="mailto:Cme4GMC@hotmail.com">Cme4GMC@hotmail.com</a>

**Note:** Ordering agencies are encouraged to have one point of contact for inquiries, quotes, and orders whenever possible. Multiple calls and emails from various requestors for the same information can slow customer service response times.

## 9. PRODUCT SUBSTITUTIONS

Under no circumstance is the Contractor permitted to make substitutions with non-contract/unauthorized vehicles without approval of the DGS Contract Administrator (CA).

## 10. PURCHASE EXECUTION

### A. State Departments

#### 1) Std. 65 Purchase Documents

State departments not transacting in FI\$CAL must use the Purchasing Authority Purchase Order (Std. 65) for purchase execution. An electronic version of the Std. 65 is available at the Office of State Publishing web site:

<https://www.dgsapps.dgs.ca.gov/osp/StatewideFormsWeb/Forms.aspx> (select Standard Forms).

All Purchasing Authority Purchase Orders (Std. 65) must contain the following:

- Agency Order Number (Purchase Order Number)
- Ordering Agency Name
- Agency Billing Code
- Purchasing Authority Number
- Leveraged Procurement Number (Contract Number)
- Supplier Information (Contact Name, Address, Phone Number, Fax Number, E-mail)
- Line Item number
- Quantity
- Unit of Measure
- Commodity Code Number
- Product Description
- Unit Price
- Extension Price
- Office of Fleet and Asset Management (OFAM) Approval Stamp (State departments only)

#### 2) FI\$CAL Purchase Documents

State departments transacting in FI\$CAL will follow the FI\$CAL procurement and contracting procedures.

#### 3) Blanket Orders

The use of blanket orders against this statewide contract is not allowed.

### B. Local Governmental Agencies

Local governmental agencies may use their own purchase document for purchase execution. The purchase documents must include the same data elements as listed above (Exception: Purchasing Authority Number is used by State departments only).

**11. MINIMUM ORDER**

The minimum order shall be one (1) vehicle.

**12. ORDERING PROCEDURE**

A. Ordering Methods:

Ordering agencies are to submit appropriate purchase documents directly to the contractor(s) via one of the following ordering methods:

- U.S. Mail
- Facsimile
- Email

The contractor's Order Placement Information is as follows:

<b>ORDER PLACEMENT INFORMATION</b>			
Contract # 1-22-23-20A	U.S. Mail: Lithia Nissan of Fresno 5590 N Blackstone Ave Fresno, CA 93710 Attn: Pat Ireland	Facsimile: (559) 961-4601	Email: <a href="mailto:patireland1962@yahoo.com">patireland1962@yahoo.com</a>
Contract # 1-22-23-20B	U.S. Mail: Ocean Honda 3801 Soquel Dr Soquel, CA 95073 Attn: Pat Ireland	Facsimile: (559) 961-4601	Email: <a href="mailto:patireland1962@yahoo.com">patireland1962@yahoo.com</a>
Contract # 1-22-23-20C	U.S. Mail: Freeway Toyota 1835 Glendale Avenue Hanford, CA 93230 Attn: Pat Ireland	Facsimile: (559) 961-4601	Email: <a href="mailto:patireland1962@yahoo.com">patireland1962@yahoo.com</a>
Contract # 1-22-23-20D	U.S. Mail: Winner Chevrolet 8575 Laguna Grove Drive Elk Grove, CA 95757 Attn: Jerry Powers	Facsimile: (916) 421-0149	Email: <a href="mailto:jpowers@lasherauto.com">jpowers@lasherauto.com</a>

**ORDER PLACEMENT INFORMATION**

Contract # 1-22-23-20E	U.S. Mail: Elk Grove Auto Group 8575 Laguna Grove Drive Elk Grove, CA 95757 Attn: Jerry Powers	Facsimile: (916) 421-0149	Email: <a href="mailto:jpowers@lasherauto.com">jpowers@lasherauto.com</a>
Contract # 1-22-23-20F	U.S. Mail: Downtown Ford Sales 525 N 16 <sup>th</sup> St Sacramento, CA 95811 Attn: Sandra Scott	Facsimile: (916) 491-3138	Email: <a href="mailto:Sandra.Scott@dtfords.com">Sandra.Scott@dtfords.com</a>
Contract # 1-22-23-20G	U.S. Mail: Watsonville Fleet Group 1601 W. Main Street Alhambra, CA 91801 Attn: Yesenia Covarrubias	Facsimile: (626) 457-5593	Email: <a href="mailto:yesenia@watsonvillefleetgroup.com">yesenia@watsonvillefleetgroup.com</a>
Contract # 1-22-23-20H	U.S. Mail: CA Car Group 4200 John Monego Ct Dublin, CA 94568 Attn: Richard M. Slade	Facsimile: N/A	Email: <a href="mailto:RichardMS@cacargroup.com">RichardMS@cacargroup.com</a>
Contract # 1-22-23-20I	U.S. Mail: Riverview International Trucks 2445 Evergreen Avenue West Sacramento, CA 95691 Attn: Jason Farrell	Facsimile: (916) 372-8541	Email: <a href="mailto:jasonf@riverview-trucks.com">jasonf@riverview-trucks.com</a>
Contract # 1-22-23-20J	U.S. Mail: Sacramento Truck Center 100 Opportunity Street Sacramento, CA 95838 Attn: Dean Needham	Facsimile: (916) 286-2085	Email: <a href="mailto:dneedham@sacramentotruck.com">dneedham@sacramentotruck.com</a>
Contract # 1-22-23-20K	U.S. Mail: Bonander Truck & Trailer 4520 N Golden State Blvd. Turlock, CA 95382 Attn: Steve Mannion	Facsimile: (209) 634-4965	Email: <a href="mailto:Cme4GMC@hotmail.com">Cme4GMC@hotmail.com</a>

When using any of the ordering methods specified above, all State departments must conform to proper State procedures.

### **13. ORDER ACCEPTANCE**

The Contractor shall accept orders from any State department or local governmental agency. The Contractor shall not accept purchase documents for this contract that:

- Are incomplete;
- Are submitted without OFAM approval stamp
- Contain non-contract items; or
- Contain non-contract terms and conditions.

The Contractor must not refuse to accept orders from any State department or local governmental agency for any other reason without written authorization from the CA.

### **14. ORDER ACKNOWLEDGMENT**

The Contractor will provide the ordering agencies with an order receipt acknowledgment via e-mail/facsimile within ten (10) calendar days after receipt of an order. The acknowledgement will include:

- Ordering Agency Name
- Agency Order Number (Purchase Order Number)
- Description of Goods
- Vehicle Model Year
- Total Cost
- Date order is placed with manufacturer
- Anticipated Delivery Date
- Delayed Production Notification (if applicable)
- Discontinued Vehicle Notification (if applicable)

Contractor shall notify the ordering agency of any delays in production or delays in orders being accepted by the manufacturer for any period of time. Contractor shall provide estimated production start date and delivery date.

### **15. DELAYED PRODUCTION REMEDY**

Upon receipt of order acknowledgment identifying a delay in production or orders not being accepted by the manufacturer, the ordering agencies shall have the following options:

- Request back order; or
- Cancel the item from the order with no penalty

### **16. DISCONTINUED VEHICLE REMEDY**

Upon receipt of order acknowledgment identifying discontinued items, the ordering agencies shall have the following options:



- Amend purchase document to reflect DGS approved replacement vehicle; or
- Cancel the item from the order

Under no circumstance is the Contractor permitted to make substitutions with non-contract/unauthorized vehicles without approval of the DGS CA.

## 17. DELIVERY PROCEDURES

### Pre-Delivery Checklist

Prior to delivery, each vehicle shall be completely inspected, serviced, and detailed by the delivering Contractor and/or the manufacturer's pre-delivery service center. A copy of the pre-delivery checklist shall be completed for each vehicle, signed by a representative of the organization performing the inspection/service, and delivered with the vehicle.

### Delivery:

Delivery shall be within one hundred and fifty (150) days after receipt of order unless there is a delay in production/order acceptance from the manufacturer when changing from one model year to the next. Contractor shall notify the ordering agency of such delay per Article 14, Order Acknowledgement.

Orders requiring customized work by a 3<sup>rd</sup> party supplier may exceed the delivery period requirement. Contractor shall notify ordering agency of extended delivery period per Article 14, Order Acknowledgement.

Caravan or drive-away method of delivery from the factory to a Contractor is not acceptable unless agreed upon by the ordering agency.

Drop ship deliveries shall not be made without prior State inspection. All vehicles shall be delivered with no less than five (5) gallons of fuel in the tank.

Unless pre-arranged between the Contractor and the ordering agency, vehicles delivered with more than 50 miles on the odometer may be charged fifty (50) cents per mile in excess of 50 miles. This charge may be reflected on the invoice as a deduction from the order price. Vehicles with more than five hundred (500) miles on the odometer may not be accepted.

\*\*Cab and Chassis trucks may require driving from an out-of-state factory and may exceed the five hundred (500) mile or less expectation. The Contractor shall notify the ordering Department at the time of purchase order execution.

When feasible, Contractor is requested to make deliveries in metropolitan areas during off-peak hours. Off-peak hours are Monday through Friday, 10:00 AM to 4:00 PM PST.

### Documents

The following documents shall be delivered to the receiving agency with the vehicle:

- Completed and signed pre-delivery service checklist, including the order number and Vehicle Identification Number (VIN)
- “Line Set Tickets” or “Window (Monroney) Sticker” showing all options installed
- One (1) copy of the warranty, including applicable certificates, cards, etc.
- One (1) copy of the owner’s manual.

## **18. INSPECTION AND ACCEPTANCE**

Vehicles ordered for State use will be inspected by a State inspector at the Contractor’s place of business or as otherwise agreed to by the Contractor and ordering agency.

Inspection will commence within five (5) working days of notification that a vehicle is ready for inspection. Inspection will include:

- Specification Compliance
- Workmanship
- Appearance
- Proper Operation of all Equipment and Systems
- Presence of all Applicable Documents

In the event deficiencies are detected, the vehicle will be rejected and the Contractor will be required to make the necessary repairs, adjustments or replacements. Payment and/or the commencement of a discount period (if applicable) will not begin until the defects are corrected and the vehicle is re-inspected and accepted.

Completion of inspection or acceptance by the State inspector shall in no way release the Contractor from satisfying the requirements of the contract, specifications, and warranty. Deviations from the specified requirements that are detected by the inspection shall be corrected by the Contractor in an expeditious manner at no expense to the ordering agency.

Inspection by local agencies will be at the Contractor’s place of business or as otherwise agreed to by the Contractor and local agency.

## **19. EMERGENCY/EXPEDITED ORDERS**

Not Applicable.

## **20. FREE ON BOARD (F.O.B.) DESTINATION**

Contractors shall deliver vehicles to State or local agencies located in Sacramento County at no additional cost for delivery. If the Purchase Order indicates delivery outside Sacramento County, the Contractor and agency may negotiate delivery costs. If delivery is subject to an additional delivery charge, it shall be shown as a separate item on the purchase order and invoice.

State departments requesting delivery outside of Sacramento County must contact the Transportation Management Unit for freight rate comparisons to confirm appropriate pricing if the Contractor is delivering the vehicle.

Responsibility and liability for loss or damage for all orders shall remain with the Contractor until final inspection and acceptance, when all responsibility shall pass to the ordering agency, except the responsibility for latent defects, fraud, and the warranty obligations.

## 21. SHIPPED ORDERS

All shipments shall be in accordance with the General Provisions, Article 12 entitled "Packing and Shipment".

## 22. CONTRACT ADMINISTRATION

The State and the Contractors have assigned Contract Administrators as the single points of contact for problem resolution and related contract issues.

State Contact Information	DGS/PD Contract Administrator (Contracts 1-22-23-20A-G, I, & J)	DGS/PD Contract Administrator (Contracts 1-22-23-20H, & K)
<b>Contact Name:</b>	Eugene Shemereko	Robb Parkison
<b>Telephone:</b>	(279) 946-8028	(279) 946-8302
<b>Facsimile:</b>	(916) 375-4613	(916) 375-4613
<b>Email:</b>	<a href="mailto:Eugene.Shemereko@dgs.ca.gov">Eugene.Shemereko@dgs.ca.gov</a>	<a href="mailto:Robb.Parkison@dgs.ca.gov">Robb.Parkison@dgs.ca.gov</a>
<b>Address:</b>	DGS/Procurement Division Attn: Eugene Shemereko 707 Third Street, 2 <sup>nd</sup> Floor, MS 201 West Sacramento, CA 95605	DGS/Procurement Division Attn: Robb Parkison 707 Third Street, 2 <sup>nd</sup> Floor, MS 201 West Sacramento, CA 95605

Dealer Contact Information	Lithia Nissan of Fresno Contract # 1-22-23-20A	Ocean Honda Contract # 1-22-23-20B
<b>Contact Name:</b>	Pat Ireland	Pat Ireland
<b>Telephone:</b>	(559) 707-5735	(559) 707-5735
<b>Facsimile:</b>	(559) 961-4601	(559) 961-4601
<b>Email:</b>	<a href="mailto:patireland1962@yahoo.com">patireland1962@yahoo.com</a>	<a href="mailto:patireland1962@yahoo.com">patireland1962@yahoo.com</a>
<b>Address:</b>	Lithia Nissan of Fresno 5590 N Blackstone Ave Fresno, CA 93710	Ocean Honda 3801 Soquel Dr Soquel, CA 95073

<b>Dealer Contact Information</b>	<b>Freeway Toyota of Hanford</b> Contract # 1-18-23-20C	<b>Winner Chevrolet</b> Contract # 1-18-23-20D
<b>Contact Name:</b>	Pat Ireland	Jerry Powers
<b>Telephone:</b>	(559) 707-5735	(916) 426-5752
<b>Facsimile:</b>	(559) 961-4601	(916) 421-0149
<b>Email:</b>	<a href="mailto:patireland1962@yahoo.com">patireland1962@yahoo.com</a>	<a href="mailto:jpowers@lasherauto.com">jpowers@lasherauto.com</a>
<b>Address:</b>	Freeway Toyota 1835 Glendale Avenue Hanford, CA 93230	Winner Chevrolet 8575 Laguna Grove Drive Elk Grove, CA 95757

<b>Dealer Contact Information</b>	<b>Elk Grove Auto Group</b> Contract # 1-22-23-20E	<b>Downtown Ford Sales</b> Contract # 1-22-23-20F
<b>Contact Name:</b>	Jerry Powers	Sandra Scott
<b>Telephone:</b>	(916) 426-5752	(916) 442-9631
<b>Facsimile:</b>	(916) 421-0149	(916) 491-3138
<b>Email:</b>	<a href="mailto:jpowers@lasherauto.com">jpowers@lasherauto.com</a>	<a href="mailto:Sandra.Scott@dtfords.com">Sandra.Scott@dtfords.com</a>
<b>Address:</b>	Elk Grove Auto Group 8575 Laguna Grove Dr Elk Grove, CA 95757	Downtown Ford Sales 525 N 16 <sup>th</sup> St Sacramento, CA 95811

<b>Dealer Contact Information</b>	<b>Watsonville Fleet Group</b> Contract # 1-22-23-20G	<b>CA Car Group</b> Contract # 1-22-23-20H
<b>Contact Name:</b>	Yesenia Covarrubias	Richard M. Slade
<b>Telephone:</b>	(626) 457-5590	(925) 560-4465
<b>Facsimile:</b>	(626) 457-5593	N/A
<b>Email:</b>	<a href="mailto:yesenia@watsonvillefleetgroup.com">yesenia@watsonvillefleetgroup.com</a>	<a href="mailto:RichardMS@cacargroup.com">RichardMS@cacargroup.com</a>
<b>Address:</b>	Watsonville Fleet Group 1601 W. Main Street Alhambra, CA 91801	CA Car Group 4200 John Monego Ct Dublin, CA 94568

<b>Dealer Contact Information</b>	<b>Riverview International Trucks</b> Contract # 1-22-23-20I	<b>Sacramento Truck Center</b> Contract # 1-22-23-20J
<b>Contact Name:</b>	Jason Farrell	Dean Needham
<b>Telephone:</b>	(916) 371-3110	(916) 286-2013
<b>Facsimile:</b>	(916) 372-8541	(916) 286-2085
<b>Email:</b>	<a href="mailto:jasonf@riverview-trucks.com">jasonf@riverview-trucks.com</a>	<a href="mailto:dneedham@sacramentotruck.com">dneedham@sacramentotruck.com</a>
<b>Address:</b>	Riverview International Trucks 2445 Evergreen Avenue West Sacramento, CA 95691	Sacramento Truck Center 100 Opportunity Street Sacramento, CA 95838

<b>Dealer Contact Information</b>	<b>Bonander Truck &amp; Trailer</b> Contract # 1-22-23-20K
<b>Contact Name:</b>	Steve Mannion
<b>Telephone:</b>	(916) 747-6151
<b>Facsimile:</b>	(209) 634-4965
<b>Email:</b>	<a href="mailto:Cme4GMC@hotmail.com">Cme4GMC@hotmail.com</a>
<b>Address:</b>	Bonander Truck & Trailer 4520 N Golden State Blvd. Turlock, CA 95382

### 23. RESTOCKING FEES

The Contractor may impose a restocking fee to the ordering agency on orders cancelled after the order has been placed with the manufacturer: The Contractor shall notify the ordering agency of the order placement per Article 14, Order Acknowledgment.

Re-stocking fees can be no greater than ten percent (10%) of the value of the vehicle being restocked.

### 24. INVOICING

Ordering agencies may require separate invoicing, as specified by each ordering organization. Invoices will contain the following information:

- Contractor's name, address and telephone number
- Leveraged Procurement Number (Contract Number)
- Agency Order Number (Purchase Order Number)
- Item and commodity code number
- Quantity purchased

- Contract price and extension
- State sales and/or use tax
- Prompt payment discounts/cash discounts, if applicable
- Totals for each order

## 25. PAYMENT

### A. Terms

Payment terms for contracts 1-22-23-20 A – G and K include a \$500 per vehicle discount for payment made within twenty (20) days. Contract 1-22-23-20I includes a \$200 per vehicle discount for payment made within twenty (20) days. Contracts 1-22-23-20 H & J offer no discount. The cash discount time is defined by the State as beginning only after the vehicle has been inspected, delivered, and accepted by the receiving agency, or from the date a correct invoice is received in the office specified on the Purchase Order, whichever is later.

Payment is deemed to be made, for the purpose of earning the discount, one (1) working day after the date on the State warrant or check. Typically, acceptance will be accomplished within twenty (20) business hours after a vehicle is delivered.

Payment will be made in accordance with the provisions of the California Prompt Payment Act, Government Code Section 927, et seq. Unless expressly exempted by statute, the Act requires State departments to pay properly submitted, undisputed invoices not more than forty-five (45) days after the date of acceptance of goods, performance of services, or receipt of an undisputed invoice, whichever is later.

### B. CAL-Card Use

Use of the CAL-Card for payment of invoices is not allowed under this statewide contract.

### C. Payee Data Record

Each State accounting office must have a copy of the Payee Data Record (Std. 204) in order to process payments. State departments should forward a copy of the Std. 204 to their accounting office(s). Without the Std. 204, payment may be unnecessarily delayed. State departments may contact the Contractor for copies of the Payee Data Record.

### D. State Financial Marketplace

The State reserves the right to select the form of payment for all procurements, be it either an outright purchase with payment rendered directly by the State, or a financing/lease-purchase or operating lease via the State Financial Marketplace (GS \$Mart and/or Lease \$Mart). If payment is via the financial marketplace, the Contractor will invoice the State and the State will approve the invoice and the selected

Lender/Lessor for all product listed on the State's procurement document will pay the Contractor on behalf of the State.

## 26. CALIFORNIA SELLER'S PERMIT

The California seller permit number for the Contractor is listed below. State departments can verify that permits are currently valid at the following website: [www.cdtfa.ca.gov](http://www.cdtfa.ca.gov). State departments must adhere to the file documentation required identified in the State Contracting Manual Volume 2 and Volume 3 and SCM-F.

<b>Contractor Name</b>	<b>Seller Permit #</b>
Lithia Nissan of Fresno	97163762
Ocean Honda	101-652579
Freeway Toyota of Hanford	102-659756
Winner Chevrolet	100-208309
Elk Grove Auto	100-197237
Downtown Ford	28600344
Watsonville Fleet Group	245364864 101-135239
CA Car Group	100-214737
Riverview International	101-079519
Sacramento Truck Center	97724353
Bonander Truck & Trailer	28-093997

## 27. WARRANTY

The manufacturer's standard new vehicle warranty shall apply to all vehicles purchased from these contracts. All warranties shall be factory authorized. The warranty shall be honored by all franchised dealers of the vehicle within the State of California. The Warranty term for the vehicles offered under these contracts shall meet the following (as applicable):

- Bumper to bumper warranty shall cover not less than 3 years/36,000 miles, no charge for parts and labor.
- Power train warranty for light duty vehicles weighing 8500 lbs. GVWR or less shall cover not less than 5 years/100,000 miles, no charge for parts and labor.
- Power train warranty for vehicles over 8500 lbs. GVWR shall cover not less than 5 years/60,000 miles, no charge for parts and labor.

The State's established preventative maintenance procedures and practices shall be acceptable to the manufacturer/contractor in lieu of the manufacturer's prescribed procedures which may form a part of the warranty.

All emission-related components shall be warranted in compliance with California Air Resources Board and Federal requirements. Contractor cannot offer independent insurance or statements indicating self insurance. If an additional extended warranty is purchased, a warranty certificate, warranty card, or a statement indicating the extended warranty has been recorded with the manufacturer shall be furnished with each vehicle delivered.

Normal wear items such as tires, belts, hoses, headlamps, light bulbs, brake linings, brake discs/drums, etc. are excluded from warranty coverage. All other items not subject to normal wear or gross operator neglect and abuse, such as window, seat, or wiper motors, chassis electrical switches (door, trunk lid), paint, hinges, locks, etc., shall be covered.

The State reserves the right to use re-refined lubrication oils, where available, in lieu of virgin equivalent oils. The re-refined oils used by the State will meet all API and SAE standards and specifications as set forth by the vehicle manufacturer. The use of said oils shall in no way void or degrade the original manufacturer's standard warranty.

The State reserves the right to use recycled content antifreeze/coolant, where available, in lieu of virgin equivalent antifreeze/coolant when servicing its vehicles. The recycled content antifreeze/coolant used by the State will meet all ATSM standards and specifications as set forth by the vehicle manufacturer.

## **28. REPAIR PARTS**

The manufacture of the awarded vehicle(s) should maintain an adequate stock of all regular and special parts to meet the continuing service and repair parts needs of the State without undue delay.

A special system shall be set up for expediting the procurement of back-order items needed to repair an inoperative vehicle including a system to air freight parts at factory expense when parts are not in stock in California parts depots. Parts must be available within three (3) working days after telephone notification.

Vehicles with new technology emerging into the industry (e.g., fuel cell vehicles) may require more than (3) working days for the availability of certain parts. Contractor must notify the State Contract Administrator and ordering agency when this occurs and provide the estimated date of availability.

## **29. MAINTENANCE PLAN**

A maintenance plan is available for light duty vehicles under 8500 lbs. GVWR. The purchase of a maintenance plan is optional. The maintenance plan covers all regularly scheduled service for a minimum of five (5) years/75,000 miles. The maintenance shall include at a minimum all manufacturer recommended services such as, but not limited to:

- Oil changes;



- Filter changes;
- Fluid changes;
- Lubrications;
- Tire rotations;
- Equipment and safety inspections

The Maintenance Plan is not required to cover wear items such as brake pads/shoes, wiper blades, etc.

Purchase of the Maintenance Plan is non-mandatory for State departments.

The Maintenance Plan is not applicable to vehicles over 8,500 lbs. GVWR.

### **30. RECYCLED CONTENT**

State departments are required to report purchases in many product categories. The Postconsumer-Content Certification Form (CIWMB 74) for the Contractor(s) is attached (Attachment C).

### **31. SB/DVBE PARTICIPATION**

There is no Small Business (SB) or Disabled Veteran Business Enterprise (DVBE) participation for this contract.

### **32. STATE AND LOCAL GOVERNMENT EMPLOYEE PRICING**

In the interest of expanding the California marketplace for Zero Emission Vehicles (ZEV), some Contractors have offered a discount to any interested State of California or local government employee when purchasing a ZEV for personal use. A list of participating Dealers and vehicles can be found at: <https://www.dgs.ca.gov/PD/Resources/Page-Content/Procurement-Division-Resources-List-Folder/State-of-California-Green-Fleet-Employee-Pricing-Program>

### **33. ATTACHMENTS**

- Attachment A – Contract Pricing **\*Supplement 2\***
- Attachment B – Specification 2310-4181, revised 08/16/2021
- Attachment C – Postconsumer Content Certification Workbook
- Attachment D – Vehicle Specifications





**Elk Grove Auto Group/Winner Chevrolet, Inc.**

Casey De Koning | 916-813-4592 | cdekoning@lasherauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck





## Table of Contents

- Dealership Information
- Window Sticker
- Standard Equipment
- Weight Rating
- Technical Specifications

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# Elk Grove Auto Group/Winner Chevrolet, Inc.

Casey De Koning | 916-813-4592 | cdekoning@lasherauto.com

## Elk Grove Auto Group/Winner Chevrolet, Inc.

### Prepared By:

Casey De Koning

Elk Grove Auto Group/Winner Chevrolet, Inc.

916-813-4592

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# Elk Grove Auto Group/Winner Chevrolet, Inc.

Casey De Koning | 916-813-4592 | cdekoning@lasherauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck (✔ Complete)

## Window Sticker

### SUMMARY

[Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck

Interior:Jet Black, Vinyl seat trim

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, TurboMax

Transmission, 8-speed automatic, electronically controlled

### OPTIONS

CODE	MODEL	MSRP
CK10703	[Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck	
	<b>OPTIONS</b>	
1WT	Work Truck Preferred Equipment Group	\$0.00
AZ3	Seats, front 40/20/40 split-bench	\$0.00
GAZ	Summit White	\$0.00
GU6	Rear axle, 3.42 ratio	\$0.00
H2G	Jet Black, Vinyl seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system	\$0.00
L3B	Engine, TurboMax	\$0.00
MFC	Transmission, 8-speed automatic, electronically controlled	\$0.00
QBN	Tires, 255/70R17 all-season, blackwall	\$0.00
QBR	Tire, spare 255/70R17 all-season, blackwall	\$0.00
RD6	Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel	\$0.00
VK3	License plate kit, front	\$0.00
VQ2	Fleet Processing Option	\$0.00
YF5	Emissions, California state requirements	\$0.00
—	Option/package discount	

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Vehicle: [Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck (✔ Complete)

## FUEL ECONOMY

Est City:18 (2023) MPG

Est Highway:21 (2023) MPG

Est Highway Cruising Range:504.00 mi

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# Elk Grove Auto Group/Winner Chevrolet, Inc.

Casey De Koning | 916-813-4592 | cdekoning@lasherauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck (✔ Complete)

## Standard Equipment

### Package

Chevy Safety Assist includes (UHY) Automatic Emergency Braking, (UKJ) Front Pedestrian Braking, (UHX) Lane Keep Assist with Lane Departure Warning, (UE4) Following Distance Indicator, (UEU) Forward Collision Alert and (TQ5) IntelliBeam

### Mechanical

Durabed, pickup bed

Engine, TurboMax (310 hp [231 kW] @ 5600 rpm, 430 lb-ft of torque [583 Nm] @ 3000 rpm) (STD) (Not available with (Z71) Z71 Off-Road Package, (VYU) Snow Plow Prep Package or (ZW9) pickup bed delete.)

Transmission, 8-speed automatic, electronically controlled with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking (STD) (Included and only available with (L3B) TurboMax engine. Requires (AZ3) front 40/20/40 split-bench seats.)

GVWR, 6800 lbs. (3084 kg) (Requires 4WD Regular Cab Standard Bed model.)

Rear axle, 3.42 ratio

Push Button Start

Automatic Stop/Start (Not available with (5W4) Special Services Package, (9C1) Police Pursuit Package or (FHS) E85 FlexFuel capability.)

Transfer case, single speed electronic Autotrac with push button control (4WD models only)

Four wheel drive

Battery, heavy-duty 730 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power

Alternator, 220 amps (Included with (L3B) TurboMax engine, (VYU) Snow Plow Prep Package, (5W4) Special Service Package or (9C1) Police Pursuit Package.)

Recovery hooks, front, frame-mounted, Black

Frame, fully-boxed, hydroformed front section

Suspension Package, Standard

Steering, Electric Power Steering (EPS) assist, rack-and-pinion

Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors

Brake lining wear indicator

Capless Fuel Fill

Exhaust, single outlet

### Exterior

Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel (STD)

Tires, 255/70R17 all-season, blackwall (STD)

Tire, spare 255/70R17 all-season, blackwall (STD) (Included with (QBN) 255/70R17 all-season, blackwall tires.)

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# Elk Grove Auto Group/Winner Chevrolet, Inc.

Casey De Koning | 916-813-4592 | cdekoning@lasherauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck (✔ Complete)

## Exterior

- Wheel, 17" x 8" (43.2 cm x 20.3 cm) full-size, steel spare
- Tire carrier lock, keyed cylinder lock that utilizes same key as ignition and door
- Bumpers, front, Black (semi-gloss)
- Bumpers, rear, Black (semi-gloss)
- CornerStep, rear bumper
- Cargo tie downs (12), fixed rated at 500 lbs per corner
- Headlamps, halogen reflector with halogen Daytime Running Lamps
- IntelliBeam, automatic high beam on/off
- Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel (incandescent on Regular Cab models, LED on Crew Cab and Double Cab models)
- Taillamps with incandescent tail, stop and reverse lights
- Mirrors, outside heated power-adjustable (Standard on Regular Cab models. Included and only available with (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package on Crew Cab and Double Cab models. When (PQA) WT Safety Package is ordered, includes (DP6) high gloss Black mirror caps.)
- Glass, solar absorbing, tinted
- Door handles, Black
- Tailgate and bed rail protection cap, top
- Tailgate, standard
- Tailgate, locking utilizes same key as ignition and door (Removed when (QT5) EZ Lift power lock and release tailgate is ordered.)
- Tailgate, gate function manual, no EZ Lift

## Entertainment

- Audio system, Chevrolet Infotainment 3 system 7" diagonal HD color touchscreen, AM/FM stereo, Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Wireless Apple CarPlay and Wireless Android Auto compatibility (STD)
- Sirius XM, delete (Can be upgraded to (U2K) SiriusXM.)
- Audio system feature, 2-speaker system (Requires Regular Cab model.)
- Wireless phone projection for Apple CarPlay and Android Auto
- Bluetooth for phone, connectivity to vehicle infotainment system
- Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)

## Interior

- Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)
- Seat trim, Vinyl

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Vehicle: [Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck (✔ Complete)

## Interior

- Seat adjuster, driver 4-way manual
- Seat adjuster, passenger 4-way manual
- Floor covering, rubberized-vinyl (Not available with LPO floor liners.)
- Steering wheel, urethane
- Steering column, Tilt-Wheel, manual with wheel locking security feature
- Instrument cluster, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure
- Driver Information Center, 3.5" diagonal monochromatic display
- Exterior Temperature Display located in radio display
- Compass located in instrument cluster
- Window, power front, drivers express up/down
- Window, power front, passenger express down
- Door locks, power
- Remote Keyless Entry, with 2 transmitters
- Power outlet, front auxiliary, 12-volt
- USB Ports, 2, Charge/Data ports located on instrument panel
- Air conditioning, single-zone manual
- Mirror, inside rearview, manual tilt
- Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted
- Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.)

## Safety-Mechanical

- Automatic Emergency Braking
- Front Pedestrian Braking
- StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

## Safety-Exterior

- Daytime Running Lamps with automatic exterior lamp control

## Safety-Interior

Airbags, Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

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Vehicle: [Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck (✔ Complete)

## Safety-Interior

OnStar and Chevrolet connected services capable (Terms and limitations apply. See onstar.com or dealer for details.)

HD Rear Vision Camera

Lane Keep Assist with Lane Departure Warning

Following Distance Indicator

Forward Collision Alert

Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver

Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings menu

Tire Pressure Monitoring System, auto learn includes Tire Fill Alert (does not apply to spare tire)

3 Years of Remote Access. The Remote Access Plan gives you simplified remote control of your properly equipped vehicle and unlocks a variety of great features in your myChevrolet mobile app. See dealer for details. (Remote Access Plan does not include emergency or security services. See onstar.com for details and limitations. Available on select Apple and Android devices. Service availability, features and functionality vary by vehicle, device, and the plan you are enrolled in. Terms apply. Device data connection required.)

## WARRANTY

Basic Years: 3  
Basic Miles/km: 36,000  
Drivetrain Years: 5  
Drivetrain Miles/km: 60,000  
Drivetrain Note: Silverado TurboMax™ engines, 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles  
Corrosion Years (Rust-Through): 6  
Corrosion Years: 3  
Corrosion Miles/km (Rust-Through): 100,000  
Corrosion Miles/km: 36,000  
Roadside Assistance Years: 5  
Roadside Assistance Miles/km: 60,000  
Roadside Assistance Note: Silverado TurboMax™ engines, 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles  
Maintenance Note: First Visit: 12 Months/12,000 Miles

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Vehicle: [Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck (✔ Complete)

## Weight Ratings

### WEIGHT RATINGS

Front Gross Axle Weight Rating:	3800 lbs
Rear Gross Axle Weight Rating:	3800 lbs
Gross Vehicle Weight Rating:	6800.00 lbs

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Vehicle: [Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck (✔ Complete)

## Technical Specifications

### Powertrain

#### Transmission

Drivetrain	Four Wheel Drive	Trans Order Code	MFC
Trans Type	8	Trans Description Cont.	Automatic
Trans Description Cont. Again	N/A	First Gear Ratio (:1)	4.56
Second Gear Ratio (:1)	2.97	Third Gear Ratio (:1)	2.08
Fourth Gear Ratio (:1)	1.69	Fifth Gear Ratio (:1)	1.27
Sixth Gear Ratio (:1)	1.00	Reverse Ratio (:1)	3.82
Clutch Size	N/A	Trans Power Take Off	N/A
Final Drive Axle Ratio (:1)	N/A	Transfer Case Model	Magna
Transfer Case Gear Ratio (:1), High	1.00	Transfer Case Gear Ratio (:1), Low	N/A
Transfer Case Power Take Off	N/A	Seventh Gear Ratio (:1)	0.85
Eighth Gear Ratio (:1)	0.65		

#### Mileage

EPA Fuel Economy Est - Hwy	21 (2023) MPG	Cruising Range - City	432.00 mi
EPA Fuel Economy Est - City	18 (2023) MPG	Fuel Economy Est-Combined	19 (2023) MPG
Cruising Range - Hwy	504.00 mi	Estimated Battery Range	N/A

#### Engine

Engine Order Code	L3B	Engine Type	Turbocharged Gas I4
Displacement	2.7L/166	Fuel System	Direct Injection
SAE Net Horsepower @ RPM	310 @ 5600	SAE Net Torque @ RPM	430 @ 3000
Engine Oil Cooler	N/A		

#### Electrical

Cold Cranking Amps @ 0° F (Primary)	730	Cold Cranking Amps @ 0° F (2nd)	N/A
Cold Cranking Amps @ 0° F (3rd)	N/A	Maximum Alternator Capacity (amps)	220

#### Cooling System

Total Cooling System Capacity	N/A
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Vehicle: [Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck (✔ Complete)

## Vehicle

### Emissions

Tons/yr of CO2 Emissions @ 15K mi/year	9.3 (2023)	EPA Greenhouse Gas Score	N/A
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## Chassis

### Weight Information

Standard Weight - Front	0.00 lbs	Standard Weight - Rear	0.00 lbs
Base Curb Weight	N/A	Gross Axle Wt Rating - Front	3800 lbs
Gross Axle Wt Rating - Rear	3800 lbs	Curb Weight - Front	2746 lbs
Curb Weight - Rear	1761 lbs	Option Weight - Front	0.00 lbs
Option Weight - Rear	0.00 lbs	Reserve Axle Capacity - Front	1054.00 lbs
Reserve Axle Capacity - Rear	2039.00 lbs	As Spec'd Curb Weight	4507.00 lbs
As Spec'd Payload	2293.00 lbs	Maximum Payload Capacity	2293.00 lbs
Gross Combined Wt Rating	14000 lbs	Gross Axle Weight Rating	7600.00 lbs
Curb Weight	4507.00 lbs	Reserve Axle Capacity	3093.00 lbs
Total Option Weight	0.00 lbs	Payload Weight Front	0 lbs
Payload Weight Rear	0 lbs	Gross Vehicle Weight Rating	6800.00 lbs

### Trailer

Dead Weight Hitch - Max Trailer Wt.	5000 lbs	Dead Weight Hitch - Max Tongue Wt.	500 lbs
Wt Distributing Hitch - Max Trailer Wt.	8900 lbs	Wt Distributing Hitch - Max Tongue Wt.	890 lbs
Fifth Wheel Hitch - Max Trailer Wt.	8800 lbs	Fifth Wheel Hitch - Max Tongue Wt.	2200 lbs
Maximum Trailering Capacity	8900 lbs		

### Frame

Frame Type	Box Ladder	Sect Modulus Rails Only	N/A
Frame RBM	N/A	Frame Strength	N/A
Frame Thickness	N/A		

### Suspension

Suspension Type - Front	Independent	Suspension Type - Rear	Solid Axle
Spring Capacity - Front	3800 lbs	Spring Capacity - Rear	3800 lbs
Axle Type - Front	N/A	Axle Type - Rear	N/A

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Data Version: 21559. Data Updated: Jan 24, 2024 6:42:00 PM PST.



# Elk Grove Auto Group/Winner Chevrolet, Inc.

Casey De Koning | 916-813-4592 | cdekoning@lasherauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck (✔ Complete)

## Chassis

### Suspension

Axle Capacity - Front	N/A	Axle Capacity - Rear	N/A
Axle Ratio (:1) - Front	3.42	Axle Ratio (:1) - Rear	3.42
Shock Absorber Diameter - Front	N/A	Shock Absorber Diameter - Rear	N/A
Stabilizer Bar Diameter - Front	1.30 in	Stabilizer Bar Diameter - Rear	N/A

### Tires

Front Tire Order Code	QBN	Rear Tire Order Code	QBN
Spare Tire Order Code	QBR	Front Tire Size	255/70R17
Rear Tire Size	255/70R17	Spare Tire Size	255/70R17
Front Tire Capacity	N/A	Rear Tire Capacity	N/A
Spare Tire Capacity	N/A	Revolutions/Mile @ 45 mph - Front	N/A
Revolutions/Mile @ 45 mph - Rear	N/A	Revolutions/Mile @ 45 mph - Spare	N/A

### Wheels

Front Wheel Size	17 x 8 in	Rear Wheel Size	17 x 8 in
Spare Wheel Size	17 x 8 in	Front Wheel Material	Steel
Rear Wheel Material	Steel	Spare Wheel Material	Steel

### Steering

Steering Type	Electric Rack & Pinion	Steering Ratio (:1), Overall	N/A
Steering Ratio (:1), On Center	N/A	Steering Ratio (:1), At Lock	N/A
Turning Diameter - Curb to Curb	40.7 ft	Turning Diameter - Wall to Wall	N/A

### Brakes

Brake Type	Pwr	Brake ABS System	4-Wheel
Brake ABS System (Second Line)	N/A	Disc - Front (Yes or )	Yes
Disc - Rear (Yes or )	Yes	Front Brake Rotor Diam x Thickness	13.5 x 1.18 in
Rear Brake Rotor Diam x Thickness	13.6 x 0.79 in	Drum - Rear (Yes or )	N/A
Rear Drum Diam x Width	N/A		

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# Elk Grove Auto Group/Winner Chevrolet, Inc.

Casey De Koning | 916-813-4592 | cdekoning@lasherauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 1500 (CK10703) 4WD Reg Cab 126" Work Truck (✔ Complete)

## Chassis

### Fuel Tank

Fuel Tank Capacity, Approx	24 gal	Aux Fuel Tank Capacity, Approx	N/A
Fuel Tank Location	N/A	Aux Fuel Tank Location	N/A

## Dimensions

### Interior Dimensions

Passenger Capacity	3	Front Head Room	43.11 in
Front Leg Room	44.53 in	Front Shoulder Room	66.02 in
Front Hip Room	60.9 in	Second Head Room	N/A
Second Leg Room	N/A	Second Shoulder Room	N/A
Second Hip Room	N/A		

### Exterior Dimensions

Wheelbase	126.5 in	Length, Overall w/o rear bumper	N/A
Length, Overall w/rear bumper	N/A	Length, Overall	210.94 in
Width, Max w/o mirrors	81.14 in	Height, Overall	75.85 in
Overhang, Front	N/A	Overhang, Rear w/o bumper	N/A
Front Bumper to Back of Cab	N/A	Cab to Axle	N/A
Cab to End of Frame	N/A	Ground to Top of Load Floor	N/A
Ground to Top of Frame	N/A	Frame Width, Rear	N/A
Ground Clearance, Front	8.26 in	Ground Clearance, Rear	8.26 in
Body Length	0.00 ft	Cab to Body	N/A

### Cargo Area Dimensions

Cargo Box Length @ Floor	79.44 in	Cargo Box Width @ Top, Rear	N/A
Cargo Box Width @ Floor	71.4 in	Cargo Box Width @ Wheelhousings	50.63 in
Cargo Box (Area) Height	22.4 in	Tailgate Width	N/A
Cargo Volume	71.7 ft³	Ext'd Cab Cargo Volume	N/A

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Data Version: 21559. Data Updated: Jan 24, 2024 6:42:00 PM PST.

# FORESTHILL PUBLIC UTILITY DISTRICT POLICY HANDBOOK

**POLICY TITLE:** Board Meetings  
**POLICY NUMBER:** 5010

Item J 3

**5010.10** Regular meetings of the Board of Directors shall be held on the second Thursday of each month with a closed session at 3:00 PM and an open session at 6:00 PM. Regular meetings shall be held at the Foresthill Elementary School, 24750 Main Street, Foresthill, CA 95631. 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 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. 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 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, and will appoint the General Manager or other designee as the Board's Clerk and Ex-Officio Secretary. Selection of officers will be based on experience or seniority on the Board.

**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.

Items J3,J4,J5,J6,J8,J9, and J10

**From:** Jane Stahler <[jstahler@foresthillpud.com](mailto:jstahler@foresthillpud.com)>

**Sent:** Monday, June 3, 2024 8:29 PM

**To:** Mark Bell <[mbell@foresthillpud.com](mailto:mbell@foresthillpud.com)>; Ron Thompson <[rthompson@foresthillpud.com](mailto:rthompson@foresthillpud.com)>; Roger Pruettt <[rpruettt@foresthillpud.com](mailto:rpruettt@foresthillpud.com)>; Peter Kappelhof <[pkappelhof@foresthillpud.com](mailto:pkappelhof@foresthillpud.com)>

**Cc:** Jane Stahler <[jstahler@foresthillpud.com](mailto:jstahler@foresthillpud.com)>

**Subject:** RE: June 9, 2024 Reg meeting

Mark,

I will try to make my 'Agenda Items' a bit simpler. I had no idea that the Clerk would be in charge of what and how a request for an agenda item should be written. Typing is a difficult and painful task due to my Carpal Tunnel pinching my Median Nerve. That's why I was having my daughter help with the original email I sent you.

I have included in the "re-written Agenda Items the information needed to understand the item (Policy information where appropriate). After reading the Agenda Item it should be clear in each agenda item which item should be "Discussed" and then should be followed by a recommendation(s) by the Directors. This is the same format that we have used in the past. Items are discussed and recommendations follow the discussion. A motion and second, and voting where appropriate, follows. I broke out several items listed originally. I hope this makes it easier to understand.

Explanation of Agenda Item I: (I don't know what Sue asked for from the GM, but I do want the following from the GM.) Why? -This agenda item is to provide the directors with both new and old information that factors into past and future 'motions/decisions. The information that I am requesting is the following: (A spreadsheet is recommended as we have used spreadsheets in the past to provide some of the requested information. Also, I have attached the District Salary Range Chart document that lists some of the requested information below and the additional information requested can be easily added to a new document.

Agenda Item I: GM is to provide all Directors competition date of a spreadsheet that contains the following:

- a. Employee Names & Titles (Past 10 years and present) (example: Joe Smith, Field Operator II)
- b. Employee wages (where are they on the Salary Schedule (Information on FPUd employees needs to include information from the past 10 years and present)
- c. A column to include -Employee Name and District title (Operator I, etc.) and wage when hired with hire date.  
(Past 10 years and present employees)
- d. Employees with names & District title; stating their raises (dates given & amounts)  
(Past 10 years and present)
- e. Employees with names & District title; show 'Benefits' (Includes employees from the past 10 years and present)
- f. Employees with names & District titles; showing wages with the hourly accumulative amount, the 'overtime' paid, and what amount is listed in the column on the State Controller's site as "other". (Past 10 years and present)  
*(I have asked the GM as to what "other" consists of and he did not have a definitive answer.)*
- f. Current Individual Employees with names and titles and the amount of their wages and benefits with a 10% wage increase and total amount of retroactive wages where applicable. (Back to January 2024).

- g. List all current employee names, and job titles with their CalPERS percentage provided by this district, and age for retirement to collect benefits. (sample- 3% at 60)  
(All employees from the past 10 years and present)

This list of information will provide a starting point for a discussion of subsequent employee compensation. All this information is available in various CA state documents or in the District's files. We need a single document. Information provided at our May 9, 2024 meeting did not provide enough information to make the best decision for our District and therefore for our Ratepayers.

I have included the latest 'Employee Salary Schedule' as an example of a format for this additional requested employee information. You can include it in the meeting agenda packet.  
Discuss and direct staff accordingly

Agenda Item 2 – General Manager is to provide multiple dates from his calendar on which he is available to finalize his GM evaluation. It's on the agenda because I need to have this completed. The normal way of calendaring hasn't worked. This item should not take long.)  
Recommended Action: Discuss and direct staff accordingly

Agenda Item 3 - Minutes, according to the Brown Act and Policy 4050(60) include the words – “underlying factors necessary to ensure an adequate record for subsequent review.” In other words, anyone reading the District minutes from a public meeting should be able to understand what the agenda item included, and not just that a motion and second was given. The minutes should also include what relevance the motion may impact the District. Transparency is important.

Recommended Action: Discuss and Direct the Clerk accordingly.

Agenda Item 4-In items 5040 - 14, 15, and 16 - The policies read that “Actions and Decisions by the Board of Directors include but are not limited to the following:

5040.14 – Approval or rejection of any contract or expenditure. (Example – LSL – The Board did not receive the proposal by LSL. Why?)

Recommended Action: Discuss and direct staff accordingly

5040.15 – Approval or rejection of any proposal which commits District funds or facilities including employment and dismissal of personnel, (Employees were hired without the Board's knowledge. Why?)

Recommended Action: Discuss and Direct the Clerk accordingly.

5040.16 – “Approval or disapproval of matters that require or may require the District or its employee to take action and/or provide services.” (How does the GM provide the Board with this information? When is the GM required to bring these matters to the Board?)

Recommended Action: Discuss and direct staff accordingly

Agenda Item 5- Policy 5040.20 – “Action can only be taken by the vote of the majority of the Board of Directors. Three (3) Directors represent a quorum for the conduct of business. Actions taken at a meeting where only a quorum is present, therefore, require all three (3) votes to be effective unless a 4/5 vote is required by law policy or other law. “

***STRIKE (policy or other law).***

Recommended Action: Discuss and direct staff accordingly

Agenda Item 6 - Vice President Stahler's request to discuss Lead Service Line Inventory – Estimated Cost and review of all EPA deadlines for completion in a formal GM report due at least one week before the August FPUD regular meeting.

Recommended Action: Discuss and direct staff accordingly

Again, I am purposely making this request to ensure that the GM acts upon the request.

The Agenda Item below that I sent previously remains the same. We need this information and I need to hear the GM at a Director's meeting to agree to dates and information needed in the District's Capital Improvement Plan. At a CIP meeting in May, the GM said he didn't have time. No other information was provided to the committee.

Agenda item 7: Recommend start and presentation dates to complete the Capital Implementation Plan in greater detail. The document is to include details on each CIP "project" in terms of defining a project, estimated cost(s), personnel listed that will be required for each project, any outside contractors that may be needed, and estimated cost of contractor(s), list any & all materials needed & their estimated cost. Each CIP project should have an approximate start and end date for completion.

In addition to the updated CIP 2024-2028 spreadsheet, additional spreadsheets must be researched and completed. Data should include all proposed projects for the last 10 years as to their beginning and completion dates or justification for incompleteness. If a project was not completed then an accounting of approved project funds allocated to each project must be provided. (Detail accounting of CPI projects completed and not completed. Any and all "proof" of money allocated should be included. This would include receipts, contractor(s) RFP, final report(s), and GM narrative on each CIP project. Additional information to be included can be provided by directors.

Recommended Action: Discuss and direct staff accordingly

I am sending this email to all directors to ensure that the agenda items are part of our next meeting. The Salary Range file attached is the only relevant document. You can include it in the meeting packet. Policy information, where appropriate is included in the Agenda Items.

Jane

*Jane Stahler  
Board Director, Vice President*

*Foresthill Public Utility District*



O: 530.367.4200

[JStahler@ForesthillPUD.com](mailto:JStahler@ForesthillPUD.com)

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**FORESTHILL PUBLIC UTILITY DISTRICT  
POLICY HANDBOOK**

Item J 4

**POLICY TITLE:** Board Actions and Decisions  
**POLICY NUMBER:** 5040

**5040.10** Actions by the Board of Directors include but are not limited to the following:

**5040.11** Adoption or rejection of regulations or policies;

**5040.12** Adoption or rejection of a resolution;

**5040.13** Adoption or rejection of an ordinance;

**5040.14** Approval or rejection of any contract or expenditure;

**5040.15** Approval or rejection of any proposal which commits District funds or facilities, including employment and dismissal of personnel; and,

**5040.16** Approval or disapproval of matters that require or may require the District or its employees to take action and/or provide services.

**5040.20** Action can only be taken by the vote of the majority of the Board of Directors. Three (3) Directors represent a quorum for the conduct of business. Actions taken at a meeting where only a quorum is present, therefore, require all three (3) votes to be effective (unless a 4/5 vote is required by policy or other law).

**5040.21** A member abstaining in a vote is considered as absent for that vote. A member abstaining due to a conflict of interest does not count towards a quorum. Refer to Policy 4050 regarding when Directors should recuse themselves from participating in the discussion or vote.

**5040.22** Example: If three of five Directors are present at a meeting, a quorum exists and business can be conducted. However, if one of three Directors comprising the quorum abstains on a particular action and the other two cast "aye" votes, no action is taken because a "majority of the Board" did not vote in favor of the action.

**5040.23** Example: If an action is proposed requiring a two-thirds vote and two Directors abstain, the proposed action cannot be approved because four of the five Directors would have to vote in favor of the action.

**5040.24** Example: If a vacancy exists on the Board and a vote is taken to appoint an individual to fill said vacancy, three Directors must vote in favor of the appointment for it to be approved. If two of the four Directors present abstain, the appointment is not approved.

**5040.30** The Board may give directions that are not formal action. Such directions do not require formal procedural process. Such directions include the Board's directives and instructions to the General Manager.

**5040.31** The President shall determine by consensus a Board directive and shall state it for clarification. Should any two Directors challenge the statement of the President, a voice vote may be requested.

**5040.32** A formal motion may be made to place a disputed directive on a future agenda for Board consideration, or to take some other action (such as refer the matter to the General Manager for review and recommendation, etc.).

**5040.33** Informal action by the Board is still Board action and shall only occur regarding matters that appear on the agenda for the Board meeting during which said informal action is taken.



# FORESTHILL PUBLIC UTILITY DISTRICT

## POLICY HANDBOOK

**POLICY TITLE:** Board Meeting Agenda  
**POLICY NUMBER:** 5020

item J 5

**5020.10** The General Manager, in consultation with the Board President, shall prepare an agenda meeting the requirements of the Ralph M. Brown Act for each regular and special meeting of the Board of Directors. Absent approval of the General Manager, the agenda will be “closed” to the addition of new items at 12:00 PM on the seventh day preceding the regular meeting of the Board of Directors. For example, if Board meetings are on Thursday, the agenda will be closed to new items at 12 PM on the preceding Thursday.

**5020.20** Any member of the public may request that a matter directly related to District business be considered for placement on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:

**5020.21** The request must be in writing and be submitted to the General Manager together with supporting documents and information, if any, at least seven business days prior to the close of the agenda for the meeting where the item is to be considered. If the General Manager decides the request should be placed on a Board agenda, General Manager may exercise his/her discretion in including the item on the next, or a subsequent meeting, agenda depending on the press of other business before the Board.

**5020.22** The General Manager shall be the sole judge of whether the request is or is not a "matter directly related to District business" in determining whether to place the matter on a meeting agenda. The person requesting the agenda addition may request that the Board of Directors reconsider the General Manager's adverse decision at the next regular meeting of the Board of Directors. Notwithstanding the determination of the General Manager, any Director may request that the item be placed on the agenda of a regularly scheduled Board regular meeting at the earliest feasible date.

**5020.23** No matter which is authorized for consideration by the Board in closed session will be accepted under this policy.

**5020.24** The Board of Directors may place limitations on the total time to be devoted to a public request issue at any meeting, and may limit the time allowed for any one person to speak on the issue at the meeting.

**5020.30** This policy does not prevent the Board from taking public comment at regular meetings of the Board on matters which are not on the agenda which a member of the public may wish to

bring before the Board. However, the Board shall not discuss or take action on such matters at that meeting.

**5020.40** At least 72 hours prior to the time of all regular meetings, an agenda, which includes all matters on which there may be discussion and/or action by the Board, shall be posted conspicuously for public review at the District office. The agenda shall also be posted on the District's website for public information. All information made available to the Board of Directors (except confidential information allowed by State law per legal counsel authority) shall be available for public review at the time it is made available to the Board.

**5020.41** At least 24 hours prior to the time of a special meeting, an agenda, which includes all matters on which there may be discussion and/or action by the Board, shall be posted conspicuously for public review at the District office. The agenda shall also be posted on the District's website for public information. All information made available to the Board of Directors (except confidential information allowed by State law per legal counsel authority) shall be available for public review at the time it is made available to the Board.

# FORESTHILL PUBLIC UTILITY DISTRICT POLICY HANDBOOK

**POLICY TITLE:** Board Meeting Agenda  
**POLICY NUMBER:** 5020

Item J5  
Revisions from  
5/9/2024

**5020.10** The ~~General Manager~~Board President, in consultation with the ~~Board President~~General Manager, shall prepare an agenda meeting the requirements of the Ralph M. Brown Act for each regular and special meeting of the Board of Directors. . Absent approval of the General Manager, the agenda will be “closed” to the addition of new items at 12:00 PM on the seventh day preceding the regular meeting of the Board of Directors. For example, if Board meetings are on Thursday, the agenda will be closed to new items at 12 PM on the preceding Thursday.

**5020.20** Any member of the public may request that a matter directly related to District business be considered for placement on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:

**5020.21** The request must be in writing and be submitted to the General Manager and forwarded to the President together with supporting documents and information, if any, at least seven business days prior to the close of the agenda for the meeting where the item is to be considered. If the General Manager decides the request should be placed on a Board agenda, General Manager may exercise his/her discretion in including the item on the next, or a subsequent meeting, agenda depending on the press of other business before the Board.

**5020.22** The Board President, in consultation with the General Manager shall be the sole judge of whether the request is or is not a "matter directly related to District business" in determining whether to place the matter on a meeting agenda. The person requesting the agenda addition may submit a request to that the Board of Directors to reconsider any adverse decision. ~~the General Manager's adverse decision at the next regular meeting of the Board of Directors.~~ Notwithstanding the determination of the General Manager, a Any Director may request that the item be placed on the agenda of a regularly scheduled Board regular meeting at the earliest feasible date.

**5020.23** No matter which is authorized for consideration by the Board in closed session will be accepted under this policy.

**5020.24** The Board of Directors may place limitations on the total time to be devoted to a public request issue at any meeting, and may limit the time allowed for any one person to speak on the issue at the meeting.

**5020.30** This policy does not prevent the Board from taking public comment at regular meetings of the Board on matters which are not on the agenda which a member of the public may wish to

bring before the Board. However, the Board shall not discuss or take action on such matters at that meeting.

**5020.40** At least 72 hours prior to the time of all regular meetings, an agenda, which includes all matters on which there may be discussion and/or action by the Board, shall be posted conspicuously for public review at the District office. The agenda shall also be posted on the District's website for public information. All information made available to the Board of Directors (except confidential information allowed by State law per legal counsel authority) shall be available for public review at the time it is made available to the Board.

**5020.41** At least 24 hours prior to the time of a special meeting, an agenda, which includes all matters on which there may be discussion and/or action by the Board, shall be posted conspicuously for public review at the District office. The agenda shall also be posted on the District's website for public information. All information made available to the Board of Directors (except confidential information allowed by State law per legal counsel authority) shall be available for public review at the time it is made available to the Board.

**FORESTHILL PUBLIC UTILITY DISTRICT  
POLICY HANDBOOK**

Item J 6

**POLICY TITLE:** Members of the Board of Directors  
**POLICY NUMBER:** 4050

**4050.10** Directors shall thoroughly prepare themselves to discuss agenda items at meetings of the Board of Directors. To improve the productivity of Board meetings, the General Manager should be consulted prior to the meeting to clarify any questions or to provide further materials that may be needed.

**4050.20** Information exchanged before meetings shall be distributed through the General Manager, to ensure all Directors and staff will receive all information being distributed.

**4050.30** Copies of information exchanged before meetings shall be made available to the public at the time of distribution, with copies available for those in attendance, and shall also be provided to anyone not present upon their request.

**4050.40** Directors shall at all times conduct themselves with courtesy to each other, to staff, and to members of the audience present at Board meetings.

**4050.50** Directors shall defer to the chairperson for conduct of meetings of the Board, but shall be free to question and discuss items on the agenda. All comments should be concise and confined to the matter being discussed by the Board.

**4050.60** Minutes should be no longer than necessary to describe the action taken, including the motion, second, and vote, and the underlying facts as necessary to insure an adequate record for subsequent review. Modifications to the minutes of meetings that have occurred in the past should be avoided when possible, as should the addition of individual comments to prior meeting minutes.

**4050.70** Directors shall recuse themselves from participating in the discussion or vote on any item where they have a personal interest or bias that prevents them from evaluating the facts and from making an objective decision or where they have a financial conflict of interest. In those circumstances, the minutes shall reflect that the Director so abstained from discussion and the vote. Unless such circumstances exist, however, Directors should affirmatively participate and vote as part of the Board's decision-making responsibilities. Directors recusing themselves from participating in the discussion or action due to a financial conflict of interest should announce the nature of the conflict and should leave the Board meeting room until the item has been concluded.

**4050.80** Requests by individual Directors for substantive information and/or research from District staff will be channeled through the General Manager. Information so produced shall be provided to all Directors.

**From:** [Dianne Foster](#)  
**To:** [Hank White](#)  
**Cc:** [Ron Thompson](#); [Jane Stahler](#); [Mark Bell](#); [pkappelhof@foressthilpud.com](mailto:pkappelhof@foressthilpud.com)  
**Subject:** June 13 Board meeting Agenda item request  
**Date:** Tuesday, May 28, 2024 4:07:00 PM

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Item J7

To General Manager Hank White,

This e-mail is my request to add to the June 13 Board Agenda the topic “10% (retroactive to last January and 3% thereafter) pay raise , across the Board, to ALL FPUD employees” for further discussion.

In addition, I would like Directors Bell, Pruett, and Kappelhof who voted to authorize this raise, share with the public a copy of their documented research, statistics, or any other information they used to justify their vote.

I will be attending this Board meeting to hear the discussion on this topic, in addition to giving my input.

Dianne Foster/FPUD ratepayer

530-367-3553

5570 Happy Pines drive

April 25, 2024

The Finance Committee has been meeting and conducting research to assess the need for a Cost-Of-Living-Adjustment (COLA) for District staff.

The last cost of living adjustment granted to district staff was a 1.6% adjustment granted effective January 8, 2020. Since that time, as shown in the chart below, the Consumer Price Index for the Pacific States has increased 18.4% and recipients of Social Security retirement benefits have received cost of living adjustments totaling 19.1% over the same four-year period.

<b>Year Ending</b>	<b>FPUD COLA* Granted</b>	<b>CPI-W(1)</b>	<b>Social Security COLA (2)</b>
12/31/19**	1.6%	2.6%	1.6%
12/31/20	0.0%	1.7%	1.3%
12/31/21	0.0%	4.9%	5.9%
12/31/22	0.0%	7.9%	8.7%
12/31/23	0.0%	3.9%	3.2%
<b>Totals Since 12/31/19</b>	<b>0.0%</b>	<b>18.4%</b>	<b>19.1%</b>

\*COLA: Cost-Of-Living-Adjustment

\*\*1.6% COLA granted effective 1/8/2020 for the year ending 12/31/2019.

(1) U.S. Bureau of Labor Statistics Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) Pacific states (AK, CA, OR, WA).  
CPI-W is used for escalation primarily in blue collar cost-of living-adjustments.

(2) <https://www.ssa.gov/oact/cola/colaseries.html>

More critically, however, compensation for district staff has fallen far below compensation provided by other local water agencies as shown in the attached salary comparison chart. This matters, not only because we compete directly with other local water agencies for employees, but because we are vulnerable to employees leaving the district for higher compensation elsewhere. Recently the District lost valuable employees from our treatment and distribution staff. In a small District with only five such



positions, the loss of even a single employee can be devastating to the operation of the District. Placer County Water Agency (PCWA) is a particular concern because they are nearby and pay significantly higher compensation, averaging approximately 34% higher across all job categories. The Committee believes that we don't necessarily need to match the compensation paid by other agencies but that, over time, we need to increase compensation to staff to decrease the pay differential. This will make us more competitive in attracting new employees and make it more likely that we will retain current employees.

The mission of the Foresthill Public Utility District is to provide the community of Foresthill with a stable supply of high-quality drinking water at affordable rates with courteous and professional service and to manage District resources responsibly for future generations. Maintaining a stable qualified workforce is essential to that mission. As employers, we also have an obligation to our employees to assure them that they are valued, respected and fairly compensated.

The Finance Committee proposes that, effective with the first full pay period in January 2024, the Board approve a 10% Cost-Of-Living-Adjustment which amounts to a 2.5% annual adjustment over the last four years. The Committee further proposes that, for each calendar year 2025 and 2026, the Board approve Cost-Of-Living-Adjustments in an amount equal to the Social Security COLA granted for each year, but not less than 3% for any year. Note that the District's approved budget for the fiscal year ending June 30, 2024 includes funds for up to a 10% COLA for the entire fiscal year.

Item J7 - Finance Committee research

2024

**Salary Comparison - Foresthill Public Utility District and Other Local Water Agencies**

Position	FPUD Current Salary	PCWA		City of Roseville		NID		San Juan WD		Union Public WD		El Dorado ID		George- Town PUD		FPUD w/ Adjustment 10.0%	New % Diff
		% Diff	% Diff	% Diff	% Diff	% Diff	% Diff	% Diff	% Diff	% Diff	% Diff						
Customer Service Rep. I	\$18.15	\$25.37	-40%	\$20.26	-12%	\$25.61	-41%	\$28.64	-58%	\$22.95	-26%	\$22.29	-23%	\$19.48	-7%	\$19.97	-27%
Customer Service Rep. II	\$20.36	\$27.98	-37%	\$22.29	-9%	\$28.29	-39%	\$31.64	-55%	\$25.36	-25%	\$24.62	-21%	\$21.44	-5%	\$22.40	-25%
Administrative Assistant	\$27.65	\$35.70	-29%	\$34.04	-23%	\$52.28	-89%	\$46.64	-69%	\$31.93	-15%	\$30.66	-11%	\$29.99	-8%	\$30.42	-17%
Water Treatment/Distribution I	\$19.68	\$25.37	-29%	\$28.90	-47%	\$30.68	-56%	\$36.37	-85%	\$22.92	-16%	\$34.90	-77%	\$25.23	-28%	\$21.65	-17%
Water Treatment/Distribution II	\$22.02	\$30.09	-37%	\$28.90	-31%	\$30.68	-39%	\$40.17	-82%	\$25.70	-17%	\$36.68	-67%	\$30.95	-41%	\$24.22	-24%
Water Treatment/Distribution III	\$23.70	\$32.39	-37%	\$31.90	-35%	\$33.68	-42%	\$44.38	-87%	\$28.48	-20%	\$38.54	-63%	\$30.95	-31%	\$26.07	-24%
Water Treatment/Distribution IV	\$25.79	\$36.57	-42%	\$35.76	-39%	\$37.25	-44%	\$49.02	-90%	\$31.72	-23%	\$40.48	-57%	\$35.52	-38%	\$28.37	-29%
Water Treatment/Distribution V	\$27.98	\$36.57	-31%	\$35.76	-28%	\$37.25	-33%	\$49.02	-75%	\$35.14	-26%	\$42.56	-52%	\$35.52	-27%	\$30.78	-19%
Operations Supervisor	\$37.54	\$45.57	-21%	\$41.48	-10%	\$53.31	-42%	\$61.01	-63%	\$45.84	-22%	\$44.74	-19%	\$41.78	-11%	\$41.29	-10%
Average difference			-34%		-26%		-47%		-74%		-21%		-43%		-22%		-21%

All salaries are for grade at step 1, \$/hr

PCWA salary current as of February 2024

Roseville salary current as of April 2024

NID salary current as of January 2024

San Juan WD salary current as of July 2023

Union Public Utility District salary current as of July 2023

El Dorado ID salary current as of December 2023

Georgetown Divide PUD salary current as of July 2023

Pay changes approved by Board on May 9, 2024			
Title	Employee	Salary before Jan. 3, 2024 COLA	Salary after Jan. 3, 2024 COLA
Administrative Assistant, Step 2	Amber Borba	\$29.03	\$31.93
Treatment Plant/Distribution Operator V, Step 7	Michael Borem	\$37.50	\$41.25
Treatment Plant/Distribution Operator IV, Step 6	Nathan Longley	\$32.91	\$36.20
Chief Operator, Part Time	Vincent Longly	\$65.00	\$71.50
Operations Supervisor, Step 9	Robert Middleton	\$55.47	\$61.02
Customer Service, Part Time	Adelaide Poulos	\$26.82	\$29.50
Treatment Plant/Distribution Operator III, Step 3	Jeff Raye	\$26.13	\$28.74
Customer Service, Part Time	Angela Wade	\$18.15	\$19.91
General Manager	Henry White	\$82.71	\$90.99

Item J7 - Finance Committee research



**From:** Jane Stahler <[jstahler@foresthiltpud.com](mailto:jstahler@foresthiltpud.com)>  
**Sent:** Wednesday, June 5, 2024 11:29:13 AM  
**To:** Mark Bell <[mbell@foresthiltpud.com](mailto:mbell@foresthiltpud.com)>  
**Subject:** New Agenda Item

Item J11

Agenda Item: Reconsider 10% wage increase Motion  
Roger Pruett: Director  
Please put this agenda item as the last ACTION agenda item.

*Jane Stahler*  
*Board Director, Vice President*

*Foresthil Public Utility District*



O: 530.367.4200  
[JStahler@ForesthilPUD.com](mailto:JStahler@ForesthilPUD.com)

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Item K1

**To:** Board of Directors  
**From:** Henry N. White  
**Date:** June 13, 2024  
**Subject:** General Manager's Report

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Topics of General Interest:

1. **Audit Update** –A Request for Proposals for Audit Services was released on February 1, 2024. Foresthill received one proposal by the February 29 deadline. The Finance Committee met March 11, 2024, and reviewed the proposal. The proposal was determined to have complied with the request for proposals requirements including license requirements, experience, qualifications, and independence. On March 14, 2024, the Board of Directors approved the Finance Committee recommendation to execute a contract with Rogers, Anderson, Malody & Scott to conduct the audit. Foresthill hosted a kick-off meeting on April 24 to start the audit. Field work commenced June 10, 2024.
2. **2024 Intent to Transfer submitted** – The 2024 Intent to Transfer was submitted to the Department of Water Resources on January 11, 2024. The potential transfer would consist of transferring 2,000 Acre Feet of water stored in Sugar Pine Reservoir during the months of June through September. Significant precipitation in February has increased state and federal water supply allocations which will increase difficulty in securing a transfer. The State Water Resources Control Board released storage and conveyance agreement templates on March 12, 2024.
3. **Finance Committee meeting 5/15/2024 and 6/12/2024** – The Finance Committee met on the dates listed to discuss the 2024/2025 budget and cost of living adjustments for staff.
4. **Planning Committee Meeting 6/4/2024**– The Planning Committee met to discuss Capital Improvement Projects for 2024/2025.
5. **Election material to Placer County** – Staff delivered the Board approved election material to Placer County on 5/15/2024. This effort significantly reduces cost to

the community by combining the Foresthill election with Placer County's general election.

6. **Direct Charge Information for Assessment District #2 Submitted to Placer County** - Staff delivered Assessment District #2 direct charge information to Placer County on 5/21/2024. This action provides funding to repay debt associated with improvement projects completed in 1997. The charges are voter approved and provided for substantial improvements to the distribution system that continue to serve the community.
7. **Delinquent Account Information Delivered to Placer County** - Staff delivered a request for Placer County to collect delinquent amounts via property taxes on 5/22/2024. This process allows Foresthill to collect delinquent accounts without affecting customers' credit scores or assessing additional fees to the customer.
8. **PG&E Undergrounding Project** - The current PG&E undergrounding project is placing a significant strain on Foresthill's resources. PG&E submitted 493 Underground Service Alerts between January and May 2024 for the undergrounding project. When an Underground Service Alert is issued, staff must respond within 48 hours and locate all underground utilities owned by Foresthill. This has been a significant effort and commitment of district resources.
9. **Water Quality Complaints** - There were no water quality complaints in May 2024