

# FORESTHILL PUBLIC UTILITY DISTRICT

## AGENDA

Special 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)

Wednesday	April 9, 2025	5:00 P.M.
-----------	---------------	-----------

### A. CALL TO ORDER 6:00 PM

### B. ROLL CALL

\_\_\_\_\_ President Chase Dowling  
\_\_\_\_\_ Vice President Mark Bell  
\_\_\_\_\_ Treasurer Roger Pruett  
\_\_\_\_\_ Director Ron Thompson  
\_\_\_\_\_ Director Dianne Foster

### C. PLEDGE OF ALLEGIANCE

### D. PUBLIC COMMENT:

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

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

1. Approval of agenda.
2. Approval of March 12, 2025, Regular Board Meeting minutes and March 21, 2025, Special Board Meeting minutes.
3. Receive and file combined financial reports for February 2025.

### F. OPERATIONS ACTION ITEMS:

1. Board to consider casting ballot for Placer County Local Agency Formation Commission to fill open special district board member seat.  
Recommended action: Review candidate statements and cast ballot to fill vacant special district seat on the Placer County Local Agency Formation Commission.

Public comment:

#### **G. BOARD MEMBER ACTION ITEMS**

1. Discuss potential of new position of Board Secretary to handle transcription of meeting minutes.

Recommended action: Discuss and consider the formation of ad hoc committee.

Public comment:

#### **H. BOARD MEMBER POLICY ACTION ITEMS**

1. Revise Policy #3021 Reserve Policy including Capital Reserve balance to conform to the 2021 Cost of Service Study (Rate Study) and update to current needs originally requested by Treasurer Bell.

Recommended action: Discuss and approve revision to Policy #3021, Reserves.

Public comment:

2. President Dowling request to discuss and amend Policy #3075 and form an ad hoc committee to discuss revision.

Recommended action: Discuss and direct staff.

Public comment:

#### **I. DISCUSSION ITEMS:**

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

#### **J. FUTURE AGENDA ITEMS - Future agenda items are to help the General Manager and Board President craft the next month's agenda. Unless otherwise voted upon, the future agenda will comprise of no more than one new board member action item and no more than one new policy action item. Now is the time to discuss which items the board would like to see first to help prioritize efficiency.**

1. Future new board action items.
  - a. None
2. Future new policy action items.
  - a. Creation of Policy # 5025 - Meeting Agenda Template.

#### **K. 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., April 2, 2025.

---

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the General Manager at (530)367-2511. Notification 48

hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting.

---

Henry N. White, General Manager

# FORESTHILL PUBLIC UTILITY DISTRICT

## MINUTES

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)

Wednesday	March 12, 2025	6:00 P.M.
-----------	----------------	-----------

A. CALL TO ORDER - *President Dowling called the meeting to order at 6:02 PM.*

B. ROLL CALL

_____	President Chase Dowling	<i>Present</i>
_____	Vice President Mark Bell	<i>Present</i>
_____	Treasurer Roger Pruett	<i>Absent</i>
_____	Director Ron Thompson	<i>Present</i>
_____	Director Dianne Foster	<i>Present</i>

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

C. PLEDGE OF ALLEGIANCE *President Dowling led the Pledge of Allegiance.*

D. PUBLIC COMMENT:

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

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

1. Approval of February 12, 2025, Regular Board Meeting minutes.
2. Receive and file combined financial reports for January 2025.

***Board Action:*** *Director Foster requested Consent Agenda Item #1 be heard separately. Vice President Bell made a motion to approve Consent Agenda Item #2. The motion was seconded by Director Foster and carried unanimously (4-0).*

***Board Action:*** After discussion, Director Foster made a motion to approve the minutes. The motion was seconded by Vice President Bell and carried unanimously (4-1).

**F. ACTION ITEMS:**

1. Approve Phase 3 through Phase 6 of the proposal dated March 2, 2025, from CSI Metrics to provide professional services associated with providing a Supervisory Control and Data Acquisition system (SCADA) for the Foresthill Water Treatment Plant for an amount not exceeding \$54,760.

***Recommended action:*** Approve Phase 3 through Phase 6 (reject Phase 7) of the proposal and direct staff to execute an appropriate agreement not exceeding \$54,760.

***Board Action:*** Vice President Bell made a motion to approve Phase 3 through Phase 6, reject Phase 7, of the proposal and direct staff to execute an appropriate agreement not exceeding \$54,760. The motion was seconded by Director Foster.

***Public comment:*** Sue Kiesling made a comment regarding the rejection of Phase 7.

***Board Action:*** The motion carried unanimously (4-0).

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 #1-22-23-20D for an amount not to exceed \$45,000.

***Recommended action:*** Authorize the General Manager to purchase a fleet vehicle through the state bid process for an amount not to exceed \$45,000

***Board Action:*** Vice President Bell made a motion to authorize the General Manager to purchase a fleet vehicle through the state bid process for an amount not to exceed \$45,000. The motion was seconded by Director Foster.

***Public comment:*** Sue Kiesling made a public comment regarding the purchase of used vehicles.

***Board Action:*** The motion carried 3-1 with Director Thompson voting no.

3. Approve proposal from Western Hydrologics to perform a Watershed Sanitary Survey required by Title 22, Section 64665 of the California Code of Regulations for an amount not to exceed \$13,140.

***Recommended action:*** Approve proposal and direct staff to execute an appropriate agreement.

***Board Action:*** Vice President Bell made a motion to approve proposal from Western Hydrologics to perform a Watershed Sanitary Survey required by Title 22, Section 64665 of the California Code of Regulations for an amount not to exceed \$13,140. The motion was seconded by Director Foster.

***Public comment:*** Public comment period was made available. No comments were offered.

***Board Action:*** The motion carried unanimously (4-0).

4. Director Thompson's request to revise Board Policy #5020 Board Agenda.

***Recommended action:*** Adopt Policy #5020 with changes approved 2/12/2025.

**Board Action:** *Vice President Bell made a motion to approve Policy #5020 as amended and presented in the board packet. The motion was seconded by Director Foster.*

**Public comment:** *Public comment period was made available. No comments were offered.*

**Board Action:** *The motion carried unanimously (4-0).*

5. Revise Policy #3021 Reserve Policy including Capital Reserve balance as requested by Treasurer Bell to conform to the 2021 Cost of Service Study (Rate Study) and update to current needs.

**Recommended action:** Discuss and approve revision to Policy #3021, Reserves.

**Board Action:** *Director Foster made a motion to postpone the item and table until the next meeting. The motion was seconded by Director Thompson.*

**Public comment:** *Public comment period was made available. No comments were offered.*

**Board Action:** *The motion carried unanimously (4-0).*

6. Director Foster's request to add to the agenda: "Accommodating Board Policy #5060.12, #5060.13 & #5060.22 by video and audio recording Board meetings, and posting the video/audio on FPUD website to improve clarity and transparency."

**Recommended action:** Discuss and direct staff.

**Board Action:** *None – the item was skipped so that it could be discussed during Action Item 10.*

**Public comment:** *None.*

7. Director Foster's request to add to the agenda: "Review and discuss health and welfare benefits – Retiree Medical Insurance, Policy #2110.55 and Changes to Policy and Plans, Policy #2110.60."

**Recommended action:** Discuss and direct staff.

**Board Action:** *Director Foster made a motion to rescind Policy #2110.55, Retiree Medical Insurance. The motion died for lack of a second.*

**Public comment:** *Public comment was received but the Clerk was unable to record the comments.*

8. Director Foster's request to add to the agenda: "Review and discuss Organizational Chart Policy #2300, finance Manager Policy #2305, Credit Card Purchases Policy #3032.7."

**Recommended action:** Discuss and direct staff.

**Board Action:** *The board did not take action on the item.*

**Public comment:** *Public comment was received but the Clerk was unable to record the comments.*

9. Director Foster's request to add to the agenda: "Discussion on FPUD Retiree health benefits paid through MidAmerica Administrative and Retirement Solutions."

Recommended action: Discuss and direct staff.

**Board Action:** *The board did not take action on the item.*

**Public comment:** *Public comment was received but the Clerk was unable to record the comments.*

**Board Action:** *Director Thompson left the meeting under protest at 7:21 PM.*

10. Director Foster's request to add to the agenda: "Video/audio equipment purchase update from GM on recording FPUD meetings."

Recommended action: Discuss and direct staff.

**Board Action:** *Director Thompson returned to the meeting at 7:21 PM.*

**Board Action:** *Vice President Bell made a motion to authorize the purchase of equipment to record audio and video of the board meetings in an amount not to exceed \$1,200. Vice President Bell rescinded the motion prior to a second.*

**Board Action:** *Vice President Bell made a motion to purchase equipment in support of video/audio recording of board meeting in an amount not to exceed \$1,600. The motion was seconded by Director Thompson.*

**Public comment:** *Public comment was received but the Clerk was unable to record the comments.*

**Board Action:** *The motion carried unanimously (4-0).*

11. Director Foster's request to add to the agenda: "To review and discuss Policy #2110.40 Life Insurance."

Recommended action: Discuss and direct staff.

**Board Action:** *The board did not take action on the item.*

**Public comment:** *Sue Kiesling made public comments regarding board members making motions.*

## **G. DISCUSSION ITEMS:**

**Board Action:** *Director Thompson left the meeting at 7:31 PM.*

1. General Manager Report A *written report was circulated to the board and public and the General Manager gave an oral presentation of the material on the report.*
2. Remarks/reports by Directors *Received*

H. ADJOURNMENT *President Dowling adjourned the meeting at 7:36 PM.*

Submitted by:

Attest:

\_\_\_\_\_  
Chase Dowling, Board President

\_\_\_\_\_  
Henry N. White, Clerk and Ex-Officio Secretary

DRAFT



# FORESTHILL PUBLIC UTILITY DISTRICT

## MINUTES

Special Business Meeting of the  
**FORESTHILL PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS**  
 Foresthill Fire Protection District Office, 24320 Main St., Foresthill, CA 95631  
[www.foresthillpud.com](http://www.foresthillpud.com)

Friday	March 21, 2025	5:00 P.M.
--------	----------------	-----------

**A. CALL TO ORDER** *President Dowling called the meeting to order at 5:04 PM.*

**B. ROLL CALL**

_____ President Chase Dowling	<i>Present</i>
_____ Vice President Mark Bell	<i>Absent</i>
_____ Treasurer Roger Pruett	<i>Absent</i>
_____ Director Ron Thompson	<i>Present</i>
_____ Director Dianne Foster	<i>Present</i>

*Henry N. White, General Manager and Dal Youn, First Vice President - Investment Officer, Wells Fargo Advisors were in attendance.*

**C. PLEDGE OF ALLEGIANCE** *Director Thompson led the Pledge of Allegiance.*

**D. PUBLIC COMMENT:**

- Members of the public may provide comments to the Board on items 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.*

**E. DISCUSSION/INFORMATION ITEMS:**

1. Receive information on options for funds invested in Wells Fargo Advisors account.  
Recommended action: Discuss the item.

***Board Action:*** *Director Thompson made a motion to close the Wells Fargo Advisors investment account and move the funds to the Local Agency Investment Fund. The motion was seconded by Director Foster.*

Public Comment: *Public comment was received but the Clerk was unable to record the comments.*

Board Action: *After a roll call vote, the motion carried unanimously (3-0).*

F. ADJOURNMENT *President Dowling adjourned the meeting at 5:52 PM.*

Submitted by:

Attest:

\_\_\_\_\_  
Chase Dowling, Board President

\_\_\_\_\_  
Henry N. White, Clerk and Ex-Officio Secretary

DRAFT

**Foresthill Public Utility District**  
**Statement of Net Position**  
February 28, 2025

<b>Item E 3</b>
-----------------

	<b>Feb 28, 25</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10110 · Cash on Hand	250
10120 · Wells Fargo Checking	727,920
10510 · Local Agency Investment Fund	330,164
10512 · Umpqua Savings account	7,026
10519 · Wells Fargo Adv - Money Mrkt	73,530
10520 · Wells Fargo Adv - Face Value	5,735,000
<b>Total Checking/Savings</b>	6,873,890
<b>Accounts Receivable</b>	337,070
<b>Other Current Assets</b>	115,781
<b>Total Current Assets</b>	7,326,741
<b>Fixed Assets</b>	10,894,789
<b>Other Assets</b>	487,931
<b>TOTAL ASSETS</b>	<b>18,709,461</b>
<b>LIABILITIES &amp; NET POSITION</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	18,974
<b>Other Current Liabilities</b>	120,232
<b>Total Current Liabilities</b>	139,206
<b>Long Term Liabilities</b>	1,585,478
<b>Total Liabilities</b>	1,724,684
<b>Net Position</b>	16,984,777
<b>TOTAL LIABILITIES &amp; NET POSITION</b>	<b>18,709,461</b>

**Foresthill Public Utility District**  
**Profit & Loss Budget vs. Actual**  
July 2024 through February 2025

	<u>Jul '24 - Feb 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
41100 · Consumption Billed	482,682	364,000	118,682
41150 · Base rate - Residential	1,316,803	1,369,800	(52,997)
41200 · Base rate - Commercial	152,371	152,200	171
42300 · Meter Installation	2,250	1,333	917
49200 · Interest - LAIF	7,621	-	7,621
49210 · Interest - Taxes	752	-	752
49220 · Portfolio Income	221,242	50,000	171,242
49251 · Interest - Umpqua Bank	-	-	-
49300 · Property Tax Revenues	71,795	86,667	(14,872)
49310 · Home Owner Prop Tax exemption	311	-	311
49520 · Service Charges & Reconnect	37,818	13,333	24,485
49930 · Grant Income	31,235	30,000	1,235
<b>Total Income</b>	<u>2,324,880</u>	<u>2,067,333</u>	<u>257,547</u>
<b>Gross Profit</b>	2,324,880	2,067,333	257,547
<b>Expense</b>			
51000 · Wages & Salaries	538,173	540,667	(2,494)
52000 · Taxes & Benefits	277,213	274,133	3,080
53000 · Materials & Supplies	74,649	90,000	(15,351)
54000 · Equipment costs	27,243	38,000	(10,757)
55000 · Contracted services	63,776	102,000	(38,224)
55001 · Professional Fees	228,690	149,333	79,357
56000 · Resource development	53,615	48,667	4,948
57000 · Utilities	40,257	51,333	(11,076)
58000 · Regulatory and General	138,590	140,000	(1,410)
61000 · Capital Activities	162,186	284,667	(122,481)
62400 · Depreciation Expense	270,586	-	270,586
<b>Total Expense</b>	<u>1,874,978</u>	<u>1,718,800</u>	<u>156,178</u>
<b>Net Ordinary Income</b>	<u>449,902</u>	<u>348,533</u>	<u>101,369</u>
<b>Net Income</b>	<u><u>449,902</u></u>	<u><u>348,533</u></u>	<u><u>101,369</u></u>

**Foresthill Public Utility District**  
**Profit & Loss Budget vs. Actual**  
**July 2024 through February 2025**

	<u>Jul '24 - Feb 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Administration	415,311	359,333	55,978
Capital Expenditures	162,186	284,667	(122,481)
Customer Service	252,833	237,333	15,500
Distribution	273,609	357,333	(83,724)
Pumping	9,655	16,133	(6,478)
Regulatory Compliance	176,369	202,667	(26,298)
Source of Supply	9,364	16,667	(7,303)
Treatment	305,065	244,667	60,398
Depreciation	270,586	0	270,586
<b>TOTAL</b>	<b><u>1,874,978</u></b>	<b><u>1,718,800</u></b>	<b><u>156,178</u></b>

**Fund Balances**

	<u>7/1/2024</u>	<u>Received</u>	<u>Paid Out</u>	<u>Transfers</u>	<u>Balance</u>
General Fund - unspendable	11,109,706			(108,022)	11,001,684
General Fund - unrestricted	3,158,039	2,293,645	1,627,321	(108,400)	3,715,963
Operating reserves	1,076,100				1,076,100
Debt service reserves*	164,030		85,471	85,471	164,030
Capital reserves	427,000	31,235	162,186	130,951	427,000
Emergency reserves	600,000				600,000
<b>Total Fund balances</b>	<b><u>16,534,875</u></b>	<b><u>2,324,880</u></b>	<b><u>1,874,978</u></b>	<b><u>-</u></b>	<b><u>16,984,777</u></b>

\* This budget includes Debt Service.

# Foresthill Public Utility District Cash Disbursements Register

February 2025

Date	Num	Name	Memo	Paid Amount
<b>Feb 25</b>				
02/03/2025	ACH020325	United Healthcare	CL Retiree Health Insurance Feb 2025	-121.60
02/03/2025	ACH 020325	United Healthcare	PL Retiree Health Insurance Feb 2025	-121.60
02/04/2025	ACH 020425	Pacific Gas & Electric	HQ Power	-279.18
02/04/2025	ACH 020425	Pacific Gas & Electric	Indian Ln Standby Well	-63.56
02/04/2025	ACH 020425	Wells Fargo Bank	Authnet Gateway monthly billing	-109.45
02/04/2025	ACH 020425	Kronick, Moskovitz, et al	Legal Services- Client #012257	-2,570.36
02/05/2025	34266	Inland Business Systems	Copier Costs - inv date 1/30/2025	-132.70
02/05/2025	34267	Meter, Valve & Control	Temetra Network Setup	-3,000.00
02/05/2025	34268	Secure Record Management	document disposal Q1 2025	-75.00
02/05/2025	34269	Vision Quest Information Solutions, Inc.	IT Service Mar 2025, UPS Gold plan 2023	-1,774.35
02/05/2025	ACH 020525	Dancing Dog Ink	Sweatshirts	-24.64
02/07/2025	ACH 020725	ADP	Payroll service fee 013125	-165.68
02/07/2025	ACH 020725	Bureau of Reclamation	USBR Sugar Pine Fee- Jan 2025	-1,143.56
02/10/2025	ACH 021025	Pacific Gas & Electric	Todd Valley Standby Well	-26.29
02/10/2025	ACH 021025	LSL CPAs & Assoc.	Jan 2025 accounting assistance (year end audit assistance)	-5,435.00
02/11/2025	34270	CD & Power	Generator Repair	-1,339.76
02/11/2025	34271	Cranmer Engineering, Inc.	Water Quality	-5,125.50
02/11/2025	34272	CSI Metrics	SCADA System installation (Phase 1 of 2)	-38,843.42
02/11/2025	34273	Foresthill Garage, Inc.	vehicle maintenance	-74.73
02/11/2025	34274	Foresthill Valero	Jan Fuel	-927.04
02/11/2025	34275	Grant Hardware, Inc.	Dec & Jan Supplies	-735.08
02/11/2025	34276	Rogers, Anderson, Malody & Scott (RAMS)	Auditing Services final billing FYE24	-10,900.00
02/11/2025	34277	Sierra Mini Mart, Inc.	Fuel Jan 2025	-320.86
02/11/2025	34278	USA Blue Book	supplies. Cust #70441.	-109.44
02/11/2025	34279	Worton's Foresthill Grocery	Supplies	-43.85
02/12/2025	ACH 021225	Infosend	Utility Billing- Jan 2025	-1,514.74
02/13/2025	ACH 021325	ADP	PR 021325 Taxes	-10,670.82
02/13/2025	ACH 021325	ADP	PR 021425 ADP Wage Pay	-20,745.17
02/13/2025	ACH 021325	LSL CPAs & Assoc.	Jan 2025 accounting assistance (monthly assistance)	-8,818.96
02/13/2025	ACH 021325	Economy Pest Control	HQ Pest Control. Acct #128503	-79.00
02/14/2025	ACH 021425	CalPERS	PR 021425 457B	-2,000.00
02/14/2025	ACH 021425	CalPERS	PR 021425 PEPRA contribution	-1,866.77
02/14/2025	ACH 021428	CalPERS	PR 021425 Classic contribution	-3,069.44
02/18/2025	34280	Blackburn Consulting	2023/2024 Sugar Pine Dam Instrumentation Report Yr 2	-2,574.25
02/18/2025	34281	Humana Insurance Co	March Retiree healthcare	-716.12
02/18/2025	34282	Keenan & Associates	EE medical insurance Mar 25	-18,942.44
02/18/2025	34283	Placer County , Personnel	Mar 25 Dental Insurance	-618.38
02/18/2025	34284	Umpqua Bank	VOID: Semi annual interest on LORB	0.00
02/18/2025	34285	Wells Fargo Bank	VOID: supplies, vehicle maintenance, SCADA supplies	0.00
02/18/2025	ACH 021825	Pacific Gas & Electric	Streetlight	-10.94
02/18/2025	ACH 021825	American Messaging	Pager Feb 2025	-11.76
02/18/2025	ACH 021825	Recology Auburn Placer	Jan refuse HQ Acct #041126614	-39.04
02/18/2025	ACH 021825	Recology Auburn Placer	Jan refuse WTP Acct #041126614	-39.04
02/18/2025	ACH 021825	MidAmerica Admin & Ret Solutions, Inc.	retiree insurance	-1,000.00
02/20/2025	ACH 022025	Pace Supply Corp.	supplies. cust #29996-00.	-472.98
02/20/2025	ACH 022025	Sebastian	Jan telephone. Acct# 00008712-7	-532.23
02/21/2025	ACH 022125	ADP	Payroll service fee 021425	-165.68
02/21/2025	ACH 022125	Napa Auto Parts	vehicle maintenance- acct # 8802929	-78.58
02/25/2025	34286	Foresthill Garage, Inc.	vehicle maintenance	-712.57
02/25/2025	34287	Inland Business Systems	Copier Costs - inv date 2/24/2025	-103.80
02/25/2025	34288	Kurt Reed	VOID: Health Insurance Feb 2025	0.00
02/25/2025	34289	Mutual of Omaha	EE life insurance Mar 25	-390.82
02/25/2025	ACH 022525	Pacific Gas & Electric	Sugar Pine Power	-954.53
02/25/2025	ACH 022525	Pacific Gas & Electric	pump plant power	-1,156.17
02/25/2025	ACH 022525	Pacific Gas & Electric	WTP power	-2,418.21
02/25/2025	ACH 022525	Verizon Wireless	phone/maps Jan 07 25 - Feb 06 25	-38.01
02/25/2025	ACH 022525	Vision Service Plan - (CA)	EE vision insurance Mar 2025- Client ID 30064591	-115.14
02/27/2025	ACH 022725	ADP	PR 022825 ADP Wage Pay	-20,706.92
02/27/2025	ACH 022725	ADP	PR 022825 Taxes	-10,343.88
02/28/2025	ACH 022825	CalPERS	PR 022825 457B	-2,000.00
02/28/2025	ACH 022825	CalPERS	PR 022825 PEPRA contribution	-1,866.77
02/28/2025	ACH 022825	CalPERS	PR 022825 Classic contribution	-3,069.44
<b>Feb 25</b>				<b>-191,305.25</b>

**Foresthill Public Utility District**  
**Investment Policy Compliance**  
**with Government Code Standards, and the Foresthill PUD Investment Plan Standards**  
**As of February 28, 2025**

**Current Portfolio Balance: \$ 6,813,401**

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%	40.99%	Yes
Federal Agency Bonds	100.00%	100.00%	11.99%	Yes
Negotiable certificates of Deposit	30.00%	30.00%	22.75%	Yes
Local Agencies Investment Fund	100.00%	100.00%	4.85%	Yes
Medium Term Corporate Notes	30.00%	30.00%	7.01%	Yes
Money Market Funds	15.00%	15.00%	1.08%	Yes
Collateralized bank deposits	100.00%	100.00%	11.34%	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>			100.00%	

Balance by Maturity	Actual %	Actual \$
Range		
1 to 7 days	17%	1,135,408
8 to 360 days	19%	1,278,408
1 to 2 years	20%	1,330,755
2 to 3 years	16%	1,117,446
3 to 4 years	12%	792,346
4 to 5 years	17%	1,159,038
Over 5 years	0%	-
		6,813,401

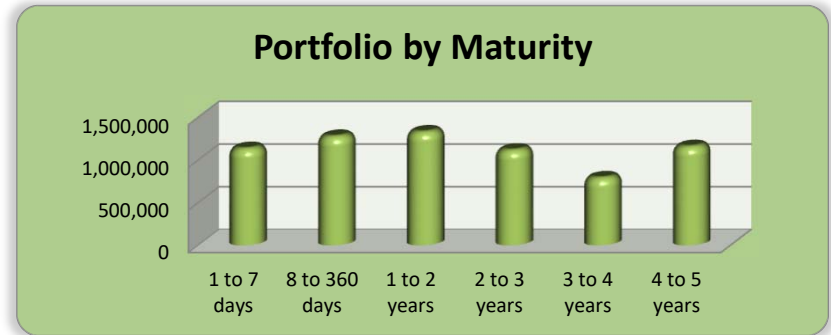
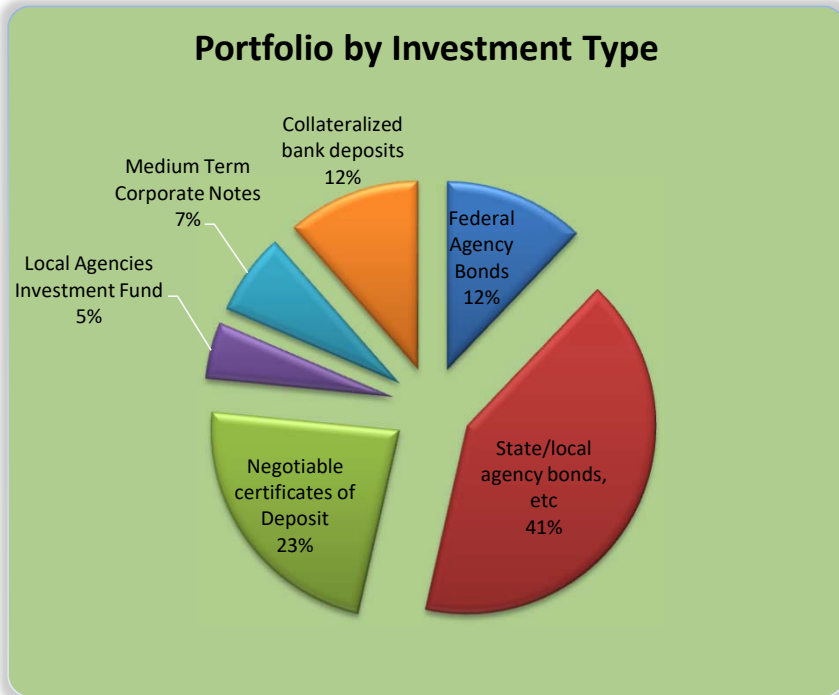
**Foresthill PUD**  
**Quality Analysis Report**  
**2/28/2025**

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%				724,688.48		724,688.48	724,688.48
N/R		Umpqua Bank Savings	0.010%				7,025.96		7,025.96	7,025.96
N/R		Local Agency Investment Fund	4.333%				330,163.86		330,163.86	330,163.86
<b>Government Bonds</b>										
3130ASH44	AA+	Fed Home Loan Bank	4.700%	7/31/2023	8/2/2023	6/30/2027	100,000.00	(685.00)	99,315.00	99,919.00
3130ASH44	AA+	Fed Home Loan Bank	4.700%	11/8/2023	11/9/2023	6/30/2027	135,000.00	(609.00)	134,391.00	134,890.65
3133EP3B9	AA+	Fed Farm Credit Bank	4.125%	2/20/2024	2/21/2024	2/13/2029	150,000.00	(222.00)	149,778.00	150,162.00
3133EP5U5	AA+	Fed Farm Credit Bank	4.125%	4/2/2024	4/4/2024	3/20/2029	100,000.00	(492.00)	99,508.00	100,217.00
3134HACV3	AA+	Fed Home Loan Mtg Corp	4.300%	8/7/2024	8/13/2024	8/7/2029	200,000.00	(397.50)	199,602.50	198,598.00
3134HAPX5	AA+	Fed Home Loan Mtg Corp	4.000%	10/7/2024	10/8/2024	4/3/2029	135,000.00	(935.00)	134,065.00	132,468.75
<b>Municipal Bonds</b>										
032556E21	AA+	Anaheim CA HSG	1.725%	6/25/2021	6/29/2021	10/1/2025	25,000.00	123.00	25,123.00	24,641.25
046558EJ2	AA3	Atascadero CA USD	0.849%	3/4/2021	3/8/2021	8/1/2025	10,000.00	-	10,000.00	9,861.90
088006KA8	AA+	Beverly Hills CA Pub Fin Auth	1.147%	3/28/2022	3/30/2022	6/1/2026	95,000.00	(1,995.00)	93,005.00	91,454.60
130179HD9	A	California EFA	3.863%	8/25/2021	8/25/2021	4/1/2025	10,000.00	-	10,000.00	9,991.60
13048VLK2	A1	California Muni Finance Authority San Di	2.148%	1/27/2021	1/29/2021	10/1/2025	50,000.00	325.00	50,325.00	49,349.00
13063DMA3	AA-	State of CA General Obligation Bond	2.650%	6/16/2021	6/18/2021	4/1/2026	10,000.00	153.00	10,153.00	9,842.20
13067WRC8	AAA	California State DWR	0.790%	2/23/2022	2/25/2022	12/1/2025	35,000.00	(386.00)	34,614.00	34,130.60
13077CT95	AA-	California State University	3.506%	3/4/2021	3/8/2021	11/1/2025	10,000.00	-	10,000.00	9,947.50
13077DKF8	AA-	California State University	2.001%	11/17/2022	11/21/2022	11/1/2027	50,000.00	(3,393.00)	46,607.00	47,181.00
13077DKG6	AA-	California State University	2.084%	2/20/2024	2/21/2024	11/1/2028	150,000.00	(11,072.00)	138,928.00	138,811.50
157411TL3	AA-	Chaffey CA USD	2.375%	6/16/2021	6/18/2021	8/1/2025	35,000.00	257.00	35,257.00	34,741.70
223077AJ7	AA-	Covina CA Wastewater Dist	2.606%	12/14/2022	12/16/2022	10/1/2027	50,000.00	(2,420.00)	47,580.00	47,940.50
292521GR6	AA+	Encinitas Pub Fing Auth	1.460%	8/13/2024	8/14/2024	10/1/2027	100,000.00	(6,510.00)	93,490.00	92,998.00
341271AE4	AA	Florida State Board	1.705%	11/17/2022	11/21/2022	7/1/2027	50,000.00	(3,275.00)	46,725.00	47,068.00
420507CM5	AA	Hawthorne, CA	3.250%	9/16/2020	9/18/2020	8/1/2025	15,000.00	-	15,000.00	14,931.75
451443F34	AA	Idaho Bidg Auth	2.365%	8/31/2020	9/2/2020	9/1/2025	50,000.00	326.00	50,326.00	49,525.50
482092EZ2	AA+	Jarupa CA CSD	6.347%	1/11/2021	1/13/2021	9/1/2025	25,000.00	520.00	25,520.00	25,179.00
54148TAR7	AA	Loma Linda CA	2.750%	8/25/2021	8/25/2021	8/1/2025	10,000.00	53.00	10,053.00	9,930.40
57563RQH5	AA	Mass EDL Fing Auth	3.455%	8/13/2024	8/14/2024	7/1/2028	55,000.00	(1,360.00)	53,640.00	52,886.35
57604TAB2	AA+	Mass Trans Housing	5.203%	8/26/2020	8/28/2020	6/1/2025	10,000.00	43.00	10,043.00	10,005.20
60636UJV2	AAA	Missouri Env Impt Res Auth	1.349%	2/9/2022	2/11/2022	7/1/2026	25,000.00	(248.00)	24,752.00	24,062.50
611583BT1	AA	Monrovia CA	3.750%	8/25/2021	8/25/2021	5/1/2025	10,000.00	-	10,000.00	9,988.50
612414EC2	AA+	Monterey CA Reg Waste	1.360%	2/7/2022	2/9/2022	4/1/2025	75,000.00	-	75,000.00	74,835.75
61741GAD2	AA	Morgan Hill CA	0.961%	5/25/2022	5/27/2022	9/1/2025	140,000.00	(1,760.00)	138,240.00	137,694.20
677765GW3	AA+	Ohlone CA Cmty Coll	1.975%	3/4/2021	3/8/2021	8/1/2025	10,000.00	-	10,000.00	9,908.90
683042AJ4	AA	Ontario CA Airport	2.898%	8/25/2021	8/25/2021	5/15/2025	15,000.00	-	15,000.00	14,959.80
68442CCZ7	AAA	Orange Cnty CA Water Dist	2.225%	12/14/2022	12/16/2022	8/15/2026	50,000.00	(1,638.00)	48,362.00	48,657.50
689729JT3	AA-	Orcutt CA USD	1.350%	12/14/2022	12/16/2022	2/1/2027	50,000.00	(2,891.00)	47,109.00	47,373.00
697364EC7	AA+	Palo Alto Cap Imp Proj	3.690%	6/12/2024	6/13/2024	11/1/2027	125,000.00	(3,488.00)	121,512.00	122,592.50
697511FV0	AA	Palomar CA CCD	1.313%	12/14/2022	12/16/2022	8/1/2027	50,000.00	(2,801.00)	47,199.00	46,782.50
70879QZC0	AA1	Penn HSG Fin Agy	4.774%	10/7/2024	10/8/2024	4/1/2029	80,000.00	1,298.50	81,298.50	81,010.40
713575TE8	AA-	Peralta Comm Coll Dist	6.909%	1/22/2021	1/26/2021	8/1/2025	10,000.00	225.00	10,225.00	10,067.10
725837AZ1	A	Pixley, CA USD	1.227%	9/3/2021	9/16/2021	8/1/2026	45,000.00	102.00	45,102.00	43,153.65
752147HJ0	AA	Rancho Sanitago CA CCD	0.734%	4/6/2022	4/8/2022	9/1/2025	40,000.00	-	40,000.00	39,314.40
77781RCR2	AA	Roseville, CA Elec Sys	1.111%	3/23/2021	3/25/2021	2/1/2026	35,000.00	-	35,000.00	34,039.25
777865BD7	AA	Roseville, CA	2.620%	1/27/2021	1/29/2021	9/1/2025	20,000.00	171.00	20,171.00	19,826.40
797055DQ0	AA	San Buenaventura CA WTR	1.719%	1/23/2025	1/24/2025	1/1/2030	210,000.00	(25,752.00)	184,248.00	186,207.00
79727LBS7	AA-	San Diego CA Convention Cent	1.677%	3/4/2021	3/8/2021	4/15/2025	40,000.00	-	40,000.00	39,876.40
797299MP6	AA-	San Diego CA Pub Fac Fing	1.812%	1/3/2023	1/5/2023	10/15/2026	40,000.00	(1,724.00)	38,276.00	38,474.40
797669ZK7	AA+	San Francisco CA BART Dist	2.208%	1/27/2021	1/29/2021	7/1/2025	55,000.00	337.00	55,337.00	54,640.85
79771FFQ5	AA-	San Francisco CA PUC	0.843%	3/16/2021	3/18/2021	11/1/2025	25,000.00	-	24,973.75	24,462.50
798136XU6	A-	San Jose Airport	1.209%	3/25/2021	4/7/2021	3/1/2025	50,000.00	-	50,000.00	50,000.00
798136XV4	A-	San Jose Airport	1.359%	3/25/2021	4/7/2021	3/1/2026	50,000.00	-	50,000.00	48,506.50
799055QW1	AAA	San Mateo Foster City	1.919%	7/6/2023	7/8/2023	8/1/2027	55,000.00	(3,712.00)	51,288.00	52,290.70
80169PES8	AA+	Santa Clarita Pub Fing Auth	2.067%	8/13/2024	8/14/2024	6/1/2029	200,000.00	(15,606.00)	184,394.00	182,154.00
81888TAJ2	AA	Shafter, CA	3.375%	2/5/2021	2/7/2021	11/1/2025	25,000.00	258.00	25,258.00	24,815.75
835376AR5	AA-	Somis, CA USD	1.344%	8/6/2020	8/10/2020	8/1/2025	10,000.00	-	10,000.00	9,861.90
835569GU2	AA	Sonoma County CA	2.539%	11/17/2022	11/21/2022	8/1/2027	40,000.00	(1,802.00)	38,198.00	38,486.80
845389JK2	AA-	Southwestern CCD	1.347%	12/14/2022	12/16/2022	8/1/2027	50,000.00	(2,799.00)	47,201.00	46,756.00
91412GE27	AA	University of CA	2.587%	3/28/2022	3/30/2022	5/15/2026	40,000.00	(149.00)	39,851.00	39,247.60
91412GXB6	AA	University of CA	3.159%	2/23/2022	2/25/2022	5/15/2025	20,000.00	-	20,000.00	19,954.60
91412GXQ3	AA	University of CA	3.359%	9/16/2020	9/18/2020	5/15/2025	15,000.00	87.00	15,087.00	14,968.80
91412HFM0	AA	University of CA	0.933%	6/16/2021	6/18/2021	5/15/2025	40,000.00	-	40,000.00	39,734.80
91857RBF9	A+	Vacaville CA	2.956%	9/3/2021	9/8/2021	9/1/2026	15,000.00	391.20	15,391.20	14,689.80
933002AC1	AA+	Walnut valley CA	0.962%	3/28/2022	3/30/2022	6/1/2026	45,000.00	(1,044.00)	43,956.00	43,273.35
95236PGC8	A+	West Covina CA	2.318%	3/26/2021	3/30/2021	8/1/2025	85,000.00	-	85,000.00	84,294.50
95332RDJ5	AA+	West Hollywood Pub fin Auth	1.800%	3/28/2022	3/30/2022	4/1/2026	25,000.00	(202.00)	24,798.00	24,358.25
955627CS1	AA-	West Sac Flood Ctl	2.451%	11/8/2023	11/10/2023	9/1/2027	100,000.00	(6,060.00)	93,940.00	95,539.00
956134AQ3	A+	West Stanislaus CA IRR	1.280%	1/22/2021	1/26/2021	1/1/2026	30,000.00	-	30,000.00	29,232.00
<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	96,437.00



Foresthill PUD  
Quality Analysis Report  
2/28/2025

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%				724,688.48		724,688.48	724,688.48
N/R		Umpqua Bank Savings	0.010%				7,025.96		7,025.96	7,025.96
N/R		Local Agency Investment Fund	4.333%				330,163.86		330,163.86	330,163.86
<b>Government Bonds</b>										
066519QT9	CD	BankUnited	0.950%	3/23/2021	3/31/2021	3/31/2026	100,000.00		100,000.00	96,493.00
2546732B1	CD	Discover Bank	4.900%	11/17/2022	11/30/2022	11/30/2027	250,000.00		250,000.00	253,982.50
38149MXU2	CD	Goldman Sachs Bank	1.000%	7/27/2021	8/4/2021	8/4/2026	250,000.00		250,000.00	238,747.50
61690U3L2	CD	Morgan Stanley Bank	4.900%	3/17/2023	3/23/2023	3/23/2028	250,000.00		250,000.00	254,370.00
61768ERA3	CD	Morgan Stanley Pvt Bank	4.900%	3/17/2023	3/23/2023	3/23/2028	200,000.00		200,000.00	203,496.00
795451AB9	CD	Sallie Mae Bank	1.000%	7/19/2021	7/21/2021	7/21/2026	200,000.00		200,000.00	191,232.00
856285VE8	CD	State Bank of India	0.900%	3/23/2021	3/25/2021	3/25/2026	100,000.00		100,000.00	96,511.00
90348JN48	CD	UBS Bank	0.750%	6/16/2021	6/23/2021	6/23/2026	100,000.00		100,000.00	95,522.00
<b>Corporate Securities</b>										
037833BY5	AA1	Apple Inc	3.250%	3/23/2021	3/25/2021	2/23/2026	100,000.00	1,488.00	101,488.00	98,964.00
09290DAA9	AA-	Blackrock Funding	4.700%	4/2/2024	4/4/2024	3/14/2029	100,000.00	290.00	100,290.00	101,366.00
166764BW9	AA-	Chevron Corp	1.554%	3/4/2021	3/8/2021	5/11/2025	100,000.00	338.00	100,338.00	99,432.00
30303M8S4	AA3	Meta Platforms	4.300%	10/7/2024	10/8/2024	8/15/2029	100,000.00	982.80	100,982.80	99,823.00
30303M8S4	AA3	Meta Platforms	4.300%	11/12/2024	11/13/2024	8/15/2029	75,000.00	(351.00)	74,649.00	74,867.25
N/R		Wells Fargo Advisors Money Market	0.027%				73,530.05		73,530.05	73,530.05
<b>Total Portfolio</b>							5,808,530.05	(98,010.00)	5,710,493.80	5,667,538.10
<b>Accrued Portfolio Interest</b>							41,028.78		41,028.78	41,028.78
<b>Portfolio and Cash Accounts</b>								(98,010.00)	6,813,400.88	6,770,445.18



**To:** Board of Directors  
**From:** Henry N. White  
**Date:** March 31, 2025  
**Subject:** Placer County Local Agency Formation Commission ballot for special district representative.

---

The Placer County Local Agency Formation Commission (LAFCO) was established in 1963 to encourage orderly growth and development across the county. Each county in California is required to have a LAFCO, which plays a key role in regulating boundaries and boundary changes for public agencies.

LAFCO commissioners are composed of:

- Two representatives from the County Board of Supervisors
- Two representatives from City Councils
- One public member
- Two representatives from Special Districts

LAFCO's primary responsibility is to oversee the management and alteration of boundaries for public agencies to ensure organized and efficient growth.

Placer County LAFCO is requesting the Foresthill Public Utility District cast a ballot for a special district commissioner.

Staff recommendation: Staff recommends the Board review the candidate statements for the open position, select a candidate and authorize the President of the Board to cast the ballot.



March 6, 2025

**COMMISSIONERS**

Cindy Gustafson  
*Chair  
(County)*

Joshua Alpine  
*Vice Chair  
(Special District)*

Whitney Eklund  
*(City)*

Shanti Landon  
*(County)*

Sean Lomen  
*(City)*

Susan Rohan  
*(Public)*

Vacant  
*(Special District)*

**ALTERNATE  
COMMISSIONERS**

David Bass  
*(City)*

Anthony DeMattei  
*(County)*

Judy Friedman  
*(Special District)*

Cherri Spriggs  
*(Public)*

Stephanie  
Youngblood  
*(City)*

**COUNSEL**

Michael Walker  
*General Counsel*

**STAFF**

Michelle McIntyre  
*Executive Officer*

Amanda Ross  
*Acting Assistant  
Executive Officer*

Amy Engle  
*Commission Clerk*

**Subject:** Selection of a LAFCO Special District Representative  
**To:** Placer County Special District Presiding Officers  
c/o Clerk of the District  
**From:** Amy Engle, LAFCO Commission Clerk

On January 17, 2025, LAFCO initiated the nomination process for the selection of a Special District Representative, requesting that Special District Presiding Officers submit nominations for a qualified special district board member to fill this open seat. LAFCO received eight nominations.

All eight candidates are listed on the attached ballot. Each candidate submitted a statement of qualifications which is included in your packet.

- **Voting Instructions:** Please complete the attached ballot, clearly indicating your selection.
- **Authorized Signatures:** To be valid, ballots must be signed by the presiding officer of your special district or by another board member specifically designated by your board to cast the vote.
- **Quorum Requirement:** A quorum of Placer County Special Districts must submit ballots for the election to be considered valid.
- **Election Outcome:** The candidate who receives the highest number of votes will be appointed as the Special District Representative.
- **Supporting Materials:** This email includes the ballot and the statements of qualifications submitted by each candidate for your review.
- **Submission Deadline:** Please return your completed ballot via email to [lafco@placer.ca.gov](mailto:lafco@placer.ca.gov) no later than **Tuesday, April 22, 2025, at 4:00 PM.**

## **Ballot: Selection of Special District Representation on LAFCO**

**Please choose one candidate:**

- Judy Friedman**, Tahoe City Public Utility District
- Pete Gallegos**, South Placer Fire Protection District
- Peter Gilbert**, Placer Mosquito and Vector Control District
- Richard Hercules**, Foresthill Fire Protection District
- Scott Holbrook**, Auburn Recreation District
- Jim Holmes**, Placer Resource Conservation District
- Christy Jewell**, South Placer Municipal Utility District
- Earl Wilson**, Auburn Public Cemetery District

**Name of Special District:** Foresthill Public Utility District

**Name of Presiding Officer:** Chase Dowling

**Signature of Presiding Officer:** \_\_\_\_\_

**Date:** April 9, 2025

**Must be received by LAFCO via email at [LAFCO@placer.ca.gov](mailto:LAFCO@placer.ca.gov) no  
later than April 22, 2025 by 4pm**

**Judy Friedman**  
**Director, Tahoe City Public Utility District**  
**Candidate for Placer County LAFCO Special District Seat**

I am running for the voting member seat representing Special Districts on LAFCO. I have been serving in the Special District Alternate position for one year, but with the resignation of Rick Stephens, have been a voting member.

I have been a full-time resident of Tahoe City, located in the unincorporated area of Placer County, for over 50 years. I approach this position the unique perspective of being an elected member and President of the of the Tahoe City Public Utility District Board of Directors, Clerk of the Board for the Tahoe City Cemetery District, and volunteer on the North Lake Tahoe Fire Protection District C.E.R.T. team.

There has been tremendous growth in Placer County. LAFCO is charged with identifying ways to organize, simplify, and streamline government and make sure that services are provided efficiently and economically. That requires thoughtful and creative solutions and well-informed decision makers. We need to work hard to balance quality of life while meeting growing service challenges.

I am committed to representing the Special District's interests on the LAFCO Board, especially where they may differ from the county and city issues. Many of the communities throughout Placer County rely on special districts to serve our unique needs. It is essential that our concerns and interests be heard and addressed as LAFCO becomes more active in our County.

I ask for your vote to serve as Special District Commissioner and appreciate the trust that comes with your support.

## **Statement of Qualification for LAFCO Nomination**

### **Pete Gallegos Board of Director for South Placer Fire District**

To Whom it may concern.

I am interested in the position on the LAFCO Board and feel that I am qualified for the position because of my vast experience in the fire service and being a lifelong resident of Placer County. I started my fire service career as a seasonal firefighter in 1987 for CAL FIRE. I rose through the ranks and retired as the Staff Chief/Administrator of the Command-and-Control Program statewide. I lead the planning, organization, direction, and control of CAL FIRE's statewide Command and Control programs. These programs encompass Command and Control, Operations Support (OAS), and Hired Equipment (HE). In this capacity, I was entrusted with CAL Fire policy development, budgeting, and serving as a subject matter expert for internal and external issues pertaining to these programs. I was responsible for the 23.5-million-dollar budget.

I was the Agency Administrator in the State Operations Center (SOC) during emergencies and natural disasters. This included wildland fires, mud slides, earthquakes, floods and other emergencies.

Yet another example includes my tenure as Battalion Chief (BC) overseeing two local government Schedule A Contracts, (City of Morgan Hill Fire Department and the South Santa Clara Fire Protection District), I held significant operational responsibility and managing budget administration totaling over \$10 million. Notably, I spearheaded and provided fiscal oversight for the creation of the first two-year budget for the City of Morgan Hill, demonstrating my proficiency in strategic financial planning. Furthermore, I provided clear and concise budget reports to both the fire district board and the city council, utilizing various statistical data for the annual financial report adopted by the city, fire district, and County of Santa Clara. Additionally, I played a pivotal role in designing and purchasing multiple apparatus for the city, ensuring alignment with operational needs and financial constraints. My responsibilities also extended to crafting staff reports that analyzed financial situations accurately and recommended effective courses of action. Through these efforts, I upheld fiscal responsibility while facilitating the efficient utilization of resources to support the operational objectives of both contracts. I was responsible for the staffing levels to meet operational needs.

I was raised and currently live in Granite Bay with my wife where we raised our three children. My wife and I have always been actively engaged in the community volunteering as board members in youth sports as well as coaching youth sports. We volunteer at church in the annual Christmas program feeding the hungry and I am currently on the Board of Directors for the South Placer Fire District.

Thank you for your time,

Pete Gallegos

**Peter Gilbert**

Statement of Qualifications: Placer LAFCO

With extensive experience as a former City Mayor and Councilmember for both the City of Lincoln and Foster City, I have had the privilege of serving on various commissions, boards, and committees over the years, contributing to the growth and development of our communities. Currently, I hold key leadership roles as a Trustee for the Placer Mosquito and Vector Control District, Chair of the Lincoln Planning Commission, and member of both the Sierra College Citizens Oversight Committee and the Lincoln Hills Foundation Board of Directors. In these positions, I provide strategic guidance, expert insights, and thoughtful direction to help shape the future of our local community and region.

I am passionate about representing special districts on the Placer LAFCO Board to ensure that these districts have a strong, unified voice in critical discussions shaping the future of our cities and special districts. Notably, there has never been representation from a mosquito control district on the Placer LAFCO Board, despite the vital role they play in safeguarding public health within our county.

With a wealth of executive management experience, I am confident in my ability to contribute meaningfully to the Placer LAFCO Board. I am a proud graduate of San Francisco State University and honorably served in the U.S. Army Intelligence Corps, attaining the rank of Sergeant. My leadership background also includes serving as the Former President and Treasurer of the Lincoln Hills Community Association, Former President of the League of California Cities Peninsula Division—representing 33 cities across San Francisco, San Mateo, and Santa Clara Counties—and Chair of the San Mateo County Criminal Justice Council.



## **Statement of Qualifications for Election to Placer LAFCO**

**Richard Hercules, President, Foresthill Fire Protection District**

### **The Opportunity for Placer County**

It is certain that the special districts within Placer County will have new challenges in their opportunities and manner in which they provide unique services to the public. These serviced communities need to be bound together to develop organizational solutions for the County. These may be that is different than what exists, but again, to the benefit of the public. New state laws will also affect those districts, governments, and their purposes.

Placer County has been affected by the increased rate of development in most all areas. Special districts will be affected, but are largely managed by elected volunteers and staff that focus on the operations of that district. It is apparent that there are separations between the larger urban districts and the more remote districts, but some effort is expected to better align these groups for the issues of the County. LAFCO, with staff and support from Placer County officials, the special district volunteers and local city officials, can evaluate impacts of growth and development on these districts and urban communities and effect change. Appropriately, citizens of Placer County have expectations of services at many levels, particularly those funded by property taxes and assessment measures.

### **My Background**

Much of my career in private industry was the development, operation of new businesses and organizations to deliver a service or product to a wide range of users. In almost all cases, my skills in these efforts required knowledge in long term planning, policy development, defined organizational structure, and legislative and financial management. Accordingly, conflict resolution and the need to manage negotiations for those opportunities is part of that environment. Further, my experience in mergers and acquisitions has broadened my perspectives in finding solutions beneficial to those parties involved, however disparate.

I have many strengths to work and balance improvements of these services through separation, consolidations or restructuring. While these activities are within the purview of LAFCO, I would apply the reality of the needs of the County and its citizens. In the last 5 years of my work with the Foresthill Fire Protection District board, I can offer that the district is better managed in this period than some of its previous history, and with better engagement and appreciation by the community it serves. This is the type of energy and commitment I would apply to this appointment. I look forward to discuss and understand the particular issues your district is experiencing. I can be reached through the Fire District web site or by telephone.

I thank all for their consideration and hopeful vote for my candidacy for Placer LAFCO. I bring a long history of getting things done. My leadership has led to many great collaborations with other City, County, State & Federal agency creating win wins that may not otherwise have happened. The policies I have been the lead on have worked to create order, consistency and especially long-term fiscal viability.

I think out of the box, keep an open mind, and open ears to develop consensus and solutions that benefit the community and the district. I am not a rubber stamper, and feel I would be a great addition to the Board and would help represent special districts as we move forward in an ever-changing political, environmental and fiscal world.

You got nothing to lose, and a good chance you will gain by putting a checkmark next to my name, you won't regret it!

Again Thanks & as Always .... Keep Smilin'

Scott Holbrook

# STATEMENT OF QUALIFICATIONS

For

## JIM HOLMES

3641 Bell Road, Auburn CA 95603  
(530) 305-7070 \* USSHolmes@gmail.com

Jim Holmes brings a wealth of experience and a continuous commitment to public service, with a legacy rooted in the heart of Placer County. A descendant of two Pioneer Placer County families, Jim has spent over three decades serving the community, including 18 years as a Director of the Placer Consolidated Fire Protection District. He also contributed eight years of leadership as President and Trustee of the Auburn Union Elementary School District Board. Notably, Jim served for 20 years as a member of the Placer County Board of Supervisors for District 3, during which time he was also an active participant on the Placer LAFCO Board.

Throughout his career, Jim has demonstrated his dedication to the agricultural community, having been an influential voice in rural and county matters. As a board member of the Rural County Representatives of California, he helped advocate for policies that benefit these areas. He also founded the Placer County Youth Commission, which offers local youth the opportunity to engage with and learn about government processes.

Further extending his service to Placer County, Jim has held positions on the Placer County Air Pollution Control Board and the First 5 Children and Families Commission, focusing on issues ranging from environmental health to early childhood development. He currently serves as a board member for the Placer County Resource Conservation District, continuing his efforts in environmental stewardship. Additionally, Jim played a pivotal role in collaborating with local fire protection districts—Loomis, Penryn, and Newcastle—to successfully secure the revenue needed for sustaining vital fire services across the county.

Jim is asking for your support to continue his strong commitment to Placer County and Special Districts. If you have any questions, please feel free to contact Jim directly. Thank you for your consideration.

# CHRISTY JEWELL

Rocklin, CA ♦ 916.276.7356 ♦ cjewell@surewest.net ♦ linkedin.com/in/christyjewell

## COMMUNITY RELATIONS & CAREER/WORKFORCE DEVELOPMENT PROGRAM LEADER

*Innovative and collaborative community relations leader skilled in providing organizational development through strategic partnerships between regional business, nonprofit, and government leaders.*

**Strategic Program Implementation ♦ Communications ♦ Community Engagement  
Higher Education/Business Partnerships ♦ Program Management ♦ Project Management**

### OWNER/LEAD CONSULTANT

*EduBridge Workforce Solutions, Rocklin, CA*

9/24 – Present

- ♦ Support local governments and business partners to develop a strong talent pipeline through innovative and regionally-focused partnerships.
- ♦ Capitalize on partnerships to grow awareness of public sector employment opportunities while strategizing to reduce barriers to entry that many federal/state grants unintentionally have in place.

### SENIOR PROGRAM MANAGER, WORKFORCE & CAREER PATHWAY DEVELOPMENT

*Institute for Local Government, Sacramento, CA*

1/24 – 9/24

- ♦ Managed the Institute's efforts in growing awareness of, and creating career pathways to, public sector employment opportunities.
- ♦ Worked with partners throughout the State to help attract, recruit and retain a diverse talent pipeline.
- ♦ Led administration of Innovative Pathways to Public Service, working to improve pipelines into public service employment, particularly for underserved communities and individuals.
- ♦ Led the administration of public sector workforce improvement pilot projects to provide local governments with guidance, resources, and a community of practice to improve their internal and external recruitment, hiring, retention, and promotion processes.

### DIRECTOR OF CAREER AND LIFE PLANNING

*Jessup University, Rocklin, CA*

8/11 – 1/24

- ♦ Spearheaded all areas of program development, fiscal management, and implementation related to career services, partner talent acquisition, and business relations for growing University population.
- ♦ Designed, implemented and managed inclusive career counseling/development department operations.
- ♦ Known as a culture influencer, consistently resourced for numerous leadership roles across campus.

### COMMUNITY LEADERSHIP & PROFESSIONAL ASSOCIATIONS

*Actively serves on Chambers of Commerce and State Boards and committees related to community, education, employment, leadership, workforce and economic development.*

Leadership Advisory Council Member, *We Prosper Together* - 2024

Member (Private Higher Education), *Placer County Economic Development Board*, 2022 - 2024

Director/Board President, Ward 3, *South Placer Municipal Utility District* – 2023 - Present

Chair, *Lincoln Area Chamber of Commerce Leadership Steering Committee*, 2014 – Present

Vice President, *CA Internship & Work Experience Association (CIWEA)*, 2017 – 2019

Board Member, *CA Internship & Work Experience Association (CIWEA)*, 2014 – 2019

Conference Co-Chair for Four-Year Colleges/Universities, *CIWEA*, 2014 – 2019

Co-Chair, *South Placer Women's Leadership Coalition*, 2017 – 2021

Certified Champion, *Greater Sacramento Economic Council*, 2018

Statement of Qualifications  
for Earl Wilson  
Special District Representative to LAFCO Nominee

I am Earl Wilson, a member of the Auburn Public Cemetery District Board of Trustees, seeking your vote as the Special District Representative to the Placer County Local Agency Formation Commission. I am a retired city manager. During my 40 plus years in this capacity I served in four California cities in four counties - San Joaquin, Merced, Humboldt and Siskiyou. Prior to my becoming a city manager I was employed by the City of Auburn. During that period with Auburn my duties as an administrative assistant included preparing and processing annexations for the City involving non-contiguous (airport and sewer plant), unhabitated and inhabited annexations which required the Placer County LAFCO applications and hearings. My years as a city manager brought me in contact with the various county LAFCOs for such items as annexations and spheres of influence development and update. My education background includes graduating from EV Cain and Placer High, BA from Sacramento State and MPA from CSU Stanislaus. I strongly believe in local government as each jurisdiction has its own personality and LAFCO has a positive role to provide that continuity during these periods of growth. The voice of the special districts on LAFCO provides another local government input to arrive at decisions that best serves all the citizens in Placer County. I have been a part of Placer County over the years having grown up here, my parents remained here until they passed away, and I returned here after retiring. I hope you consider my qualifications when casting a vote for the LAFCO Special District Alternate member. Thank you.

**Hank White**

---

**From:** Chase Dowling  
**Sent:** Monday, March 31, 2025 2:13 PM  
**To:** Hank White  
**Subject:** Board Secretary board packet item

The Reason for discussion:

The reason I am bringing this item to the boards attention is because I feel this will minimize confusion on board meeting minutes. In My discussions with Hank we have identified that it is difficult for him to participate in the meeting and take minutes at the same time. This I think is leading to the minutes not being as accurate as they could be.

Other boards that I have sat on, mainly the Foresthill Forum, have employed a person just for this position.

If the board believes this is a worthy item, the board president will form an ad hock committee to investigate Cost, employment status and look how this possible new position will fit into policy# 2300 the organizational chart.

I hope this is clear for everyone.

Get [Outlook for iOS](#)

Item H 1

**To:** Board of Directors  
**From:** Henry N. White  
**Date:** April 2, 2025  
**Subject:** Director's request to revise Policy #3021

---

**Recommendation:** Discuss the issue and direct staff accordingly.

**Background:** During the Regular Board Meeting held on December 11, 2024, the Board of Directors established a deadline of January 15, 2025, for directors to submit comments on a revision of Policy #3021 Reserves. Comments from Vice President Bell and Director Foster were submitted and discussed during the February 12, 2025, public meeting. The board directed staff to revise Policy #3021 using material submitted by Vice President Bell and Director Foster. Staff presented the amended policy to the board on March 12, 2025. During the March 12, 2025 meeting, the board tabled the discussion of the item and directed staff to place the item on the agenda for the April 2025 regular meeting.

**Financial Implications:** The financial impact of revising Policy 3021 is unable to be determined.

## Foresthill Public Utility District POLICY HANDBOOK

**POLICY TITLE:** Reserves  
**POLICY NUMBER:** 3021

Item H 1: Proposed Policy  
#3021 in track changes

### **3021.10 Purpose.**

The Foresthill Public Utility District Reserve Policy has been developed to establish and maintain prudent financial resources that safeguard the District's ability to continue operations and provide critical services in the event of temporary unexpected revenue shortfalls or unpredicted one-time expenses. The Reserve Policy ensures that appropriate reserves are available to: ~~to consider the minimum level necessary to maintain the District's credit worthiness and to adequately provide for:~~

- Provide for ~~C~~cash flow requirements
- Maintain the District's credit worthiness.
- Address ~~C~~contingencies for unforeseen operating or capital needs
- Respond to ~~E~~conomic uncertainties, local disasters or catastrophic events and other financial hardships or downturns in the local, state or national economy.
- Perform routine investments in critical infrastructure and long-term capital improvements and replacements.

### **3021.20 Policy.**

Through the annual budget process, the District will maintain a minimum discretionary fund balance as close to 50% of the operating revenues in the General Fund as is practicable at fiscal year-end.

By enacting this policy, the District is setting the following reserves and goals:

### **3021.30 Specific Designations of Discretionary Fund Reserves Balance.**

#### **3021.31 Operating Reserve Rate Stabilization**

This designation represents the portion of fund balance set aside as a rate stabilization fund. Set goal of maintaining a minimum level of operating reserve to approximately 50%, or six months, of operating budget appropriations for the upcoming fiscal year. Funds from this reserve are to be used to pay operating expenses during any and each month wherein the expenses cannot be paid via the unrestricted General Fund.

#### **3021.32 Capital Reserves Depreciable Asset Replacement**

This designation represents the portion of fund balance set aside to cover expenditures arising from depreciable asset replacements. For General Fund assets, the District will provide the timely replacement of vehicles and capital equipment. The annual designation will be based on the estimated life schedule for vehicles and equipment.

Set an annual goal of reserving \$427,000 for water-rate-funded capital expenses, reflecting the District's commitment to funding critical infrastructure and long-term capital improvements. Additional funds from connection charges (Will Serve) are designated to be added to this reserve. Additional funds may be allocated to the reserve from grants,



surplus revenues, water transfer revenue, or by any other formal vote of the Board of Directors. Funds from this reserve are designated exclusively for capital expenditures, insuring the District can address its infrastructure needs in a timely and effective manner. Unspent reserves will roll over annually, allowing for the accumulation of funds for large-scale or multi-year capital projects. ~~If the project cost exceeds funds available, the project will not go forward.~~

### **3021.33 Emergency Reserve Events**

Set a goal to establish and maintain a reserve for emergency repair and replacement purposes of approximately 2% of the book value of the District's depreciable capital assets (\$600,000 in 2021). Funds from this reserve are designated exclusively for addressing urgent and unforeseen needs, such as major equipment failures, infrastructure damage, or disaster abatement and recovery. ~~- Funding will need to come from connection fees, grants, and sale of surplus water.~~ Any use of this reserve must be either approved in advance by the Board of Directors, or in extreme emergencies, or in cases wherein gathering the Board of Directors is not possible, the expenditures are reported to the Board of Directors at the next scheduled meeting. This designation represents ~~the portion of a~~ fund balance set aside to cover expenditures associated with emergency situations.

### **3021.34 Insurances**

This ~~designation represents the portion of fund balance set aside for possible future insurance claims and fluctuations in insurance premiums.~~

### **3021.345 Debt Service Reserve. Other Designations.**

In addition to the designations noted above, fund balance levels will be sufficient to meet funding requirements for:

- ~~Projects approved in prior years which are carried forward into the new year.~~
- ~~Set a goal of maintaining approximately a fiscal year's loan debt service payments, including both principal and interest obligations. Funds from this reserve are strictly designated for meeting annual debt service obligations, insuring timely and complete payment. The district's debt service payment varies by year and is between \$280,802 and \$338,135 for the years 2021-2026. Reserve funds will be used for each fiscal year for debt service. Replenishment of reserve funds will include contributions from Assessment District #2, a specific property tax revenue, as well as being replenished in the subsequent budget cycle from the unrestricted General Funds to the targeted reserve level. Debt service requirements as prescribed by the bond covenants adopted at the time of the issuance of debt.~~
- ~~Encumbrances and other designations required by contractual obligations, state law, or generally accepted accounting principals.~~

### **3021.50 Specific Designations of Restricted Fund Balance**

#### **3021.51 Sugar Pine Designation.**

This designation represents the restricted portion of fund balance generated by Sugar Pine Surcharge as per Ordinance No. 03-02.

**3021.52 Assessment 708 Designation:**

~~This designation represents the portion of fund balance generated by District's Assessment 708 which is restricted for the sole purpose of said assessment.~~

**3021.53 Capital Reserves Designation:**

~~The Board will designate specific fund balance levels for future acquisitions and for the development of capital projects as determined in the Five Year Plan or in the best long-term interests of the District.~~

**3021.60 Annual Reserve Evaluations:**

The Finance Committee, ~~or~~ and/or General Manager, ~~shall~~ may ~~shall~~ perform a reserve analysis to be submitted to the District Board based upon the occurrence of any one of the following events for each of the designated Reserves:

- District Board deliberation of the annual budget.
- ~~Presentation of the annual audit.~~
- ~~Mid-year budget review.~~
- When a major change in conditions threatens the reserve levels established within the policy.

## Foresthill Public Utility District POLICY HANDBOOK

**POLICY TITLE:** Reserves  
**POLICY NUMBER:** 3021

Item H 1: Proposed Policy  
#3021 - clean version

### **3021.10 Purpose.**

The Foresthill Public Utility District Reserve Policy has been developed to establish and maintain prudent financial resources that safeguard the District's ability to continue operations and provide critical services in the event of temporary unexpected revenue shortfalls or unpredicted one-time expenses. The Reserve Policy ensures that appropriate reserves are available to:

- Provide for cash flow requirements
- Maintain the District's credit worthiness.
- Address contingencies for unforeseen operating or capital needs
- Respond to economic uncertainties, local disasters or catastrophic events and other financial hardships or downturns in the local, state or national economy.
- Perform routine investments in critical infrastructure and long-term capital improvements and replacements.

### **3021.20 Policy.**

By enacting this policy, the District is setting the following reserves and goals:

### **3021.30 Specific Designations of Discretionary Fund Reserves .**

#### **3021.31 Operating Reserve**

Set goal of maintaining a minimum level of operating reserve to approximately 50%, or six months, of operating budget appropriations for the upcoming fiscal year. Funds from this reserve are to be used to pay operating expenses during any and each month wherein the expenses cannot be paid via the unrestricted General Fund.

#### **3021.32 Capital Reserves**

Set an annual goal of reserving \$427,000 for water-rate-funded capital expenses, reflecting the District's commitment to funding critical infrastructure and long-term- capital improvements. Additional funds from connection charges (Will Serve) are designated to be added to this reserve. Additional funds may be allocated to the reserve from grants, surplus revenues, water transfer revenue, or by any other formal vote of the Board of Directors. Funds from this reserve are designated exclusively for capital expenditures, insuring the District can address its infrastructure needs in a timely and effective manner. Unspent reserves will roll over annually, allowing for the accumulation of funds for large-scale or multi-year capital projects. If the project cost exceeds funds available, the project will not go forward.

#### **3021.33 Emergency Reserve**

Set a goal to establish and maintain a reserve for emergency repair and replacement purposes of approximately 2% of the book value of the District's depreciable capital assets (\$600,000 in 2021). Funds from this reserve are designated exclusively for addressing

urgent and unforeseen needs, such as major equipment failures, infrastructure damage, or disaster abatement and recovery. Funding will need to come from connection fees, grants, and sale of surplus water. Any use of this reserve must be either approved in advance by the Board of Directors, or in extreme emergencies, or in cases wherein gathering the Board of Directors is not possible, the expenditures are reported to the Board of Directors at the next scheduled meeting. This designation represents a fund balance set aside to cover expenditures associated with emergency situations.

**3021.34 Debt Service Reserve.**

Set a goal of maintaining approximately a fiscal year's loan debt service payments, including both principal and interest obligations. Funds from this reserve are strictly designated for meeting annual debt service obligations, insuring timely and complete payment. The district's debt service payment varies by year and is between \$280,802 and \$338,135 for the years 2021-2026. Reserve funds will be used for each fiscal year for debt service. Replenishment of reserve funds will include contributions from Assessment District #2, a specific property tax revenue, as well as being replenished in the subsequent budget cycle from the unrestricted General Funds to the targeted reserve level.

**3021.60 Reserve Evaluations.**

The Finance Committee, and/or General Manager, shall perform a reserve analysis to be submitted to the District Board based upon the occurrence of any one of the following events for each of the designated Reserves:

- District Board deliberation of the annual budget.
- When a major change in conditions threatens the reserve levels established within the policy.

Item H 2

**To:** Board of Directors  
**From:** Henry N. White  
**Date:** April 2, 2025  
**Subject:** President Dowling's request to revise Policy #3075

---

**Recommendation:** Discuss the issue and direct staff accordingly.

**Background:** On March 31, 2025, President Dowling requested to review Policy #3075 and propose a revision to be considered in May 2025.

**Financial Implications:** Undetermined.

Foresthill Public Utility District  
POLICY HANDBOOK

**POLICY TITLE:** FLEET MANAGEMENT  
**POLICY NUMBER:** 3075

Item H 2: Current Policy  
#3075 that is in effect

**3075.30**     **Responsibilities.**

**3075.31**     **General Manager.**     Oversee and manage the acquisition, operation and disposal of all District owned and leased vehicles and equipment. Budget for fleet replacement and additions, ensure fleet management policies and procedures are followed. Amend fleet management policies and procedures as required by the Board of Directors to accomplish adopted fleet management objectives. Authorize the service and repair of all units, consistent with District Policy No. 3082. Manage inventories and/or purchase of fuel, oil, tires and replacement parts. Document the maintenance history and cost, fuel use and accumulated mileage or hours for each unit. Identify units to be disposed of.

**3075.90**     **Buying New, Used or Lease Purchase Units.**

**3075.91**     Units shall be purchased through the state's Vehicle Procurement Program, Manufacturer's Government Lease Purchase Program or any other program affording less expensive vehicle purchase.

Foresthill Public Utility District  
POLICY HANDBOOK

**POLICY TITLE:** FLEET MANAGEMENT  
**POLICY NUMBER:** 3075

Item H 2: Proposed  
revision to Policy #3075  
in track changes

~~3075.30~~ ~~Responsibilities.~~

~~3075.31~~ ~~General Manager.~~ ~~Oversee and manage the acquisition, operation and disposal of all District owned and leased vehicles and equipment. Budget for fleet replacement and additions, ensure fleet management policies and procedures are followed. Amend fleet management policies and procedures as required by the Board of Directors to accomplish adopted fleet management objectives. Authorize the service and repair of all units, consistent with District Policy No. 3082. Manage inventories and/or purchase of fuel, oil, tires and replacement parts. Document the maintenance history and cost, fuel use and accumulated mileage or hours for each unit. Identify units to be disposed of.~~

~~3075.90~~ ~~Buying New, Used or Lease Purchase Units.~~

~~3075.91~~ ~~Units shall be purchased through the state's Vehicle Procurement Program, Manufacturer's Government Lease Purchase Program or any other program affording less expensive vehicle purchase.~~

3075.10 Purpose.

The District's fleet represents a significant investment in the tools needed to deliver day-to-day services. This section outlines responsibilities, policies and procedures for managing the District's fleet according to established objectives.

3075.20 Objectives.

3075.21 Minimize Fleet Operation and Maintenance Costs. Typically, operation and maintenance costs increase as vehicles and equipment get older and accumulate more miles/hours.

**3075.22 Avoid Unnecessary Capital Outlays for Fleet Expansion and Replacement.** Expanding the fleet or replacing an existing unit may not make sense if the unit is used only sparingly.

**3075.23 Improve Fleet Safety, Utility, Reliability and Economy.** Newer vehicles usually incorporate more advanced technology such as airbags, anti-lock braking systems, and engines that burn cleaner, last longer and use less fuel. New equipment usually incorporates technology that improves the productivity and safety of employees. Also, newer units are naturally more reliable.

**3075.24 Maintain a Positive Image for the District.** Operating older vehicles and equipment can sometimes indicate cost-consciousness but if the units are unsightly, noisy or inefficient, it can reflect lack of care or concern. Also, stylish features with marginal utility may project an inappropriate image of luxury or extravagance.

**3075.25 Encourage Responsible Use of District Vehicles and Equipment.** Conscientious use of District vehicles and equipment can improve safety and reduce liability.

### **3075.30 Responsibilities.**

**3075.31 General Manager.** Oversee and manage the acquisition, operation and disposal of all District owned and leased vehicles and equipment. Budget for fleet replacement and additions, ensure fleet management policies and procedures are followed. Amend fleet management policies and procedures as required by the Board of Directors to accomplish adopted fleet management objectives. Authorize the service and repair of all units. Manage inventories and/or purchase of fuel, oil, tires and replacements parts. Document the maintenance history and cost, fuel use and accumulated mileage or hours for each unit. Identify units to be disposed of.

**3075.32 Vehicle and Equipment Operator Responsibilities.** Exercise good judgement. Consult a supervisor or General Manager if any operator responsibilities are not clear. Use District units only for District business. Record routine service such as oil changes, fuel/air filter replacement, tune-ups and tire rotations. Wash and vacuum units periodically to maintain finish and appearance. Pay for any parking fees and tolls required while on District business. Submit receipts for reimbursement. Pay any traffic and parking fines incurred. These payments are not reimbursable. Carry a valid California Driver's License, obey all traffic laws, use turn signals and drive defensively. Use seat belts. In case of accident, follow instructions included in the accident folder.

### **3075.40 Maintaining Proper Fleet Size.**

**3075.41 Minimum Fleet Size.** The number of units in the fleet should not exceed the minimum number of units needed to effectively and safely conduct District business.



**3075.42 Reviewing Vehicle Use.** When budgeting for fleet replacements, average annual mileage or hours should be calculated for each unit to be replaced. If average annual use appears to be much lower than the average annual use within the same vehicle or equipment category, the following options should be considered instead of replacement:

**3075.421** Renting a vehicle or equipment item for a limited period of time. Requires General Manager approval.

**3075.422** Reimbursing an employee for use of a privately owned, personal vehicle. Requires General Manager approval. Copy of proof of insurance for privately owned vehicle shall be provided to District prior to authorization.

**3075.43 Reimbursement of Business Use of Personal Vehicles.** When use of a privately owned, personal vehicle is authorized for District business, reimbursement will be made at the current Internal Revenue Service rate allowed for business use of vehicles.

**3075.44 Timely Disposal of Replacement Units.** Replacement of units will not be used as a strategy to expand the fleet. When a unit is replaced, it will expeditiously be declared surplus and be disposed of, unless it is assigned to backup service which shall require Board approval. Disposal of surplus units shall be in accordance with District Policy No. 3085.

**3075.50 Buying New Versus Used.**

**3075.51 To Ensure Reliability and Value.** The District should generally purchase new vehicles and equipment when replacements are needed.

**3075.52 Exception.** The District may purchase used medium and heavy trucks, trailers, construction equipment, boats and other portable equipment.

**3075.60 Age and Mileage Targets Before Replacement.** The following table shows the age and mileage expected from District units in front line operation before replacement or assigned to backup service:

**3075.61**

<u>Vehicle or Equipment Category</u>	<u>Age in Years</u>	<u>Mileage</u>	<u>Yrs Allowed in Backup Service</u>
<u>General Purpose Vehicles</u>			
Sedans	10	90,000	0
Wagons/SUV's	10	90,000	0
Vans	10	90,000	0
Utility Vehicles	11	100,000	0
Pickup Trucks < 1 ton	11	100,000	3
<u>Special Purpose Vehicles</u>			
Light Trucks < 1 ton	12	100,000	3
Medium Trucks 1-2 tons	12	80,000	0
Heavy Trucks > 2 tons	12	80,000	0

Trailers	18	n/a	0
Construction Equipment	17	n/a	0
Boats	21	n/a	0
Other Portable Equipment	15	n/a	0

**3075.62** For units bought used, the age and mileage targets apply to age and mileage since new, rather than age and mileage since acquired by the District.

**3075.63** Age and mileage standards will be periodically reviewed and may be adjusted due to improvements in technology or maintenance practices.

**3075.64** The age and mileage targets are only guidelines. Units in exceptional condition with low cost repair histories may continue in service beyond expected age and mileage targets. Conversely, units may be recommended for replacement before expected age and mileage targets are reached if there are problems with unrepairable damage, high maintenance cost, unreliability, unsafe components, or technological obsolescence.

**3075.70 Equipping and Marking Newly Acquired Units.**

**3075.71** Unless it is impractical or unsafe, the General Manager shall cause each unit to be equipped with the following articles:

- A. First Aid Kit
- B. Fire Extinguisher
- C. Flares
- D. Flashlight
- E. Blanket
- F. Litter Bag
- G. Vehicle Registration Forms
- H. Proof of Insurance

**3075.72** Accident folder that includes an incident report form, an information exchange card, and witness information cards.

**3075.73** All units, including special purpose units, will be marked with the current standard District logo decal on each side and District identification number on the rear or other conspicuous area.

**3075.74** All units shall be painted basic white with the exception of construction equipment, trailers and portable equipment.

**3075.80 Budgeting for Fleet Additions and Replacements.**

**3075.81 Budgeting for Fleet Additions.**

- A. Prepare a Capital Improvement plan project request for each unit to be added.
- B. Group similar units within one operating program into a single request.
- C. The District's budget policies will apply to all such requests.

**3075.82 Budgeting for Fleet Replacements.**

- A. Examine units that are near or beyond age and mileage targets. Recommend replacement if justified by maintenance history, overall condition, value and obsolescence.
- B. Prepare a Capital Improvement project request for each unit to be replaced. Group similar units within one operating program into a single request. Include the following minimum information for each unit to be replaced:
- District identification number
  - Model year, make and model
  - Description
  - Assigned department
  - Assigned program
  - Acquisition year
  - Acquisition price
  - Recommend replacement year
  - Estimated total replacement price (including the price of additional equipment such as lights, radios, and installation for new or transferred equipment).
  - Itemization of total replacement price (including base price, price of special equipment, price of special equipment installation, sales tax and five percent (5%) price contingency).
  - Estimated surplus value
  - Basis of estimated surplus value; Blue Book.
  - Current odometer or hour meter reading.
  - Projected odometer or hour meter reading at replacement.
  - Maintenance cost since acquisition.
  - Maintenance cost in the last full fiscal year.
  - Justification for replacement prior to age or mileage targets.
  - Justification for replacement with other than like unit.

**3075.90 Buying New, Used or Lease Purchase Units.**

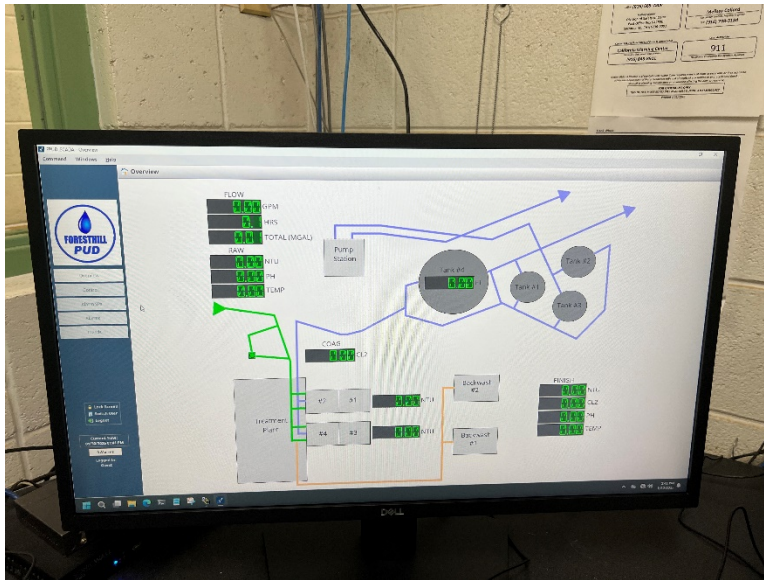
**3075.91** Purchase and/or lease purchase of new or used units shall be as per District Policy No. 3080.

**To:** Board of Directors  
**From:** Henry N. White  
**Date:** April 2, 2025  
**Subject:** General Manager's Report

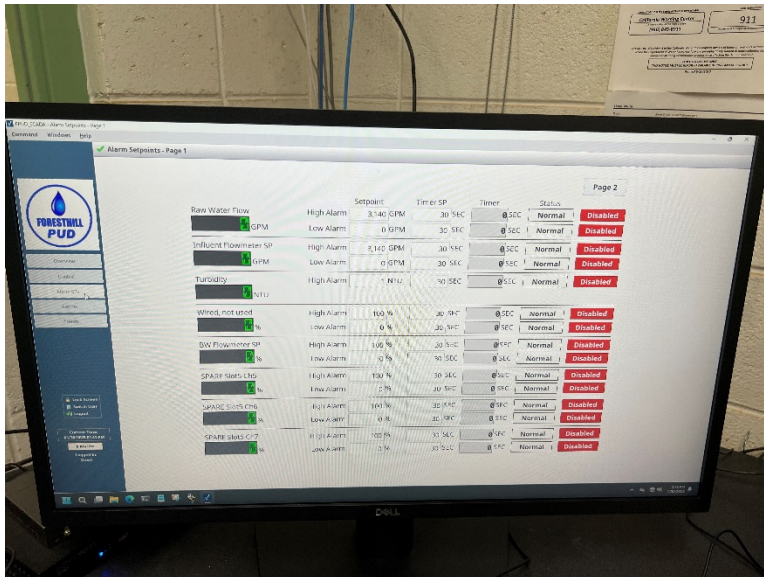
---

Topics of General Interest:

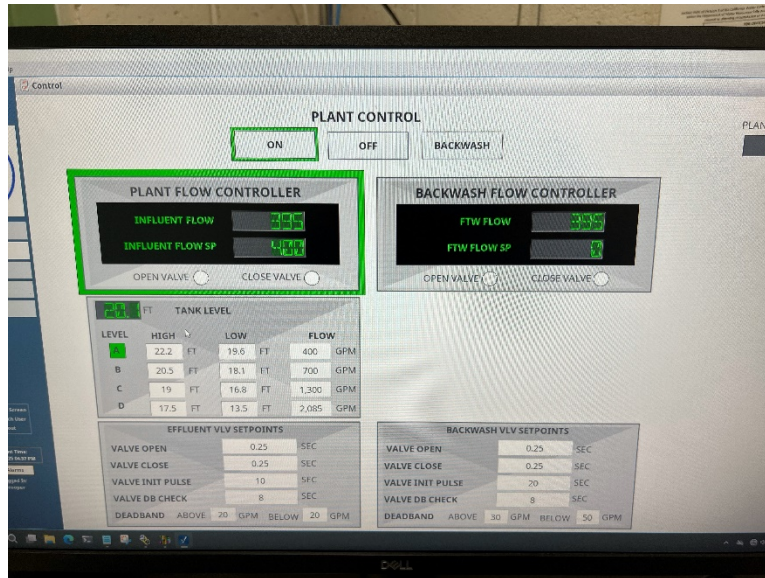
- 1. Safety Meeting Update** - Foresthill staff participate in a series of safety meetings throughout the year. On March 17, 2025, staff reviewed defensive driving in wet weather. Safety meetings reflect Foresthill's ongoing commitment to ensuring the safety and well-being of our staff.
- 2. Water treatment plant Supervisory Control and Data Acquisition (SCADA) system in service** - The SCADA system approved by the board on October 9, 2024 was completed on February 10, 2025. Using "Ignition" software, the WTP overview, operational trends, alarm setpoints/status and finish water analytics are now collected in one location. This improvement allows the operator to track plant operation and reduces the potential for error. Phases 3 through 6 (approved 3/12/2025) are currently being developed. The plant controller was added to the SCADA system on 3/24/2025 taking one step closer to completion.



Master/operator control station



Alarm screen



*Plant Control Interface fully operational 3/24/2025*

3. **3/21/2025 Lead Service Line finalized and submitted and accepted by SWRCB** – The final lead service line inventory was submitted to the Division of Drinking Water on 3/21/2025. The Division of Drinking Water accepted the submittal on the same date. Staff is currently preparing a workplan to submit to the Division of Drinking Water to organize the collection of any remaining data requested by the state.
4. **Closed Wells Fargo Advisors Investment Account 3/31/2025** – The Wells Fargo Advisors Investment Account was successfully closed on 3/31/2025. Wells Fargo announced they were no longer offering these investment services on 3/12/2025 and directed Foresthill to move the funds by 4/1/2025. The board approved the transaction on 3/21/2025 and staff moved \$5.7 million out of the account on 3/31/2025. The funds are now deposited in the Local Agency Investment Fund with an interest rate of approximately 4.3%.
5. **2023-2024 Sugar Pine Dam Instrumentation Report completed 3/26/2025** – The 23/24 Instrumentation Report was completed on 3/26/2025 and circulated to the board and the CA Division of Safety of Dams on the same date.
6. **2024 Foresthill Water system Electronic Annual Report complete** – Staff completed the 2024 Electronic Annual Report on 3/25/2025 and submitted the report to the Division of Drinking Water prior to the 4/1/2025 deadline.
7. **Submittal of 2025 Sugar Pine Reservoir Operations Plan** – Staff completed and submitted the 2025 Sugar Pine Reservoir Operations Plan to the US Forest Service on 3/11/2025. Submittal of this plan is required by the Special Use Permit for Sugar Pine Reservoir issued by the US Forest Service. The plan was submitted before the May 1, 2025 deadline.