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

Pursuant to Government Code section 54953(b), Vice President Mark Bell will be participating in the meeting remotely. The teleconference location is John Wayne's Waterfront Resort Pavilion, 2634 W. Sequim Bay Road, Sequim, WA 98382. Vice President Bell will participate in the meeting via telephone or Zoom Meeting (depending on internet availability).

Wednesday	September 9, 2026	6:00 P.M.

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

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

A. CALL TO ORDER 6:00 PM

B. PLEDGE OF ALLEGIANCE- led by President Dowling

C. ROLL CALL

Y_____ President Chase Dowling
Y_____ Vice President Mark Bell (VIA ZOOM)
Y_____ Treasurer Ron Thompson
Y_____ Director Roger Pruett
Y_____Director Dianne Foster

General Manager, Hank White was in attendance. District Council, Eric Robinson was in attendance. District Secretary, Sally Hicks was in attendance.

D. ADJUSTMENT TO ITEM PLACEMENT/SEQUENCE IN THE AGENDA

Director Foster would like the public to there is no agenda item for the finance manager. The Grand Jury's recommendation was to have this done by October 30, 2026. President Dowling apologized for the over sight.

E. PUBLIC COMMENT:

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

A member of the public commented on an article published in the Foresthill Messenger, July 22, 2026 about 38 missing checks. She stated she did some research on this and all 38 checks are accounted for, if voided had a reason for the void and at the FPUD office. She thinks the article in the Messenger should be retracted for transparency.

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

F.1. Approval of August 12, 2026 Regular Board Meeting minutes and August 25, 2026 Special Board Meeting minutes

F.2. Receive and file combined financial reports for July 2026

President Dowling made a motion to approve consent agenda. Director Pruett second the motion. Motion passed 5-0

G. OPERATIONS ACTION ITEMS:

G.1. Category: Operation Action Item

Title: Award of Contract – Generator Installation Project

Description: The District solicited competitive bids for the Generator Installation Project and received one bid from Days Generator Service, Inc., in the amount of $190,363. District staff, the Project Engineer, and the District's construction management consultant have reviewed the bid and determined that Days Generator Service, Inc. is the lowest responsive and responsible bidder. The construction management team will present its review and recommendation to the Board. Staff recommends awarding the contract and providing the General Manager sufficient authority to administer the Project through completion without additional Board action, provided expenditures remain within the Board-authorized Project budget.

Requested Outcome: Award the Generator Installation Project contract to Days Generator Service, Inc., as the lowest responsive and responsible bidder; authorize a 10% construction contingency; and authorize the General Manager to execute the contract and take all actions necessary to complete and close out the Project within the authorized Project budget.

Supporting Documentation: Attached

General manager, Hank White introduced Bill Hagman project CM (construction manager) has been working on the generator process from the beginning. He helps facilitate the competitive bid process for the generator. There were 9 interested parties and only one submitted a BID. The generator will replace 2 existing generators that are old, burning oil, and not reliable. This generator will provide adequate power in emergency and downtime and is crucial for the services that the district provides.

Mr. Hagman explained the competitive bid process that was used. They complied documents that included everything from requirements of contractors to submit to the actual engineers drawings that outlined the scope. Those documents were advertised in to multiple agencies (Sacramento Builders Exchange, Auburn Journal, Foresthill Messenger)

and a mandatory job walk was required. All 9 interested parties participated in the walk, during the walk all underground utilities were shown and potential conflicts. Out of the 9, only one put in a bid. Mr. Hagman believes the bidder is highly qualified to do the job. Board discussed budget for the project. There were concerns about the total cost of the project, specifically the engineering estimate and potential unbudgeted cost to Peter's Engineering.
President Dowling made a motion to award the Generator Installation Project contract to Days Generator Service, Inc., as the lowest responsive and responsible bidder; authorize a 10% construction contingency; and authorize the General Manager to execute the contract and take all actions necessary to complete and close out the Project within the authorized Project budget. Director Pruett second the motion.
Public Comment: Public had concerns about the bid not being posted in 3 public notices. She stated the Messenger didn't count. An additional concern was she looked the contractor license and it showed they are exempt from liability insurance and they do not have work comp. She is wondering what the insurance requirements are for working with the district?
Motion carries 5-0
President Dowling made a motion to not exceed $60,000 for the engineer and construction management team for the duration of the project. Director Foster second the motion.
Motion carries 5-0

H. BOARD MEMBER ACTION ITEMS:

H.1 Category: Board Member Action Items

Agenda Action Item
Subject: Board review of bids submitted for installation of the newly purchased Generator.
The submittal of bids for installation of the Generator ended on August 25, 2026. "...Bids that have been duly received in accordance with the Contract Documents will be publicly opened and read aloud." Based on Board Policy 3081.25 the next step is for the Directors to review the bids and "award the project to the lowest 'responsible bidder'."
Recommended Action: The Board choose the most responsible bidder.
Documentations BP #3080, #3081, 3082, "Notice Inviting Bids" "Bid Form," & Construction Manager found in the Agenda packet.
Submitted by Director Foster

Please do not add numbers or letters to my agenda item, and please to not editor or alter the contents as has been done in the past. Should Hank be submitting the same topic, I still want mine on the agenda because it involves a different conversation with the Board.
Dianne

Skipped item, already discussed.

I. BOARD MEMBER POLICY ACTION ITEMS:

I.1. Consider revised job description for the Operations Supervisor position.
Recommended action: Approve revised job description
Public comment:

Main changed to Operator Supervisor position removing requirement for class A license and revising date. Removing the class A requirement would alleviate the requirement to participate in poll program which is extremely difficult for the district to do.

President Dowling motion to approve revisions made to Operator Supervisor position.
Director Pruett second the motion.
Motion carries 5-0

I.2. Category: Board Member Policy Action Items
I.2.1. Title: Proposed revision to policies by ad hoc committee consisting of Vice President Bell and Treasurer Thompson
I.2.2. Description: The ad hoc committee has prepared the proposed update of policies 2020, 2070, 2080, 2150, 2210, 3082, and 3085.
I.2.3. Supporting Documentation: Attached

Vice President Bell and Treasurer Thompson worked on updating policies listed above. They were all fairly easy to update. All were updated with revision date except for policy 3082 which needs more tightening up. President Dowling made a motion to approve policy updated to polices 2020, 2070, 2080, 2150, 2210, and 3085 not 3082. Director Pruitt second the motion.
Motion carries 5-0

I.3 Category: Board Member Policy Action Item

Agenda item for revision – B.P. 5020
Revision specifically to #5020.10, #5020.21, and include revision date as a footer.
It would be helpful for the Directors to receiving a reminder from Staff as to the deadline for submitting Agenda items prior to the next scheduled Board meeting. Also Managing the agenda and agenda items submitted by Directors should require the responsibility of both the General Manager and the Board President. Revision date needs to be included in the policy (in the footer).
Documentation found in Board packet: Original Policy, revisions, and clean copy.
Submitted by Director Foster
PLEASE DO NOT ADD NUMBERS OR LETTERS TO MY AGENDA ITEM, AND DO NOT EDIT IT.

Director Foster would like staff to send out a reminder for agenda items and deadlines and to ensure board President and General Manager are responsible for agenda.
Board discussed topic, some agreed and some disagreed saying staff doesn't need to

send reminders or more emails. Director Foster also stated again the board policies are not updated on the website. President Dowling made a motion to approve policy as amended. Director Foster second the motion.
Public comment: Thinks it's a good idea to send out a reminder email. The public is allowed to submit agenda items as well.
Motion carries 4-1 (Thomspon voting no)

I.4 Category: Board Member Policy Action Item

Agenda item for revision - B.P. 5060.
Revision specifically to #5060.11, #5060.12, #5060.22 and revision date as a footer.
A time frame for editing of Board meeting minutes prior to approval at the following months Board meeting need parameters to make the process more efficient. Video recording is now mandated and needs to be reflected in Board policy along with who is in charge of video recording. Public comments need to be recorded. Revision date needs to be included in the policy (in the footer).
Recommended Action: The Board approve the revisions.
Documentation found in Board packet: Original Policy, revisions, and clean copy.
Submitted by Director Foster

Discussion about adjusting video upload time to website from 2 days to 5 days to accommodate staff schedules more realistically. Discussed revisions to minutes timeline. The board decided to defer specific refinements and further review of websites version.
President Dowling made a motion to see this item on October's agenda. Director Foster second the motion.
Motion carries 5-0

J. DISCUSSION ITEMS: None

K. 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.

K.1. **FUTURE BOARD MEMBER ACTION ITEMS - None**

K.2. **FUTURE POLICY ACTION ITEMS –** policy revision 3080, 3081, 3082

K.3. **FUTURE DISCUSION ITEMS –** Finance Manager

L. GENERAL MANAGER'S REPORT:
General manager reports in packet.GM also reported on generator being delivered August 25, 2026. Recognized staff efforts at the treatment plant and presented a plaque of appreciation to the employees. Also mentioned a 4th operator will soon be recruited.

M. DIRECTORS' ITEMS/INFORMATION ONLY: None

N. CLOSED SESSION – None

O. REPORT OUT OF CLOSED SESSION – None

P. ADJOURNMENT: 7:42p.m.
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., September 2, 2026.

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.

Submitted by Secretary, Sally Hicks