

AGENDA
REGULAR MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634

TUESDAY, MAY 14, 2019
2:00 P.M.

MISSION STATEMENT

It is the purpose of the Georgetown Divide Public Utility District to:

- Provide reliable water supplies
 - Ensure high quality drinking water
 - Promote stewardship to protect community resources, public health, and quality of life
 - Provide excellent and responsive customer services through dedicated and valued staff
 - Ensure fiscal responsibility and accountability are observed by balancing immediate and long-term needs.
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Out of respect for the meeting and others in attendance, please turn off all cell phones or put in the silent mode.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item, provided they are first recognized by the presiding officer. The Board President will call for public comment on each agenda item. Those wishing to address the Board on a matter that is not on the agenda and within the jurisdictional authority of the District may do so during the Public Forum portion of the agenda. Please be aware of the following procedures for speaking during Public Forum or public comment sessions:

1. When called on to speak by the Board President, please approach and speak from the podium.
2. Comments are to be directed only to the Board.
3. The Board will not entertain outbursts from the audience.
4. There is a three-minute time limit per speaker.
5. The Board is not permitted to take action on items addressed under Public Forum.
6. Disruptive conduct shall not be permitted.
7. Persistence in disruptive conduct shall be grounds for removal of that person's privilege of address.

The Board President is responsible for maintaining an orderly meeting.

- 1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**
- 2. ADOPTION OF AGENDA**
- 3. PUBLIC FORUM (ONLY ITEMS THAT ARE NOT ON THE AGENDA)**
- 4. PROCLAMATIONS AND PRESENTATIONS**

5. **CONSENT CALENDAR** – Any member of the public may contact a Board member prior to the meeting to request that an item be pulled from the Consent Calendar.

A. Approval of Minutes

1. Special Meeting of February 16, 2019
2. Regular Meeting of March 12, 2019
3. Special Meeting of April 9, 2019
4. Regular Meeting of April 9, 2019

B. Financial Reports

1. Statement of Cash Balances
2. Month-End Cash Disbursements Report

C. Consideration of Director Wadle’s Request to Attend GFOA Training

Possible Board Action: Adopt Resolution 2019-23.

D. Setting a Date for a Public Hearing to Establish the Proposition 4 Appropriations Limit for the 2019-2020 Fiscal Year

Possible Board Action: Adopt Resolution 2019-33.

6. **INFORMATIONAL ITEMS**

A. Board Reports

B. General Manager’s Report

C. Operation Manager’s Report

D. ALT Treatment Plant Update

7. **NEW BUSINESS**

A. Approval of Amendment No. 2 to Professional Services Agreement with NEXGEN in the Amount of \$66,800

Possible Board Action: Adopt Resolution 2019-34.

B. Approval of Tractor Loader Purchase in an Amount Not to Exceed \$100,000

Possible Board Action: Adopt Resolution 2019-35.

C. Approval of Professional Services Agreement for Accounting Software with Tyler Technologies in an Amount Not to Exceed \$131,000

Possible Board Action: Adopt Resolution 2019-36.

D. Adoption of Updated Wastewater Rates and Fees

Possible Board Action: Adopt Resolution 2019-37.

E. Review Draft FY 2019/2020 Operating Budget

Possible Board Action: Review and Provide Direction to Staff.

F. Review Draft 5-Year Capital Improvement Plan

Possible Board Action: Review and Provide Direction to Staff.

G. Consider Moving the Regular June Meeting from June 11 to June 4 and Rescheduling the Regular July Meeting

Possible Board Action: Schedule the regular June and July meetings.

8. BOARD MEMBER COMMENTS, REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF – Opportunity for Board members to discuss matters of interest to them and provide input for future meetings as well as report on their District-related meeting attendance.

9. NEXT MEETING DATE AND ADJOURNMENT – The next Regular Meeting will be on June 11, 2019, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Steve Palmer by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on May 10, 2019.



Steven Palmer, PE, General Manager

May 10, 2019

Date

AGENDA ITEM 5.A.1.

Minutes

Special Meeting of February 16, 2019

CONFORMED AGENDA – DRAFT
SPECIAL MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
STRATEGIC PLANNING WORKSHOP
Developing Our Future Together

SATURDAY, FEBRUARY 16, 2019
9:00 A.M. – 3:30 P.M.

The Cool Community Hall, 1701 State Highway 193, Cool, CA 95614

MISSION STATEMENT

It is the purpose of the Georgetown Divide Public Utility District to:

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1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

The workshop began at 9:00 A.M.

- 2. PUBLIC FORUM –** This is a Special meeting under Government Code Section 54956. Public comment is limited to items appearing on the agenda. Under Section 54954.3, the public shall have the right to comment on any items appearing on the agenda prior to or during consideration of the item. Public comment on items not appearing on the agenda should be made at the regular meetings of the District.

3. STRATEGIC PLANNING WORKSHOP – DEVELOPING OUR FUTURE TOGETHER

The Georgetown Divide Public Utility District is responsible for balancing the immediate and long-term needs of the District's water system to provide reliable and high-quality water. This special workshop of the Board of Directors is to discuss the District's infrastructure and operational capacity and to set goals and priorities. Discussion will be facilitated by Dr. Bill Mathis. There will be opportunity for public input during this item.

The Strategic Planning Workshop was facilitated by Dr. Bill Mathis. His notes are provided as Attachment 1.

- 4. NEXT MEETING DATE AND ADJOURNMENT –** Next Regular Meeting is March 12, 2019, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

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Steven Palmer, PE, General Manager

Date

ATTACHMENT 1

Notes



Georgetown Divide Public Utility District

Notes from the Workshop

Facilitated by Dr. Bill Mathis
Scribe, Janice Mathis, MA

February 16, 2019
9:00 am to 3:30 pm

Theme: Developing Our Future Together

Dr. Bill - enjoyed meeting with all Board members. It's clear that there are significant issues that the Board can go through in developing the future. Not to rehash the past, but to make changes now to make things better.

Techniques we can use in becoming better - framing items and issues in a positive manner. If we begin communications in a clear and straightforward manner, we'll improve. We will share our views throughout the day.

The Brown Act is here to protect the public and to ensure that there is fairness in all processes. Dr. Bill provided an overview of Board Norms that helps Boards and Councils to clarify roles and responsibilities.

Important for the Board to consider - 1) What is Policy; versus 2) What is Management. Board makes policy; Staff follows through in management and how policies are carried through. The General Manager leads staff and oversees the daily operation

Dr. Bill stated that the District could use more project management of Board goals. The Board needs to set clear timelines and priority and provide resources to meet those goals.

One major interest or goal for each Board member:

Dave Souza - Major thing is infrastructure. It's been terrible; if taxpayers knew how bad it really is, they'd be helping us instead of fighting us. The old Board and old GM did not do a good job. Ditches are a major problem in the way they need to be fixed. Need to put money into preventative. How can we get better? Rely on our Operations manager and GM. How to select most urgent area? Rely on Operations and GM to decide; project to project would be more affordable.

Dave Halpin - Short term vs long term problems - finding a balance is problematic. Infrastructure is expensive, and fixes are a long-term issue; we won't live to see the result. We have \$1 million to work with per year; management must pick out most pressing problem with little money. If GM tells us there is an infrastructure problem we need to work on, let's go with what he's telling us. No "forensic" audit please - ridiculous. We have a lot of people in the community who can't afford the rates, utilities, etc., this is a big short-term problem. These issues are important. Taking care of long term and short term is what we must do.

Michael Saunders - Need to look at the short term and the future - We need to fine tune the capital improvement plan, perform a risk assessment to modify our reserve policy. There may be some inequity with the irrigation side, so we should redo the tax allocation plan. We should obtain grants to lower cost to customers Through our capital improvement plan in our budget process we can establish our priority project list. Budget process should be done in a thoughtful manner. We should consider a redundant source of water and look to make our system and supply more resilient.

Cindy - Fiduciary responsibility; Board must adopt a prudent budget with funds to address projects. Must have an effective capital improvement plan and appropriate reserves. CIP and budget planning should be done by GM and Staff with Finance committee; address short term, emergency probabilities, and projects going forward can be prioritized - always making adjustments as we go through the process depending on situations that may create change, weather, roads, etc. GM should spend more time developing the CIP and reporting on progress to the Board. Money from the "New Candidates Initiative" may be available for additional revenue.

Dane – Need to Build Trust in information from GM and Staff the information we get is accurate; yet he is hearing the public say that information coming out is not accurate. District can't move forward in any of this until this lack of trust is addressed. How to build trust? Board members cannot criticize staff in public, they need to educate themselves, research the issues, and ask good questions. Board members need to sit individually with GM and ask questions.

Dr. Bill - Why doesn't the Board have committees within the Board? Recommends considering 4 Board Committees made up of two Board members:

- 1) HR/public relations committee;
- 2) Finance committee;
- 3) Facilities committee;
- 4) Operations and Engineering committee.

This Board is rare in that they currently do not have Board committees. Board committees would study issues that they can explain to the full Board. They would meet monthly, be run in according to the Brown Act, and open to the public. The Board cannot delegate their responsibility of running the District to volunteers. With different expertise on this Board, we need to use each member's skills, knowledge.

Dane - Committee structure can be good; it creates buy in for projects, etc.

Dave Halpin- Please define Committee? Two Board members; staff support by providing information and policy decisions that will eventually be heard by full Board. Public may attend. He is not interested in formal committee meetings. The same folks come to all District meetings; more meetings will not enhance the other folks who do not come to meetings. Need more communications, public outreach firm to help us contact others. Need a good web site, public outreach and contacts. Stop the same old stuff and do what needs to be done for the community.

Cindy - Committees are a very good use of time if they are set up correctly; win/win and offers opportunity for sharing and learning; can assist the Board and community in creating and building trust. It offers opportunity for trust building, transparency by having public attend, and gives GM the opportunity to have information available. We have an old culture in a new District that needs to define oversight by the Board and micromanagement.

Michael - Committees can save time and provide more - big plus! Some committees may not need to meet as often, depending on the circumstances. If we combine engineering, facilities and operations we might save meetings and time. Michael explained what a formal committee's purpose is and how it works. Community outreach is the other problem; how do we do that? How can we get mailers ready to go out? We need to get something done first, get some of these items out of the way before we start something new. Need to have meetings at times when others can attend; see what venues work.

Dane - Combining a couple of them might be good; staffing committees takes time, so we need to be aware of the regular work needing to be done. It creates more input, more of a thorough vetting and ideas. Having more meetings does not make us more transparent. Maybe to start with Finance committee would work. Weekly individual meetings between the GM and Board members weekly would be a better approach. They can be on the phone, in person, whatever works.

Steve, General Manager - Committee meetings are advisory to the Board; benefit is that GM can educate Board members and build trust. Committees do require a significant amount of staff time and add time to the schedule for delivering Board goals. Study Sessions with the full Board would be a reasonable alternative. If we want to do a trial run with a Budget Committee, it won't be a problem.

Dr. Bill - Study Session that covers just one, sometimes two topics are typical. Much more flexible in discussion and informal interaction. Committee meetings and Study Sessions all can reduce time taken during regular Board meetings.

Dave Souza - Not a big committee guy but ideas are good; personally, not a lot of time available personally, most likely the same people will attend committee members no matter what the topic.

Dr. Bill - Public Relations issue is #1 - We need to take care of our community; reach out; improve our website so many can be informed.

Steve – Outlined progress that has been made in selecting a public outreach consultant (Board Objective A-2). Prepared a Request for Proposals, received and reviewed proposals, interviewed two firms, and are ready to present the top ranked firm to the Board, On the Mark Strategies.

On the Mark Strategies, Mark DeSio and Bill Ritter – Last fall they applied to offer public relations to Georgetown PUD. Their scope involves developing an outreach plan, press releases, email and social media campaign, stakeholder partnership, and more. Glad to see people attending today = democracy at work. Communications is currently poor - passive website, not reaching 10,000 people. The Board wants to do a better job and needs to figure out a way to improve communications.

Some ideas from On the Mark: a mechanism in place in case of emergency; talk to customers, expectations need to be stated clearly, what you're going to do for them, video, you tube, attending local events - all at one table; District needs to push out good information, no slick brochures, but talk to your people. Create pipeline where updates are given with timelines they can look forward to. Board needs to be effective in reaching out. People will sit in their cars for an hour knowing Caltrans is working for them. But they need to be informed so they know what to expect. They need to be given information.

Need to help folks be updated - don't make them ask. Trust is like the air we breathe; when it's good we don't notice, when it's not, we notice.

Dane - This is a good start; we're hearing that this is a waste, so we hope this works.

Michael – Staff already does a good job in local events. This meeting today was promoted on Facebook, a newsletter would bring more out. Everybody agrees that ability to have more information is important.

Cindy - Important to have information at or fingertips, bulletin or newsletter with invoices would be good; making sure they work and making sure our costs are covered with accountability and transparency; community is concerned with costs and affordability - we can do more on texting, Facebook, twitter, e-mail, showing them, we can be successful. We need to provide emergency information.

Dave Souza - A lot of people don't come to the meetings and they don't need to.

Mark - Proposal was \$48,000; Facebook has NO "likes" on it. GDPUD is in the game and it does cost money.

Dave Halpin- Everybody would agree that we need to communicate on some level with our community. How we proceed is the question; this meeting today costs money. We're doing several things that cost money; we have a poor grade in how we've reached out with taxpayers. We should spend money to do this as frugally as possible. We have an obligation to do things that cost money. I'm a fan of a shiny brochure going out to our folks in a mailer in their invoices. All folks need to receive this every other month; we can all edit content. We should start there. Social media is not as impressive as the mailer.

Dr. Bill - Mark, are you able to be flexible as you see what works, what they like, and how they may change their minds in how the process works and improve as you go? YES! GDPUD will be his only client for the first year. Also, the desires of the Board may be different from those in the community.

Public Comment –

Appreciates what Cindy and Mike are doing with small meetings informing us of what goes on. They take our questions to the GM and we get answers.

I used to be one of the rate payers who wasn't engaged. I didn't know how to get involved, this whole thing today with GDPUD has given me confidence; understand what Dave Halpin is saying - same group at every event. Nature of society, for each one of them there are untold numbers who need to be reached also. They care, they need to be touched and reached out to. Everyone talks to their neighbors. Board members need to moderate their behavior online, social media is not the place to vent or give personal opinion as a Board member. There needs to be a policy on social media, decorum, for Board members and Staff members.

People who are not online need the mailers, the website. In favor of better communications

Communications are important; a lot of people up here don't have technical communications, don't know what we're doing - need to get initial communications out there, they need mailers; need trust between GDPUD and the public. Need to build the trust in this campaign.

I felt totally against the communications firm. After hearing them talk today, I'm for this now. Customers need to be informed; taxpayers don't know about the budget and need to know.

Initially I was against hiring a professional outreach firm. I'm warming up to this idea. We need to get information out that resolves people's fears in how their money is being used. Need to establish trust. Need a larger place to have Board meetings too.

I started thinking a professional communications firm was a waste of time; but, sitting here, I'm realizing this Board is doing a lot and everyone needs to know this. We all are proud when we're informed.

Mark - Facebook live works too. They can watch meetings online after the fact at their leisure.

Dr. Bill - We're here to develop that trust. Next Board meeting this will be in Board meeting.

Cindy - Need a system with GM where information goes out consistently to public telling them what we're doing.

Bill Ritter - His firm is new, but we've been working on this for a long time. Caltrans, Indian Band with government, communications with government, relationships necessary. Communications is key.

Michael - The reason Michael is on this Board is due to lack in communications. Wants to help make it better.

GM's Slide Show - Developing Our Future Together –Accomplishments, Resources, Goals

GM Recommended staffing needs:

- Administrative Services Manager
- Engineer
- Office Assistant for Engineer/General Manager

- 1) Discussion was held on priority of staff member(s) necessary
- 2) Board discussed with GM and Dr. Bill the budget, succession planning, priority of staffing needs

Board discussed Study Sessions, Board committees, and Finance Committee.

- **Cindy** volunteered to be on the Budget committee; bringing ideas back to the Board
- **Dave Souza** might also agree to be on this committee
- **Budget** committee can be established – not part of the Finance committee.

To Do for GM:

1. Present communications/publc outreach contract to Board for action
2. Present creation of Board Budget Committee to Board
3. Present funding of engineer position during budget presentations

Public Comment: Keep the Finance committee.

Summary by Dr. Mathis

- 1.** Major theme of the workshop was accomplished when all Board members were able to express ideas on how to move the District forward this year in an organized, positive manner.
- 2.** Developing Our Future Together is the theme that encompasses teambuilding with new/old members of the Board and alignment of ideas to achieve the common priorities of the Board.
- 3.** The Board was united and accepted the challenge to find funding for a new Engineer position.
- 4.** They identified trust issues for the Board to work on unit the next year.
 - Accomplish and set priorities in infrastructure for the next fiscal year;
 - Discuss structure and responsibility of Fiscal/Budget Committee of the Board;
 - Increase transparency by implementing a communications strategy and hire consultants.
- 5.** Plan and execute a communications strategy that allows for public input and enhances the unification of the Board and PUD.

AGENDA ITEM 5.A.2.

**Minutes
Regular Meeting of March 12, 2019**

CONFORMED AGENDA
REGULAR MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634

TUESDAY, MARCH 12, 2019
2:00 P.M.

MISSION STATEMENT

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4. There is a three-minute time limit per speaker.
5. The Board is not permitted to take action on items addressed under Public Forum.
6. Disruptive conduct shall not be permitted.
7. Persistence in disruptive conduct shall be grounds for removal of that person's privilege of address.

The Board President is responsible for maintaining an orderly meeting.

1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 2:07 P.M.

Directors Present: Cynthia Garcia, David Halpin, Michael Saunders, David Souza, Dane Wadle.

Staff Present: General Manager Steven Palmer; Operations Manager Darrell Creeks; Management Analyst Christina Cross; Board Assistant Diana Michaelson. Legal Counsel: Barbara Brenner, Churchwell White, LLP.

The Pledge of Allegiance was led by Director Saunders.

2. ADOPTION OF AGENDA

Director Wadle requested to remove item 7.C. from the agenda as the principal was not able to attend.

Director Saunders requested that item 7.G. be heard before 7.A. so the candidates would not have to stay for the entire meeting if they didn't want to.

Motion by Director Halpin to adopt the agenda as revised. Second by Director Garcia.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

3. PUBLIC FORUM (ONLY ITEMS THAT ARE NOT ON THE AGENDA)

Adam Harston introduced himself and provided a document to the Board, which is included as **Attachment 1** to these Minutes. He spoke regarding the rate increase and asked for clarification of the documents he has seen in the RCAC report.

Bonnie Neeley agreed with Mr. Harston on how the rates were calculated and spoke in favor of reducing rates.

Steven Proe agreed with the consensus of Mr. Harston on how rates were calculated.

Cherie Carlyon spoke regarding VDT, legal fees, and an email sent to the Board.

Val Stevens spoke concerning water rates.

4. PROCLAMATIONS AND PRESENTATIONS

There were no proclamations or presentations.

5. CONSENT CALENDAR – Any member of the public may contact a Board member prior to the meeting to request that an item be pulled from the Consent Calendar.

Director Wadle said he had received a request to pull item 5.C. Director Saunders requested that Items 5.A., 5.B.1, and 5.B.2 be pulled from the Consent Calendar. Barbara Brenner noted that effectively that left no Consent Calendar.

A. Approval of Minutes

Director Saunders noted that there were no minutes of the January 16, 2019 Strategic Planning Session. Mr. Palmer said that was correct, the Minutes were not yet available.

Ms. Brenner asked if there was an issue with the Minutes in the packet. There was not.

1. Special Meeting of February 12, 2019
2. Regular Meeting of February 12, 2019

Motion by Director Garcia to approve the Minutes. Second by Director Souza.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Absent

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed 4 – 0.

B. Financial Reports

1. Statement of Cash Balances

Director Saunders inquired regarding Assessment closeouts. The transfers have not yet been completed.

Director Garcia inquired regarding a \$2,000 discrepancy in Fund 10. Staff will look into it. She asked if there is any way to track hours in Fund 40 to compare to payroll, and if the hours can be added to the monthly Zone report.

Public Comment: There was no public comment.

Motion by Director Souza to approve Item 5.B.1. the Statement of Cash Balances. Second by Director Halpin.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye
Wadle: Aye

The motion passed unanimously.

2. Month-End Cash Disbursements Report

Director Souza inquired regarding laundry service for employee uniforms. Mr. Palmer said the District provides uniforms for the employees, which includes laundry service.

Director Garcia asked about a \$46,000 check to the City of Sacramento. Mr. Palmer said that is a cost shared with other agencies for the Watershed Sanitary Survey every 5 years.

Public Comment: *Ms. Carlyon had questions regarding some individual checks.*

Motion by Director Halpin to approve the Month-End Cash Disbursements Report. Second by Director Garcia.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

C. Approval of Expense Reimbursement for Directors Garcia and Saunders to Attend CSDA Leadership Academy

Possible Board Action: Adopt Resolution 2019-16.

Mr. Palmer said this item was pulled from Consent because of additional information received from Directors Saunders and Garcia. He gave a brief report on the item, noting some changes that would adjust the costs.

Public Comment: *Bonnie Neeley asked for the dates of the conference.*

Motion by Director Halpin to adopt Resolution 2019-16. Second by Director Souza.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

D. Mid-Year Budget Review

Possible Board Action: Receive and File.

Management Analyst Christina Cross presented the staff report.

Director Saunders inquired regarding overtime. Ms. Cross said that, overall, it is trending the same as last year.

Director Garcia asked if staff is watching trends and predicting where the District will be going in the third and fourth quarters. She also asked why this item did not first go to the Finance Committee. Mr. Palmer said that this has always been a consent item. It is only an update to the Board, nothing is being acted upon, no adjustments are being requested, so it isn't something that would typically go to the Finance Committee.

Public Comment:

Steven Proe inquired regarding the hydro plant and related overtime rates. Mr. Creeks explained how the hydro plant affects water flow in the ditch.

Ms. Carlyon commented regarding the wastewater expenditures and rates.

The report was received by the Board.

6. INFORMATIONAL ITEMS

A. Board Reports

Director Saunders reported that he had attended the Gold Country Special Districts conference recommended by CSDA. He reported on a meeting he attended that was hosted by the Sierra Institute for the CABY IRWM. He then commented regarding the District's policy on the legislative liaison position.

Director Garcia reported that she and Director Saunders are having their own town hall meeting on March 16. She reported that the CSDA conference in July conflicts with the Board Meeting schedule. She participated in a CSDA webinar regarding fiscal year-end planning. CSDA Legislative Days is scheduled in May and she is interested in attending. Ms. Brenner added that ACWA does the same thing as well.

Director Wadle said that he will also be attending the CSDA Legislative Days in his CSDA professional capacity so there will be no charge to the District. He then reported

that he attended a training at the Cameron Park Community Services District on the topic of board member liability and issues, at no cost to the District. With Director Saunders, he attended a local Divide Chamber meeting and provided an update on what the District has been doing with some projects. He then listed topics for future Board meetings.

B. General Manager's Report

Mr. Palmer presented his report, especially noting that Water Resources Manager Adam Brown continues to coordinate with the CABY Regional Water Quality Group to ensure that the District can avail of future funding opportunities.

Director Garcia had questions regarding the process for drafting District policies and procedures. She inquired regarding the status of the financial software contract and the evaluation process.

Mr. Proe commented regarding costs associated with accepting grant money.

An audience member said the public would like to see policies prior to adoption. It was pointed out that all draft policies are included in the Board packet posted on the website prior to adoption.

Ms. Neeley asked for clarification of Mr. Proe's comments.

C. Operation Manager's Report

Mr. Creeks presented the Operations Manager's Report. He said that staff will be flushing as many fire hydrants as possible while Stumpy is spilling. He then showed some photos of the ditch after the snow storm a few weeks ago.

Mr. Brown presented the Zone Report.

D. ALT Treatment Plant Update

Engineering Consultant George Sanders gave a status report of work done at the plant in February and provided a slide show of recent photos. He reported on the status of the latest payments from the State Water Board.

Director Garcia inquired about the damaged filters. Mr. Sanders said that at this time District Staff does not believe that the damage to the filters is a result of District actions. She also inquired regarding the schedule. Mr. Sanders said he's looking at substantial completion by the end of March.

Ms. Carlyon inquired regarding the replacement of breakers for the blowers.

Mr. Proe commented regarding sedimentation and water flows through the ditch.

7. NEW BUSINESS

A. Approval of Finance Committee Appointments

Possible Board Action: Adopt Resolution 2019-24.

This item was agendized as Item 7.G. but was heard as the first item of New Business per Board action during adoption of the agenda.

Mr. Palmer presented the staff report. There are three vacancies on the Finance Committee and five applicants.

Director Wadle said that he had invited all the candidates to come to the Board meeting so that Board members would have the opportunity to ask questions before voting.

Director Garcia asked for clarification on the process of selecting the candidates since there are more candidates than vacancies. Director Wadle said that the Board would vote on each candidate.

Each of the candidates gave a brief statement as to why they felt qualified for the position. The Board had the opportunity to ask questions of each candidate.

Public Comment: *Mr. Proe commented regarding the number of members on the committee.*

Mr. Harston inquired regarding the application process and indicated interest in applying for one of the vacant positions.

Ms. Carlyon asked the Board to please appoint those with finance experience.

Rick Gillespie, Finance Committee Chair, stated that he had no objection to any of the candidates.

Director Saunders commented that there are currently not enough members on the committee.

Director Wadle stated his recommendation to fill the three positions with candidates Harms, MacDonald, and Neeley.

Director Garcia said that her choices would be Miller, Waltz, and MacDonald based on their qualifications and asked how the Board would decide on whom to appoint.

Director Wadle said that each candidate would be voted on, and the three with the highest votes would be appointed.

The names were written on the white board at the front of the room, and a tally was kept of the votes for each candidate. At the conclusion of the voting the results were as follows:

<i>Mae Harms</i>	<i>3</i>
<i>Mitch MacDonald</i>	<i>4</i>

Steve Miller 3
Bonnie Neeley 3
Don Waltz 2

Following the vote, Ms. Brenner clarified that with four votes, Mitch MacDonald would fill one vacancy, Don Waltz was eliminated with only two votes, and the remaining candidates were in a three-way tie for the remaining two positions, having received three votes each. There was some discussion, and it was agreed by consensus to move forward with the appointment of Mr. MacDonald and, furthermore, at the next Regular Board Meeting to consider the remaining candidates and any others who might apply in the interim.

Motion by Director Halpin to adopt Resolution 2019-24 appointing Mitch MacDonald to the Finance Committee. Second by Director Souza.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

B. Approval of \$100,000 (0.8%) Increase to the General Manager's Change Order Authority for the Auburn Lake Trails Water Treatment Plant Project

Possible Board Action: Adopt Resolution 2019-17.

Mr. Sanders presented the staff report. Director Garcia questioned the \$100,000 increase at this stage of completion. There was general discussion by Board members.

Public Comment: *Ms. Carlyon commented that this amount is already included in the original budget.*

Motion by Director Halpin to adopt Resolution 2019-17. Second by Director Garcia.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

C. Approval of Tractor Loader Purchase from PAPE Machinery in an Amount not to Exceed \$100,000

Possible Board Action: Adopt Resolution 2019-18.

Mr. Creeks presented the staff report.

Director Garcia had several questions. Director Souza suggested staff look into purchasing used rather than new equipment.

Public Comment:

Mr. Proe asked the Board to consider the budget and consider buying a used loader still under warranty.

Mr. Harston commented regarding costing out the benefit of owning versus renting.

Mike Thornbrough recommended buying used.

There was further discussion among Board members addressing budget parameters and cost saving options that could be investigated.

Motion by Director Halpin to approve Resolution 2019-18.

Motion died for lack of a Second.

Staff was directed to search for a used replacement instead and bring that back to the Board as an option instead of new.

D. Approval of Professional Services Agreement for Communication/Outreach Consultant with *On the Mark Strategies, LLC* in an Amount Not to Exceed \$48,000

Possible Board Action: Adopt Resolution 2019-19.

This item was pulled from the agenda for consideration at a future meeting.

E. Authorization of Water Smart Grant Application

Possible Board Action: Adopt Resolution 2019-20.

Mr. Brown presented the staff report.

Director Saunders commented that a 50/50 cost share is huge.

Director Souza asked if the grant will become available again, noting that 50/50 is tough.

Director Wadle commented that reliability of the main ditch is one of the District's key infrastructure needs; it is an expensive project, and any grant will have a significant cost share.

Director Halpin commented that if the ditch fails, the District is on the hook to fix it, with or without a grant. It is a critical infrastructure item, and rates were raised to deal with infrastructure needs. A 50/50 cost share saves the District money.

Director Garcia had questions regarding the budget and CIP projects. Mr. Palmer said that this project would not replace any of the approved CIP projects, that money is available to fund the match if the District is awarded the grant, and the project would be in addition to the capital projects already planned and would be included in next year's budget.

Public Comment:

Ms. Carlyon suggested that the grant could be applied for but not accepted, since there's a deadline.

Director Saunders asked when the award will come through.

Mr. Proe expressed concerns about finding money to address emergencies and about environmental issues should the project go forward.

Director Garcia commented regarding schedules and planning. Mr. Palmer said this is the type of project that would be managed by a contract engineer or engineering manager on staff.

Motion by Director Halpin to adopt Resolution 2019-20. Director Wadle passed the gavel to Director Saunders. Second by Director Wadle.

Roll call vote was taken, and the vote was as follows:

Garcia: No
Halpin: Aye
Saunders: No
Souza: No
Wadle: Aye

The motion failed 2-3. The gavel returned to Director Wadle.

F. Adoption of Board Goals

Possible Board Action: Adopt Resolution 2019-21.

Mr. Palmer presented the staff report.

Referring to Objective A-5, Director Saunders commented that the public workshop on the irrigation ordinance has not yet been followed up. Mr. Palmer suggested that the wording be changed to “complete Board review.”

Director Saunders referred to Objective B-5 clarifying that the Board was going to evaluate whether a contract engineer or a full-time engineer should be hired, based on the number of projects that would need to be managed.

Public Comment: *Ms. Carlyon commented that the goal planning workshops need to stop.*

Motion by Director Halpin to adopt Resolution 2019-21 as amended. Second by Director Souza.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: No
Wadle: Aye

The motion passed unanimously.

G. Establishment of Board Budget Committee, Providing Committee Role and Responsibilities, and Confirming Board Appointments to the Committee

Possible Board Action: Adopt Resolution 2019-22 and Resolution 2019-23.

Mr. Palmer presented the staff report.

Director Halpin objected to a Board Budget Committee comprised of only two Board members, preferring all five Board members to participate by calling special budget meetings.

Director Garcia objected to establishing a Board Budget Committee to do the work that a capable Finance Committee could do.

Director Saunders commented that the budget is the main tool used to shape the District, and all five Board members should be involved through public workshops.

Public Comment:

Ms. Carlyon asked for clarification of the budget preparation process.

Mr. Proe spoke in opposition to a Board Budget Committee of two Board members.

There was no motion on this item.

8. BOARD MEMBER COMMENTS, REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF – Opportunity for Board members to discuss matters of interest to them and provide input for future meetings as well as report on their District-related meeting attendance.

*Director Saunders provided a list of items he would like to see on future agendas (see **Attachment 2**). Before discussing the list, he said that as Board Treasurer he has been working on a template for the monthly Financial Reports. He asked the Board members to provide any input to him. His goal is to capture the questions that arise with the current format and finalize the draft template by next month and bring it to the Board for approval.*

Director Garcia commented regarding her concerns about 1) agenda topics being discussed prior to the posting of the agenda, and 2) getting her agenda topics put on agendas in a timely manner. She then commented regarding some phone calls she had received from irrigation customers.

Director Garcia said she will contact Mr. Palmer for an appointment to discuss VTD and legal fees.

She requested the following items for the April Board meeting: 1) CSDA Legislative Days, and 2) Review Finance Committee role, responsibilities and appointment process. She requested ALT Wastewater Rate Review be put on the agenda in the near future.

***Attachment 3** is a document that Director Garcia requested to be placed in the record.*

9. NEXT MEETING DATE AND ADJOURNMENT – The next Regular Meeting will be on April 9, 2019, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

The meeting adjourned at 6:21 P.M., at which time the Board returned to its Special Closed Session Meeting.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Steve Palmer by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on March 8, 2019.

Steven Palmer, PE, General Manager

Date

To be included as part of the permanent record for the Georgetown divide Public Utilities District Board of Directors meeting.

I have requested the following items appear on the following BOD meeting agendas, but as of today's date, March 12, 2019, none of these items have been placed on board meeting agendas. My requests have been made in public during the meetings, and through emails sent to the board chair and the GM.

December 11, 2018 –

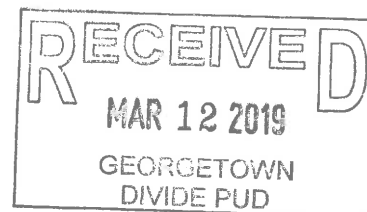
- Mission statement – discuss adding the word “transparency” into the mission statement.
- Finance committee - discuss structure, function, volunteerism, and revising the current resolution.
- Use of committees - assemble volunteer committees to help develop written policies and procedures.

January 8, 2019 –

- Finance committee - discuss structure, function, volunteerism, and revising the current resolution.

February 12, 2019 –

- VDT & legal fee questions - meet with GM then discuss at the next board meeting.
- Finance committee - discuss structure, function, volunteerism, and revising the current resolution.
- Irrigation ordinance – status, next steps to producing a final ordinance.
- Meeting Agendas – drafts should be provided to BOD members a week before the meetings and the final posted with the packet 72 hours before the meeting to allow time for board members to prepare their information and questions for the meetings thus hopefully shortening the length of time of the meetings.



**GDPUD Board of Directors
Regular Meeting - March 12, 2019
Director Saunders' Requested Agenda Items**

Requested Items for our General Manager

1. At the next Finance committee meeting if we can also add to the agenda to review Mid year budget
2. Inactive Meter Policy -If you can provide me with whatever policy we are now following
3. Legislative Policy - place in Board Manual policies - New Directors

Requested Items for Future Agenda

1. Calendar Roadmap
2. Finance Committee Policy
3. Admin/Policy Committee
4. Inactive Meter Policy
5. Irrigation Workshop F/U
6. Prop 218 Timetable - Alt Zone
7. Review of Financial Statement Template
8. Legislative Liaison - April Agenda
9. Legislative Policy - April Agenda

Requested Items for Board President

Agenda Topics so we know what to review

To whom it may concern at the GDPUD,

As introduction my name is Adam Harston. I am a certified public accountant (CPA) and a certified financial forensic (CFF). I have more than 6 years of experience in the area of forensic accounting working on dozens of cases. I have experience tracking and maintaining inventory and capital assets. I am also a member of the Georgetown community and have therefore been affected by the recent rate hikes. I have not been hired or paid to be here as a forensic accountant. I am here for myself and my community.

I recently decided to take a closer look into what caused the rate hike as no one in the community I talked to seemed to know why it increased so drastically. I have downloaded nearly every document made available to the community including but not limited to the following:

1. Fiscal year 2018-19 Budget
2. Fiscal year 2019-19 to 22-23 CIP
3. (A 10 year financial plan is listed on the website but not provided)
4. Final-Audit FY 2017-18
5. Final-Audit FY 2016-17
6. Final-Audit FY 2015-16
7. Final-Audit FY 2014-15
8. SCO Financial Transaction Report FY 2016-17
9. SCO Financial Transaction Report FY 2017-18
10. AB 1600 Development Impact Fee Report FY 2017-18
11. 2018.06.21 Adopted CIP 18-19 to 22-23
12. 2017 Draft long range financial forecast
13. Capital Improvement plan 2017-2018-2021/2022
14. Water Financial Analysis by the RCAC dated October 2017
15. Stantec Capital Facility Charge Study dated March 2007
16. Various board meeting minutes and agendas

I am continuing to look at these documents in more detail for myself as there is a lot of past information, but at this time I am hoping the Board and General Manager can help answer some of my many questions and respond to some my observations not only for me but for the community.

Assets

My first major observation and question has to do with the assets. There was a slide show presented to the community which includes a Reserve Calculation (Treated Water) showing a column with "Estimated Historic Cost". I noticed the Lake Walton Plant Replacement is listed as the exact same dollar amount as the ALT Water Treatment Plant at \$12,728,909. Does this mean you are planning on replacing the entire Lake Walton Plant? If so, when? Nothing about this replacement is listed in your Capital Improvement Plan adopted June 21, 2018 for the next five years. So why is Lake Walton listed at this estimated future replacement value now? Why is it not listed at actual historical cost? Does this not artificially inflate the total asset value provided for the rate study significantly? All of the rate calculations from the RCAC

report dated October 2017 are based on the asset list and their values as provided to them so listing this plant at a higher cost would increase the rates calculated.

According to the June 30, 2016 depreciation schedule the total cost of the Lake Walton Plant was only \$3.3 million. If the plant is not to be replaced soon should not the rates reflect maintaining the current system? The Lake Walton plant is also listed as 25 years old with a remaining useful life of another 25 years as provided to the RCAC. If it is not going to be replaced why again is it listed at its future replacement cost and not actual historical cost?. By using this replacement cost you are inflating "Estimated Current Assets" by over \$7 million. This then increases "Estimated Future Costs" by over \$12 million. Ultimately by not using the actual cost of Lake Walton the results of this inflated "cost" increase the funding calculated as needed in the reserves by about \$100,000 per year.

Finally the numbers provided to the RCAC list the ALT plant with a remaining useful life of 59 years while the Lake Walton plant, listed at the exact same dollar amount, only has 25 years of remaining useful life. This means in your calculations that you have to recover the entire cost in 25 years vs. 59 years, requiring more annual reserves per year. If you are going to list an imaginary number for the cost of the Plant, you might as well put in the correct useful life of that imaginary replacement so that your reserves come out properly. This just shows me no due diligence or proper attention was put into the information provided to the RCAC.

Have you had any qualified experts examine the Lake Walton Plant to say whether it needs to be completely replaced or can it just be upgraded and renovated? Have you petitioned the state to see if this is an option? I recently found out that a previous general manager misled the public by not doing his due diligence of petitioning the state for an upgrade to the ALT plant and just replaced the entire system. I want to make sure that is not what is happening this time with the Lake Walton Plant.

Continuing to the budget in this same public presentation, it shows that more money is planned to go to personnel each year than the actual capital replacement program you have proposed. In fact the personnel costs increase each year significantly while the replacement program for assets decreases. This shows me that the board is planning the marginal increase in rates each year is not for improvements or replacements but for increased personnel and salaries. Do you truly feel this is the best use of funds? Do you think the public would think this is a good use of funds?

Do you believe it necessary to replace the entire water system rather than maintain it? It is apparent from various reports including the Capital Facility Study in March 2007 that some of the system does need to be completely replaced, but does everything? Why does nearly everything provided on the asset list to the RCAC appear to be listed as a replacement cost? Does this not then provide a rate that would allow the replacement of the entire system rather than what is actually necessary to maintain the system and replace what is necessary?

Another assets I want observed is the Pilot Hill Water Tank. From what I have been able to find out you do not even own the Pilot Hill Water Tank. Is this true? Why then is it included as an asset you own? If you do not own it, this inflates the value of your assets and increases the reserve calculation.

Water Financial Analysis by the RCAC

The vast majority of the assets provided to the study by this district are listed at "current replacement costs". Why is this? Who came up with these values? Do you have any supporting documentation for the current replacement cost of each asset listed? Has it been made available to the public?

I am assuming that you compiled a list of supporting documentation that was provide to the RCAC to verify the numbers provided. What support was provided to the RCAC to verify the figures provided? Do you have actual quotes for replacement of assets? Are these just estimates and guesses based on what you want to do? Have you recently had any engineering reports to help show the cost of the system? Why not? Should this not have been completed prior to the rate study to ensure its accuracy?

Year Acquired

There is a lot of discrepancies as the year various assets were placed into service. For example, about 137 miles of pipeline was reported with a total unit cost of \$37,078,346 as acquired in 1974. Was all of this pipeline truly put into place in 1974? Is there no more accurate list as to when all of this pipeline was actually put into service and installed? I assume it was not all installed in one year. Referring to the same pipeline there appears to be another report that shows it as acquired in 1984, 10 years later. This makes an enormous difference in terms of calculating the estimate future cost since you are compounding the value of these assets each year and you are basing your annual reserve requirements off of this estimated future costs. This is potentially millions of dollars in differences depending on when the assets were put into service.

I have been able to review several other worksheets provided to the public that show a much more detailed listing of the pipeline including the actual years of acquisition. Would it not be much more accurate to list each section or addition based on actual acquisition date? By lumping them together in the first year it was started you are increasing significantly the estimate future value.

Water Usage

Do you feel that the new rates are affordable by the public? Even the new irrigation rates? Does this not also have a bearing on the rates chosen?

I have not been able to find a measurement of water usage, especially irrigation water, to see how it has changed from 2017 to 2018 and into 2019. With the rates increasing so drastically for irrigation have you seen revenue increase or decrease in 2018 from 2017? What about in 2019? Are fewer people using irrigation and is less water being used? Do you think you may need to adjust the rates, even temporarily so you can determine much more accurate rates?

Summary

In summary, it is apparent that a rate increase was needed to upgrade an outdated and aging system, however the size of the increase seems highly suspect to me based on the information made available. This appears to be a program to replace every piece of the existing system as well as provide steady

increases in personnel cost and benefits that exceed money used for actually maintaining the assets. Can the board and management say with certainty that the current adopted model is necessary and correct? Have you had any feedback from the community as to these rate increases? Do you feel you appropriately informed the public as to how the rates actually increased including the value of the assets and how they appear to have changed?

AGENDA ITEM 5.A.3.

**Minutes
Special Meeting of April 9, 2019**

CONFORMED AGENDA – DRAFT

SPECIAL MEETING

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

**TUESDAY, APRIL 9, 2019
1:00 P.M.**

MISSION STATEMENT

It is the purpose of the Georgetown Divide Public Utility District to:

- Provide reliable water supplies
 - Ensure high quality drinking water
 - Promote stewardship to protect community resources, public health, and quality of life
 - Provide excellent and responsive customer services through dedicated and valued staff
 - Ensure fiscal responsibility and accountability are observed by balancing immediate and long-term needs.
-

1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 1:00 P.M.

Directors Present: Cynthia Garcia, David Halpin, Michael Saunders, David Souza, Dane Wadle.

*Staff Present: General Manager Steven Palmer; Board Assistant Diana Michaelson.
Legal Counsel: Barbara Brenner, Churchwell White, LLP.*

The Pledge of Allegiance was led by Director Halpin.

2. ADOPTION OF AGENDA

Motion by Director Garcia to adopt the agenda. Second by Director Souza.

Public Comment: There was no public comment.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

- 3. PUBLIC FORUM –** This is a special meeting under Government Code Section 54956. Public comment is limited to items appearing on the agenda. Under Section 54954.3, the

public shall have the right to comment on any items appearing on the agenda prior to or during consideration of this item. Public comment on items not appearing on the agenda should be made at the regular meetings of the District.

No disruptive conduct shall be permitted at any Board meeting. Persistence in disruptive conduct shall be grounds for summary termination, by the President, of that person's privilege of address.

There was no public comment.

The Board adjourned to closed session at 1:02 P.M.

4. ADJOURN TO CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL

A. Existing Litigation – Pursuant to Paragraph (1) of Subdivision (d) of Government Code Section 54956.9: Georgetown Divide Taxpayers Association v. Georgetown Divide Public Utility District.

5. NEXT MEETING DATE AND ADJOURNMENT – Next Regular Meeting will be on April 9, 2019, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

The Board returned to open session at 1:59 P.M. with no reportable action taken at the special closed session meeting.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Steve Palmer by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on April 4, 2019.

Steven Palmer, PE, General Manager

Date

AGENDA ITEM 5.A.4.

**Minutes
Regular Meeting of April 9, 2019**

CONFORMED AGENDA – DRAFT

REGULAR MEETING

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

**TUESDAY, APRIL 9, 2019
2:00 P.M.**

MISSION STATEMENT

It is the purpose of the Georgetown Divide Public Utility District to:

- Provide reliable water supplies
 - Ensure high quality drinking water
 - Promote stewardship to protect community resources, public health, and quality of life
 - Provide excellent and responsive customer services through dedicated and valued staff
 - Ensure fiscal responsibility and accountability are observed by balancing immediate and long-term needs.
-

Out of respect for the meeting and others in attendance, please turn off all cell phones or put in the silent mode.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item, provided they are first recognized by the presiding officer. The Board President will call for public comment on each agenda item. Those wishing to address the Board on a matter that is not on the agenda and within the jurisdictional authority of the District may do so during the Public Forum portion of the agenda. Please be aware of the following procedures for speaking during Public Forum or public comment sessions:

1. When called on to speak by the Board President, please approach and speak from the podium.
2. Comments are to be directed only to the Board.
3. The Board will not entertain outbursts from the audience.
4. There is a three-minute time limit per speaker.
5. The Board is not permitted to take action on items addressed under Public Forum.
6. Disruptive conduct shall not be permitted.
7. Persistence in disruptive conduct shall be grounds for removal of that person's privilege of address.

The Board President is responsible for maintaining an orderly meeting.

1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 2:08 P.M.

Directors Present: Cynthia Garcia, David Halpin, Michael Saunders, David Souza, Dane Wadle.

Staff Present: General Manager Steven Palmer, Water Resources Manager Adam Brown, Management Analyst Christina Cross, Board Assistant Diana Michaelson.

Legal Counsel: Barbara Brenner, Churchwell White, LLP.

The Pledge of Allegiance was led by Director Saunders.

2. ADOPTION OF AGENDA

Motion by Director Halpin to adopt the Agenda. Second by Director Souza.

Public Comment: There was no public comment.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

3. PUBLIC FORUM (ONLY ITEMS THAT ARE NOT ON THE AGENDA)

Cherie Carlyon read a statement (Attachment 1) regarding the budget.

Stephen Dowd spoke regarding irrigation and treated water rates.

4. PROCLAMATIONS AND PRESENTATIONS

There were no proclamations or presentations.

5. CONSENT CALENDAR – Any member of the public may contact a Board member prior to the meeting to request that an item be pulled from the Consent Calendar.

Director Wadle requested to pull Item 5.C. from the Consent Calendar.

Director Saunders requested to pull Item 5.E. from Consent.

Director Garcia requested to pull Items 5.A.1, 5.A.2, 5.B.1, and 5.B.2. from Consent.

Motion by Director Halpin to adopt the Consent Calendar as revised. Second by Director Garcia.

Public Comment: There was no public comment.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

A. Approval of Minutes

1. Special Meeting of March 12, 2019

After some discussion, Director Garcia allowed that these Minutes needed no corrections.

2. Regular Meeting of March 12, 2019

Director Garcia requested the following corrections:

Item 6.D. – include mention of damaged filter screens

Item 7.A. – include her choices in discussion of candidates; correct the spelling of MacDonald.

Item 7.B. – include her comment regarding amount of spending authority.

Item 7.C. – include Director Souza’s comment regarding consideration of used equipment.

It was agreed that the March 12, 2019 corrected Minutes will be brought back to a future meeting for adoption.

Motion by Director Garcia to adopt the March 12, 2019 Special Meeting Minutes (Item 5.A.1.). Second by Director Halpin.

Public Comment: *There was no public comment.*

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

B. Financial Reports

1. Statement of Cash Balances

Director Garcia pointed out a discrepancy in Fund 10. She asked about Fund 49. Then she asked about transfers to Capital Reserves.

Motion by Director Halpin to adopt the Statement of Cash Balances (Item 5.B.1.). Second by Director Saunders.

Public Comment: *Ms. Carlyon had a question. Director Wadle asked that this be addressed with staff off-line.*

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

2. Month-End Cash Disbursements Report

Director Garcia had a question about insurance. She had a question about a payment to the Department of Water Resources and another about a purchase from Grainger.

Public Comment: *Ms. Carlyon had questions regarding specific checks. The General Manager will follow up.*

Motion by Director Garcia to adopt the Month-End Cash Disbursements Report (Item 5.B.2.). Second by Director Halpin.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

C. Supply and Demand Report

Possible Board Action: Receive and File.

Water Resources Manager Adam Brown presented the report.

Director Wadle and Director Garcia commented.

Ms. Carlyon, Mr. Dowd, Phyllis Polito, and others made comments.

D. Consideration of Director Garcia's Attendance at CSDA Legislative Days

Possible Board Action: Adopt Resolution 2019-18.

E. Authorization of Letter Supporting Backfill Funding for Paradise Irrigation District

Possible Board Action: Authorize letter of support.

This item was taken up after Item 7.F.

Mr. Palmer presented the staff report. Legal Counsel Barbara Brenner summarized the request from Paradise Irrigation District.

There was some discussion.

Public Comment: *Ms. Carlyon commented.*

Motion by Director Souza to adopt Resolution 2019-18 authorizing a letter supporting backfill funding for Paradise Irrigation District. Second by Director Saunders.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

The Board returned to the order of the agenda at Item 7.G.

F. Approving Use of Walton Lake for the 2019 Georgetown Kids Fishing Derby

Possible Board Action: Adopt Resolution 2019-19.

G. Declaration of Projected Water Year as Normal Irrigation Season

Possible Board Action: Adopt Resolution 2019-20.

6. INFORMATIONAL ITEMS

A. Board Reports

Director Saunders asked that the Board have a budget workshop prior to the budget review.

Director Garcia expressed gratitude that the Board was supporting the Georgetown Kids Fishing Derby and the Paradise Irrigation District request. She asked if the other Board members would consider postponing the regular July meeting due to a scheduling conflict she and Director Saunders have, as they will be attending the CSDA Leadership Academy at that time. All the Directors agreed that the meeting could be moved. She asked that the Board would consider the Fourth of July holiday when selecting a date. She also discussed a "town hall" meeting that she and Director Saunders are holding, and then discussed a letter from a rate payer (Attachment 2). She added that both Don Waltz and Steve Miller had communicated to her their desire to apply for openings on the Finance Committee. She then handed out a draft proposal for an application form to be considered for future recruitments (Attachment 3).

Director Wadle reported that he attended a recent CSDA training on Board member roles and responsibilities. He then discussed the letter sent in opposition to Assembly Bill 1486. He gave tribute to former General Manager Chuck Gierau who had recently passed away.

B. General Manager's Report

Mr. Palmer gave a legislative update and mentioned upcoming agenda topics.

C. Operations Manager's Report

In the absence of Darrell Creeks, Mr. Brown presented the Operations Manager's Report followed by his Zone Report. He reported on a Mountain Counties meeting that he recently attended.

Director Saunders and Director Garcia commented.

There were some public comments regarding the flushing program.

D. ALT Treatment Plant Update

Engineering Consultant George Sanders gave a status report of work done at the plant in March and provided a slide show of recent photos. He reported on the status of the latest payments from the State Water Board.

Director Saunders thanked Mr. Sanders and Engineering Assistant Gloria Omania for their great work on behalf of the District.

Ms. Carlyon and Mr. Dowd commented.

7. NEW BUSINESS

A. Consideration of 2019 Irrigation Applications

Possible Board Action: Adopt Resolution 2019-22.

Mr. Palmer presented the report, accompanied by a slide presentation, and assisted by Administrative Aide Hannah Schnetz. He explained that this is the first irrigation season in recent history where Staff began enforcing the policy that every active customer is required to submit an application by the March 1 deadline or risk losing service and priority. The application period was from January 1 through March 1. He outlined the process Staff used to ensure all customers were contacted and allotment requests reviewed. Staff recommended in general that the Board approve Priority 1 applications for all routes, approve all requests to reduce demand, and approve all Priority 2 and Priority 3 applications as long they do not exceed the 2003 flow for that route.

Director Saunders asked why 2003 was used as the basis for determining miner's inch. Ms. Schnetz responded that 2003 was the last time an estimate was made on the maximum amount of flow the ditch can hold.

Director Garcia asked about the revenue estimate and expressed concern about a drop in the sales and use of irrigation water. Mr. Palmer said that although sales are down, revenue is up and is within 2% of what the rate study projected. In the first year of the rate increase for irrigation water, revenue increased, and the second year with lower sales, the revenue dropped compared to the previous year; however, overall, revenue has increased since the rate increase.

In response to a question from Director Garcia, Ms. Schnetz described the steps she took to ensure she contacted all the irrigation customers.

Public Comment: Ms. Carlyon asked about the purpose of the questions on the irrigation application.

Another audience member asked for clarification about the loss of sales in 2018. Ms. Schnetz explained that even with the loss of about 55 inches, the rate increase more than made up for that with an overall revenue increase of about \$200,000.

Motion by Director Halpin to adopt Resolution 2019-22. Second by Director Garcia.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

B. Confirmation of Finance Committee Appointments

Possible Board Action: Adopt Resolution 2019-25.

Board Assistant Diana Michaelson presented the staff report.

Director Saunders commented regarding the rolling application process.

Director Garcia recommended that Don Waltz be put back in the mix.

Steve Miller spoke to the fact that the pooling resources had changed with Ms. Neeley pulling out, and therefore Mr. Waltz should be reconsidered.

Motion by Director Halpin to appoint Mae Harms and Steve Miller to the Finance Committee. There was no second. The motion died.

Motion by Director Saunders to vote on the remaining three candidates. Second by Director Halpin.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

Each candidate was then voted on individually as follows:

Mae Harms

Garcia: No
Halpin: No
Saunders: No
Souza: Aye
Wadle: Aye

Steve Miller

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: No
Wadle: No

Don Waltz

Garcia: Aye
Halpin: No
Saunders: Aye
Souza: Aye
Wadle: No

Steve Miller and Don Waltz were appointed to the Finance Committee.

C. Approval of Professional Services Agreement for Communication/Outreach Consultant with *On the Mark Strategies, Inc.* in an Amount Not to Exceed \$48,000

Possible Board Action: Adopt Resolution 2019-23.

Mr. Palmer presented the staff report, accompanied by a slide presentation. He concluded his report by saying that the next steps would be for the Board to authorize the General Manager to execute the agreement with On the Mark Strategies and then for the contractor to prepare a draft communication strategy and public outreach plan for the Board to consider and provide input. Mark DeSio, President of On the Mark Strategies, was in attendance to answer questions.

Director Halpin spoke in favor of having a communication strategy and public outreach plan, but the plan as presented was not what he envisioned when he first advocated for the idea

Director Garcia felt the scope of the proposal was broader than necessary and too great an expense at this time.

Director Saunders favored revising the scope of the proposal to better fit the needs of the District.

Director Halpin listed areas he felt the District could use help with and hoped that the scope could be revised, and the cost reduced. He asked Mr. DeSio to comment.

Mr. DeSio said this was a decision for the Board and was agreeable to narrowing the scope but would need to hear from individual Board members as to what they felt their constituents would want.

Mr. Palmer said that because the Board has different ideas of what is needed, the task of developing a communication strategy and public outreach plan is critical. He said that if the Board could give direction on what they want and what they don't want, he could work with Mr. DeSio to modify the scope and bring something back to the Board.

After further discussion the consensus of the Board was that each Board member would rate each item in the proposal on a scale of 1-10 and send their lists back to the General Manager who would then revise the scope based on that input and bring a new RFP back to the Board for their review and comments.

D. Approval of Directors' Attendance at ACWA Spring Conference

Possible Board Action: Adopt Resolution 2019-26.

Ms. Michaelson presented the staff report.

Director Souza said he is unable to get away to attend. Director Saunders said that as the alternate representative to JPIA, he could go in Director Souza's place. No other directors plan to attend the ACWA conference.

Motion by Director Garcia to adopt Resolution 2019-26 authorizing Director Saunders to attend the ACWA/JPIA Spring Conference. Second by Director Halpin.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

E. Consideration of 2019 Election of Special District Representative to LAFCO

Possible Board Action: Rank the candidates and direct Staff to return the ballot to LAFCO before May 10, 2019.

Ms. Michaelson presented the staff report.

The Board's consensus was to rank the candidates as follows:

Michael Saunders – 1

Holly Morrison – 2

Michael Seligsohn – 3

F. Review Policy “Guidelines for Developing Board Position on Proposed Legislation” Adopted on January 9, 2018

Possible Board Action: Review and provide direction.

Mr. Palmer presented the staff report accompanied by a slide presentation.

Director Saunders said that the current Board did not get to vote on the Legislative Liaison and said that the position should be a defined role in the policy. He recommended that the position be voted on annually along with the offices of President, Vice-President, and Treasurer. There was some discussion. The General Manager will amend the policy to add the role of Legislative Liaison before bringing the policy to the Board to adopt.

Director Saunders then brought up some specific concerns he had about positions being taken that represent the District and by the signatures on letters of support or non-support of legislation from the District.

The Board then turned to Item 5.E. Authorization of Letter Supporting Backfill Funding for Paradise Irrigation District.

G. Approval of Amended Assessment District Closeout Report

Possible Board Action: Adopt Resolutions 2019-27 through 2019-32.

Mr. Palmer presented the staff report accompanied by a slide presentation. The decreased amount to be transferred to the Water Fund is a result of an incorrect amount being listed for the closeout analysis fees. The total contracted cost for the closeout analysis is \$30,000 and it was incorrectly shown in the initial Assessment District Report as \$13,000. The Amended Report shows the revised closeout analysis fee of \$26,550, which is a reduced fee that NBS has agreed to accept for the closeout analysis. Mr. Palmer went on to say that the action being requested was to adopt the new resolutions rescinding the old ones (Resolutions 2019-02 through 2019-07) and approving the amended closeout analysis and findings by NBS, which would allow staff to transfer the surplus revenue back to the Water Fund.

Danielle Woods, Associate Director at NBS was available for questions.

Director Souza asked if the discrepancy being corrected was a typo, and Ms. Woods responded that it was a typo.

Director Garcia asked if the closeout fees are NBS fees, and Mr. Palmer responded that they are. She then asked if the funds that will be transferred to Fund 10 could be earmarked for the Capital Reserve Fund. Mr. Palmer said that the funds go to Fund 10 reserve balance, and that the Board could then allocate them however they wish in the next budget.

She then asked why there is a negative balance in the Pilot Hill North Assessment District when there were sufficient funds in 2011-12 to pay off the loan. Staff had looked at this prior to the meeting and was unable to trace it back. As well, NBS had not been able to find an answer as it occurred prior to them taking over the administration of the assessment districts. But Ms. Woods said she would continue to investigate.

Motion by Director Halpin to adopt Resolutions 2019-27 through 32. Second by Director Souza.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

- 8. BOARD MEMBER COMMENTS, REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF** – Opportunity for Board members to discuss matters of interest to them and provide input for future meetings as well as report on their District-related meeting attendance.

Director Garcia listed some concerns she had received from customers. Attachment 4 is a document that Director Garcia wished to be included as part of the permanent record for this meeting.

Director Halpin suggested that Board members review the packet ahead of time and take any questions to Staff prior to the meetings in order to make the best use of time during the meetings.

Director Saunders thanked the Board Assistant for her staff work and thanked the General Manager for getting him the list of future agenda topics. He recommended that a Budget Workshop be planned to allow all Board members to work on the budget together. He further recommended that the timetable for the 218 process for ALT be amended.

Director Wadle requested a future agenda item to update the District's investment policy, as required by law.

- 9. NEXT MEETING DATE AND ADJOURNMENT** – The next Regular Meeting will be on May 14, 2019, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

The meeting adjourned at 5:04 P.M.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Steve Palmer by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on April 4, 2019.

Steven Palmer, PE, General Manager

Date

DRAFT

GDPUD Board of Directors Meeting April 9, 2019

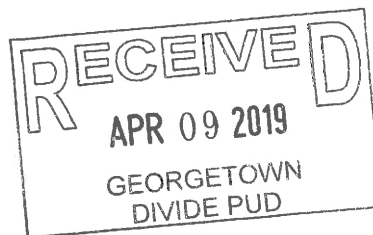
I compared the FY18/19 adopted budget with the FY18/19 Mid-Year budget and found two accounts, Wages-Part Time (5011), in departments Customer Service (5500) and Administration (5600) that have no budgeted amounts listed. As of the end of December 2018, there has been \$20,937.25 and \$18,179.00 expended for these two accounts. It appears that there were not any funds allocated by the Board for these expenditures. Why not?

I also, have concerns about the under-budget amount of \$197,576.46 that was left over from the FY17/18 year budget. It appears to have not been rolled over into this year's FY18-19 budget. What has happened to these funds? This doesn't appear to be a proper accounting practice not to have added these funds to the new FY budget.

\$53,600 of this amount from FY17/18 appears to have been applied to the VDT billings in Sept., Oct. and Nov. that was for work performed in FY18-19. How can VDT work from 1 FY be charged to another FY without a fund transfer approved by the Board?

I really think we need a focused audit on all the budget and reserve accounts, especially the Water Fund 40. It's not that I think there is money missing; but because of the lack of Board approved budget amendment forms (transparency) we don't know how all the funds are being spent.

Cherie Carlyon



5044	5300	Utilities Water Treatment	0.00	35000.00	0.00	10415.00	29985.00	85.7	35000.00
5046	5300	Veh. Maint. Water Treatment	0.00	7000.00	0.00	1495.59	2118.40	31.7	4881.60
5048	5300	Vehicle - Oper Water Treatment	0.00	6000.00	0.00	475.83	3553.70	59.2	2446.30
5076	5300	Bldg. Maint. Water Treatment	0.00	2000.00	0.00	0.00	0.00	0.0	2000.00
5084	5300	Government Reg Water Treatment	0.00	35000.00	0.00	15797.48	16967.86	48.5	18032.14
DEPT 5300 Subtotal			0.00	710170.00	0.00	78624.62	327302.03	46.2	382867.97
5010	5400	Super & Labor T&D Treated Wtr	0.00	375487.00	0.00	15642.09	151579.15	40.4	223907.85
5013	5400	FEES B&L T&D Treated Wtr	0.00	189773.00	0.00	14060.73	84366.38	44.5	105406.62
5014	5400	F.M.R.S. T&D Treated Wtr	0.00	17074.00	0.00	1310.89	14911.40	87.3	2262.60
5016	5400	Payroll Taxes T&D Treated Wtr	0.00	37549.00	0.00	1417.32	12789.50	34.1	24759.50
5017	5400	Standby T&D Treated Wtr	0.00	15730.00	0.00	1840.00	8476.00	53.9	7254.00
5018	5400	Insurance - B&L T&D Treated Wtr	0.00	128148.00	0.00	8808.24	14923.53	11.6	113224.47
5019	5400	Overtime T&D Treated Wtr	0.00	30127.00	0.00	1786.98	14291.51	47.4	15835.49
5020	5400	Insurance - W.C T&D Treated Wtr	0.00	12779.00	0.00	2165.86	4758.37	37.3	7920.63
5028	5400	Mat. & Supp. T&D Treated Wtr	0.00	82200.00	0.00	2384.21	8710.84	10.6	73489.16
5040	5400	Office Supplies T&D Treated Wtr	0.00	400.00	0.00	0.00	0.00	0.0	400.00
5041	5400	Staff Develop T&D Treated Wtr	0.00	2000.00	0.00	125.00	125.00	6.3	1875.00
5044	5400	Utilities T&D Treated Wtr	0.00	21850.00	0.00	487.18	1679.62	7.7	21362.38
5046	5400	Veh. Maint. T&D Treated Wtr	0.00	10000.00	0.00	652.19	4842.23	48.4	5157.77
5048	5400	Vehicle - Oper T&D Treated Wtr	0.00	19000.00	0.00	1466.54	11526.79	60.7	7473.21
5084	5400	Government Reg T&D Treated Wtr	0.00	10400.00	0.00	508.93	1976.40	18.9	8423.60
5085	5400	Memberships T&D Treated Wtr	0.00	0.00	0.00	554.29	0.00	0.0	554.29
5090	5400	Other T&D Treated Wtr	0.00	0.00	0.00	-7.74	0.00	0.0	7.74
5095	5400	CAPITAL ACQ T&D Treated Wtr	0.00	18433.00	0.00	0.00	1961.06	10.6	16471.94
DEPT 5400 Subtotal			0.00	125780.00	0.00	78020.05	149902.63	19.3	100887.37
5010	5500	Super & Labor Customer Accts	0.00	49484.00	0.00	7711.91	44800.09	44.2	41772.09
5011	5500	Wages-Part time Customer Accts	0.00	0.00	0.00	2158.00	26937.35	0.0	-26937.35
5013	5500	FEES B&L Customer Accts	0.00	17419.00	0.00	1379.29	4423.74	25.4	12989.26
5014	5500	F.M.R.S. Customer Accts	0.00	9440.00	0.00	629.14	4521.76	48.9	4918.24
5016	5500	Payroll Taxes Customer Accts	0.00	9748.00	0.00	445.19	3469.73	35.6	6278.27

Dept 550 0

REPORT: 02/27/19
 RUN: 02/27/19 TIME: 10:55
 RUN BY: CHRISTINE CROSS

Georgetown Inside 207
 Budget Report for Expenditures by FUND
 For Calendar Period: 12/14 - 12/14 - 06/18

GDPUD Board Mtg. of 03/12/2019
 AGENDA ITEM 5.D.
 Attachment 1
 Page 4 of 5

PAGE: 004
 OF: 004
 CTR: 000

FUND	Name	Year-10-Date	Year-10-Date	Encumbrance	Current	Year-10-Date	Pct (%)	Encumbered	
Expenditure Description	Year Budget	Amended Budget	Balance	Actual	Actual		Balance		
5010	5500	Insurance - B&L Customer Accts	0.00	13884.00	0.00	1687.04	15033.40	45.0	12350.60
5019	5500	Overtime Customer Accts	0.00	5118.00	0.00	19.81	231.40	4.7	5108.20
5020	5500	Insurance - W.C Customer Accts	0.00	3379.00	0.00	121.62	679.96	20.1	2699.04
5040	5500	Office Supplies Customer Accts	0.00	4500.00	0.00	1017.70	10320.88	62.6	6118.22
5041	5500	Staff Develop Customer Accts	0.00	1290.00	0.00	0.00	490.00	14.9	800.00
5044	5500	Utilities Customer Accts	0.00	5810.00	0.00	747.63	3118.33	53.7	2691.67
5060	5500	Payroll Process Customer Accts	0.00	0.00	0.00	-80.00	0.00	0.0	80.00
5080	5500	Outside Serv Customer Accts	0.00	8000.00	0.00	79.95	545.70	3.1	7920.05
5095	5500	CAPITAL ACQ Customer Accts	0.00	30000.00	0.00	0.00	0.00	0.0	30000.00
DEPT 5500 Subtotal			0.00	176014.00	0.00	19015.17	110355.15	40.0	156978.83
5010	5600	Super & Labor	0.00	294584.00	0.00	43728.03	190204.97	64.6	104379.03
5011	5600	Wages-Part time	0.00	0.00	0.00	2132.60	16179.00	0.0	-16179.00
5013	5600	FEES B&L	0.00	14874.00	0.00	7907.59	47445.54	50.0	47427.46
5014	5600	F.M.R.S.	0.00	29086.00	0.00	3666.16	18215.77	62.6	10870.23
5016	5600	T.O.M.S.	0.00	7750.00	0.00	894.24	3473.04	44.7	4276.96
5018	5600	Payroll Taxes	0.00	24419.00	0.00	1718.86	15428.22	52.4	14029.78
5019	5600	Insurance - B&L	0.00	14654.00	0.00	4527.46	17247.90	97.8	61391.10
5019	5600	Overtime	0.00	15775.00	0.00	0.00	69.12	4.4	15705.88
5020	5600	Insurance - W.C	0.00	3996.00	0.00	249.32	528.53	6.3	3467.47
5027	5600	Audit	0.00	21945.00	0.00	0.00	16245.00	74.0	5700.00
5076	5600	Insurance - Gen.	0.00	2450.00	0.00	0.00	70024.27	96.6	2475.73
5076	5600	Legal	0.00	15000.00	0.00	13067.07	82172.52	54.8	67827.45
5079	5600	Materials - Oth	0.00	1400.00	0.00	197.79	1186.74	43.8	1212.26
5040	5600	Office Supplies	0.00	18150.00	0.00	2481.80	12836.38	59.9	15293.62
5041	5600	Staff Develop	0.00	9000.00	0.00	579.66	2429.60	49.0	6570.40
5042	5600	Travel	0.00	8140.00	0.00	444.41	1477.45	14.2	6662.55
5044	5600	Utilities	0.00	22169.00	0.00	2704.31	11359.70	93.3	809.29
5046	5600	Veh. Maint.	0.00	1000.00	0.00	0.00	110.98	11.1	889.02
5048	5600	Vehicle - Oper	0.00	1600.00	0.00	505.11	597.24	59.7	402.76
5060	5600	Payroll Process	0.00	6000.00	0.00	1973.40	1064.15	51.1	2935.85
5061	5600	BANK FEES	0.00	1000.00	0.00	-442.35	140.05	14.0	860.00
5070	5600	Director Remun.	0.00	24800.00	0.00	4080.00	11600.00	46.8	13200.00
5076	5600	Bldg. Maint.	0.00	4000.00	0.00	388.48	2682.84	53.7	2717.16
5080	5600	Outside Serv	0.00	152600.00	0.00	47445.04	86048.48	56.4	66551.52
5084	5600	Government Reg	0.00	1300.00	0.00	7.00	0.00	0.0	1300.00
5085	5600	Memberships	0.00	25000.00	0.00	932.69	8192.83	32.8	16807.17
5090	5600	Other	0.00	18000.00	0.00	0.00	1182.33	6.6	16817.67
5091	5600	Elections	0.00	10000.00	0.00	0.00	0.00	0.0	10000.00
5095	5600	CAPITAL ACQ	0.00	30000.00	0.00	0.00	7188.92	24.0	22811.08
7010	5600	Interest	0.00	0.00	0.00	0.00	385.33	0.0	-385.33
7011	5600	FRANCHISE EXP	0.00	0.00	0.00	0.00	5748.27	0.0	-5748.27
DEPT 5600 Subtotal			0.00	1168410.00	0.00	137244.86	866110.95	57.2	502279.05
FUND TOTAL			0.00	4220170.00	0.00	394494.66	1893331.00	47.2	3277668.00

Dept 5600

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
June 21, 2018
5500 - Customer Service
Fiscal Year 2018-19

Dept 5500

FY 18/19
FY 20

ACCOUNT DISC.	FY 2016-17	FY 2017-18						FY 20
	ACTUAL	ANNUAL BUDGET	FEBRUARY 2018 ACTUAL	VARIANCE	PCT VARIANCE	MAR - JUN 2018 PROJECTED	PROJECTED ACTUAL	PROPOSED
Wage & Labor	\$ 93,121	\$ 105,925	\$ 62,467	\$ (43,458)	-41%	31,234	\$ 81,701	\$ 89,684
Temp-Part time	28,713	17,000	11,252	(1,748)	-22%	6,626	19,878	
Union Expense	(7,805)	-	-	-	100%	-	-	
INS LIAB	49,828	7,590	3,161	(4,429)	-58%	1,581	4,742	12,829
F.R.S.	8,744	10,791	5,491	(5,300)	-49%	2,746	8,137	9,342
Worth Taxes	7,864	11,082	5,049	(6,043)	-54%	2,524	7,573	9,968
Insurance - M&L	35,123	36,642	14,794	(21,848)	-60%	7,397	22,191	33,384
Worthtime	238	5,913	359	(5,554)	-94%	179	538	5,338
Total salaries and benefits	215,725	194,953	104,573	(90,380)	-46%	52,287	156,860	171,836
Insurance - W.C.	1,132	1,938	616	(3,222)	-44%	108	975	1,179
Insurance - Gen	6,072	6,108	6,107	(1)	0%	3,054	9,161	
Off. & Supp.	492	-	-	-	100%	-	-	
Rec Supplies	11,622	15,800	11,669	(4,131)	-26%	5,835	17,504	16,500
Off Develop	-	1,733	-	(1,733)	-100%	-	-	1,730
Utilities	1,479	5,830	1,739	(4,091)	-70%	870	2,609	5,830
Off Maint.	1,323	-	-	-	100%	-	-	
Worth Process	150	-	80	80	100%	40	120	
Worth Bone	-	-	-	-	100%	-	-	
Worth Serv	1,369	500	70	(430)	-85%	35	105	48,000
Other	161	-	-	-	100%	-	-	
Total services and supplies	29,850	31,907	20,282	(13,625)	-43%	10,341	30,422	74,355
Total operating expenses	245,576	\$ 226,860	\$ 124,855	\$ (104,005)	-46%	\$ 62,427	\$ 187,282	\$ 246,035
Depreciation	17,038	-	-	-	100%	-	-	
NET CAPITAL ACQUISITION								30,000
Total capital outlay	17,038	-	-	-	100%	-	-	30,000
Transfers Out	-	-	-	-	100%	-	-	
Total Financial	262,613	\$ 226,860	\$ 124,855	\$ (104,005)	-46%	\$ 62,427	\$ 187,282	\$ 276,035

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
June 21, 2018
5600 - Administration
Fiscal Year 2018-19

Dept 5600

FY 18/19
FY 2

ACCOUNT DISC.	FY 2016-17	FY 2017-18						FY 2
	ACTUAL	ANNUAL BUDGET	FEBRUARY 2018 ACTUAL	VARIANCE	PCT VARIANCE	MAR - JUN 2018 PROJECTED	PROJECTED ACTUAL	PROPOSED
Wage & Labor	\$ 243,246	\$ 233,010	\$ 174,766	\$ (58,244)	-25%	87,383	\$ 262,149	\$ 294,000
Temp-Part time	27,128	25,600	11,700	(11,900)	-46%	6,850	20,551	
Union Expense	(54,134)	-	-	-	100%	-	-	
INS LIAB	114,842	95,700	28,171	(22,629)	-24%	11,836	34,902	84,000
F.R.S.	12,181	12,668	14,090	(4,578)	-37%	8,045	24,135	28,000
C.M.A.	2,385	7,790	5,067	(2,723)	-35%	2,534	7,601	7,000
Worth Taxes	20,502	21,301	14,388	(7,913)	-37%	7,694	21,082	28,000
Insurance - M&L	25,765	78,972	4,424	(72,548)	-91%	1,712	6,498	98,000
Worthtime	1,190	12,420	521	(21,899)	-98%	281	783	15,000
Total salaries and benefits	401,717	427,661	253,279	(204,482)	-48%	126,824	379,843	570,000
Insurance - W.C.	1,235	8,272	589	(7,683)	-93%	225	884	9,000
Worth	16,640	16,773	16,773	-	0%	8,387	25,180	27,000

Letter sent to Director Garcia for April 9, 2019 GDPUD BOD meeting.

Look back and fix past errors...Please!

The problem we seem to have at GDPUD is that there is a stalemate between several factions of the organization. The current Board is split, the General Manager appears to be marching to the beat of his own drummer, and Counsel seems to have her own ideas and agenda.

There is irrefutable evidence that the 218 Rate Study, and resulting rate increases, were based on faulty and erroneous data (we didn't even own one of the assets they used to beef up the numbers used in the formula for the rate hike). As a consequence the resulting rate increase was not calculated correctly, and this faction refuses to accept, much less deal with it. Their continued stonewalling is posing a substantial problem for all in our District.

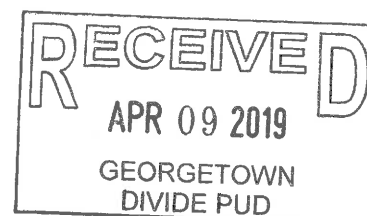
They continue to maintain that the numbers and the Study are OK; this despite the evidence which they will not address. This is simply not good. What are we to conclude: That perhaps they don't want to look culpable for having followed the previous leadership right off the precipice?

The real problem occurs when they try to push new spending without thinking about where the money will come from if the requested 218 Audit occurs and finds fault with the original data and permanently reduces the amounts of the rate hike.

How can we possibly move forward like this when there are termites in the very foundation of our revenue system and a total lack of organization, civility, and transparency in the Management?

Until the basis of the Water Service part of our income is looked at and corrected, we are trying to build a Budget, buy new equipment, and operate an Organization on very faulty ground.

First things first, PLEASE! Look back, correct what happened in the past, and put the future on *solid ground* this time.



DRAFT - Georgetown Divide Public Utility District - Finance Committee Applicant Evaluation Form

The scoring process from 5 to 1 will be used to rank each individual finance committee applicant over a range of criteria, and those achieving the highest total score will be placed on the GDPUD Finance Committee for which they have applied, for example:

Scoring - Candidate evaluation forms are to be completed by the Board of Directors to rank the candidate's overall qualifications for the position on the GDPUD Finance Committee. Under each heading, the Board member should give the candidate a numerical rating and write specific job-related comments in the space provided. The numerical rating system is based on the following:

- 5 – Exceptional;** 5+ years of educational or work experience.
- 4 - Above Average;** 3-5 years of educational or work experience.
- 3 – Average;** 1-2 years of educational or work experience.
- 2 - Below Average;** 1-year or less educational or work experience.
- 1 – Unsatisfactory;** no educational, knowledge, skills, or work experience.

Candidate Name: _____ **Position:** Finance Committee member

Interviewer Name: _____ **Date:** _____

	Rating				
	5	4	3	2	1
Educational Background: Does the candidate have the appropriate educational qualifications or training for this position?					
Prior Work Experience: Has the candidate acquired similar skills or qualifications through past work experiences?					
Technical Qualifications/Skills: Does the candidate have the technical skills necessary for this position?					
Knowledge of budgeting: Does the candidate have the appropriate knowledge or training for this position?					
Totals:					
Overall total:					

From Board of Directors member Cindy Garcia -

April 9, 2019

To be included as part of the permanent record for the Georgetown divide Public Utilities District Board of Directors meeting.

I have requested the following items appear on the following monthly BOD meeting agendas, but as of today's date, April 9, 2019, many of these items have not been placed on board meeting agendas. My requests have been made in public during the BOD meetings, and through emails sent to the Board President and GM.

December 11, 2018 –

- Mission statement – discuss adding the word “transparency” into the mission statement.
- Finance committee - discuss structure, function, volunteerism, and revising the current resolution.
- Use of committees - assemble volunteer committees to help develop written policies and procedures.

January 8, 2019 –

- Finance committee - discuss structure, function, volunteerism, and revising the current resolution.

February 12, 2019 –

- VDT & legal fee questions - meet with GM then discuss at the next board meeting.
- Finance committee - discuss structure, function, volunteerism, and revising the current resolution.
- Irrigation ordinance – status, next steps to producing a final ordinance.
- Meeting Agendas – drafts should be provided to BOD members a week before the meetings and the final posted with the packet 72 hours before the meeting to allow time for board members to prepare their information and questions for the meetings thus hopefully shortening the length of time of the meetings.

March 12, 2019 –

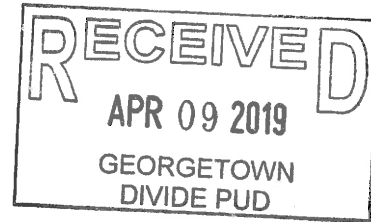
- Finance Committee - adding and removing volunteers; roles and responsibilities; revising the current resolution; and developing an appointment process.
- ALT wastewater zone - findings from the rate study workshop; addressing customer questions and concerns; review of funds 40, 41, and 42 purpose and current dollar amounts; refunding overcharges from fund 40; and developing cost of service amounts for each type of lot within the zone (Non-CDS = developed or undeveloped, and CDS = developed or undeveloped.)

April 9, 2019 -

- Revision of Board Policy 4040 – Duties of Board President. See handout of recommended draft changes.
- Finance Committee - adding and removing volunteers; roles and responsibilities; revising the current resolution; and developing an appointment process.
- Irrigation Ordinance - findings from multiple workshops; addressing customer concerns; irrigation ordinance revisions; and next steps in developing final irrigation ordinance.

From Board of Directors member Cindy Garcia -

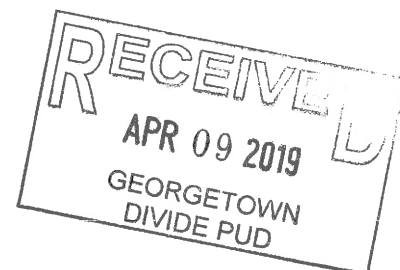
- Inactive Meter Policy – evaluating customer needs and costs; district’s costs; and next steps in developing a draft inactive meter policy for the Board of Directors review.
- Reserve Fund Review - review revised policy and make recommendations on reserve funds, balances, caps, and transfers, and review the tracking process of funds from closed Community Service District funds to specific funds and develop annual review process by the Finance Committee.



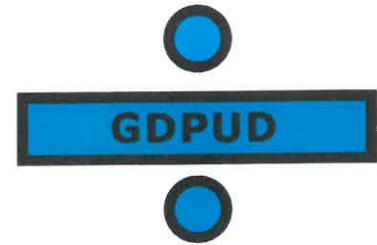
4040 - DUTIES and RESPONSIBILITIES Regarding Meetings of the Board

The President shall preside over and conduct all meetings of the Board of Directors, ~~and shall carry out the~~ ensure that all resolutions and orders of the Board of Directors are implemented, and shall exercise such other powers and perform such other duties as the Board of Directors directs. The President shall have all the rights to discuss and vote on any issues before the Board, but not to move or second any motion. If the President wishes to move or second a motion, he/she must pass the gavel to the Vice President, if eligible, then to the Treasurer, and step down as the presiding officer for that particular agenda item. Other Responsibilities of the President include:

1. Call the meetings to order at the appropriate time;
2. Announce the business to come before the Board in its proper order;
3. ~~Enforce the Board's policies in relation to the order of business and the conduct of the meetings;~~ Conduct meetings pursuant to Robert's Rules of Order Newly Revised and such other rules or policies the Board adopts.
4. Recognize persons who desire to speak, and prevent any interruptions;
5. Explain what the effect of a motion would be if it is not clear to every member;
6. Restrict discussion to the issue in question when a motion is before the Board;
7. Rule on questions of parliamentary procedure, subject to members' rights to appeal to the Board;
8. Put motions to a vote, and state clearly the results of the vote;
9. Sign all instruments, act, and carry-out stated requirements and the will of the Board;
10. Sign the minutes of the Board meeting following their approval;
11. Appoint and disband all committees, subject to Board ratification;
12. Call such meetings of the Board as he/she may deem necessary or as the Board directs, giving notice as prescribed by law;
13. Solicit and accept agenda items for next meeting's agenda from other members of the Board and Coordinate the preparation of meeting agendas with the General Manager. To the extent the Brown Act permits, any member may move to add an urgent or emergency item to the agenda. If the Board determines no urgency exists, the item shall be put over to the next meeting's agenda.
14. Confer with the General Manager or designee on crucial matters which may occur between Board of Directors meetings;
15. Be responsible for the orderly conduct of all Board meetings;
16. Be the spokesperson for the Board, but only when authorized to do so, except when the Board designates another member for a specific purpose or matter;
17. Perform other duties as authorized by the Board;
18. Be the primary keeper of the General Manager's personnel file.



REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF May 14, 2019
AGENDA ITEM NO. 5.B.1.



AGENDA SECTION: CONSENT CALENDAR

SUBJECT: CASH BALANCES – MARCH 2019

PREPARED BY: Christina Cross, Management Analyst *CC*

APPROVED BY: Steven Palmer, PE, General Manager

BACKGROUND

The Cash Balances Report details the District's cash position as of the month end to demonstrate transparency and accountability of relevant financial data from which prudent fiscal decisions and policies are made. The Cash Balances Report is unlike a quarterly budget to actual report; its purpose is to report on ending cash balances and the related sources and uses of cash during the period.

DISCUSSION

The Cash Balance Report as of month ending March 31, 2019 shows the District's cash balances total \$9,663,646.10

Cash is held with the following institutions in the amounts of:

El Dorado Savings Bank - Checking	114,578.86
El Dorado Savings Bank - Savings	2,417,177.64
Local Agency Investment Fund (LAIF)	7,131,889.60
	<u>\$ 9,663,646.10</u>

Restricted cash balances are monies held in trust for a specific purpose and are not monies available for District use. The Wells Fargo Debt Service Fund is SRF Fiscal Agent cash account that is restricted for payments on the Walton Lake loan with the State Water Resources Control Board (SWRCB) through Wells Fargo Bank. This debt service fund is required by the SWRCB.

Restricted Cash:

Wells Fargo Debt Service Fund	\$46,763.46
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Cash balances are allocated based on the Fund for which the source of the monies is generated by or used from.

Fund	Balance	Cash Receipts	Payable	Payroll	Entries	Balance
08 SMUD FUND	196,097.33	0	0	0	0	196,097.33
09 CABY GRANT	-524,684.29	0	-2,390.40	0	0	-527,074.69
10 Water Fund	2,817,944.88	384,950.39	-311,299.86	-155,192.25	-1,078.93	2,735,324.23
12 RETIREE FUND	473,924.74	2,802.80	-16,955.44	0	0	459,772.10
14 STEWART MINE FD	33,788.38	0	0	0	-4,095.65	29,692.73
17 WATER DEVE.FUNC	411,733.56	0	0	0	0	411,733.56
19 SMERFUND	1,064,692.15	0	0	0	0	1,064,692.15
20 ALT Fund	698,428.67	0	-95,666.39	0	0	602,762.28
24 CAPITAL REPLACE	662,974.96	0	-1,810.38	0	0	661,164.58
25 BAYNE RD BND FD	46,070.07	0	0	0	0	46,070.07
29 STATE REV FUND	-24,001.86	0	-2,296.95	0	0	-26,298.81
30 Hydro Fund	690,437.61	367.07	-67.07	0	0	690,737.61
35 Restricted P/L	-90,530.11	0	0	0	0	-90,530.11
37 GARDEN VALLEY	73,299.01	0	0	0	0	73,299.01
39 CAP FAC CHARGE	1,537,656.32	0	-38,632.51	-320.39	0	1,498,703.42
40 Zone Fund	1,024,472.44	42,064.48	-48,770.43	-10,103.11	1,078.93	1,008,742.31
41 CDS M & O Fund	39,954.22	0	0	0	0	39,954.22
42 CDS RESRV EXP.	172,238.97	0	0	0	0	172,238.97
43 CAPITAL RESERVE	469,277.64	0	0	0	0	469,277.64
51 KELSEY NORTH	113,875.27	0	-15,397.73	0	0	98,477.54
52 KELSEY SOUTH	56,237.08	0	0	0	0	56,237.08
53 PILOT HILL NO.	-7,480.80	0	0	0	0	-7,480.80
54 PILOT HILL SO.	53.68	0	0	0	0	53.68
	9,936,459.92	430,184.74	-533,287.16	-165,615.75	-4,095.65	9,663,646.10

Sources of cash during the month were from recurring utility payments, lease payments, and retiree health reimbursements in the amount of \$430,184.74. The details of the uses of cash during the month can be seen on the approved check register in the amount of \$533,287.16. Additional uses of cash during the month not in the check register include payroll disbursements, PERS Unfunded Liability payments and bi-weekly retirement contributions in the amount of \$165,615.75. A loan repayment was made in the amount of \$4095.65 to the USDA RD DCFO for the Stewart Mine Road Water Assessment District.

Fund	Description	Balance	Debits	Credits	Balance
29	SRF FISCAL AGENT ACCOUNTS	\$ 44,403.62	\$ 2,359.84	\$ -	46,763.46

Restricted cash balances are monies held in trust for a specific purpose and are not monies available for District use. SRF Fiscal Agent restricted cash is for the fiscal administration of the Walton Lake loan with the State Water Resources Control Board (SWRCB) through the Wells Fargo Debt Service Fund.

FISCAL IMPACT

No fiscal impact.

CEQA ASSESSMENT

Not a CEQA Project.

RECOMMENDED ACTION

Staff recommends the Board of Directors receive and file for month ending March 31, 2019.

ALTERNATIVES

No alternatives.

ATTACHMENTS

1. Statement of Cash Flows March 2019
2. Month-End Cash Disbursement Report March 2019
3. SRF Cash Balances March 2019

ATTACHMENT 1

Statement of Cash Flows March 2019

Georgetown Divide Public Utility District
Statement of Cash Flow

For Period March 1, 2019 through March 31, 2019

Fund Description	Beginning Balance	Cash In Cash Receipts	Accounts Payable	Payroll	Journal Entries	Ending Cash Balance
08 - SMUD Fund	196,097.33	0	0	0	0	196,097.33
09 - CABY Grant	(524,684.29)	0	(2,390.40)	0	0	(527,074.69)
10 - Water Fund	2,817,944.88	384,950.39	(311,299.86)	(155,192.25)	(1,078.93)	2,735,324.23
12 - Retiree Fund	473,924.74	2,802.80	(16,955.44)	0	0	459,772.10
14 - Stewart Mine Water Project Fund	33,788.38	0	0	0	(4,095.65)	29,692.73
17 - Water Development Fund	411,733.56	0	0	0	0	411,733.56
19 - STUMPY MDWS Emergency Fund	1,064,692.15	0	0	0	0	1,064,692.15
20 - ALT Fund	698,428.67	0	(95,666.39)	0	0	602,762.28
24 - Capital Replacement Fund	662,974.96	0	(1,810.38)	0	0	661,164.58
25 - Bayne Rd bond Fund	46,070.07	0	0	0	0	46,070.07
29 - State Revolving Fund	(24,001.86)	0	(2,296.95)	0	0	(26,298.81)
30 - Hydro Fund	690,437.61	367.07	(67.07)	0	0	690,737.61
35 - Restricted Pipeline Fund	(90,530.11)	0	0	0	0	(90,530.11)
37 - Garden Valley Maintenance Fund	73,299.01	0	0	0	0	73,299.01
39 - Cap Facility Charges ORD 2007-01	1,537,656.32	0	(38,632.51)	(320.39)	0	1,498,703.42
40 - Zone Fund	1,024,472.44	42,064.48	(48,770.43)	(10,103.11)	1,078.93	1,008,742.31
41 - CDS M&O Fund	39,954.22	0	0	0	0	39,954.22
42 - CDS Reserve Expansion Fund	172,238.97	0	0	0	0	172,238.97
43 - New Capital Reserve	469,277.64	0	0	0	0	469,277.64
51 - Kelsey North WAD 1989-1	113,875.27	0	(15,397.73)	0	0	98,477.54
52 - Kelsey South WAD 1989-4	56,237.08	0	0	0	0	56,237.08
53 - Pilot Hill North WAD 1989-2	(7,480.80)	0	0	0	0	(7,480.80)
54 - Pilot Hill South WAD 1989-3	53.68	0	0	0	0	53.68
Total Distributed Cash ----->	9,936,459.92	430,184.74	(533,287.16)	(165,615.75)	(4,095.65)	9,663,646.10

Cash in Eldorado Savings and LAIF

1000 - El Dorado Savings Bank General Checking	114,578.86
1010 - El Dorado Savings Bank Collections	2,417,177.64
1022 - LAIF	7,131,889.60
Total Cash ----->	9,663,646.10

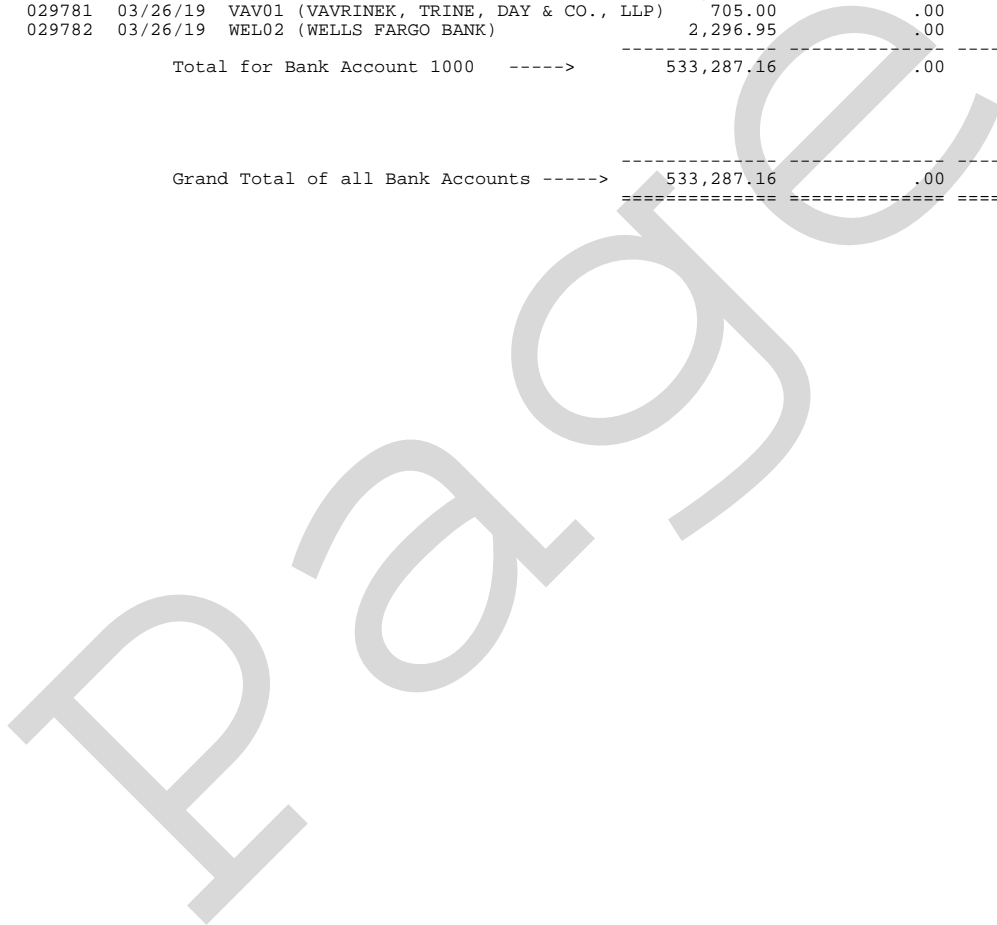
ATTACHMENT 2

Month-End Cash Disbursement Report March 2019

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
03-19	029652	03/06/19	AAR01 (AARP MEDICARERX SAVER PLUS, PDP)		33.10	.00	33.10	Automatic Generated Check
	029653	03/06/19	ACW02 (ACWA)		14,450.00	.00	14,450.00	Automatic Generated Check
	029654	03/06/19	ACW05 (ACWA/JPIA HEALTH)		92,035.27	.00	92,035.27	Automatic Generated Check
	029655	03/06/19	AME08 (AMERICAN MESSAGING)		36.34	.00	36.34	Automatic Generated Check
	029656	03/06/19	ANS01 (ANSWERING SPECIALISTS INC)		79.95	.00	79.95	Automatic Generated Check
	029657	03/06/19	ARA01 (ARAMARK)		266.94	.00	266.94	Automatic Generated Check
	029658	03/06/19	ATT02 (AT&T)		1,636.70	.00	1,636.70	Automatic Generated Check
	029659	03/06/19	BAR07 (BARBOUR, CHRIS)		100.00	.00	100.00	Automatic Generated Check
	029660	03/06/19	BEN04 (BENNETT ENGINEERING SERVICES)		32,220.39	.00	32,220.39	Automatic Generated Check
	029661	03/06/19	BLU01 (ANTHEM BLUE CROSS)		651.21	.00	651.21	Automatic Generated Check
	029662	03/06/19	BLU01 (ANTHEM BLUE CROSS)		1,234.95	.00	1,234.95	Automatic Generated Check
	029663	03/06/19	BLU06 (BLUE SHIELD OF CALIFORNIA)		566.00	.00	566.00	Automatic Generated Check
	029664	03/06/19	BRO05 (BROWN, ADAM)		96.87	.00	96.87	Automatic Generated Check
	029665	03/06/19	CALL6 (CALTRONICS BUSINESS SYSTEMS CORP.)		674.72	.00	674.72	Automatic Generated Check
	029666	03/06/19	CAR08 (CSI)		59.00	.00	59.00	Automatic Generated Check
	029667	03/06/19	CHR01 (CHRISTENSEN HEATING & COOLING, INC)		1,995.00	.00	1,995.00	Automatic Generated Check
	029668	03/06/19	CHU02 (CHURCHWELL WHITE, LLP)		15,418.40	.00	15,418.40	Automatic Generated Check
	029669	03/06/19	CLS01 (CLS LABS)		559.58	.00	559.58	Automatic Generated Check
	029670	03/06/19	CWS01 (CORBIN WILLITS SYS. INC.)		573.20	.00	573.20	Automatic Generated Check
	029671	03/06/19	DES01 (VERNON DETTMAN)		868.61	.00	868.61	Automatic Generated Check
	029672	03/06/19	DEL05 (DELAGE LANDEN, INC)		413.85	.00	413.85	Automatic Generated Check
	029673	03/06/19	EDC04 (EDC ENVIRONMENTAL MGMT)		590.00	.00	590.00	Automatic Generated Check
	029674	03/06/19	ELD01 (EDC REGISTRAR OF VOTERS)		6,781.96	.00	6,781.96	Automatic Generated Check
	029675	03/06/19	ELD11 (EL DORADO COUNTY)		2,547.32	.00	2,547.32	Automatic Generated Check
	029676	03/06/19	ELD16 (EL DORADO DISPOSAL SERVICE)		331.41	.00	331.41	Automatic Generated Check
	029677	03/06/19	ELK01 (ELK GROVE AUTO GROUP)		71,477.28	.00	71,477.28	Automatic Generated Check
	029678	03/06/19	ENV01 (ENVIRO TECH SERVICES COMPANY, INC.)		123.41	.00	123.41	Automatic Generated Check
	029679	03/06/19	FRE03 (FREEMAN, D'AIUTO, PIERCE)		243.75	.00	243.75	Automatic Generated Check
	029680	03/06/19	HAN09 (HANSFORD ECONOMIC CONSULTING)		2,011.90	.00	2,011.90	Automatic Generated Check
	029681	03/06/19	HOL03 (HOLT OF CALIFORNIA)		718.54	.00	718.54	Automatic Generated Check
	029682	03/06/19	HOM01 (HOME DEPOT CREDIT SERVICE)		972.76	.00	972.76	Automatic Generated Check
	029683	03/06/19	MAD01 (KYLE MADISON)		100.00	.00	100.00	Automatic Generated Check
	029684	03/06/19	MED01 (MEDICAL EYE SERVICES)		372.89	.00	372.89	Automatic Generated Check
	029685	03/06/19	MJT01 (MJT ENTERPRISES, INC.)		7,101.51	.00	7,101.51	Automatic Generated Check
	029686	03/06/19	MJT01 (MJT ENTERPRISES, INC.)		7,230.69	.00	7,230.69	Automatic Generated Check
	029687	03/06/19	MMA01 (MMANC)		75.00	.00	75.00	Automatic Generated Check
	029688	03/06/19	MOB01 (MOBILE MINI, LLC-CA)		197.79	.00	197.79	Automatic Generated Check
	029689	03/06/19	MYE01 (Myers and Sons)		68,711.61	.00	68,711.61	Automatic Generated Check
	029690	03/06/19	NTU01 (NTU TECHNOLOGIES, INC.)		365.48	.00	365.48	Automatic Generated Check
	029691	03/06/19	PAC02 (PACIFIC GAS & ELECTRIC)		3,096.98	.00	3,096.98	Automatic Generated Check
	029692	03/06/19	PAC06 (PACE SUPPLY 23714-00)		8,465.08	.00	8,465.08	Automatic Generated Check
	029693	03/06/19	POW01 (POWERNET GLOBAL COMM.)		201.63	.00	201.63	Automatic Generated Check
	029694	03/06/19	PRE01 (PREMIER ACCESS INS CO)		3,090.27	.00	3,090.27	Automatic Generated Check
	029695	03/06/19	PRO04 (PAUL FUNK)		265.00	.00	265.00	Automatic Generated Check
	029696	03/06/19	PSO01 (PSOMAS)		13,712.00	.00	13,712.00	Automatic Generated Check
	029697	03/06/19	ROB02 (ROBINSON ENTERPRISES)		4,281.09	.00	4,281.09	Automatic Generated Check
	029698	03/06/19	ROB02 (ROBINSON ENTERPRISES)		3,842.36	.00	3,842.36	Automatic Generated Check
	029699	03/06/19	ROY01 (KENNETH ROYAL)		520.00	.00	520.00	Automatic Generated Check
	029700	03/06/19	SAU01 (LARRY SAUNDERS)		480.00	.00	480.00	Automatic Generated Check
	029701	03/06/19	SME01 (MEL J. ALLEN)		731.25	.00	731.25	Automatic Generated Check
	029702	03/06/19	THA01 (THATCHER COMPANY OF CALIFORNIA INC)		6,799.22	.00	6,799.22	Automatic Generated Check

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
03-19	029703	03/06/19	UNI06 (UNITEDHEALTHCARE INSURANCE CO)		156.75	.00	156.75	Automatic Generated Check
	029704	03/06/19	UNI07 (UNITEDHEALTHCARE CLAIM DIVISION)		167.07	.00	167.07	Automatic Generated Check
	029705	03/06/19	USB05 (U.S. BANK CORPORATE PAYMENT SYSTEM)		1,958.74	.00	1,958.74	Automatic Generated Check
	029706	03/06/19	USP01 (POSTMASTER)		3,000.00	.00	3,000.00	Automatic Generated Check
	029707	03/06/19	VER01 (VERIZON WIRELESS)		737.89	.00	737.89	Automatic Generated Check
	029708	03/06/19	WAL02 (WALKER'S OFFICE SUPPLY)		41.82	.00	41.82	Automatic Generated Check
	029709	03/06/19	WOO03 (WOOD ENVIRONMENT & INFRASTRUCTURE INC)		744.41	.00	744.41	Automatic Generated Check
	029710	03/06/19	\B003 (BERNSTEIN, FRED)		17.60	.00	17.60	Automatic Generated Check
	029711	03/06/19	\F001 (FOSTER, KENNETH/KARLI)		364.38	.00	364.38	Automatic Generated Check
	029712	03/06/19	\M005 (MCSHANE, MICHAEL)		50.00	.00	50.00	Automatic Generated Check
	029713	03/13/19	AFI01 (AMERICAN FAMILY LIFE INS)		1,495.68	.00	1,495.68	Automatic Generated Check
	029714	03/13/19	ICM02 (ICMA-R.T.-457 (ee))		1,386.08	.00	1,386.08	Automatic Generated Check
	029715	03/13/19	IUO01 (IUOE, LOCAL 39)		347.75	.00	347.75	Automatic Generated Check
	029716	03/13/19	IUO02 (PEU LOCAL #1)		263.85	.00	263.85	Automatic Generated Check
	029717	03/26/19	ACW01 (ACWA/JPIA)		236.00	.00	236.00	Automatic Generated Check
	029718	03/26/19	ADT01 (ADT SECURITY SERVICES)		42.08	.00	42.08	Automatic Generated Check
	029719	03/26/19	ADT01 (ADT SECURITY SERVICES)		161.46	.00	161.46	Automatic Generated Check
	029720	03/26/19	ALL01 (ALLEN KRAUSE)		1,950.16	.00	1,950.16	Automatic Generated Check
	029721	03/26/19	AND01 (ANDERSON'S SIERRA PIPE CO)		72.66	.00	72.66	Automatic Generated Check
	029722	03/26/19	ANS01 (ANSWERING SPECIALISTS INC)		79.95	.00	79.95	Automatic Generated Check
	029723	03/26/19	ARA01 (ARAMARK)		133.47	.00	133.47	Automatic Generated Check
	029724	03/26/19	BAR07 (BARBOUR, CHRIS)		200.00	.00	200.00	Automatic Generated Check
	029725	03/26/19	BEC01 (STEPHANIE BECK)		468.62	.00	468.62	Automatic Generated Check
	029726	03/26/19	BEN04 (BENNETT ENGINEERING SERVICES)		6,126.38	.00	6,126.38	Automatic Generated Check
	029727	03/26/19	BLU01 (ANTHEM BLUE CROSS)		1,234.95	.00	1,234.95	Automatic Generated Check
	029728	03/26/19	CALL6 (CALTRONICS BUSINESS SYSTEMS CORP.)		643.18	.00	643.18	Automatic Generated Check
	029729	03/26/19	CAN02 (BRIAN CANN)		100.00	.00	100.00	Automatic Generated Check
	029730	03/26/19	CAP04 (CAPITAL RUBBER CO. LTD.)		117.78	.00	117.78	Automatic Generated Check
	029731	03/26/19	CEI01 (CEIRANTE, MARTIN)		97.41	.00	97.41	Automatic Generated Check
	029732	03/26/19	CHU02 (CHURCHWELL WHITE, LLP)		35,352.30	.00	35,352.30	Automatic Generated Check
	029733	03/26/19	CLS01 (CLS LABS)		7,703.78	.00	7,703.78	Automatic Generated Check
	029734	03/26/19	CWS01 (CORBIN WILLITS SYS. INC.)		390.00	.00	390.00	Automatic Generated Check
	029735	03/26/19	DEL05 (DELAGE LANDEN, INC)		413.85	.00	413.85	Automatic Generated Check
	029736	03/26/19	DIG01 (DIGITAL DEPLOYMENT INC)		300.00	.00	300.00	Automatic Generated Check
	029737	03/26/19	DIV05 (PLACERVILLE AUTO PARTS, INC)		16.08	.00	16.08	Automatic Generated Check
	029738	03/26/19	DWR01 (DEPT. OF WATER RESOURCES)		15,397.73	.00	15,397.73	Automatic Generated Check
	029739	03/26/19	ELD11 (EL DORADO COUNTY)		1,273.64	.00	1,273.64	Automatic Generated Check
	029740	03/26/19	EMP02 (EMPLOYEE RELATIONS, INC)		117.50	.00	117.50	Automatic Generated Check
	029741	03/26/19	ENV01 (ENVIRO TECH SERVICES COMPANY, INC.)		1,191.83	.00	1,191.83	Automatic Generated Check
	029742	03/26/19	FER01 (FERRELLGAS)		7,167.01	.00	7,167.01	Automatic Generated Check
	029743	03/26/19	FOO01 (FOOTHILL ASSOCIATES)		72.50	.00	72.50	Automatic Generated Check
	029744	03/26/19	FRE03 (FREEMAN, D'AIUTO, PIERCE)		1,569.28	.00	1,569.28	Automatic Generated Check
	029745	03/26/19	GAR02 (GARDEN VALLEY FEED & HDW.)		558.52	.00	558.52	Automatic Generated Check
	029746	03/26/19	GEO03 (CASH)		71.95	.00	71.95	Automatic Generated Check
	029747	03/26/19	GEO04 (DIVIDE SUPPLY ACE HARDWARE)		914.53	.00	914.53	Automatic Generated Check
	029748	03/26/19	GEO05 (GEORGETOWN PRE-CAST, INC.)		48.26	.00	48.26	Automatic Generated Check
	029749	03/26/19	GEO12 (GEORGE SANDERS)		6,148.80	.00	6,148.80	Automatic Generated Check
	029750	03/26/19	GRA01 (GRAINGER, INC.)		994.91	.00	994.91	Automatic Generated Check
	029751	03/26/19	HAN09 (HANSFORD ECONOMIC CONSULTING)		2,484.40	.00	2,484.40	Automatic Generated Check
	029752	03/26/19	HAR03 (HARRIS INDUSTRIAL GASES)		454.61	.00	454.61	Automatic Generated Check
	029753	03/26/19	HDS01 (HD SUPPLY WATERWORKS, LTD)		372.54	.00	372.54	Automatic Generated Check

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
03-19	029754	03/26/19	HOL03 (HOLT OF CALIFORNIA)		17.61	.00	17.61	Automatic Generated Check
	029755	03/26/19	HOM01 (HOME DEPOT CREDIT SERVICE)		197.98	.00	197.98	Automatic Generated Check
	029756	03/26/19	INT05 (INTERWEST CONSULTING GROUP)		525.00	.00	525.00	Automatic Generated Check
	029757	03/26/19	KLA02 (CHRISTIAN KLAHN)		173.19	.00	173.19	Automatic Generated Check
	029758	03/26/19	MJT01 (MJT ENTERPRISES, INC.)		2,846.90	.00	2,846.90	Automatic Generated Check
	029759	03/26/19	MOB01 (MOBILE MINI, LLC-CA)		197.79	.00	197.79	Automatic Generated Check
	029760	03/26/19	MOU02 (MOUNTAIN DEMOCRAT)		111.54	.00	111.54	Automatic Generated Check
	029761	03/26/19	NAT04 (NATIONAL DOCUMENT)		1,964.53	.00	1,964.53	Automatic Generated Check
	029762	03/26/19	NOR07 (NOR-CAL EQUIPMENT RENTALS)		134.69	.00	134.69	Automatic Generated Check
	029763	03/26/19	PAC02 (PACIFIC GAS & ELECTRIC)		11,846.94	.00	11,846.94	Automatic Generated Check
	029764	03/26/19	PAC02 (PACIFIC GAS & ELECTRIC)		3,046.67	.00	3,046.67	Automatic Generated Check
	029765	03/26/19	PAC06 (PACE SUPPLY 23714-00)		2,802.62	.00	2,802.62	Automatic Generated Check
	029766	03/26/19	PED02 (PETER PEDRI)		130.00	.00	130.00	Automatic Generated Check
	029767	03/26/19	POL01 (POLLARD WATER)		2,134.30	.00	2,134.30	Automatic Generated Check
	029768	03/26/19	PRE01 (PREMIER ACCESS INS CO)		3,221.41	.00	3,221.41	Automatic Generated Check
	029769	03/26/19	PRO04 (PAUL FUNK)		265.00	.00	265.00	Automatic Generated Check
	029770	03/26/19	PSO01 (PSOMAS)		3,435.00	.00	3,435.00	Automatic Generated Check
	029771	03/26/19	RIE01 (RIEBES AUTO PARTS,LLC)		484.99	.00	484.99	Automatic Generated Check
	029772	03/26/19	RIV02 (RIVER CITY RENTALS)		2,050.00	.00	2,050.00	Automatic Generated Check
	029773	03/26/19	ROB02 (ROBINSON ENTERPRISES)		1,964.31	.00	1,964.31	Automatic Generated Check
	029774	03/26/19	ROC02 (KENNETH D. WELSH)		157.50	.00	157.50	Automatic Generated Check
	029775	03/26/19	SAN02 (Santander Leasing)		1,230.88	.00	1,230.88	Automatic Generated Check
	029776	03/26/19	SIE10 (SIERRA SAFETY)		165.99	.00	165.99	Automatic Generated Check
	029777	03/26/19	TIR01 (TIREHUB, LLC)		2,453.97	.00	2,453.97	Automatic Generated Check
	029778	03/26/19	UNI06 (UNITEDHEALTHCARE INSURANCE CO)		156.75	.00	156.75	Automatic Generated Check
	029779	03/26/19	USA03 (USA BLUE BOOK)		1,185.90	.00	1,185.90	Automatic Generated Check
	029780	03/26/19	USB05 (U.S. BANK CORPORATE PAYMENT SYSTEM)		2,565.35	.00	2,565.35	Automatic Generated Check
	029781	03/26/19	VAV01 (VAVRINEK, TRINE, DAY & CO., LLP)		705.00	.00	705.00	Automatic Generated Check
	029782	03/26/19	WEL02 (WELLS FARGO BANK)		2,296.95	.00	2,296.95	Automatic Generated Check
Total for Bank Account 1000 ----->					533,287.16	.00	533,287.16	
Grand Total of all Bank Accounts ----->					533,287.16	.00	533,287.16	



ATTACHMENT 3

SRF Cash Balances March 2019

Report Date: 05/08/19
 Run Date...: 05/08/19 15:19
 Run by.....: Christina Cross

Georgetown Divide PUD
 G/L Trial Balance - Detail in the Order of FUND
 For All Accounts

Page.: 1
 ID # GLTB
 CTL.: GEO

With a Mask of 29* 1115* ****

Beginning of.: March 1, 2019 (09-19) Thru Ending of.: March 31, 2019 (09-19)

G/L Ctr	Account Cal.	No Fiscl	Date	Jrnl	Line	Description	Debit	Credit	
29	1115					STATE REV FUND SRF FISCAL AGENT ACCOUNTS			
						Balance March 1, 2019 (09-19)	44,403.62		
Mar 2019	09-2019		02/20/19	04-00	0004	Vendor WEL02 Invoice 03012019 Line 0001 MARCH 2019 WALTON LAKE ANNUAL RESERVE WELLS FARGO BANK	2,296.95		
Mar 2019	09-2019		05/08/19	00-04	0001	MAR INTEREST	62.89		
** Budget not Applicable **							Activity ---->	2,359.84	.00
						Balance March 31, 2019 (09-19)	46,763.46		
							REPORT TOTAL ---->	46,763.46	.00
							REPORT TOTAL for Detail Activity ---->	2,359.84	.00

Pragade

AGENDA ITEM 5.B.2

Month End Cash Disbursements Report

Date...: May 9, 2019
 Time...: 1:21 pm
 Run by.: Hannah Schnetz

Georgetown Divide PUD
 BOARD CHECK REVIEW

Page: 1
 List: BOAR
 ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
029803	04/11/19	ADT01	ADT SECURITY SERVICES	SECURITY SERVICE 04/20/19-05/19/19 8180 BALDERSTON	42.08
Sub-Total: (1)					42.08
Sub-Count: 1					
029804	04/11/19	ADT01	ADT SECURITY SERVICES	SECURITY SERVICE 04/21/19-05/20/19 6425 MAIN ST	161.46
Sub-Total: (1)					161.46
Sub-Count: 1					
029805	04/11/19	AME08	AMERICAN MESSAGING	PAGECOPY USAGE 03/22/19	10.73
Sub-Total: (1)					10.73
Sub-Count: 1					
029806	04/11/19	BEN04	BENNETT ENGINEERING SERVICES	Professional Services Agreement: November 13, 2018	13376.42
029806	04/11/19	BEN04	BENNETT ENGINEERING SERVICES	Professional Services Agreement: November 13, 2018	2091.48
Sub-Total: (1)					15467.90
Sub-Count: 2					
029807	04/11/19	BRO05	BROWN, ADAM	MILEAGE REIMB PER MOU 2/26,3/4,3/12,3/14,3/15,3/28	29.12
029807	04/11/19	BRO05	BROWN, ADAM	MILEAGE REIMB PER MOU 2/26,3/4,3/12,3/14,3/15,3/28	120.29
Sub-Total: (1)					149.41
Sub-Count: 2					
029808	04/11/19	CAR08	CSI	MONTHLY SERVICE FEE APRIL 2019	59.00
Sub-Total: (1)					59.00
Sub-Count: 1					
029809	04/11/19	CLS01	CLS LABS	STATION 16	150.92
Sub-Total: (1)					150.92
Sub-Count: 1					
029810	04/11/19	DEL01	DEL PASO PIPE & STEELE	PO#017982: IRR. SUPPLIES FOR MEASURING FLUMES	390.87
Sub-Total: (1)					390.87
Sub-Count: 1					
029811	04/11/19	DEL05	DELAGE LANDEN, INC	KONICA COPIER CONTRACT 04/01-04/30/19	228.20
029811	04/11/19	DEL05	DELAGE LANDEN, INC	FORMAX FOLDING MACHINE 04/01-04/30/19	185.65
Sub-Total: (1)					413.85
Sub-Count: 2					
029812	04/11/19	DIG01	DIGITAL DEPLOYMENT INC	STREAMLINE MONTHLY MEMBER FEE APRIL 2019	300.00
Sub-Total: (1)					300.00
Sub-Count: 1					
029813	04/11/19	ELD16	EL DORADO DISPOSAL SERVICE	Utilities-GARBAGE 6425 MAIN ST 3/01-03/31/19	110.47
029813	04/11/19	ELD16	EL DORADO DISPOSAL SERVICE	Utilities-GARBAGE 3650 SWEETWATER TR 3/01-03/31/19	110.47
029813	04/11/19	ELD16	EL DORADO DISPOSAL SERVICE	Utilities-GARBAGE 8180 BALDERSTON 3/01-03/31/19	110.47
Sub-Total: (1)					331.41
Sub-Count: 3					
029814	04/11/19	GEO02	GEORGETOWN GAZETTE	NTC TO BIDDERS;BLACKTP PTCH REPAIR PUB DATE:4/4/19	73.86
Sub-Total: (1)					73.86
Sub-Count: 1					
029815	04/11/19	HAN09	HANSFORD ECONOMIC CONSULTING	WASTEWATER RATE STUDY MARCH 2019	2660.00
Sub-Total: (1)					2660.00
Sub-Count: 1					
029816	04/11/19	MOU02	MOUNTAIN DEMOCRAT	NTC TO BIDDERS;BLACKTP PTCH REPAIR PUB DATE:4/1/19	83.03
Sub-Total: (1)					83.03
Sub-Count: 1					
029817	04/11/19	MYE01	Myers and Sons	CONTRACTOR'S APPLICATION #24 PERIOD: 2/1-2/28/19	43605.31
Sub-Total: (1)					43605.31
Sub-Count: 1					

Date...: May 9, 2019
 Time...: 1:21 pm
 Run by.: Hannah Schnetz

Georgetown Divide PUD
 BOARD CHECK REVIEW

Page: 2
 List: BOAR
 ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
029818	04/11/19	NAT04	NATIONAL DOCUMENT	PO#017986: BUSINESS CARDS FOR SB, JP, MC	206.03
Sub-Total: (1)					206.03
Sub-Count: 1					
029819	04/11/19	NEX00	NEXGEN	Amendment#1 PSA for mid February-end of April 2019	68780.00
Sub-Total: (1)					68780.00
Sub-Count: 1					
029820	04/11/19	PAC02	PACIFIC GAS & ELECTRIC	7727208388-0 WALTON	2524.84
029820	04/11/19	PAC02	PACIFIC GAS & ELECTRIC	0967683154-9 ALT	7937.80
Sub-Total: (1)					10462.64
Sub-Count: 2					
029821	04/11/19	PAC06	PACE SUPPLY 23714-00	Misc. Materials & Supplies for Distribution	2805.53
Sub-Total: (1)					2805.53
Sub-Count: 1					
029822	04/11/19	RUL01	RULE, BRIAN	EMPLOYEE REIMB TRAINING TRAVEL EXPENSES 3/28-29/19	64.56
Sub-Total: (1)					64.56
Sub-Count: 1					
029823	04/11/19	TEI01	A. TEICHERT & SON, INC	PO#017988: 3/4" AB-2 ROCK 03/14/19	125.92
029823	04/11/19	TEI01	A. TEICHERT & SON, INC	PO#017988: 3/4" AB-2 ROCK 03/14/19	125.93
029823	04/11/19	TEI01	A. TEICHERT & SON, INC	PO#017988: 3/4" AB-2 ROCK 03/15/19	124.87
029823	04/11/19	TEI01	A. TEICHERT & SON, INC	PO#017988: 3/4" AB-2 ROCK 03/15/19	124.88
Sub-Total: (1)					501.60
Sub-Count: 4					
029824	04/11/19	ATT02	AT&T	Utilities-PHONE 530-885-6280 409 7 ALT WTP INSTALL	843.09
Sub-Total: (1)					843.09
Sub-Count: 1					
029825	05/06/19	ICM02		Ck# 029825->296825 Replacement	1386.08
Sub-Total: (1)					1386.08
Sub-Count: 1					
029826	05/06/19	IU001		Ck# 029826->296826 Replacement	348.20
Sub-Total: (1)					348.20
Sub-Count: 1					
029827	05/06/19	IU002		Ck# 029827->296827 Replacement	261.46
Sub-Total: (1)					261.46
Sub-Count: 1					
029828	04/24/19	AAR01	AARP MEDICARERX SAVER PLUS, PD	AARP MEDICARE [REDACTED] APRIL 2019	33.10
029828	04/24/19	AAR01	AARP MEDICARERX SAVER PLUS, PD	AARP MEDICARE [REDACTED] MAY 2019	33.10
Sub-Total: (1)					66.20
Sub-Count: 2					
029829	04/24/19	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS MAY 2019	3152.76
029829	04/24/19	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS MAY 2019	7859.16
029829	04/24/19	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS MAY 2019	5802.24
029829	04/24/19	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS MAY 2019	11956.60
029829	04/24/19	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS MAY 2019	2112.72
029829	04/24/19	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS MAY 2019	11692.78
029829	04/24/19	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS MAY 2019	2119.38
029829	04/24/19	ACW05	ACWA/JPIA HEALTH	RETIREE HEALTH INSURANCE PREMIUMS MAY 2019	4665.32
Sub-Total: (1)					49360.96
Sub-Count: 8					
029830	04/24/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	128.65
029830	04/24/19	ALL01	ALLEN KRAUSE	PO#017996: IRRIGATION EQUIPMENT BRUSH CUTTERS	2144.98
029830	04/24/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	83.34
Sub-Total: (1)					2356.97
Sub-Count: 3					

Date...: May 9, 2019
Time...: 1:21 pm
Run by.: Hannah Schnetz

Georgetown Divide PUD
BOARD CHECK REVIEW

Page: 3
List: BOAR
ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
029831	04/24/19	AND01	ANDERSON'S SIERRA PIPE CO	PO#018007: PRESSURE VALVE ANGEL CAMP PUMP STATION	20.18
Sub-Total: (1)					20.18
Sub-Count: 1					
029832	04/24/19	ANS01	ANSWERING SPECIALISTS INC	APRIL 2019 ANSWERING SERVICE + ANNUAL MAINT FEE	115.95
Sub-Total: (1)					115.95
Sub-Count: 1					
029833	04/24/19	ARA01	ARAMARK	RESTROOM SERVICE	34.81
029833	04/24/19	ARA01	ARAMARK	FIRST AID SUPPLY	14.99
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	10.88
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	25.94
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	10.04
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	31.79
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	5.02
029833	04/24/19	ARA01	ARAMARK	RESTROOM SERVICE	30.42
029833	04/24/19	ARA01	ARAMARK	FIRST AID SUPPLY	14.99
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	11.45
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	27.30
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	10.57
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	33.46
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	5.28
029833	04/24/19	ARA01	ARAMARK	RESTROOM SERVICE	33.86
029833	04/24/19	ARA01	ARAMARK	FIRST AID SUPPLY	14.99
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	11.44
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	27.28
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	10.56
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	33.44
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	5.28
029833	04/24/19	ARA01	ARAMARK	RESTROOM SERVICE	33.85
029833	04/24/19	ARA01	ARAMARK	FIRST AID SUPPLY	14.99
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	11.15
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	26.59
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	10.29
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	32.59
029833	04/24/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	5.15
Sub-Total: (1)					673.01
Sub-Count: 35					
029834	04/24/19	BEA01	BUTTE EQUIPMENT RENTALS	PO#017988: 3/4" AB ROCK + 2 BOXES PIPE BEDDING	737.50
029834	04/24/19	BEA01	BUTTE EQUIPMENT RENTALS	PO#017988: 3/4" AB ROCK + 2 BOXES PIPE BEDDING	737.50
029834	04/24/19	BEA01	BUTTE EQUIPMENT RENTALS	PO#017991: ROCK FOR GARDEN PARK ROAD TO TANK	2575.00
Sub-Total: (1)					4050.00
Sub-Count: 3					
029835	04/24/19	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE [REDACTED] 5/1/19-5/30/19	326.10
029835	04/24/19	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE [REDACTED] 5/1/19-5/31/19	326.10
029835	04/24/19	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE [REDACTED] 5/1-5/31/19	256.65
029835	04/24/19	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE [REDACTED] 5/1/19-5/31/19	326.10
Sub-Total: (1)					1234.95
Sub-Count: 4					
029836	04/24/19	BLU07	BLUE SHIELD OF CALIFORNIA	PREPAID HEALTH INSURANCE [REDACTED] 5/1/19-7/31/19	930.00
029836	04/24/19	BLU07	BLUE SHIELD OF CALIFORNIA	PREPAID HEALTH INSURANCE [REDACTED] 5/01/19-07/31/19	840.00
Sub-Total: (1)					1770.00
Sub-Count: 2					
029837	04/24/19	CAL16	CALTRONICS BUSINESS SYSTEMS CO	KONICA COPIER CONTRACT 03/14/19-04/13/19	854.35
Sub-Total: (1)					854.35
Sub-Count: 1					
029838	04/24/19	CLS01	CLS LABS	ROUTINE DIST. SYST. BACTERIA	44.10
029838	04/24/19	CLS01	CLS LABS	SURFACE WATER SAMPLING - ZONE	749.70
029838	04/24/19	CLS01	CLS LABS	ROUTINE DIST. SYST. BACTERIA	44.10
029838	04/24/19	CLS01	CLS LABS	LT2 SWTR RAW B	78.40
029838	04/24/19	CLS01	CLS LABS	ROUTINE DIST. SYST. BACTERIA	44.10
029838	04/24/19	CLS01	CLS LABS	QUARTERLY 1,2,3-TCP	164.00
029838	04/24/19	CLS01	CLS LABS	ROUTINE DIST. SYST. BACTERIA	44.10
029838	04/24/19	CLS01	CLS LABS	LT2 ESWTR RAWB	78.40
Sub-Total: (1)					1246.90
Sub-Count: 8					

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029839	04/24/19	CWS01	CORBIN WILLITS SYS. INC.	MONTHLY CHARGE FOR MAY 2019	573.20
Sub-Total: (1)					573.20
Sub-Count: 1					
029840	04/24/19	DWR01	DEPT. OF WATER RESOURCES	DAM FEES	10596.00
029840	04/24/19	DWR01	DEPT. OF WATER RESOURCES	DAM FEES	43872.00
Sub-Total: (1)					54468.00
Sub-Count: 2					
029841	04/24/19	ELL02	ALEXIS ELLIOTT	PANTS REIMB 2019 CALENDAR YEAR PER MOU	74.50
Sub-Total: (1)					74.50
Sub-Count: 1					
029842	04/24/19	FER01	FERRELLGAS	Utilities-PROPANE ALT	246.87
029842	04/24/19	FER01	FERRELLGAS	Utilities-PROPANE ALT	343.61
029842	04/24/19	FER01	FERRELLGAS	Utilities-PROPANE ALT	311.01
029842	04/24/19	FER01	FERRELLGAS	Utilities-PROPANE OFFICE	652.70
Sub-Total: (1)					1554.19
Sub-Count: 4					
029843	04/24/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	21.44
029843	04/24/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	70.72
029843	04/24/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	31.54
029843	04/24/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	68.62
029843	04/24/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	60.01
Sub-Total: (1)					252.33
Sub-Count: 5					
029844	04/24/19	GEM01	GEMPLER'S, INC.	PO#018002: HIP WADERS FOR DITCH TENDERS	268.96
029844	04/24/19	GEM01	GEMPLER'S, INC.	PO#018003: BOOTS MENS FOR DITCH TENDERS	134.95
029844	04/24/19	GEM01	GEMPLER'S, INC.	PO#018003: HIP WADERS FOR DITCH TENDERS	167.98
029844	04/24/19	GEM01	GEMPLER'S, INC.	PO#018002: HIP WADERS FOR DITCH TENDERS	83.99
Sub-Total: (1)					655.88
Sub-Count: 4					
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	7.07
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	17.99
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	25.72
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	112.54
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	7.07
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	21.08
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	21.09
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	21.09
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	PO#018001: DEEP CYCLE 6 VOLT BATTERIES FOR ALT TP	626.30
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	35.77
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	24.51
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	15.17
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	31.08
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	33.10
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	33.11
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	33.11
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	10.57
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	14.28
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	14.29
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	14.29
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	134.75
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	25.72
029845	04/24/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	2.56
Sub-Total: (1)					1282.26
Sub-Count: 23					
029846	04/24/19	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	720.00
029846	04/24/19	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	6700.90
029846	04/24/19	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	720.00
Sub-Total: (1)					8140.90
Sub-Count: 3					
029847	04/24/19	GIE01	██████████	RETIREE INSURANCE REIMBURSE ██████████ MAR-JUN 2019	1710.68
Sub-Total: (1)					1710.68
Sub-Count: 1					
029848	04/24/19	HAN04	HANGTOWN FIRE CONTROL	ANNUAL FIRE EXTINGUISHER SERVICE	273.53
029848	04/24/19	HAN04	HANGTOWN FIRE CONTROL	ANNUAL FIRE EXTINGUISHER SERVICE	273.53
029848	04/24/19	HAN04	HANGTOWN FIRE CONTROL	ANNUAL FIRE EXTINGUISHER SERVICE	273.54

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029848	04/24/19	HAN04	HANGTOWN FIRE CONTROL	ANNUAL FIRE EXTINGUISHER SERVICE	273.54
Sub-Total: (1)					1094.14
Sub-Count: 4					
029849	04/24/19	HAR03	HARRIS INDUSTRIAL GASES	PO#018004: MEASURING FLUMES FOR IRRIGATION	262.45
Sub-Total: (1)					262.45
Sub-Count: 1					
029850	04/24/19	INT05	INTERWEST CONSULTING GROUP	PROFESSIONAL SERVICES FOR 03/01-03/31/19	105.00
Sub-Total: (1)					105.00
Sub-Count: 1					
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE APRIL 2019	21.86
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE APRIL 2019	49.97
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE APRIL 2019	18.74
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE APRIL 2019	49.98
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE APRIL 2019	46.85
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE APRIL 2019	200.47
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE APRIL 2019	18.74
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE MAY 2019	21.86
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE MAY 2019	49.97
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE MAY 2019	18.74
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE MAY 2019	49.98
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE MAY 2019	37.48
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE MAY 2019	192.98
029851	04/24/19	MED01	MEDICAL EYE SERVICES	VISION INSURANCE MAY 2019	18.74
Sub-Total: (1)					796.36
Sub-Count: 14					
029852	04/24/19	MJT01	MJT ENTERPRISES, INC.	03/18/19-03/24/19	411.60
029852	04/24/19	MJT01	MJT ENTERPRISES, INC.	03/18/19-03/24/19	264.60
029852	04/24/19	MJT01	MJT ENTERPRISES, INC.	03/18/19-03/24/19	88.20
029852	04/24/19	MJT01	MJT ENTERPRISES, INC.	03/25/19-03/31/19	666.40
029852	04/24/19	MJT01	MJT ENTERPRISES, INC.	03/25/19-03/31/19	411.60
029852	04/24/19	MJT01	MJT ENTERPRISES, INC.	03/25/19-03/31/19	78.40
029852	04/24/19	MJT01	MJT ENTERPRISES, INC.	04/01/19-04/07/19	1033.90
029852	04/24/19	MJT01	MJT ENTERPRISES, INC.	04/01/19-04/07/19	392.00
029852	04/24/19	MJT01	MJT ENTERPRISES, INC.	04/01/19-04/07/19	88.20
029852	04/24/19	MJT01	MJT ENTERPRISES, INC.	04/08/19-04/14/19	793.80
029852	04/24/19	MJT01	MJT ENTERPRISES, INC.	04/08/19-04/14/19	352.80
029852	04/24/19	MJT01	MJT ENTERPRISES, INC.	04/08/19-04/14/19	88.20
Sub-Total: (1)					4669.70
Sub-Count: 12					
029853	04/24/19	MOB01	MOBILE MINI, LLC-CA	STORAGE RENTAL 04/17/19-05/14/19	211.21
Sub-Total: (1)					211.21
Sub-Count: 1					
029854	04/24/19	NOR07	NOR-CAL EQUIPMENT RENTALS	PO#017994: DOZER RENTAL TO REMOVE SNOW UPPER CANAL	4263.50
Sub-Total: (1)					4263.50
Sub-Count: 1					
029855	04/24/19	NTU01	NTU TECHNOLOGIES, INC.	PO#017999: PRO PAC 9890, 4 55-GAL DRUMS FOR WTP	3746.00
Sub-Total: (1)					3746.00
Sub-Count: 1					
029856	04/24/19	PAC06	PACE SUPPLY 23714-00	Misc. Materials & Supplies for Distribution	139.88
Sub-Total: (1)					139.88
Sub-Count: 1					
029857	04/24/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE MAY 2019	136.03
029857	04/24/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE MAY 2019	310.93
029857	04/24/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE MAY 2019	116.60
029857	04/24/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE MAY 2019	310.94
029857	04/24/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE MAY 2019	291.50
029857	04/24/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE MAY 2019	2069.95
029857	04/24/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE MAY 2019	116.60
Sub-Total: (1)					3352.55
Sub-Count: 7					
029858	04/24/19	PRO04	PAUL FUNK	CLEANING SERVICES FOR APRIL 2019	265.00
Sub-Total: (1)					265.00

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Sub-Count:	1				
029859	04/24/19	PSO01	PSOMAS	PROFESSIONAL SERVICES FROM 03/01/19-03/28/19	4385.00
Sub-Total:(1)					4385.00
Sub-Count:	1				
029860	04/24/19	RIV02	RIVER CITY RENTALS	PO#018012: SKIPLOADER RENTAL	1457.50
029860	04/24/19	RIV02	RIVER CITY RENTALS	PO#018012: SKIPLOADER RENTAL	1457.50
Sub-Total:(1)					2915.00
Sub-Count:	2				
029861	04/24/19	ROB02	ROBINSON ENTERPRISES	T & D RAW WATER FUEL USAGE ALLOCATION	511.62
029861	04/24/19	ROB02	ROBINSON ENTERPRISES	WATER TREATMENT FUEL USAGE ALLOCATION	203.21
029861	04/24/19	ROB02	ROBINSON ENTERPRISES	T & D TREATED WTR FUEL USAGE ALLOCATION	883.57
029861	04/24/19	ROB02	ROBINSON ENTERPRISES	ZONE FUEL USAGE ALLOCATION	100.77
029861	04/24/19	ROB02	ROBINSON ENTERPRISES	UPCOUNTRY FUEL USAGE ALLOCATION	170.69
029861	04/24/19	ROB02	ROBINSON ENTERPRISES	ADMIN. FUEL USAGE ALLOCATION	.00
029861	04/24/19	ROB02	ROBINSON ENTERPRISES	T & D RAW WATER FUEL USAGE ALLOCATION	477.82
029861	04/24/19	ROB02	ROBINSON ENTERPRISES	WATER TREATMENT FUEL USAGE ALLOCATION	232.42
029861	04/24/19	ROB02	ROBINSON ENTERPRISES	T & D TREATED WTR FUEL USAGE ALLOCATION	966.86
029861	04/24/19	ROB02	ROBINSON ENTERPRISES	ZONE FUEL USAGE ALLOCATION	160.24
029861	04/24/19	ROB02	ROBINSON ENTERPRISES	UPCOUNTRY FUEL USAGE ALLOCATION	327.57
029861	04/24/19	ROB02	ROBINSON ENTERPRISES	ADMIN. FUEL USAGE ALLOCATION	.00
Sub-Total:(1)					4034.77
Sub-Count:	12				
029862	04/24/19	SAN02	Santander Leasing	INTEREST	49.36
029862	04/24/19	SAN02	Santander Leasing	PRINCIPAL	1181.52
Sub-Total:(1)					1230.88
Sub-Count:	2				
029863	04/24/19	SIE12	MICHAEL S. SALLAC	#17 91 GMC DUMP INSPECTION & MAINTENANCE	93.33
029863	04/24/19	SIE12	MICHAEL S. SALLAC	#17 91 GMC DUMP INSPECTION & MAINTENANCE	93.33
029863	04/24/19	SIE12	MICHAEL S. SALLAC	#17 91 GMC DUMP INSPECTION & MAINTENANCE	93.34
029863	04/24/19	SIE12	MICHAEL S. SALLAC	#24 CASE BACKHOE REPAIR	226.66
029863	04/24/19	SIE12	MICHAEL S. SALLAC	#24 CASE BACKHOE REPAIR	226.67
029863	04/24/19	SIE12	MICHAEL S. SALLAC	#24 CASE BACKHOE REPAIR	226.67
Sub-Total:(1)					960.00
Sub-Count:	6				
029864	04/24/19	TEI01	A. TEICHERT & SON, INC	PO#017988: 3/4" AB-2 ROCK AND SAND	385.20
029864	04/24/19	TEI01	A. TEICHERT & SON, INC	PO#017988: 3/4" AB-2 ROCK AND SAND	385.20
Sub-Total:(1)					770.40
Sub-Count:	2				
029865	04/24/19	THA01	THATCHER COMPANY OF CALIFORNIA	PO#018000: SODA ASH & CHLORINE 3650 SWEETWATER TR	2882.47
029865	04/24/19	THA01	THATCHER COMPANY OF CALIFORNIA	DEPOSIT REFUND: 4 DRUMS 3650 SWEETWATER TR	-160.00
Sub-Total:(1)					2722.47
Sub-Count:	2				
029866	04/24/19	TRI03	TRI-C MACHINE CO.-AUBURN	PO#017998: #24 CASE BACKHOE HYDRAULIC CYLINDERS	272.93
029866	04/24/19	TRI03	TRI-C MACHINE CO.-AUBURN	PO#017998: #24 CASE BACKHOE HYDRAULIC CYLINDERS	272.93
Sub-Total:(1)					545.86
Sub-Count:	2				
029867	04/24/19	UNI06	UNITEDHEALTHCARE INSURANCE CO	PREPAID HEALTH INSURANCE ██████████ 5/1-5/31/19	156.75
Sub-Total:(1)					156.75
Sub-Count:	1				
029868	04/24/19	USA03	USA BLUE BOOK	PO#017992: TESTING/SAMPLE SUPPLIES FOR WTP	145.20
Sub-Total:(1)					145.20
Sub-Count:	1				
029869	04/24/19	USB05	U.S. BANK CORPORATE PAYMENT SY	AMAZON PRIME	13.93
029869	04/24/19	USB05	U.S. BANK CORPORATE PAYMENT SY	AMAZON PRIME - CREDIT	-6.97
029869	04/24/19	USB05	U.S. BANK CORPORATE PAYMENT SY	AMAZON MARKETPLACE	20.78
029869	04/24/19	USB05	U.S. BANK CORPORATE PAYMENT SY	MICROSOFT	16.00
029869	04/24/19	USB05	U.S. BANK CORPORATE PAYMENT SY	MICROSOFT	16.00
029869	04/24/19	USB05	U.S. BANK CORPORATE PAYMENT SY	MICROSOFT	84.00
029869	04/24/19	USB05	U.S. BANK CORPORATE PAYMENT SY	CURTIS TOOLS	40.38
029869	04/24/19	USB05	U.S. BANK CORPORATE PAYMENT SY	HOTELS.COM - BR	173.99
029869	04/24/19	USB05	U.S. BANK CORPORATE PAYMENT SY	AMAZON	29.95

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029869	04/24/19	USB05	U.S. BANK CORPORATE	PAYMENT SY AMAZON	12.69
029869	04/24/19	USB05	U.S. BANK CORPORATE	PAYMENT SY SERVRIGHT	951.57
029869	04/24/19	USB05	U.S. BANK CORPORATE	PAYMENT SY BATTERIES & MORE	42.89
029869	04/24/19	USB05	U.S. BANK CORPORATE	PAYMENT SY STAMPS.COM	400.00
029869	04/24/19	USB05	U.S. BANK CORPORATE	PAYMENT SY ACWA	725.00
029869	04/24/19	USB05	U.S. BANK CORPORATE	PAYMENT SY DRI CRASHPLAN COMPUTER BACKUP	2.49
029869	04/24/19	USB05	U.S. BANK CORPORATE	PAYMENT SY STAMPS.COM	15.99
Sub-Total: (1)					2538.69
Sub-Count: 16					
029870	04/24/19	WAL02	WALKER'S OFFICE SUPPLY	Misc. Office Supplies	523.62
Sub-Total: (1)					523.62
Sub-Count: 1					
029871	04/24/19	WEL02	WELLS FARGO BANK	ANNUAL ADMINISTRATION CHARGES 03/30/19-03/29/2020	500.00
029871	04/24/19	WEL02	WELLS FARGO BANK	MAY 2019 WALTON LAKE ANNUAL RESERVE	2296.95
Sub-Total: (1)					2796.95
Sub-Count: 2					
029872	04/24/19	WOO03	WOOD ENVIRONMENT & INFRASTRUCT	PROFESSIONAL SERVICES THROUGH 03/29/19	5465.00
Sub-Total: (1)					5465.00
Sub-Count: 1					
029873	04/24/19	\J001	██████████ ^{A)}	MQ CUSTOMER REFUND FOR ██████████	90.97
Sub-Total: (1)					90.97
Sub-Count: 1					
029874	05/08/19	AFL01	AMERICAN FAMILY LIFE INS	Insurance - H&L	1495.68
Sub-Total: (1)					1495.68
Sub-Count: 1					
029875	05/08/19	ICM02	ICMA-R.T.-457 (ee)	Payroll withholding-ICMA	1386.08
Sub-Total: (1)					1386.08
Sub-Count: 1					
029876	05/08/19	IUO01	IUOE, LOCAL 39	Union Dues Payable-LOCAL 39	348.20
Sub-Total: (1)					348.20
Sub-Count: 1					
029877	05/08/19	IUO02	PEU LOCAL #1	UNION DUES-LOCAL 1	261.46
Sub-Total: (1)					261.46
Sub-Count: 1					
029878	05/08/19	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS JUNE 2019	2965.88
029878	05/08/19	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS JUNE 2019	10488.03
029878	05/08/19	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS JUNE 2019	5147.71
029878	05/08/19	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS JUNE 2019	8713.40
029878	05/08/19	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS JUNE 2019	2651.96
029878	05/08/19	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS JUNE 2019	9685.08
029878	05/08/19	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS JUNE 2019	1665.30
029878	05/08/19	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS JUNE 2019	12.24
029878	05/08/19	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS JUNE 2019	5806.66
Sub-Total: (1)					47136.26
Sub-Count: 9					
029879	05/08/19	ATT02	AT&T	UTILITIES-PHONE 530-333-4356 4/14-5/13/19	272.47
029879	05/08/19	ATT02	AT&T	UTILITIES-PHONE 530-333-4356 4/14-5/13/19	408.70
029879	05/08/19	ATT02	AT&T	UTILITIES-PHONE 530-333-4356 4/14-5/13/19	408.70
029879	05/08/19	ATT02	AT&T	UTILITIES-PHONE 530-885-6280 4/14-5/13/19	311.57
029879	05/08/19	ATT02	AT&T	UTILITIES- PHONE 530-885-6287 4/14-5/13/19	207.30
029879	05/08/19	ATT02	AT&T	UTILITIES- PHONE 530-333-1119 4/14-5/13/19	211.72
029879	05/08/19	ATT02	AT&T	UTILITIES- PHONE 234-371-7957 4/14-5/13/19	67.10
029879	05/08/19	ATT02	AT&T	UTILITIES- PHONE 530-333-9442 4/14-5/13/19	175.53
029879	05/08/19	ATT02	AT&T	UTILITIES- PHONE 234-343-7252 4/14-5/13/19	67.10
Sub-Total: (1)					2130.19
Sub-Count: 9					
029880	05/08/19	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	4607.80
029880	05/08/19	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	459.90
029880	05/08/19	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	.00

Date...: May 9, 2019
 Time...: 1:21 pm
 Run by.: Hannah Schnetz

Georgetown Divide PUD
 BOARD CHECK REVIEW

Page: 8
 List: BOAR
 ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
Sub-Total: (1)					5067.70
Sub-Count: 3					
029881	05/08/19	MYE01	Myers and Sons	CONTRACTOR'S APPLICATION #25 PERIOD:3/1-3/31/19	115247.26
Sub-Total: (1)					115247.26
Sub-Count: 1					
029882	05/08/19	PAC02	PACIFIC GAS & ELECTRIC	9644745072-5	48.20
029882	05/08/19	PAC02	PACIFIC GAS & ELECTRIC	1383483826-3	55.11
029882	05/08/19	PAC02	PACIFIC GAS & ELECTRIC	8019291332-7	22.47
029882	05/08/19	PAC02	PACIFIC GAS & ELECTRIC	9592050405-7	17.81
029882	05/08/19	PAC02	PACIFIC GAS & ELECTRIC	7269328928-1	19.72
029882	05/08/19	PAC02	PACIFIC GAS & ELECTRIC	9103062795-3	312.79
029882	05/08/19	PAC02	PACIFIC GAS & ELECTRIC	0800178691-5	47.93
029882	05/08/19	PAC02	PACIFIC GAS & ELECTRIC	2102211877-8	33.67
029882	05/08/19	PAC02	PACIFIC GAS & ELECTRIC	7804325001-4	8.45
029882	05/08/19	PAC02	PACIFIC GAS & ELECTRIC	2060545213-3	511.35
029882	05/08/19	PAC02	PACIFIC GAS & ELECTRIC	2060545213-3	170.45
029882	05/08/19	PAC02	PACIFIC GAS & ELECTRIC	6228064022-8	778.65
Sub-Total: (1)					2026.60
Sub-Count: 12					
029883	05/08/19	POW01	POWERNET GLOBAL COMM.	Utilitie- LONNG DISTANCE 3/19-4/19/19	142.90
Sub-Total: (1)					142.90
Sub-Count: 1					
029884	05/08/19	\U002	[REDACTED]	MQ CUSTOMER REFUND FOR [REDACTED]	27.03
Sub-Total: (1)					27.03
Sub-Count: 1					
029885	05/08/19	\V001	[REDACTED]	MQ CUSTOMER REFUND FOR [REDACTED]	14.60
Sub-Total: (1)					14.60
Sub-Count: 1					
029886	05/08/19	\V003	[REDACTED]	MQ CUSTOMER REFUND FOR [REDACTED]	52.55
Sub-Total: (1)					52.55
Sub-Count: 1					
296825	04/24/19	ICM02	ICMA-R.T.-457 (ee)	Payroll withholding-ICMA	1386.08
296825	05/06/19	ICM02		Ck# 296825 Reversed	-1386.08
Sub-Total: (1)					.00
Sub-Count: 2					
296826	04/24/19	IU001	IUOE, LOCAL 39	Union Dues Payable-LOCAL 39	348.20
296826	05/06/19	IU001		Ck# 296826 Reversed	-348.20
Sub-Total: (1)					.00
Sub-Count: 2					
296827	04/24/19	IU002	PEU LOCAL #1	UNION DUES-LOCAL 1	261.46
296827	05/06/19	IU002		Ck# 296827 Reversed	-261.46
Sub-Total: (1)					.00
Sub-Count: 2					
Grn-Total:					503544.29
Ttl-Count: 290					

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF MAY 14, 2019
AGENDA ITEM NO. 5.C.**



AGENDA SECTION: CONSENT

**SUBJECT: CONSIDERATION OF DIRECTOR WADLE'S REQUEST TO
ATTEND GFOA TRAINING**

PREPARED BY: Diana Michaelson, Board Assistant *DM*

APPROVED BY: Steven Palmer, PE, General Manager

BACKGROUND

The Government Finance Officers Association (GFOA) represents public finance officials who are deeply involved in planning, financing, and implementing governmental operations. GFOA provides best practice guidance, consulting, networking opportunities, publications, research, and training opportunities to meet the needs of its members. In line with its mission to advance excellence in state and local government financial management, GFOA will be presenting a one-day training, "Best Practices in Budgeting: Budget Monitoring," in Sacramento on September 16, 2019.

DISCUSSION

The session is designed for any local government personnel responsible for monitoring the budget and/or developing performance measures. Budget monitoring and performance management are key tools to regularly examine an organization's operations to identify any potential shortcomings and to find ways to make early course corrections. Information about the course is included as Attachment 1.

In accordance with Board adopted District policy, training attendance and travel by Directors is paid on a reimbursement basis. Directors must pay for their own registration fees, hotels, travel, and meals, then request reimbursement after attending the conference or workshop and reporting back to the full Board. Cash advances or use of District credit cards for these purposes is not permitted. District Policies 4025 and 4090 are included as Attachment 2.

Director Wadle has expressed a desire to attend the training. If other Directors wish to attend, the resolution can be amended accordingly.

FISCAL IMPACT

Training for Staff and Directors is included in the annual operating budget. Currently, the FY 2019-2020 is being developed. The timing of this request is such that the cost to attend this training could be included in the budget. As a member of GFOA, the cost to attend this training would be \$364.50 if paid in full before August 16. Mileage would be reimbursed at \$0.58 per mile, and lunch at \$11. (See Attachment 3.) The total cost to participate in this training is estimated to be about \$425.

CEQA ASSESSMENT

This is not a CEQA project.

RECOMMENDED ACTION

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District adopt the attached Resolution 2019-23 approving expense reimbursement for Director Wadle to attend the GFOA training in Sacramento on September 16, 2019.

ALTERNATIVES

Reject the Resolution.

ATTACHMENTS

1. Course Information
2. District Policies 4025 and 4090
3. 2019 CalHR and IRS Reimbursement Rates
4. Resolution 2019-23

ATTACHMENT 1

Course Information

Government Finance Officers Association

Search

- [About GFOA](#)
- [Membership](#)
- [Products and Services](#)
- [Annual Conference](#)
- [Award Programs](#)

Home / Products and Services / Training / Best Practices in Budgeting: Budget Monitoring

Resources

- [Best Practices/Advisories](#)
- [Public Policy Statements](#)
- [E-Books](#)
- [Publications](#)
- [Other Products](#)
- [Government Finance Review](#)
- [Research Reports](#)
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- [Federal Government Relations](#)
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- [Consulting Services](#)
- [Custom Research](#)

Training

- [Search for Training](#)
- [CPE Guide](#)
- [Guide for Instructors](#)
- [GFOA Leadership Academy](#)
- [Training Policies](#)

Best Practices in Budgeting: Budget Monitoring

Training Type: Live Training

[Register Online](#)

Date and Time: Sep 16 2019 - 8:30am to 4:30pm PDT

Region: Pacific

Location: Sacramento, CA (Sheraton Grand Sacramento)

1230 J St
Sacramento, CA 95814
United States
See map: Google Maps
Phone: (916) 447-1700

Level: Intermediate

Field of Study: Finance

CPE Credits: 8

Member Price: \$405.00

Non-Member Price: \$605.00

Prerequisite:

General familiarity with government budget documents

Who Will Benefit:

This session is designed for any local government personnel responsible for monitoring the budget and/or developing performance measures.

Program Description:

Budget monitoring and performance management are key tools to regularly examine an organization's operations to identify any potential shortcomings and to find ways to make early course corrections.

This session will include examples and discussion on monitoring and performance measurement practices and how these relate to GFOA's new and recently updated best practices on these two essential topics.

Seminar Objectives:

- ▶ Understand the value of monitoring the budget. What methods makes more sense? When?
- ▶ Ways to spread the work and responsibility of keeping a watchful eye on the budget.
- ▶ What to do when the budget gets off track.
- ▶ What performance measures are and what they aren't. Characteristics of useful ones.
- ▶ What do performance measures help your organization accomplish?
- ▶ Understand the advantages and key challenges when developing and utilizing performance measures to guide organizational decision-making.

Recommended Other Reading:

GFOA Best Practices --

Budget Monitoring

Performance Measures

Registration Form: download

Hotel Form: download

Similar Offerings

Best Practices in Budgeting: Personnel Budgeting
June 10, 2019 -- Portland, OR
(DoubleTree by Hilton Hotel Portland)

Best Practices in Budgeting: Budget Monitoring & Performance Measures
June 11, 2019 -- Portland, OR
(DoubleTree by Hilton Hotel Portland)

School Budgeting Best Practices
June 13, 2019 -- Portland, OR
(DoubleTree by Hilton Hotel Portland)

School Budgeting Best Practices
July 22, 2019 -- Columbus, OH
(DoubleTree Suites by Hilton Hotel Columbus Downtown)

Best Practices in Budgeting: Communicating the Budget
August 15, 2019 -- Minneapolis, MN
(Hyatt Regency Minneapolis)

Best Practices in Budgeting: Capital Project Budgeting
September 17, 2019 -- Sacramento, CA (Sheraton Grand Sacramento)

Best Practices in Budgeting: Personnel Budgeting
October 21, 2019 -- Orange County, CA (Hyatt Regency Orange County)

Best Practices in Budgeting: Communicating the Budget
October 22, 2019 -- Orange County, CA (Hyatt Regency Orange County)

School Budgeting Best Practices
December 10, 2019 -- Austin, TX
(Sheraton Austin Hotel at the Capitol)

Best Practices in Budgeting: Capital Project Budgeting
February 3, 2020 -- Long Beach, CA
(Hilton Long Beach)

School Budgeting Best Practices
February 4, 2020 -- Long Beach, CA
(Hilton Long Beach)

Best Practices in Budgeting: Communicating the Budget
March 9, 2020 -- Albuquerque, NM
(Hyatt Regency Albuquerque)

Best Practices in Budgeting: Budget Monitoring
March 10, 2020 -- Albuquerque, NM
(Hyatt Regency Albuquerque)

ATTACHMENT 2

District Policies 4025 and 4090

POLICY TITLE: Expenditure Reimbursement

POLICY NUMBER: 4025

4025.1 Purpose. The purpose of this policy is to prescribe the manner in which District employees and directors may be reimbursed for expenditures related to District business.

4025.2 Scope. This policy applies to all employees and members of the Board of Directors and is intended to result in no personal gain or loss to an employee or director.

4025.3 Implementation. Whenever District employees or directors desire to be reimbursed for out-of-pocket expenses for item(s) or service(s) appropriately relating to District business, they shall submit their requests on a reimbursement form approved by the General Manager. Included on the reimbursement form will be an explanation of the District-related purpose for the expenditure(s), and receipts evidencing each expense shall be attached.

4025.4.1 General Manager will review and approve reimbursement requests. .
Reimbursement requests by the General Manager will be reviewed and approved by the Board.

4025.4.2 All expenses must be reasonable and necessary, and employees and Directors are encouraged to exercise prudence in all expenditures.

4025.4.3 The most economical mode and class of transportation reasonably consistent with scheduling requirements will be used. In the event a more expensive class of transportation is used, the reimbursable amount will be limited to the cost of the most economical class of transportation available. Reimbursement for use of personal vehicles will be at the applicable IRS-approved rate.

4025.4.4 Expenditures for food and lodging will be the same as the current State of California employee per diem guidelines.

POLICY TITLE: Training, Education and Conferences

POLICY NUMBER: 4090

4090.1 Members of the Board of Directors are encouraged to attend educational conferences and professional meetings when the purposes of such activities are to improve District operation. Hence, there is no limit as to the number of Directors attending a particular conference or seminar when it is apparent that their attendance is beneficial to the District.

4090.1.1 "Junkets" (a tour or journey for pleasure at public expense), however, will not be permitted except for personal reasons, and are not reimbursable expenses.

4090.2 It is the policy of the District to encourage Board development and excellence of performance by reimbursing actual expenses incurred for tuition, travel, lodging and meals as a result of training, educational courses, participation with professional organizations, and attendance at local, state and national conferences associated with the interests of the District. Cash advances or use of District credit cards for these purposes is not permitted.

4090.2.1 The Clerk of the Board is responsible for making arrangements for Directors for conference and registration expenses, and for per diem. Per diem, when appropriate, shall include reimbursement of expenses for meals, lodging, and travel. All expenses for which reimbursement is requested by Directors, or which are billed to the District by Directors, shall be submitted to the Clerk of the Board, together with validated receipts in accordance with State law.

4090.2.2 Attendance by Directors of seminars, workshops, courses, professional organization meetings, and conferences shall be approved by the Board of Directors prior to incurring any reimbursable costs.

4090.2.3 Expenses to the District for Board of Directors' training, education and conferences should be kept to a minimum by utilizing recommendations for transportation and housing accommodations put forth by the Clerk of the Board and by:

4090.2.3.1 Utilizing hotel(s) recommended by the event sponsor in order to obtain discounted rates unless there are less expensive accommodations in close proximity available.

4090.2.3.2 Directors traveling together whenever feasible and economically beneficial. Provided the quorum is not involved.

4090.2.3.3 Requesting reservations sufficiently in advance, when possible, to obtain discounted air fares and hotel rates.

4090.3 A Director shall not attend a conference or training event for which there is an expense to the District if it occurs after the District has announced his/her pending resignation, or if it

occurs after an election in which it has been determined that the Director will not retain his/her seat on the Board. A Director shall not attend a conference or training event when it is apparent that there is no significant benefit to the District.

4090.4 Upon returning from seminars, workshops, conferences, etc., where expenses are reimbursed by the District, Directors will either prepare a written report for distribution to the Board, or make a verbal report during the next regular meeting of the Board. Said report shall detail what was learned at the session(s) that will be of benefit to the District. Materials from the session(s) may be delivered to the District office to be included in the District library for the future use of other Directors and staff.

ATTACHMENT 3

CalHR and IRS Reimbursement Rates



IRS issues standard mileage rates for 2019

IR-2018-251, December 14, 2018

WASHINGTON — The Internal Revenue Service today issued the 2019 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2019, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 58 cents per mile driven for business use, up 3.5 cents from the rate for 2018,
- 20 cents per mile driven for medical or moving purposes, up 2 cents from the rate for 2018, and
- 14 cents per mile driven in service of charitable organizations.

The business mileage rate increased 3.5 cents for business travel driven and 2 cents for medical and certain moving expense from the rates for 2018. The charitable rate is set by statute and remains unchanged.

It is important to note that under the Tax Cuts and Jobs Act, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses. Taxpayers also cannot claim a deduction for moving expenses, except members of the Armed Forces on active duty moving under orders to a permanent change of station. For more details see Notice-2019-02.

The standard mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after using any depreciation method under the Modified Accelerated Cost Recovery System (MACRS) or after claiming a Section 179 deduction for that vehicle. In addition, the business standard mileage rate cannot be used for more than four vehicles used simultaneously. These and other limitations are described in section 4.05 of Rev. Proc. 2010-51.

Notice 2019-02, posted today on [IRS.gov](https://www.irs.gov), contains the standard mileage rates, the amount a taxpayer must use in calculating reductions to basis for depreciation taken under the business standard mileage rate, and the maximum standard automobile cost that a taxpayer may use in computing the allowance under a fixed and variable rate plan.



Meals and Incidentals (In-State/Out-of-State Travel)

The following reimbursement rates are maximums, not allowances. In the event of an audit, employees must be able to produce receipts substantiating the amount claimed. The reimbursement rates listed below are for all Excluded and Represented employees.

- Breakfast: \$7
- Lunch: \$11
- Dinner: \$23
- Incidentals: \$5

Represented employees- please review your current MOU or contact your department's travel unit for effective dates.

Trips of 24 Hours or More

For travel lasting 24 hours or more, employees may claim meals (as noted above), based on the following timeframes:

First day of travel

- Trip begins at or before 6 am - Breakfast may be claimed
- Trip begins at or before 11 am - Lunch may be claimed
- Trip begins at or before 5 pm - Dinner may be claimed

Continuing after 24 hours

- Trip ends at or after 8 am - Breakfast may be claimed
- Trip ends at or after 2 pm - Lunch may be claimed
- Trip ends at or after 7 pm - Dinner may be claimed

Trips of Less than 24 Hours

For travel lasting less than 24 hours, employees may claim breakfast and/or dinner (as noted above), based on the following timeframes:

Fractional day of travel

- Trip begins at or before 6 am and ends at or after 9 am - Breakfast may be claimed
- Trip begins at or before 4 pm and ends at or after 7 pm - Dinner may be claimed

Employees may not claim lunch or incidentals on one-day trips. When trips are less than 24 hours and there's no overnight stay, meals claimed are taxable.

Employees may not claim meals provided by the state, meals included in hotel expenses or conference fees, meals included in transportation costs such as airline tickets, or meals that are otherwise provided. Snacks and continental breakfasts such as rolls, juice, and coffee are not considered to be meals.

No meal expense may be claimed or reimbursed more than once in any given 24-hour period.

Updated: 5/26/2016

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ATTACHMENT 4

Resolution 2019-23

RESOLUTION NO. 2019-23
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
AUTHORIZING REIMBURSEMENT OF TRAINING AND TRAVEL-RELATED
EXPENSES ASSOCIATED WITH GOVERNMENT FINANCE OFFICERS
ASSOCIATION TRAINING FOR DIRECTOR DANE WADLE

WHEREAS, the Government Finance Officers Association (GFOA) training, “Best Practices in Budgeting: Budget Monitoring,” is scheduled for September 16, 2019 in Sacramento; and

WHEREAS, GFOA provides best practice guidance, consulting, networking opportunities, publications, research, and training opportunities to meet the needs of its members; and

WHEREAS, the session is designed for any local government personnel responsible for monitoring the budget and/or developing performance measures; and

WHEREAS, in accordance with Board adopted District policy, training attendance and travel by Directors is paid on a reimbursement basis with participants providing a report to the Board of Directors on training activities; and

WHEREAS, Director Wadle has indicated a desire to participate in the GFOA training; and

WHEREAS, training for Staff and Directors is included in the annual operating budget each year and will be included in the FY 2019-2020 Operating Budget; and

WHEREAS, the cost to attend this training is \$364.50 for early (by August 16) registration, with lunch to reimbursed at \$11 and mileage at \$0.58 per mile.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT reimbursements for training and travel-related expenses for participation by Director Wadle in the GFOA training, “Best Practices in Budgeting: Budget Monitoring,” are approved.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the fourteenth day of May 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

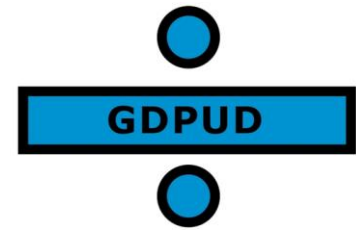
Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

CERTIFICATION

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2019-23 duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this fourteenth day of May 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF MAY 14, 2019
AGENDA ITEM NO. 5.D.**



AGENDA SECTION: CONSENT CALENDAR

**SUBJECT: SETTING A DATE FOR A PUBLIC HEARING TO ESTABLISH
THE PROPOSITION 4 APPROPRIATIONS LIMIT FOR THE
2019-2020 FISCAL YEAR**

PREPARED BY: Christina Cross, Management Analyst

APPROVED BY: Steven Palmer, PE, General Manager

BACKGROUND

In November 1979, the voters of the State of California approved Proposition 4, commonly known as the (Paul) Gann Initiative. The Proposition limits the amount of tax revenue that can be spent by all entities of government. The District is a local government and, therefore, must comply with the Proposition. The Proposition became effective for the 1980-81 Fiscal Year. Since that time, the District has annually been setting a public hearing to establish its appropriation limit, which is derived from information received from the State Department of Finance during May.

DISCUSSION

The District has received information from the State Department of Finance allowing the District to set the public hearing.

FISCAL IMPACT

This action will not result in an expenditure.

CEQA ASSESSMENT

This is not a CEQA Project.

RECOMMENDED ACTION

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) adopt the attached Resolution setting a public hearing for the Proposition 4 Appropriation Limit on June 14, 2019 at the 2:00 P.M. Regular Board Meeting.

ATTACHMENTS

1. Resolution 2019-33

RESOLUTION NO. 2019-33
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
SETTING A DATE FOR A PUBLIC HEARING
TO ESTABLISH THE PROPOSITION 4 APPROPRIATIONS LIMIT
FOR THE 2019-2020 FISCAL YEAR

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (District) is required by Proposition 4 to set a date for a public hearing on the appropriations limits for the District; and

WHEREAS, the hearing set for the Board's Regular Meeting of ~~June 11~~June 4, 2019, at 2:00 PM will be advertised and noticed as required by law. At said hearing the Georgetown Divide Public Utility District will consider all comments by interested persons; and

WHEREAS, the proposed Appropriations Limit is \$2,753,977.

NOW, THEREFORE, be it resolved by the Board of Directors of the Georgetown Divide Public Utility District that the Public Hearing to establish the Proposition 4 Appropriations Limit for Fiscal Year 2019-2020 is set for ~~June 11~~June 4, 2019, at 2:00 PM.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT the Public Hearing to establish the Proposition 4 Appropriations Limit for Fiscal Year 2019-2020 is set for ~~June 11~~June 4, 2019 at 2:00 PM.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the fourteenth day of May 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

CERTIFICATION

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2019-33 duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this fourteenth day of May 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

AGENDA ITEM 6.A.

Board Reports

ATTACHMENT 1

Board Reports



TAKE ACTION BRIEF

May 2019

May will be a busy month in the Legislature with several major deadlines quickly approaching. May 10 is the last day for fiscal committees to meet and refer bills to the floor for consideration by the body. By May 31, bills must be passed in their respective houses in order to move forward this year.

Be sure to join us in Sacramento for Special Districts Legislative Days on May 21-22 to hear the latest legislative updates and join together to take action on behalf of your district and your community. Visit legislatedays.csda.net to register.



Inside this edition of the Take Action Brief:

- Forced Consolidation Bill Guttled.....2
- Costly Public Records Act Legislation Moving Through Legislature3
- Surplus Land Bill Significantly Scaled Back in Committee – Concerns Remain.....6
- Special Districts Help Stop Divestment Legislation.....7
- 2019 Student Video Contest Launches.....8
- Learn More, Utilize Resources, Join Today, and Stay Informed.....9

Contact a local CSDA representative near you!

Dane Wadlé
 Colleen Haley
 Cole Karr
 Steven Nascimento
 Chris Palmer

Northern & Sierra Networks
 Bay Area Network
 Central Network
 Coastal Network
 Southern Network

danew@csda.net
colleenh@csda.net
colek@csda.net
stevonn@csda.net
chrisp@csda.net



➤ REVENUE, FINANCES, AND TAXATION

CSDA's long range policy priority on revenue, finances, and taxation is to ensure adequate funding for special districts' safe and reliable core local service delivery. Protect special districts' resources from the shift or diversion of revenues without the consent of the affected districts. Promote the financial independence of special districts and afford them access to revenue opportunities equal to that of other types of local agencies.

Forced Consolidation Bill Gutted

[AB 600 \(Chu\)](#) was amended in March to require local agencies to plan for water and other services in disadvantaged unincorporated communities (DUCs). It contemplated a litany of redundant, unfunded, and unrealistic mandates on local agencies including certain special districts.

Specifically, this bill would have required special districts that have more than 500 service connections and that provide drinking water or wastewater services to create and implement an accessibility plan to provide safe drinking water, wastewater services, storm water drainage, and structural fire protection in certain DUCs as identified in the land use element of a city or county's general plan, regardless if the district was capable of providing those services to the DUC or if it would have benefited either party.

Once the special districts and other local agencies have completed their accessibility plans, it would have then required the LAFCO to determine which entity was best positioned to provide adequate water or wastewater services to the affected territory. This determination would then set into motion a host of administrative hurdles and constitutionally questionable mandates.

Just a few of them included:

- Districts would be tasked with creating an accessibility plan at their own expense for services they may never provide to a jurisdiction that may not even be interested in receiving services from the district.
- Each city, county, and qualified special district would have been required to provide an annual progress report with respect to its accessibility plan at a noticed public hearing and post it to their websites.
- Costs and fees for services provided to the affected territory through implementation of the accessibility plan could not exceed the cost of providing service, while at the same time requiring that fees and conditions related to service be consistent with fees and conditions placed on other new customers or service recipients, raising constitutional questions.
- LAFCOs would have been prohibited from adopting, amending, or updating a sphere of influence that removed a disadvantaged community from the sphere of influence of a city or special district, unless the LAFCO made certain findings; moreover, the LAFCO would have been prohibited from approving certain annexations if the DUCs issues were not addressed.
- Other local agencies would have faced mandatory annexations if DUC needs were not addressed, regardless if it were beneficial to any party.

CSDA and its members firmly believe that all Californians should have access to safe drinking water, including DUCs and other jurisdictions. Unfortunately, AB 600 as written did not achieve this goal.

AB 600 could have exacerbated some of the problems, creating financial hardships for existing service providers, disincentivizing affordable housing and commercial development, attaching DUC's to the wrong local agency, and possibly complicate existing studies, statutes, and efforts to achieve the same goals as the measure.

CSDA, along with other local government stakeholders, successfully advocated against this measure. The author verbally agreed in committee to take amendments that will remove nearly all of the above mandates. Once the anticipated amendments are published, CSDA will reconsider its position.



CALIFORNIA SPECIAL DISTRICTS ASSOCIATION PRIORITIES

TAKE ACTION BRIEF

.....
Should you have any questions about the bill, please contact CSDA Legislative Representative Anthony Tannehill at anthonyt@cda.net.



➤ GOVERNANCE AND ACCOUNTABILITY

CSDA's long range policy priority on governance and accountability is to enhance special districts' ability to govern as independent, local government bodies in an open and accessible manner. Encourage best practices that avoid burdensome, costly, redundant, or one-size-fits all approaches. Protect meaningful public participation in local agency formations, dissolutions, and reorganizations, and ensure local services meet the unique needs, priorities, and preference of each community

Costly Public Records Act Legislation Moving Through Legislature

Last week, several bills related to the California Public Records Act (CPRA) passed out of different committees in both houses of the California State Legislature. A brief summary of each bill, the potential impacts it may have on special districts, and its current status is listed below:

Assembly Bill 1184 (Gloria) – Requirement to Maintain Emails for 2-Years -- OPPOSE

Assembly Member Todd Gloria (D-San Diego) is authoring [Assembly Bill 1184](#), which requires all public agencies, including special districts, to maintain all emails related to the business of the agencies for a minimum of two years. Unlike all other record retention requirements in current law, Assembly Member Gloria is placing the new requirements of AB 1184 directly into the CPRA, purposely circumventing the reimbursement process and placing the costs of this unfunded mandate squarely on the shoulders of local agencies and the constituents they serve.

AB 1184 does not require any new disclosures or provide any new exemptions to the CPRA, it is simply a data storage requirement that will result in increased costs on agencies for purchasing servers to store the emails as well as additional costs for reviewing the resulting enormous cash of emails should there be request for the emails using the CPRA.

CSDA is opposed to this data storage legislation because of the unfunded mandates it will place on our member districts.

Status: Will be heard next in the Assembly Appropriations Committee.

Senate Bill 518 (Wieckowski) – CPRA 998 Settlement Agreements -- OPPOSE

Senator Bob Wieckowski (D – Fremont) has introduced [Senate Bill 518](#), which would eliminate the utility of Section 998 settlement offers in CPRA lawsuits against public agencies. This bill will incentivize additional litigation and increase costs to public agencies for CPRA disputes.

The CPRA was created to ensure the public has access to information concerning the conduct of the people's business as a fundamental and necessary right of every person in this state, a charge our public agencies do not take lightly. Failure of a public agency to disclose records pursuant to the CPRA can result in significant financial consequences for the agency from potential litigation.

Under current law, records requesters that believe a public agency has improperly withheld a record may sue the agency immediately. There is no "meet and confer" requirement that a requester work with an agency to resolve a dispute over any records that may have been withheld by an agency. Additionally, should a requestor prevail in court by having even a single record released that had previously been withheld, the CPRA mandates that a court award costs and reasonable attorney fees to the plaintiff. Offers to compromise made under Code of Civil Procedure section 998 ("Section 998 offers") are intended to encourage litigants to settle their disputes in an amicable and reasonable fashion and avoid excessive litigation costs.

Section 998 permits either party involved in litigation, plaintiff or defense, to make an offer to settle a dispute before proceeding to trial or arbitration, and if it is not accepted and the litigating party fails to achieve a better result than they could have achieved by accepting the Section 998 offer, the party is not entitled to post-offer costs and must pay the defendant's post-offer costs.



Proposing to eliminate the Section 998 litigation practice would discourage plaintiffs' attorneys in CPRA cases from settling because they would face no consequence for rejecting a reasonable and fair offer, but would have potentially significantly more to gain in fees by proceeding with a costly litigation process. This would hold true even if an attorney's client receives no additional benefit other than what would have been offered in a settlement. SB 518 creates a lopsided benefit to plaintiff attorneys over public agencies that encourages costly litigation, when a simple agreement could be reached instead. It is for these reasons that CSDA is opposed to SB 518.

Status: Will be heard next in the Senate Appropriations Committee.

Senate Bill 749 (Durazo) – Trade Secret Exemption and Reverse CPRA Actions -- OPPOSE

In response to CSDA's opposition, Senator Durazo (D- Los Angeles) amended her bill, [Senate Bill 749](#), removing significant areas of concern related to the California Public Records Act (CPRA).

The amendments remove Section 2 of the bill, pertaining to "reverse-CPRA" lawsuits. The removed provisions include:

1. In reverse CPRA actions, a requester of records shall be named as a real party in interest and may participate fully in the case.
2. In reverse CPRA actions, if the petitioner fails to prevent the disclosure of records, the petitioner shall pay the attorney fees of the requester.
3. In reverse CPRA actions, if the court finds that the public agency delayed disclosure of the record to facilitate the filing of the reverse public records action, or if the public agency declined to defend its position that the record was subject to disclosure, then the public agency shall pay the requester's reasonable attorney's fees.

Moving forward, the bill will have a single provision that seeks to remove the "Trade Secrets" exemption from the CPRA for records of wages, benefits, working hours, and other employment terms and conditions of employees working for a private industry employer, or a subcontractor of a private industry employer, pursuant to a contract with a state or local agency. This provision may impact the number of bids special districts receive in response to RFPs and the amount of information provided in those bids.

CSDA currently holds an oppose position on SB 749, but is evaluating the position on the bill going forward since the recent amendments addressed the most significant concerns.

Status: Will be heard next in the Senate Appropriations Committee.

Should you have any questions or comments about these bills, please contact CSDA Senior Legislative Representative Dillon Gibbons at dillong@csda.net.



➤ INFRASTRUCTURE, INNOVATION, AND INVESTMENT

CSDA's long range policy principal regarding infrastructure, innovation, and investment is to encourage prudent planning for investment and maintenance of innovative long-term infrastructure. CSDA supports the development of fiscal tools and incentives to assist special districts in their efforts to meet California's changing demands, ensuring the efficient and effective delivery of core local services.

Surplus Land Bill Significantly Scaled Back in Committee – Concerns Remain

In a positive step for special districts, [AB 1486 \(Ting\)](#) was significantly amended in the Assembly Local Government Committee. Assembly Member Phil Ting (D - San Francisco) agreed to amendments proposed by the Assembly Local Government Committee to remove the bill's new definition of "disposal" under the Surplus Land Act (SLA). In effect, leases and transfers of land will continue to not be subject to the SLA.

AB 1486 generated intense opposition from a coalition of public agencies, including CSDA. Over 40 CSDA members submitted letters of opposition to the bill and called members of the Committee. Thanks largely to this grassroots effort, the author was compelled to accept the Committee's amendment in order to keep AB 1486 moving through the Legislature.

As originally introduced, AB 1486 would have imposed additional burdens on all local public agencies trying to sell, lease, or transfer their land. Under AB 1486, anytime an agency moved to sell, lease, or transfer land, the agency would be required to notify affordable housing developers, schools, and park agencies and offer these entities a right of first refusal. These requirements are problematic for public agencies that have valid reasons to lease or otherwise protect land they own.

Even with the lease provisions removed from the bill, CSDA remains opposed to AB 1486 while working through our outstanding concerns with the Committee and author. Items remaining to be addressed include:

- Allowing agencies discretion to determine what land is actually surplus to their mission/purpose.
- Allowing agencies to conduct informal and formal negotiations to determine the market value of their land without triggering the requirements of the SLA.
- Removing provisions that would invalidate land transfers where an agency did not follow the SLA when required.

If you have any questions about AB 1486, please contact CSDA Legislative Representative Rylan Gervase at rylang@csda.net.



➤ HUMAN RESOURCES AND PERSONNEL

CSDA's long range policy priority on human resources and personnel is to promote policies related to hiring, management, and benefits and retirement that afford flexibility, contain costs, and enhance the ability to recruit and retain highly qualified, career-minded employees to public service. As public agency employers, support policies that foster productive relationships between management and employees, both represented and non-represented.

Special Districts Help Stop Divestment Legislation

Facing significant opposition in the final hearing of the Assembly Public Employment and Retirement Committee prior to the fiscal bill deadline, Assembly Member Rob Bonta chose to pull his public pension divestment bill, [Assembly Bill 33](#), from the hearing agenda, essentially killing the bill for 2019. AB 33 would have required CalPERS and CalSTRS divest from private prisons.

Many public agencies utilize CalPERS to provide retirement benefits to their employees. Within CalPERS is the Public Employees Retirement Fund (PERF). The PERF, which as of January had \$302 billion in total assets, is the fund used to pay out retirement benefits to CalPERS members. Over the last decade, the PERF has been negatively impacted by the downturn in the economy and currently has only 67 percent of the total funding needed to provide retirees with their promised benefits.

Due to the financial cost to local agencies and their employees, CSDA opposes any efforts to divert CalPERS from its duty to its members, including divestment of CalPERS assets to achieve political objectives, if the divestment would have a negative impact on the overall health of the fund. Divestment harms investment performance and increases transaction costs.

As of December 31, 2018, a preliminary estimate indicates that the PERF has approximately \$10 million in publicly traded equity holdings that could meet the definition of affected investment vehicles specified by the AB 33. Additionally, CalPERS staff has previously noted in their analysis of divestment legislation that "every dollar in investment returns that is foregone, or expended in unnecessary transaction costs and fees, must be made up for in employer and employee contributions." Therefore, AB 33 could have been expected to contribute to an increased burden on employees and employers through increased contribution rates, and potentially impair CalPERS' ability to deliver promised benefit payments.

Forcing divestment of California retirees' funding ultimately transfers the ownership of the investments to another investor at a great cost to the PERF, and removes the ability for CalPERS, as shareowners, to influence the company to act responsibly. CSDA supports alternative approaches to effecting change, such as CalPERS proxy access efforts to affect change from within businesses to ensure they are well managed for sustained, long-term success.

Please share any questions or concerns regarding the bill with CSDA Senior Legislative Representative Dillon Gibbons at dillong@csda.net.



➤ DISTRICTS MAKE THE DIFFERENCE

Districts Make the Difference was created to increase public awareness and understanding of special districts across California. The campaign website, www.districtsmakethedifference.org provides a public place to learn more about special districts and the positive effect they have on their communities, while also serving as a resource for districts to download useful materials, collateral, and information.

2019 Student Video Contest Launches

On May 1, Districts Make the Difference launched the 2019 Student Video Contest! The new submission period will run from **May 1 to September 30** to allow more students to participate.

It's never too early for students to submit their videos starring special districts. Students are encouraged to be as creative as possible when making their 60-90 second videos. That's correct, the length of the videos has also been extended! Students can now create videos up to 90 seconds long.

Do you know a student who may be interested? Do you know a teacher, principal, superintendent, or school board member that can help promote the contest? Resources are available on the Districts Make the Difference website to help you promote the student video contest on your website, social media, or in your office.

Start spreading the word using these resources available at DistrictsMakeTheDifference.org/video-contest:

- Flyer/Poster
- Contest Scholarships Graphic
- Contest Scholarships Banner
- Steps to Enter Graphic
- Statewide Voting Graphic
- Sample Newsletter/Website Content

Chapters are also encouraged to hold a local contest in conjunction with the statewide competition. A toolkit detailing how to facilitate a local contest is now available. Last year, the Alameda County Special Districts Association, Contra Costa Special Districts Association, and Santa Clara County Special Districts Association all held local contests and selected a local student winner from their communities. Contact your public affairs field coordinator for more information.

Hosting a local contest is a wonderful way for students to learn about your special district and potentially win a scholarship! Promotional materials including a flyer and the social media graphics are also available on the Districts Make the Difference website at www.DistrictsMakeTheDifference.org/video-contest.

For more information about the contest and to watch last year's winning videos, visit the [Districts Make the Difference website](http://DistrictsMakeTheDifference.org).



➤ OTHER WAYS TO TAKE ACTION

Learn More

The 2019 Special Districts Legislative Days is returning to **Sacramento** on **May 21-22** at the Sacramento Convention Center! This two-day event will have an advocacy day where members get the opportunity to visit with their legislator to advocate for special districts and a policy day to hear updates on legislative bills and attend in-depth policy breakouts. In addition, hear from State leadership on hot topics affecting government finances, local services, and infrastructure: Gabriel Petek, California Legislative Analyst, and Keely Bosler, California Director of Finance.

Check out the official 2019 Special Districts Legislative Days page at legislatedays.csdanet/home to register and view the complete schedule!

Utilize Resources

CSDA has partnered with the government surplus auction, GovDeals, to provide special districts and other government agencies with an easy-to-use, transparent web-based platform for buying and selling surplus items online. Visit the [Surplus Marketplace](http://surplusmarketplace.govdeals.com) to check out items listed by government agencies across the USA. Browse through a wide selection of pre-owned vehicles, office furniture, tools and equipment, storage sheds, and much more. Contact Jason Weber at jweber@govdeals.com or 310.600.3651 for more information.

Join Today

Join an Expert Feedback Teams to provide CSDA staff with invaluable insights on policy issues. Email marcusd@csda.net to inquire about joining one of the following teams:

- Budget, Finance and Taxation
- Environment
- Formation and Reorganization
- Human Resources and Personnel
- Governance
- Public Works and Contracting

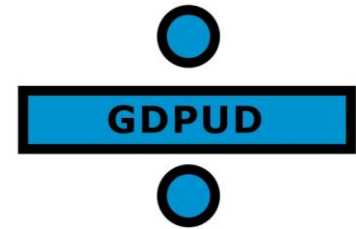
Stay Informed

In addition to the many ways you can **TAKE ACTION** with CSDA's advocacy efforts, CSDA offers a variety of tools to keep you up-to-date and assist you in your district's legislative and public outreach. Make sure you're reading these resources:

- CSDA's weekly e-Newsletter
- Districts in the News
- CSDA's CA Special District Magazine

Email advocacy@csda.net for help accessing these additional member resources.

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF MAY 14, 2019
AGENDA ITEM NO. 6.B.**



AGENDA SECTION: INFORMATIONAL ITEMS

SUBJECT: GENERAL MANAGER'S REPORT

PREPARED BY: Steven Palmer, PE, General Manager

PROJECTS

Attended ACWA conference on May 8-10, 2019. Will provide a verbal report.

- Treated Water Line Replacement and Main Canal Reliability Projects
 - Design underway
- Automated Meter Reading and Meter Replacement Project
 - Reviewing finance application with State
- Irrigation Ordinance Update
 - First Workshop on September 20
 - Second Workshop on October 16
 - Staff working to update based on direction from Second Workshop
- Wastewater Fee Review
 - Board review at this meeting

- Professional Services Agreement for Review of Capital Replacement Program
 - Received one proposal.
 - Re-advertising to try to get three

UPCOMING BOARD ITEMS

June

- Legislative Policy Review
- Fiscal Year 2019/2020 Operating Budget
- Five Year Capital Improvement Plan

July

- Agreement for Annual Chemical Purchases
- Approve Plans and Authorize Bid for Treated Water Line Replacement

Future

- RFP for Public Outreach Consultant
- Late Fee Policy Update
- Social Media Policy
- Update Leakage Consideration Policy
- Board Policy Updates
- Personnel Manual
- Capital Facility Charge Update
- District Fee Update
- Irrigation Ordinance Update
- Review Finance Committee Role and Responsibility

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Operations Manager's Report for May 2019

Presented to the GDPUD Board of Directors by Darrell Creeks, Operations Manager

May 14, 2019, AGENDA ITEM #6.C.

Water Production for the Month of

April

Auburn Lake Trails Water Treatment Plant

13.921 million gallons
464,033 gallons/day average

Walton Lake Water Treatment Plant

17.805 million gallons
593,500 gallons/day average

Water Quality Monitoring

Monitoring has been completed and reports have been submitted to the State Water Resources Control Board.

- ✓ The treatment plants are in compliance with all drinking water standards, with the exception of the ALTWTP which is currently under a SWRCB Compliance Order. To comply with this Order, a new plant is under construction.
- ✓ Distribution system monitoring results showed all samples absent/negative of any bacteriological contamination and adequate levels of disinfection through the system.

Stumpy Meadows Volume (Acre-FT)

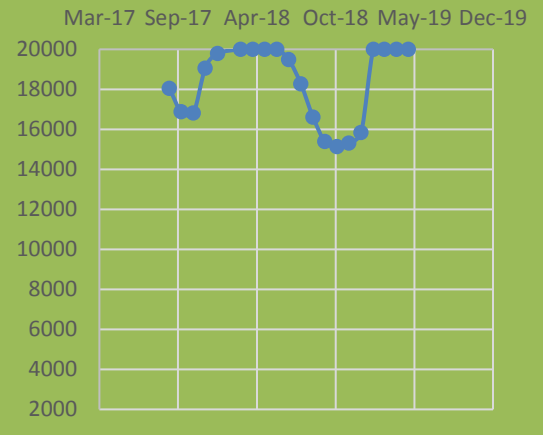
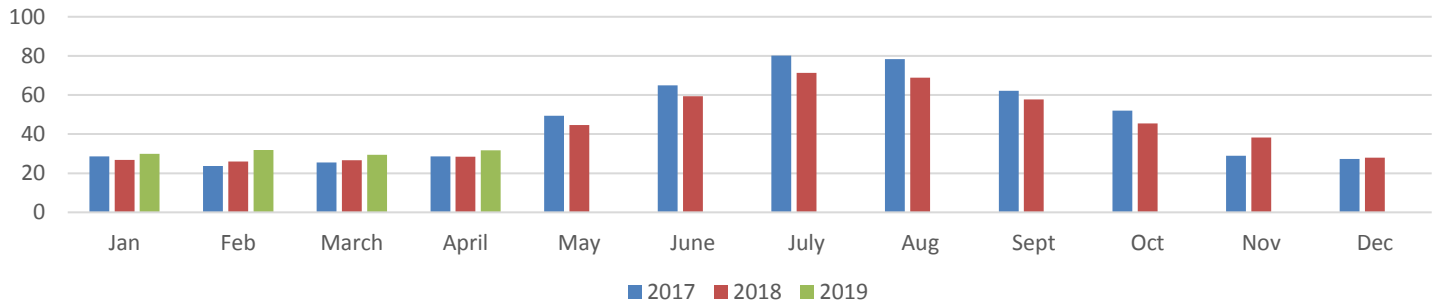


Chart Water Production (MG)



Summary of Field Work Activities

Distribution Crew

- ✓ Repaired leaks: 2 service leaks
- ✓ Repair/replace meters: 0
- ✓ Installed new service: 0 treated
- ✓ Valve locating in ALT
- ✓ Repaired Hydrant on Lazy Brook Trail
- ✓ Read Meters
- ✓ Drained Garden Park Tank for Recoating Project

Maintenance Crew

Read meters and started running water for irrigation season

Georgetown Divide Public Utility District

6425 Main Street P.O. Box 4240, Georgetown, CA 95634 • (530) 333-4356 • www.gd-pud.org
Steven Palmer, PE, General Manager • Darrell Creeks, Operations Manager

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

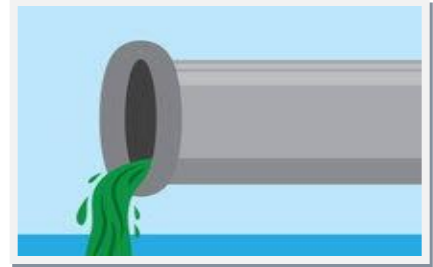
Auburn Lake Trails Wastewater Management Zone Report for April 2019

Presented to the GDPUD Board of Directors by Darrell Creeks, Operations Manager

May 14, 2019

Auburn Lake Trails Wastewater Management Zone (Zone)

Zone activities are completed in accordance with California Regional Water Quality Control Board Central Valley Region, *Waste Discharge Requirements for Georgetown Divide Public Utility District Auburn Lake Trails On-Site Wastewater Disposal Zone* Order No. R5-2002-0031.



- **Community Disposal System (CDS) Lots - 137**
- **Individual Wastewater Disposal System Lots - 885**

Field Activities

- ✓ Routine Inspections: 109
- ✓ Special Inspections:
 - Escrow – 9
 - Homeowner – 11
 - Construction – 0
 - Plan Review – 1
 - Watertight Test – 5
- ✓ Construction:
 - New Wastewater System – 0
 - New Community Disposal System Tank – 1 (Lot 1857)
 - New Pump Tank – 2 (Lot 1857,1533)

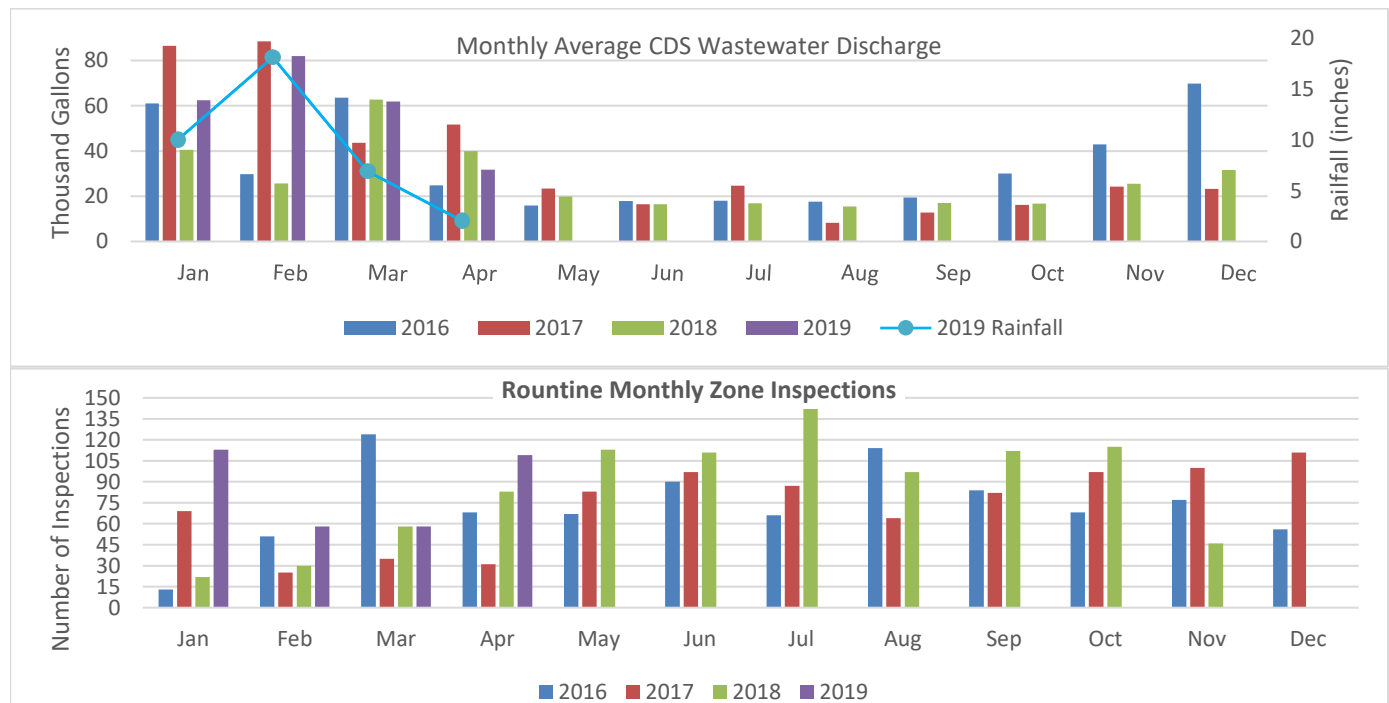
Community Disposal System – Wastewater Discharge

0.9863 million gallons
31,816 gallons/day average

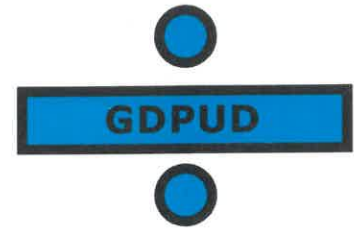
Rainfall
2.02 inches

Reporting

The monthly Sanitary Sewer Overflow (SSO) – *No Spill Certification* was submitted electronically to California Integrated Water Quality System (CIWQS) on April 1, 2019.



**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF MAY 14, 2019
AGENDA ITEM NO. 6.D.**



AGENDA SECTION: INFORMATIONAL ITEMS

SUBJECT: ALT WATER TREATMENT PLANT PROJECT UPDATE

PREPARED BY: George Sanders, Engineering Consultant

A blue ink handwritten signature, appearing to be "G. Sanders", is written over the name of the preparer.

APPROVED BY: Steven Palmer, PE, General Manager

Handwritten initials "SP" in blue ink are written next to the name of the approver.

Introduction

This is a summary of the various work activities at the ALT Water Treatment Plant for the month of April. The Project Update flyer, to be posted on the District's website and Facebook, identifies a project percentage completion of 96% and is included as Attachment 1 within this report.

In addition to the construction work performed by Myers & Sons, the District is also under contract with NEXGEN for Construction Management, PSOMAS for Engineering Support, Youngdahl Consulting Group for Material Testing, and Foothill Associates for CEQA compliance. There were no work activities during this reporting period associated with Youngdahl Consulting Group and Foothill Associates.

Construction Activities

Construction activities at the site, during this reporting period are summarized below:

Filter Units

Representatives from *WesTech* continue with the testing and setup of their filter units and controls. The filters are now operational in both the filtering and backwash cycles. Setup and testing continue as additional plant controls are incorporated into the system under SCADA.

HVAC and Building Repairs

The buildings have been insulated and the HVAC system is now operation within the Filter Building. Small areas of the exterior metal siding were damaged during normal construction activities. The Contractor has replaced the siding in the areas that were damaged.

Schedule

Staff is working with the Contractor in an effort to get obtain an updated construction schedule. That updated schedule was not available at the time of this report. The formal operator training, and 7-day performance testing are currently scheduled for the third week of May. The District and NEXGEN continue to work with the Contractor in the development of a CPM schedule which identifies all work activities through the end of the project.

Project Funding:

This is a recap of the primary funding sources dedicated to this project.

FUNDING SOURCE	EPA Grant	SWRCB SRF Loan Agreement	Local Match	TOTAL PROJECT AMOUNT
AMOUNT	1,433,600	10,000,000	891,626	\$12,325,226

Budget

Project expenses since the beginning of construction are compared to budget and summarized in the table below. Projected expenditures remain within the approved project budget.

PHASE	EXPENDED TO DATE	BUDGET
Construction	\$10,036,939	\$ 11,249,000
Construction Engineering, Construction Management, and Environmental	\$ 966,439	\$ 1,076,226
TOTALS	\$11,003,378	\$ 12,325,226

State SRF Payment Requests

The State Water Resources Control Board (SWRCB) Loan Agreement provides for \$9,350,000 for Construction and \$650,000 for Construction Management/Administration for a total loan amount of \$10,000,000. Below is a log of disbursement claims submitted by the District to SWRCB for State Revolving Fund (SRF) disbursements, the payments that have been received to date, and the claims that are pending.

LOG OF SWRCB SRF PAYMENTS RECEIVED									
Claim #	Date of Payment	Construction	CM/Adm	Amount	Claim #	Date of Payment	Construction	CM/Adm	Amount
1	6/26/17	1,101,614	55,527	1,157,141	11	4/18/18	744,230	21,877	766,107
2	8/17/17	439,850	0	439,850	12	5/22/18	329,492	65,515	395,007
3	9/22/17	0	68,457	68,457	13	6/14/18	255,916	0	255,916
4	10/6/17	540,675	0	540,675	14	8/16/18	509,295	4,345	513,640
5	11/8/17	403,060	94,065	497,125	15	9/24/18	192,102	144,824	336,926
6	12/15/17	550,310	0	550,310	16	10/17/18	240,040	9,416	249,456
7	1/26/18	952,916	94,404	1,047,320	17	12/7/18	210,349	30,680	241,029
8	2/21/18	218,722	0	218,722	18	12/7/18	94,094	0	94,094
9	2/23/18	350,605	0	350,605	19	1/8/19	206,317	0	206,317
10	3/30/18	830,366	60,890	891,256	20	12/12/18	230,335	0	230,335
Total Disbursements Received to Date							\$ 8,400,288	\$650,000	\$9,050,288

PENDING SRF PAYMENT REQUESTS SUBMITTED					
Claim #	Date Submitted	Construction	CM/Adm	Amount	Comments
21	2/12/19	68,712	0	68,712	The District received notification from the SWCRB project manager that the Division of Financial Assistance is currently transitioning their accounting system to a new statewide system. These outstanding claims have been reviewed, but there may be additional delays in payment by their accounting section. As requested by the State, the District resubmitted these claims using their new claim forms on April 23, 2019.
22	2/15/19	134,470	0	134,470	
23	3/12/19	43,605	0	43,605	
24	4/11/19	115,247	0	115,247	
Total Claims Pending		\$ 362,034	0	\$362,034	

Contract Change Orders

No contract change orders were processed during the month of April. The Contract Change Orders are summarized as follows:

Approved and Pending Change Orders to Date			
Change Order #	Date Approved	Description	Amount
1	8/24/17	Misc. changes due to unforeseen site conditions and clarifications to Plans & Specifications.	\$39,772
2	3/13/17	Misc. changes due to unforeseen site conditions and clarifications to Plans & Specifications resulting in a credit.	(970)
3	11/2/17	Corrects original project completion date due to weather-related impacts.	0
4	1/10/18	Additional work required to provide stable subgrade for sludge drying beds.	12,184
5	6/04/18	Additional work related to pipe supports and drywall.	20,922
6	12/13/18	Additional work related to painting and paving.	56,146
7	<i>Pending</i>	SCADA equipment/communication changes, and programming.	13,018
8	4/3/19	Modifications to the HVAC control panels together with changes to the control panel for the motor drive system in the backwash water tank.	8,761
9	4/3/19	Installation of heat trace systems and insulation on the soda ash solution feed piping and storage tank as described in Work Change Directive 14.	23,283
TOTAL			\$173,116

Power Point Presentation

Information contained in this report will be supplemented with project-related photos. This concludes the ALT update for work activities during the month of April. Staff remains available to answer questions.

ATTACHMENTS

1. Project Update Flyer #24
2. Photographs

ATTACHMENT 1

Project Update Flyer #24



GDPUD

Georgetown Divide Public Utility District

AUBURN LAKE TRAILS WATER TREATMENT PLANT

Update No. 24
April 30, 2019

Agenda Item 6.D.

6425 Main Street, P.O. Box 4240, Georgetown, CA 95634

www.gd-pud.org ♦ (530) 333-4356 ♦ Steven Palmer, PE, General Manager

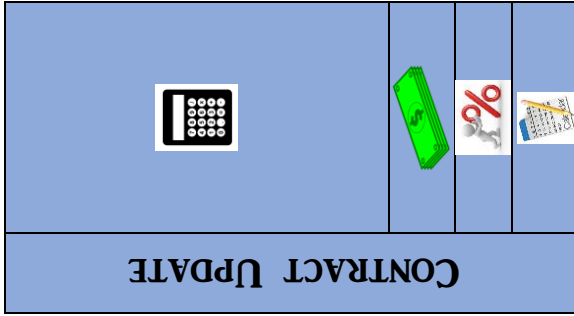
PROJECT UPDATE

UPCOMING ACTIVITIES:

- Filters – Testing of filter units
- SCADA System
- Landscaping & Fencing
- Operator Training
- Performance Testing

COMPLETED ACTIVITIES:

- Raw Water Siphon
- Filter Building
- Chlorine Contact Basin with Baffles
- Raw Water Pump Station
- Backwash Water Recovery Tank
- Site Paving



Original Contract Amount	10,249,000
Change Order #1	39,772
Change Order #2	[970]
Change Order #3	No Cost
Change Order #4	12,184
Change Order #5	20,922
Change Order #6	56,146
Change Order #7 (Pending)	0
Change Order #8	8,761
Change Order #9	23,283

Contract Amount:

\$10,409,098

Expended thru March 2019

\$10,036,939

Percent Complete

96%

Anticipated Completion Date

Early 2019

PROJECT CONSTRUCTION SCHEDULE:

PROJECT 100% COMPLETE		Early 2019
. Performance Training		A
. Operator Training		M
. SCADA Training		F
. Finish Electrical Systems		J
. SCADA System		D
. Site Improvements		N
. Complete Filter Building & Backwash Basin		O
. Complete Site Work & Raw Water Pump Station		S
. Complete Filter Installation & Sludge Beds		A
. Electrical Filter Building		J
. Electrical Raw Water Pump Station		J
. Electrical Outside and Filters		M
. Electrical Inside and Outside		A
. Electrical Inside and Outside		M
. Filters Installed and Site Work		F
. Filters and Outside Electrical		J
. Erect Filter Building		D
. Filters Placed in Building		N
. Complete Concrete Filter Building		O
. Erect Raw Water Pump Station Bldg.		S
. Complete Chlorine Contact Basin		A
. Complete Earthwork		J
. First Concrete Pour - Filter Building		J
. Complete Raw Water Siphon		M
. Mobilization & Demolition		A
. Issue Notice to Proceed		M

For additional information, contact: **George Sanders, Project Manager** at gsanders@gd-pud.org or Call (530) 333-4356

ATTACHMENT 2

Photographs

A Presentation for the
GDPUD Board of Directors
May 14, 2019

Summary of Work Activities at ALT Plant April 2019

Finalizing HVAC Controls



ALT Water Treatment Plant Project Partners



Construction



Engineering
Support



Materials Testing



Construction
Management

Replacing Damaged Building Siding Panels



WesTech Representative Adjusting Filter Controls



Angel Camp Tank - communication controls



SCADA System



Filter System in Operation



PROJECT FUNDING		
EPA Grant		1,433,600
SWRCB SRF Loan		10,000,000
Local Match		891,626
TOTAL PROJECT FUNDING		\$ 12,325,226
PROJECT BUDGET		
Phase	Expended to Date	Budget
Construction	10,036,939	11,249,000
Construction Engineering, Construction Management, Environmental	966,439	1,076,226
TOTALS	11,003,378	\$12,325,226
SRF DISBURSEMENTS		
Total Disbursements Received to Date		9,050,288
Total Claims Pending		294,255
TOTAL CLAIMS SUBMITTED		\$ 9,344,543