

AGENDA

REGULAR MEETING

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

6425 MAIN STREET, GEORGETOWN, CALIFORNIA

TUESDAY, SEPTEMBER 13, 2016

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
 - Insure fiscal responsibility and accountability are observed by balancing immediate and long term needs.
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1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

2. ADOPTION OF AGENDA – Board action to adopt Agenda.

3. **PUBLIC FORUM** – Any member of the public may address the Board on any matter within the jurisdictional authority of the District. Public members desiring to provide comments must be recognized by the Board President, and speak from the podium. Comments must be directed only to the Board. The public should address the Board members during the public meetings as President, Vice President, or Director followed by the Board member's individual last name. The Board will hear communications on matters not on the agenda, but no action will be taken.

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.

4. APPROVAL OF CONSENT CALENDAR – Board Action to approve the Consent Calendar.

These items are expected to be routine and non-controversial. Action by the Board will be taken at one time without discussion. A Board member may request an item be removed from the Consent Calendar for discussion and possible action. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

A. Approve Minutes

- 1) Regular Board Meeting of August 9, 2016
- 2) Special Board Meeting of August 23, 2016

B. Execute Professional Services Agreement for Annual Audit

- 1) **Discussion** – At the regular meeting of June 14, 2016, the Board of Directors selected the CPA firm of Fechter & Company to conduct the Annual Audit. The field work for this audit will begin in late October. District Staff is in the process of preparing for this audit.
- 2) **Possible Board Action** – Staff recommends the execution of the Professional Services Agreement with Fechter & Company.

C. Irrigation Season Ending Date

- 1) **Discussion** – Section 3(a) of Ordinance 2005-01 describes the irrigation season as generally from May 1 through September 30 of each year. The Ordinance also authorizes the Board to consider changes to the start or ending date to respond to various hydrologic conditions. This agenda item provides the opportunity for such a discussion
- 2) **Possible Board Action** – Staff's recommendation is to end the irrigation season on September 30 2016 so that necessary maintenance work on the raw water conveyance system (ditches) can be completed.

5. FINANCIAL REPORTS

- A. Accounts Payable for July 2016
- B. Revenue and Expense Summary for July 2016
- C. Balance Sheet for July 2016
- D. Cash and Investment Reports for July 2016
- E. Month End Cash Disbursement Report for August 2016
- F. ALT Zone and CDS Summary for July 2016
- G. End of Year Reports 07/01/2015-6/30/2016

6. PRESIDENT'S REPORT

7. BOARD REPORTS

8. GENERAL MANAGER'S REPORT

9. FINANCE COMMITTEE REPORT – The Committee did not meet in August.

10. UPDATE ON RCAC PERFORMING WATER RATE STUDY

- A. Discussion** – This item was discussed at the Board meeting of August 9, 2016. The agenda item centered around nine key points that relate to conditions, processes and services that RCAC can offer the District in the Water Rate Study.
- B. Possible Board Action** – Staff recommends that the Board identify a date and time for a Special Meeting during the week of September 26-30 to participate in a presentation offered by John Van Den Berge, of RCAC, relating to their preparation of a Water Rate Study.

11. ALT TREATMENT PLANT UPDATE

- A. Discussion** – On August 23, 2016, the Board awarded the construction contract to Myers and Sons, LP, in the amount of \$10,249,000, conditional upon the execution of the loan with the State Water Board in the amount of \$10,000,000. This report provides an update since that action.
- B. Possible Board Action** – Staff recommends that the Board receive and file this report.

12. FISCAL YEAR 2016-17 CAPITAL BUDGET

- A. Discussion** – District staff, working with the Finance Committee, has developed a proposed FY 2016-17 Capital Budget. The budget is a robust and optimistic Capital Improvement Plan. Staff realizes they may not be able to accomplish every one of the projects included in this year's budget, but aims to complete as many as possible, given the available resources of cash and personnel.
- B. Possible Board Action** – Staff recommends that the Board of Directors approve and adopt the Fiscal Year 2016-2017 Capital Budget.

13. BOARD MEMBER AND STAFF 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 to provide input for future meetings as well as report on their District-related meeting attendance.

14. CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL** – Discussion about Ongoing Litigation.

Name of Case: Mecklenberg v. GDPUD.

15. ADJOURN TO OPEN SESSION – Announcement of action taken in closed session.

16. NEXT MEETING DATE AND ADJOURNMENT – The next regular meeting will be October 11, 2016, at 2:00 PM at the Georgetown Divide Public Utility District office.

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 Wendell Wall 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 September 9, 2016.

CONFIRMED AGENDA

REGULAR MEETING

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

TUESDAY, AUGUST 9, 2016
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
 - Insure fiscal responsibility and accountability are observed by balancing immediate and long term needs
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1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 2:00 PM. Directors present: Capraun, Hanschild, Hoelscher, Krizl, Uso. Staff present: Operations Manager Darrell Creeks, Project Manager George Sanders, Office Manager Diane Schroeder, Meeting Recorder Gloria Omania. Legal Counsel: Barbara Brenner of Churchwell White.

2. ADOPTION OF AGENDA – Board action to adopt Agenda.

Motion by Director Uso to adopt the Agenda; second by Director Hoelscher.

Public Comment: None

Vote: The motion passed unanimously

PUBLIC FORUM – Any member of the public may address the Board on any matter within the jurisdictional authority of the District. Public members desiring to provide comments must be recognized by the Board President, and speak from the podium. Comments must be directed only to the Board. The public should address the Board members during the public meetings as President, Vice President, or Director followed by the Board member's individual last name. The Board will hear communications on matters not on the agenda, but no action will be taken.

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.

No public comment.

4. INTERIM GENERAL MANAGER SALARY RANGE AND DUTIES

- A. Discussion** – Opportunity for Board to discuss how much it will compensate the Interim General Manager, and what duties the Interim General Manager will take on. The Board may take action to appoint an Interim General Manager and all necessary steps associated with the appointment.

The Board discussed the draft Resolution 2016-13, prepared by Legal Counsel for the Board's consideration, resolving the appointment of Darrell Creeks as Interim General Manager and setting terms associated with the appointment, including his salary, spending authority, and duties.

The Board acknowledged the value offered by Mr. Creeks as Interim General Manager by virtue of his long-standing association and knowledge of the district operations.

Director Krizl noted the challenges that Interim GM Creeks will face and thanked him for his long record of dedicated service and his willingness to "step up" for the district. The other Board members nodded in agreement.

The Board discussed the need to authorize Interim GM Creeks the same authority as afforded to the General Manager. The Board also asked Mr. Creeks to work closely with the Board on personnel matters.

The Board agreed on additional language to Item 5 that would provide for Mr. Creeks to return to his position as Operations Manager when he was no longer needed to serve as Interim GM.

- B. Possible Board Action** – Staff recommends the Board of Directors identify compensation, duties, and appointment of Interim General Manager.

Motion by Director Uso to adopt Resolution 2016-13 with the additional language to Item 5; second by Director Capraun

No public comment.

Vote: Passed unanimously.

5. GENERAL MANAGER RECRUITMENT, SALARY RANGE, AND QUALIFICATIONS

- A. Discussion** – Opportunity for Board to discuss the qualifications it will require in a new General Manager, and the way in which it wants to recruit applicants for the District's new General Manager. This will also give the Board the opportunity to provide a salary range for a new General Manager. The Board may take action and direct staff to initiate the recruitment process and all necessary steps.

After an exchange of ideas, concerns and suggestions regarding the recruitment of a new General Manager, the level of involvement by the Board, and the merits of hiring a head hunter, the Board identified the following process:

- *The District will use the job announcement used previously, with benefits and an annual salary range of \$110K to \$140K, commensurate with the candidate's qualifications and experience.*
- *The Board established a committee to work with Legal Counsel Barbara Brenner to vet the list of possible executive search consultants sought out by Ms. Brenner. Directors Uso and Hanschild will serve on the committee.*
- *Ms. Brenner will work with the Consultant to vet applications and select the top ten resumes for the Board's review. The Board will then select the top five to six applicants for an interview with the Board.*
- *The Board agreed that this recruitment and selection process will be initiated immediately, possibly requiring a Special Meeting of the Board in a few weeks.*

Possible Board Action – Staff recommends the Board of Directors identify qualifications, the process for recruitment, and salary range for a new General Manager and direct staff to initiate a recruitment process and all necessary steps associated with the same.

The Board directed Legal Counsel Brenner to immediately initiate the recruitment and selection process as outlined in the discussion above.

6. APPROVAL OF CONSENT CALENDAR – Board Action to approve the Consent Calendar.

These items are expected to be routine and non-controversial. Action by the Board will be taken at one time without discussion. A Board member may request an item be removed from the Consent Calendar for discussion and possible action. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

A. APPROVE MINUTES

- 1) Regular Board Meeting of June 14, 2016
- 2) Regular Board Meeting of July 12, 2016
- 3) Special Board Meeting of August 2, 2016

B. CONTRACT AGREEMENT WITH CAL.NET – TOWER AND USE AGREEMENT – Staff recommends the Board of Directors authorize the General Manager to enter into a Contract Agreement with Cal.net for the placement and use of an antenna tower on property within the Angel Camp water storage tank site at Auburn Lake Trails. All language within the contract shall be subject to the review and approval of District Counsel prior to final execution.

Motion by Director Hoelscher to approve the Consent Calendar; second by Director Uso.

Vote: The motion passed unanimously.

7. FINANCIAL REPORTS – Accounts Payable for August 2016

Office Manager Diane Schroeder provided clarification on credit card usage to Director Capraun. At this point, Director Krizl welcomed new Office Manager Diane Schroeder to the GDPUD team.

Motion by Director Uso to approve the Financial Reports; second by Director Hoelscher.

Vote: The motion passed unanimously.

8. PRESIDENT’S REPORT

No report.

9. BOARD REPORTS

No reports.

10. GENERAL MANAGER’S REPORT

Interim General Manager Darrell Creeks summarized the General Manager’s Report. Mr. Creeks invited District Engineer George Sanders to add to the topic of the SMUD payments. A discussion ensued about the importance of preserving water rights and the merits of possibly using some of the SMUD payments for that project.

Director Uso and other Board expressed interest in touring the area.

The General Manager’s Report was received and filed.

11. OPERATIONS MANAGER’S REPORT

Darrell Creeks summarized the Operations Manager’s Report which was received and filed.

12. FINANCE COMMITTEE REPORT

A. Status of Cost of Services Study

B. Update on Finance Committee Vacancies

Dennis Goodenow presented Finance Committee Report, which was received and filed.

13. UPDATE ON RCAC PERFORMING WATER RATE STUDY

A. Discussion – On July 20, 2016 Dennis Goodenow and Wendell Wall participated in a conference call with John Van Den Berge of RCAC. Nine key points were discussed and noted relating to what service RCAC would be providing to the District in the development of a Water Rate Study.

District Engineer George Sanders summarized the Staff Report on the status of RCAC performing the Water Rate Study.

This prompted some lengthy discussion relative to the documentation required by RCAC to perform the study. Reference was also made to the availability of El Dorado Water Agency Cost Sharing Funds to supplement staff time to provide information required by RCAC.

The Board requested that RCAC attend the next Board meeting to explain what data RCAC needs and to answer questions.

- B. Possible Board Action** – Staff recommends the Board of Directors instruct staff to work with RCAC in the development of a Water Rate Study.

The Board directed Staff to work with RCAC in development of Water Rate Study.

14. ALT TREATMENT PLANT UPDATE

- A. Discussion** – This is part of a monthly update, provided by staff, relating to the status of the Auburn Lake Trails Water Treatment Plant Project. The content changes monthly with the deletion of those items that are deemed complete.

District Engineer George Sanders presented the monthly ALT Treatment Plant report. Mr. Sanders stated he is working on the Final Budget Approval Form which involves the electronic submittal of a large number of documents, with Gloria Omania's assistance.

Mr. Sanders indicated he hoped to come forward with a request for a Special Meeting of the Board in two weeks to provide the Board with additional information for Board action to move the project forward.

Director Hoelscher expressed serious concerns about moving forward with this \$12 million project given the state of the economy and the potential of a recession that could create hardship for ratepayers to pay their water bills. He described his conversations about the economy with financial consultants he knows. He indicated he contacted an engineer from Pullman Engineering and the Sacramento County District Engineer about alternatives to building a new treatment plant at this time.

Director Krizl stated that this was an important decision for the Board to make. The Board made the decision, with ratepayers in mind. The District is now just two weeks away from awarding a contract, and to go back at the last minute to start all over again is not advisable.

Responding to Mr. Krizl's request for his feedback, Mr. Sanders informed the Board that modifying the filters at this point would cause the State to hold up on the loan, and it could take as much as two years to get approval on that filter system. Additional discussion ensued about the impact of diverting from this project at this point in time.

Possible Board Action –

No formal action was taken.

- 15. BOARD MEMBER AND STAFF 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 to provide input for future meetings as well as report on their District-related meeting attendance.

There were no comments.

16. CLOSED SESSION

The Board adjourned to closed session at 4:37 PM.

- A. CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation. Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9 (one potential case).
- B. CONFERENCE WITH LEGAL COUNSEL – Existing Litigation. Pursuant to Paragraph (1) of subdivision (d) of Section 54956.9. Name of case: Jacoby v GDPUD.

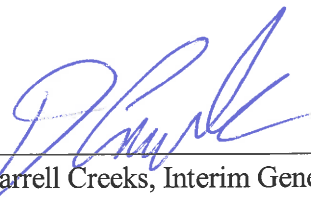
17. ADJOURN TO OPEN SESSION – Announcement of action taken in closed session.

The Board returned to open session at 4:53 PM and reported that no action was taken in closed session.

18. NEXT MEETING DATE AND ADJOURNMENT – The next regular meeting will be September 13, 2016, at 2:00 PM at the Georgetown Divide Public Utility District office.

The meeting adjourned at 4:54 PM.

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 Wendell Wall 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 August 5, 2016.

Signed: 

Darrell Creeks, Interim General Manager

Date: 9/14/16

CONFIRMED AGENDA

SPECIAL MEETING

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

TUESDAY, AUGUST 23, 2016
5:00 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
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1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 5:00 PM. Directors present: Capraun, Hanschild, Hoelscher, Krizl, Uso. Staff present: Interim General Manager Darrell Creeks, Project Manager George Sanders, Office Manager Diane Schroeder, Meeting Recorder Gloria Omania. Legal Counsel: Barbara Brenner of Churchwell White.

2. ADOPTION OF AGENDA – Board action to adopt Agenda.

Motion by Director Uso to adopt the Agenda; second by Director Hanschild

Vote: 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.

No public comment.

4. AUBURN LAKE TRAILS WATER TREATMENT PLANT – AWARD CONTRACT AND ISSUE NOTICE TO PROCEED

A. Discussion – On June 8, 2016, District staff opened bid proposals for the construction of the Auburn Lake Trails Water Treatment Plant Project. This event was open to the public, with several contractor representatives present. The District received 10 bid proposals. After a review of the bid proposals, Myers and Sons Construction LP, was identified as the contractor having submitted the apparent low bid.

George Sanders summarized the staff report and explained the need for Board action to award the bid contingent on the execution of the State loan agreement. After sharing cash flow information, Mr. Sanders also asked the Board to consider directing staff to work with Counsel and the Contractor to explore the possibility of allowing certain aspects of the project to begin.

After some additional discussion, Director Uso indicated he would move to accept Staff's recommendation with the exclusion of the language, "including but not limited to the issuance of a Notice to Proceed."

Director Capraun commented on the selection of the Contractor. Both Mr. Sanders and Ms. Brenner stated Myers & Sons was the apparent lowest bidder, stating the State requires detailed findings to justify not selecting the lowest bidder.

Director Krizl expressed concern about awarding the bid without a formal commitment from the State on the loan. He asked Legal Counsel about the liability to the district if the loan did not go through. Both Mr. Sanders and Legal Counsel Barbara Brenner restated that the awarding of the bid is contingent on the execution of the loan agreement with the State.

Additional discussion followed about the possibility of modifying the contract to allow for some limited work to begin between now and the execution of the loan agreement. Director Uso made reference to the EPA grant balance of around \$740K as a limit to set for this initial work.

- B. Possible Board Action** – Staff recommends that the Board award the Contract to Myers & Sons LP, the lowest responsible bidder, in the amount of \$10,249,000, for the construction of the Auburn Lake Trails Water Treatment Plant upgrades, conditional upon the execution of the State Revolving Fund Loan in the amount of \$10,000,000. This action would include authorizing staff to process all paperwork associated with the construction contract including but not limited to the issuance of a Notice to Proceed.

Motion by Director Uso to award the contract to Myers & Sons LP, the lowest responsible bidder, in the amount of \$10,249,000, for the construction of the Auburn Lake Trails Water Treatment Plant upgrades, conditional upon the execution of the State Revolving Fund Loan in the amount of \$10,000,000. This action would include authorizing staff to process all paperwork associated with the construction contract. Seconded by Director Hanschild.

Public Comments: *Comments from the public related to the importance of vetting the Contractor, whether there could be potential savings from the other options, and the advisability of contacting former clients of the Contractors.*

Vote: *The motion passed unanimously.*

The Board also directed staff to explore the possibility of commencing some work on the project not to exceed the balance of funds in the EPA grant.

George Sanders was acknowledged for his excellent and professional work to bring the project to this stage. Director Krizl added the district is lucky to have him.

Director Krinzl commented that it was almost 12 years ago that he came to the Board. The Board was dealing with an Order of Non-compliance from the State. He expressed his pleasure that the District is finally awarding the contract. It's good for the district; it's good for the community.

5. RECRUITMENT FIRM FOR GENERAL MANAGER POSITION

- A. Discussion** – This is an opportunity for the Board to discuss and approve a human resources consulting firm to assist the District with its search for the hiring of the new General Manager.

Director Uso reported that he and Director Hanschild met with Heather Renschler of Ralph Anderson and Associates. Barbara vetted a number of other agencies against the proposal by Ralph Anderson and Associates. Both pretty impressed with Heather Renschler and her willingness and ability to work with the Board.

Legal Counsel Barbara Brenner offered to circulate a copy of the contract proposal which she asked the Board to approve with a flat fee of \$25,000, including expenses as outlined in the contract. The District will be billed for candidate expenses related to travel to onsite interviews.

- B. Possible Board Action** – Staff recommends approving a human resources consulting firm to assist the District in the hiring of a new General Manager.

Motion by Director Uso to approve a contract with Ralph Anderson and Associates with a flat fee of \$25,000 including expenses. Second by Director Hoelscher.

VOTE: The motion passed unanimously.

6. CONTRACT WITH HR TO GO

- A. Discussion** – The District is in need of assistance with payroll and Human Resources issues. We have used HR to GO to assist the District in the past. Our current staff is new and very busy learning their positions. HR to GO would give the District greater accountability for payroll.

Office Manager Diane Schroeder described the contract options proposed by HR to GO, a company used by the District in the past. Director Capraun commented on performance deficiencies with the last contract and recommended against hiring HR to GO.

- B. Possible Board Action** – Staff recommends contracting with HR to GO for a period not to exceed six months to assist staff with payroll and HR issues.

Staff was directed to vet other companies and come back to the Board with a recommendation.

- 7. NEXT MEETING DATE AND ADJOURNMENT** – The next regular meeting will be September 13, 2016, at 2:00 PM, at the Georgetown Divide Public Utility District Office.

The meeting was adjourned at 7:10 PM.

Agenda Item #4A – Attachment 2

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 Wendell Wall 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 August 19, 2016.



Darrell Creeks, Interim General Manager

Date: 9/14/16

Memo

To: Board of Directors

From: Darrell Creeks, Interim General Manager

Date: September 7, 2016

Re: **PROFESSIONAL SERVICES AGREEMENT – FECHTER COMPANY**

Board Meeting of September 13, 2016; **Agenda Item #04B**

BACKGROUND / DISCUSSION

At the regular meeting of June 14, 2016, the Board selected the CPA firm of Fechter & Company, to conduct the Annual Audit. The field work on the District audit will begin in late October. District staff is in the process of preparing for this audit.

RECOMMENDATION

Staff recommends the execution of the Professional Services Agreement with Fechter & Company.

PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is made and entered into this 13th day of September, 2016, (the “Effective Date”) by and between the Georgetown Divide Public Utilities District, a California Public Utilities District (“District”), and Fechter & Company, a California Professional Corporation (“Consultant”). District and Consultant may herein be referred to individually as a “Party” and collectively as the “Parties”. There are no other parties to this Agreement.

RECITALS

A. District has determined that consultant services are required for the preparation of financial audits for the fiscal years ending June 30, 2016, 2017, and 2018 (the “Project”).

B. Consultant has submitted a proposal to District that includes a scope of proposed consultant services, attached hereto and described more fully in **Exhibit A** (“Services”).

C. Consultant represents that it is qualified, willing and able to provide the Services to District, and that it will perform Services related to the Project according to the rate schedule included in the scope of proposed consultant services attached hereto as **Exhibit A** (the “Rates”).

NOW, THEREFORE, in consideration of the promises and covenants set forth below, the Parties agree as follows:

AGREEMENT

1. Recitals. The recitals set forth above (“Recitals”) are true and correct and are hereby incorporated into and made part of this Agreement by this reference. In the event of any inconsistency between the Recitals and Sections 1 through 20 of this Agreement, Section 1 through 20 shall prevail.

2. Consulting Services. Consultant agrees, during the term of this Agreement, to perform the Services for District in connection with the Project. Any request for services in addition to the Services described in **Exhibit A** will be considered a request for additional consulting services and not compensated unless the Parties otherwise agree in writing. No subcontract shall be awarded or an outside consultant engaged by Consultant unless prior written approval is obtained from District.

3. Compensation. District shall pay Consultant according to the fee schedule set forth in **Exhibit A**, as full remuneration for the performance of the Services. Consultant agrees to maintain a log of time spent in connection with performing the Services. On a monthly basis, Consultant shall provide District, in reasonable and understandable detail, a description of the services rendered pursuant to the Services and in accordance with the Rates. If the work is satisfactorily completed, District shall pay such invoice within thirty (30) days of its receipt. If District disputes

{CW024284.2}

any portion of any invoice, District shall pay the undisputed portion within the time stated above, and at the same time advise Consultant in writing of the disputed portion.

4. Reimbursement. District shall pay Consultant for reimbursable expenses related to travel, lodging, conference calls, reproduction and other costs incurred related to Consultant's performance of the Services. Such reimbursable costs shall be invoiced and billed to the District on a monthly basis, provided that in no event shall reimbursable expenses exceed \$800.00.

5. Term. This Agreement shall become effective on the Effective Date and will continue in effect until the Services provided herein have been completed, unless terminated earlier as provided in Section 6 or 7 below (the "Term").

6. Termination. District may terminate this Agreement prior to the expiration of the Term ("Termination"), without cause or reason, by notifying Consultant in writing of District's desire to terminate this Agreement (the "Termination Notice"). Upon receipt of a Termination Notice, Consultant shall immediately cease performing the Services. Consultant will be entitled to compensation, as of the date Consultant receives the Termination Notice, only for Services actually performed.

7. Termination for Cause. Notwithstanding Section 6 above, this Agreement may be terminated by District for cause based on the loss or suspension of any licenses, permits or registrations required for the continued provision of the Services, or Consultant's malfeasance. Termination of the Agreement for cause as set forth in this Section shall relieve District from compensating Consultant.

8. Confidential Information. Consultant understands and agrees that, in the performance of Services under this Agreement or in the contemplation thereof, Consultant may have access to private or confidential information that may be owned or controlled by District and that such information may contain proprietary or confidential details, the disclosure of which to third parties may be damaging to District ("Confidential Information").

Consultant shall not, either during or after the Term, disclose to any third party any Confidential Information without the prior written consent of District. If District gives Consultant written authorization to make any such disclosure, Consultant shall do so only within the limits and to the extent of that authorization. Such authorization does not guarantee that the District will grant any further disclosure of Confidential Information. Consultant may be directed or advised by the District's General Counsel on various matters relating to the performance of the Services on the Project or on other matters pertaining to the Project, and in such event, Consultant agrees that it will treat all communications between itself, its employees and its subcontractors as being communications which are within the attorney-client privilege.

9. Performance by Key Employee. Consultant has represented to District that Craig R. Fechter will be the person primarily responsible for the performance of the Services and all communications related to the Services. District has entered into this Agreement in reliance on that representation by Consultant.

{CW024284.2}

10. Property of District. The following will be considered and will remain the property of District:

A. Documents. All reports, drawings, graphics, working papers and Confidential Information furnished by District in connection with the Services (“Documents”). Nothing herein shall be interpreted as prohibiting or limiting District’s right to assign all or some of District’s interests in the Documents.

B. Data. All data collected by Consultant and produced in connection with the Services including, but not limited to, drawings, plans, specifications, models, flow diagrams, visual aids, calculations, and other materials (“Data”). Nothing herein shall be interpreted as prohibiting or limiting District’s right to assign all or some of District’s interests in the Data.

C. Delivery of Documents and Data. Consultant agrees, at its expense and in a timely manner, to return to District all Documents and Data upon the conclusion of the Term or in the event of Termination.

11. Duties of District. In order to permit Consultant to render the services required hereunder, District shall, at its expense and in a timely manner:

A. Provide such information as Consultant may reasonably require to undertake or perform the Services;

B. Promptly review any and all documents and materials submitted to District by Consultant in order to avoid unreasonable delays in Consultant’s performance of the Services; and

C. Promptly notify Consultant of any fault or defect in the performance of Consultant’s services hereunder.

12. Representations of Consultant. District relies upon the following representations by Consultant in entering into this Agreement:

A. Qualifications. Consultant represents that it is qualified to perform the Services and that it possesses the necessary licenses, permits and registrations required to perform the Services or will obtain such licenses or permits prior to the time such licenses or permits are required. Consultant represents and warrants to District that Consultant shall, at Consultant’s sole cost and expense, keep in effect or obtain at all times during the Term of this Agreement, any licenses, permits, and registrations that are legally required for Consultant to practice Consultant’s profession at the time the Services are rendered.

B. Consultant Performance. Consultant represents and warrants that all Services under this Agreement shall be performed in a professional manner and shall conform to the customs and standards of practice observed on similar, successfully completed projects by specialists in the Services to be provided. Consultant shall adhere to accepted professional standards as set forth by relevant professional associations and shall perform all Services required under this Agreement in a manner consistent with generally accepted professional customs,

{CW024284.2}

procedures and standards for such Services. All work or products completed by Consultant shall be completed using the best practices available for the profession and shall be free from any defects. Consultant agrees that, if a Service is not so performed, in addition to all of its obligations under this Agreement and at law, Consultant shall re-perform or replace unsatisfactory Service at no additional expense to District.

13. Compliance with Laws and Standards. Consultant shall insure compliance with all applicable federal, state, and local laws, ordinances, regulations and permits, including but not limited to federal, state, and county safety and health regulations. Consultant shall perform all work according to generally accepted standards within the industry. Consultant shall comply with all ordinances, laws, orders, rules, and regulations, including the administrative policies and guidelines of District pertaining to the work.

14. Independent Contractor; Subcontracting. Consultant will employ, at its own expense, all personnel reasonably necessary to perform the Services. All acts of Consultant, its agents, officers, employees and all others acting on behalf of Consultant relating to this Agreement will be performed as independent contractors. Consultant, its agents and employees will represent and conduct themselves as independent contractors and not as employees of District. Consultant has no authority to bind or incur any obligation on behalf of District. Except as District may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of District in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind District to any obligation whatsoever. Consultant is prohibited from subcontracting this Agreement or any part of it unless such subcontracting is expressly approved by District in writing.

15. Insurance. Consultant and all of Consultant's contractors and subcontractors shall obtain and maintain insurance of the types and in the amounts described in this paragraph and its subparagraphs with carriers reasonably satisfactory to District.

A. General Liability Insurance. Consultant shall maintain occurrence version commercial general liability insurance or an equivalent form with a limit of not less than Two Million Dollars (\$2,000,000) per claim and Two Million Dollars (\$2,000,000) for each occurrence.

B. Workers' Compensation Insurance. Consultant shall carry workers' compensation insurance as required by the State of California under the Labor Code. Consultant shall also carry employer's liability insurance in the amount of One Million Dollars (\$1,000,000.00) per accident, with a One Million Dollar (\$1,000,000.00) policy limit for bodily injury by disease, and a One Million Dollar (\$1,000,000.00) limit for each employee's bodily injury by disease.

C. Errors and Omissions Liability. Consultant shall carry errors and omissions liability insurance in the amount of no less than One Million Dollars (\$1,000,000.00) per occurrence or greater if appropriate for the Consultant's profession. Architects' and engineers' coverage is to be endorsed to include contractual liability. Any deductibles or self-insured retentions must be declared to and approved by the District. At the option of the District, either the insurer shall reduce or eliminate such deductibles or self-insured retentions with respect to the

{CW024284.2}

District, elected and appointed councils, commissions, directors, officers, employees, agents, and representatives (“District’s Agents”); or the Consultant shall provide a financial guarantee satisfactory to the District guaranteeing payment of losses and related investigations, claims administration and defense expenses.

D. Other Insurance Requirements. Within five (5) days of the Effective Date, Consultant shall provide District with certificates of insurance for all of the policies required under this Agreement (“Certificates”), excluding the required worker’s compensation insurance. Such Certificates shall be kept current for the Term of the Agreement and Consultant shall be responsible for providing updated copies and notifying District if a policy is cancelled, suspended, reduced, or voided. With the exception of the worker’s compensation insurance, all of the insurance policies required in this Agreement shall: (a) provide that the policy will not be cancelled, allowed to expire, or materially reduced in coverage without at least thirty (30) days’ prior written notice to District of such cancellation, expiration, or reduction and each policy shall be endorsed to state such; (b) name District, and District’s Agents as additional insureds with respect to liability arising out of Services, work or operations performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, occupied, or used by the Consultant, or automobiles owned, leased, or hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the District; (c) be primary with respect to any insurance or self-insurance programs covering District or District’s Agents and any insurance or self-insurance maintained by District or District’s Agents shall be in excess of Consultant’s insurance and shall not contribute to it; (d) contain standard separation of insured provisions; and (e) state that any failure to comply with reporting or other provisions of the policy including breaches of warranties shall not affect the coverage provided to the District.

16. Indemnification. Consultant hereby agrees to indemnify and hold harmless District, its agents, officers, employees and volunteers, against all liability, obligations, claims, loss, and expense (a) caused or created by Consultant, its subcontractors, or the agents or employees of either, whether negligent or not, pertaining to or related to acts or omissions of Consultant in connection with the Services, or (b) arising out of injuries suffered or allegedly suffered by employees of Consultant or its subcontractors (i) in the course of their employment, (ii) in the performance of work hereunder, or (iii) upon premises owned or controlled by District. Consultant’s obligation to defend, indemnify and hold District and its agents, officers, employees and volunteers harmless is not terminated by any requirement in this Agreement for Consultant to procure and maintain a policy of insurance.

17. Consequential Damages. Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement or the Services performed in connection with this Agreement.

18. Litigation. In the event that either Party brings an action under this Agreement for the breach or enforcement hereof, or must incur any collection expenses for any amounts due

B. Waiver. The waiver by any Party of a breach of any provision hereof shall be in writing and shall not operate or be construed as a waiver of any other or subsequent breach hereof unless specifically stated in writing.

C. Assignment. No Party shall assign, transfer, or otherwise dispose of this Agreement in whole or in part to any individual, firm, or corporation without the prior written consent of the other Party. Subject to the forgoing provisions, this Agreement shall be binding upon, and inure to the benefit of, the respective successors and assigns of the Parties.

D. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the state of California.

E. Venue. Venue for all legal proceedings shall be in the Superior Court of California for the County of El Dorado.

F. Partial Invalidity. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

G. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall be deemed a single agreement.

H. Severability. If any term, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, the remainder of this Agreement shall remain in effect.

I. Audit. District shall have access at all reasonable times to all reports, contract records, contract documents, contract files, and personnel necessary to audit and verify Consultant's charges to District under this Agreement.

J. Entire Agreement. This Agreement sets forth the entire understanding between the Parties as to the subject matter of this Agreement and merges all prior discussions, negotiations, proposal letters or other promises, whether oral or in writing.

K. Headings Not Controlling. Headings used in this Agreement are for reference purposes only and shall not be considered in construing this Agreement.

L. Time is of the Essence. Time is of the essence in this Agreement for each covenant and term of a condition herein.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the last day and date below written.

DISTRICT:

GEORGETOWN DIVIDE PUBLIC UTILITIES DISTRICT, a California Public Utilities District

By: 
Norm Krizl, GDPUD Board President

CONSULTANT:

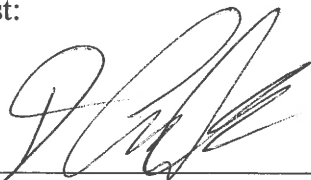
Fechter and Company, a California Professional Corporation

By: _____
Craig R. Fechter, CPA, President

Date: 9-13-16

Date: _____

Attest:

By: 
Darrell Creeks, Interim General Manager

Approved as to Form:

Barbara A. Brenner, General Counsel



**FECHTER
& COMPANY**
Certified Public Accountants

**Professional Services Agreement
GDPUD – Fechter & Company
EXHIBIT A**

**Craig R. Fechter, CPA, MST
Scott A. German, CPA**

July 20, 2016

Wendall Wall
General Manager
Georgetown Divide Public Utility District
PO Box 4240
Georgetown, CA 95825

Dear Mr. Wall,

We are pleased to confirm our understanding of the services we are to provide the Georgetown Divide Public Utility District (the District) for the years ended June 30, 2016, 2017 and 2018. We will audit the financial statements of the District, including the related notes to the financial statements, which collectively comprise the basic financial statements of the District as of and for the years ended June 30, 2016, 2017 and 2018. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) GASB required supplementary pension information.

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

1870 Avondale Avenue Suite 4 | Sacramento CA, 95825 | ph 916-333-5360 | fax 916-333-5370

www.fechtercpa.com

Member of the American Institute of Certified Public Accountants Tax Section
and California Society of CPAs

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You agree to assume all management responsibilities for any nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect

immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We expect to perform fieldwork in mid-late October 2016. Craig R. Fechter, CPA, is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fees for these services will be as follows:

June 30, 2016 – \$15,800

June 30, 2017 – \$16,274

June 30, 2018 – \$16,762

Direct expenses for travel will not exceed \$800 per audit year. If the District is subject to a single audit requirement in any of the three years, our firm will perform the District's single audit for a maximum fee not to exceed \$2,500 per grant audited. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.



Very truly yours,



Fechter & Company, CPAs

RESPONSE:

This letter correctly sets forth the understanding of the Georgetown Divide Public Utility District.

Management signature: <u></u>	Governance signature: <u></u>
Title: <u>GENERAL MANAGER</u>	Title: <u>Director</u>
Date: <u>7-21-2016</u>	Date: <u>7-22-16</u>

Memo

To: Board of Directors
From: Darrell A. Creeks, Interim General Manager
Date: August 17, 2016
Re: **Consideration of Date to End Irrigation Season, Agenda Item #04C**

BACKGROUND/DISCUSSION:

Section 3(a) of Ordinance 2005-01 describes the irrigation season as generally being from May 1 through September 30 of each year. The dates specified by the Ordinance are the historical dates for the irrigation season and have been in place for decades.

The cessation of the irrigation season provides an opportunity for district staff to complete required maintenance projects on the raw water conveyance system (ditches) during the fall. These maintenance projects cannot be completed when the ditches are in service or during the winter due to wet conditions. The fall maintenance projects are vital to providing reliable irrigation service.

The Ordinance also authorizes the Board to consider changes to the start or ending date to respond to various hydrologic conditions. This agenda item provides the opportunity for such a discussion.

RECOMMENDATION:

Staff's recommendation is to end the irrigation season on September 30, 2016 so that necessary maintenance work on the raw water conveyance system (ditches) can be completed.

**GDPUD
PO BOX 4240
Georgetown, CA 95634
(530) 333 4356
Fax: (530) 333-9442**

Memo

To: Board of Directors
From: Christina Cross, Administrative Aide
Date: September 13, 2016
Re: Final Accounts Payable for September 2016

Please take note that checks have been printed and mailed prior to September, 2016 for the following vendors to take advantage of early payment discounts or to comply with payment deadline.

AARP
ACWA/JPIA
ADT
Anthem Blue Cross
AT&T
Blue Shield
California Laboratory Services
Carnahan Computer Services
Churchwell White
De Lage Laden Financial Services
Diamond Well Drilling
Divide Auto Parts
En2 Resources, Inc
Georgetown Divide Rotary Club
Georgetown Gazette & Town Crier
Global Machinery
Golden State Flow Measurement
Home Depot
LegalShield
Marcums Equipment and Auto Repair
MES Vision
Mobile Mini
PG&E
Premier Access
Robinson Enterprise
United Health Care
Wells Fargo

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
Accounts Payable -- September 2016 Final Pay

Name Description	Amount	Account	Amount
ACWA JPIA - employee benefits	\$30,351.80	5118	\$1,857.92
		5218	\$5,805.73
		5318	\$2,931.02
		5418	\$7,444.24
		5518	\$1,080.30
		5618	\$4,856.02
		6718	\$905.12
		09-1650	\$212.58
		12-1157	\$5,258.87
ADT - Monthly service cost	\$347.05	10-1156-014	\$347.05
All Cycles	\$100.00	5446	\$100.00
American Messaging	\$142.32	5244	\$95.77
		5344	\$23.27
		5444	\$23.28
Anderson's Sierra Pipe Co. Inc	\$252.15	5238	\$252.15
ARC	\$92.34	1553	\$92.34
AT&T-Monthly Service	\$818.50	5344	\$117.49
		5544	\$203.21
		5644	\$158.98
		5644	\$135.61
		6744	\$135.61
		30-1226	\$67.60
California Laboratory Services	\$2,916.48	5484	\$423.36
		6784	\$2,493.12
Caltronics-Copier contract-copy charges	\$327.30	5640	\$327.30
Carnahan Computer Services	\$144.05	5638	\$144.05
CCS Interactive	\$138.00	5640	\$138.00
Churchwell White	\$9,275.00	5636	\$9,125.00
		6736	\$150.00
Corbin Willits Service	\$1,103.20	5546	\$276.60
		5646	\$276.60
		5646	\$550.00
CSI (CARMODY)	\$118.00	6744	\$118.00
Customer refunds	\$77.77	2010	\$77.77
De Lang-Copier Lease 8/1/16-8/31/16	\$521.85	5640	\$521.85
De Lang-Formax Machine Lease 7/1/16-7/31/16	\$280.83	5640	\$280.83
Diamond Well Drilling	\$970.00	5384	\$160.00
		5484	\$810.00
Divide Auto Parts	\$699.55	5138	
		5238	\$329.85
		5246	\$204.13
		5338	\$95.04
		5438	\$43.82
		5638	
		6738	\$26.71

Divide Supply, Inc	\$1,090.39	5238	\$109.62
		5338	\$247.22
		5339	
		5438	\$572.54
		5638	\$120.32
		5439	
		6738	\$29.95
		6739	\$10.74
Ecorp Consulting, Inc	\$1,890.08	5128	\$1,890.08
El Dorado Disposal	\$310.74	5344	\$207.16
		5644	\$103.58
EN2 Resources, Inc	\$1,321.50	1650	\$1,321.50
Garden Valley Feed & Hardware	\$98.91	5438	\$45.18
		5638	\$53.73
Gempler's	\$814.52		
		5438	\$307.29
		5139	\$42.95
		5239	\$42.95
		5439	\$421.33
Georgetown Ace Hardware	\$25.54	5138	
		5238	\$25.54
Georgetown Divide Rotary	\$45.00	5642	\$45.00
GDPUD-Petty Cash August 2016	\$40.88	5238	\$4.28
		5540	\$9.85
		5640	\$26.75
Georgetown Gazette, LLC-Public Notice	\$20.00	5640	\$20.00
Georgetown Hardware	\$67.63	5238	\$33.80
		5239	\$8.05
		5438	\$17.19
		5439	\$8.59
George Sanders-Professional Services	\$7,280.00	1553	\$3,440.00
		1553-010	\$400.00
		1650	\$560.00
		5680	\$1,120.00
		5680-010	\$1,760.00
Global Machinery	\$273.01	5138	\$136.51
		5238	\$136.50
Golden State Flow Measurement, Inc	\$483.75	5428	\$483.75
Goodyear	\$765.56	5446	\$765.56
Grainger	\$841.42	5338	\$114.92
		5339	\$726.50
Groeniger & Company	\$124.70	5438	\$124.70
Harston Chiropractic	\$100.00	5484	\$100.00
Holdrege & Kull Consulting Engineers	\$1,800.00	6780	\$1,800.00
Home Depot	\$644.67	5438	\$644.67
Legalshield	\$170.05	5190	\$8.95
		5290	\$35.80
		5390	\$8.95
		5490	\$17.90

		5590	\$17.90
		5690	\$35.80
		5690-010	\$26.85
		6790	\$17.90
Marcums Equipment and Repair	\$560.00	5246	\$440.00
		5346	\$60.00
		6746	\$60.00
Medical Eye Services September 2016	\$247.35	5118	\$9.37
		5218	\$46.85
		5318	\$9.37
		5418	\$37.48
		5518	\$9.37
		5618	\$116.17
		6718	\$18.74
MJT Enterprises, Inc-Temporary Labor	\$7,904.82	5211	\$2,038.40
		5511	\$2,605.82
		5611-010	\$3,260.60
Mobile Mini-Storage Rental	\$369.64	5639	\$369.64
National Document Solutions	\$73.05	5640	\$73.05
NTU Technologies, Inc	\$7,610.40	5338	\$7,610.40
Occu-Med	\$725.50	5690	\$435.50
		5290	\$290.00
Personnel Concepts	\$285.31	5640	\$285.31
PG&E-Utilities Electric	\$22,580.19	5344	\$20,543.74
		5444	\$486.53
		5644	\$1,038.57
		6744	\$511.35
Powernet Global	\$171.17	5644	\$171.17
Psomas-Professional Services	\$3,759.25	1553	\$3,759.25
Premier Access Dental August 2016	\$2,105.94	5118	\$111.56
		5218	\$167.34
		5318	\$55.78
		5418	\$223.12
		5518	\$223.12
		5618	\$1,213.46
		6718	\$111.56
Proline Cleaning Services, Inc	\$500.00	5676	\$500.00
Riebes	\$121.42	5246	\$121.42
Robinson Enterprise-Gasoline & Diesel	\$6,038.02	5148	\$519.06
		5248	\$2,205.71
		5348	\$642.88
		5448	\$2,297.13
		6748	\$373.24
Robinson Sand & Gravel	\$606.03	5438	\$606.03
Rocklin Hydraulics	\$89.61	5246	\$89.61
Rolco Marterial Handling	\$1,888.92	5339	\$1,888.92
Santander	\$1,230.88	1418	\$1,048.56
		5670	\$182.32
Sierra Chemical Company	\$4,258.64	5338	\$4,258.64

Sierra Coffee Service	\$132.00	5640	\$132.00
Sierra Heavy Equipment Repair	\$160.00	5246	\$160.00
Sierra Safety Company	\$130.08	5138	\$65.04
		5238	\$65.04
Siren & Associates	\$2,426.20	5680	\$1,586.20
		6780	\$840.00
Timberline Electronics	\$1,556.75	5446	\$783.75
		5346	\$386.50
		6746	\$386.50
US Postal Service-Permit 6	\$2,000.00	5540	\$1,500.00
		5640	\$300.00
		6740	\$200.00
Us Bank	\$7,102.90	5038	\$2,775.00
		5039	\$3,369.79
		5040	\$818.59
		5060	\$89.52
		5041	\$50.00
Vaughn Johnson, CPA	\$4,125.00	5680	\$4,125.00
Verizon Wireless	\$379.12	5344	\$29.09
		5444	\$160.94
		5644	\$160.94
		6744	\$28.15
Walkers	\$1,184.92	5540	\$315.74
		6738	\$60.94
		5640	\$251.34
		5638-010	\$212.85
		5538	\$344.05
Wells Farge SRF	\$2,296.95	29-1115	\$2,296.95
Total General Fund	\$149,504.60		\$149,504.60
RETIREE FUND			
AARP Medicare Rx - September 2016	\$31.00	12-1157	\$31.00
Anthem Blue Cross-Retiree Insurance Prem. 9/1/16-11/1/16	\$3,759.90	12-1157	\$3,759.90
Blue Shield of CA - J St Dennis August 2016	\$169.00	12-1157	\$169.00
Blue Shield of CA - M. Davis 06/01-08/31/16	\$483.00	12-1157	\$483.00
Unitedhealthcare Ins - Prepay for D Schwagel, Sept	\$142.25	12-5668	\$142.25
Garden Valley Assessment			
Ferguson	\$33,835.63	1414	\$33,835.63
TOTAL ALL FUNDS IN GENERAL ACCOUNT	\$187,925.38		\$187,925.38

Approved for Payment:

Treasurer

General Manager

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Revenue Summary*

For the Months between

07/01/2016-07/31/2016

REVENUE CATEGORY	Budget 16-17	To Date 07/01/2016- 07/31/2016	Balance	% of Budget Earned	N o t e s
Rev. Dec 2015					
Operating Revenue:					
Residential Sales	\$1,285,000	157,418	1,127,582	12.25%	A
Commercial Sales	185,000	42,141	142,859	22.78%	A
Irrigation Sales	225,000	44,486	180,514	19.77%	B
Wastewater	344,000	28,832	315,168	8.38%	C
CA Waste Fee					
Zone Charges					
Zone Escrow Fees					
Septic Design Fees					
Soil Evaluations/Loans					
Penalties	37,000	4,222	32,778	11.41%	D
Other		2,500	(2,500)		E
Connection Fees					
Installation Fees					
Material Sales					
Other (primarily photo copies)					
Water Fund Material/Labor					
Total Operating Revenue	\$2,076,000	279,599	1,796,401	13.47%	
Non-Operating Revenue:					
Property Taxes-General	\$1,460,000	121,562	1,338,438	8.33%	F
SMUD	\$105,000				
Restricted Benefit Charge		18,600	(18,600)		G
Interest Income	40,000	1,051	38,949	2.63%	H
Water Agency Cost Share	45,000	0	45,000	0.00%	
Leases	70,000	3,000	67,000	4.29%	
Hydro	60,000	8,889	51,111	14.81%	
Other (EPA Grant Reimbursement)	1,587,847	0	1,587,847	0.00%	
Total Nonoperating Revenue	\$3,367,847	153,102	\$3,109,745	4.55%	
Total Revenue Before Transfers In	\$5,443,847	432,701	4,906,146	7.95%	
Transfers In	268,000		268,000	-	
Total Revenue After Transfers In	\$5,711,847	432,701	5,174,146	7.58%	

NOTES:

- A - Revenue accrued through 31-Jul-16
- B - Represents irrigation revenue through 31-Jul-16
- C - Revenue of 31-Jul-16
- D - Penalties for 31-Jul-16
- E - Primarily connection and installation fees
- F - Property Taxes based on County Estimate
- G - Represents ordinance charges
- H - The interest revenue represents interest on checking, savings, money markets, time deposits, LAIF and Kelsey and Pilot Hill Assessment Receivable Contracts

*Subject to revision with actual audit.

MPF/BOD/Other/Budget to Actual 2016-17

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
Expense Summary***

For the Months Between: 07/01/2016 - 07/31/2016

Acct#	EXPENSE CATEGORY	Revised Budget 2016-2017	To Date 07/01/2016 - 07/31/2016	Balance	% of Budget Spent
Operating Expenses:					
5010	Labor	1,153,108	90,484	1,062,624	8%
5019	Overtime	64,000	7,575	56,425	12%
5017	Standby	55,500	6,050	49,450	11%
5011	Temporary Labor	94,000	9,523	84,477	10%
5014	PERS Benefits	117,592	9,583	108,009	8%
5015	Deferred Compensation	0	0	0	-
5016	Payroll Taxes	106,633	7,846	98,787	7%
5018/5071	Insurance: Health & Life Plans	271,950	23,080	248,870	8%
5020	Insurance: Worker's Comp.	94,069	17,133	76,936	18%
5027	Audit	22,000	0	22,000	0%
5028	Engineering-Studies, including Ecorp.	0	0	0	
5034	Insurance: General	67,695	5,304	62,391	8%
5036	Legal--General	121,000	0	121,000	0%
5038	Materials and Supplies	183,650	16,376	167,274	9%
5039	Rentals/ Outsourced Maintenance	27,200	6,921	20,279	25%
5040	Office Supplies	48,000	1,417	46,583	3%
5041	Staff Development	10,500	66	10,434	1%
5042	Travel--Conference	15,000	0	15,000	-
5044	Utilities	198,308	19,303	179,005	10%
5046	Vehicle & Equipment Maintenance	51,000	2,956	48,044	6%
5048	Vehicle Operations	50,200	3,702	46,498	7%
5060	Bank Fees & Payroll Services	5,000	628	4,372	13%
5068	Retiree Health Premiums	132,000	5,000	127,000	4%
5070	Director Stipends	24,000	2,000	22,000	8%
5076	Building Maintenance	9,500	250	9,250	3%
5080	Outside Service/Consultants	133,000	11,361	121,639	9%
5084	Govt. Regulation/Lab Fees	170,000	3,532	166,468	2%
5090	Other: Recruitment	2,000	36	1,964	2%
5090	Other: County Tax Admin. Fees	37,000	3,071	33,929	8%
5089	Other: Memberships	16,500	919	15,581	6%
5094	Depreciation			0	
	Contingency				
	Total Operating Expense	\$3,280,405	254,115	3,026,290	8%

Acct#	EXPENSE CATEGORY	To Date		Balance	% of Budget Spent
		2016-2017	7/1/2016-7/31/2016		
	Non-operating Expenses:				
7010	Interest Expense	\$33,000	2,116	30,884	6%
	Debt Payment	\$110,500	0	110,500	
7090	Other		0	0	
	Capital Improvement				
	Total Non-operating Expenses	\$143,500	2,116	141,384	1%
	Total Expenses Before Tranfers	\$3,423,905	256,231	3,167,674	7%
	Net Income (Loss)	\$217,800	\$176,469		81%

PERS PAYMENT

CAPITAL EXPENDITURES:

Caby Grant Commitment

	\$217,800	\$176,469
--	------------------	------------------

***Subject to revision with actual audit.**
****The Actual Debt service is \$70,793 and \$50,000 of that is covered by Assessments not shown in Revenue**

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
STATEMENT OF CASH AND INVESTMENT BALANCES JULY 31, 2016

	BEGINNING BALANCE	CASH RECEIPTS	CASH DIS- BURSEMENTS	TRANSFERS IN (OUT)	ENDING BALANCE
8 SMUD Fund	216,340.00				216,340.00
9 CABY Grant	(10,649.57)		(1,082.00)		(11,731.57)
10 General Fund	1,116,610.82	312,203.86	(323,524.25)		1,105,290.43
12 Retiree	566,606.06	3,191.41	(8,252.64)		561,544.83
14 Stewart Mine	36,778.58				36,778.58
25 Bayne Road & Other Assessment Districts	64,917.53		(955.00)		63,962.53
17 Water Development	398,048.10				398,048.10
19 Stumpy Meadows Emergency Reserve Fund (SMERF)	2,160,673.47				2,160,673.47
53 Pilot Hill North	(7,480.80)				(7,480.80)
54 Pilot Hill South	47,490.75				47,490.75
51 Kelsey North	121,463.02		(1,273.32)		120,189.70
52 Kelsey South	222,972.20				222,972.20
29 State Revolving Fund	54,057.46	2,296.95	(4,593.90)		51,760.51
30 Small Hydro Fund	543,095.32	6,269.56	(270.40)		549,094.48
31 Pipeline Extension Holding Fund to 26	0.00				0.00
35 Environmental Protection Agency	315,097.95				315,097.95
37 Garden Valley Water Improvement District	107,327.83				107,327.83
39 Capital Facility Charges	1,641,897.64	18,600.00			1,660,497.64
24 ALT - WTP Capital Reserve	763,405.74				763,405.74
40 Auburn Lake Trails (ALT) Zone Fund	882,248.54	47,761.77	(12,767.97)		917,242.34
41 ALT Tank Replacement Loans & Repair Activity	44,093.87				44,093.87
42 ALT CDS Reserve Connection Fund	181,064.45				181,064.45
	9,466,058.96	390,323.55	(352,719.48)	0.00	9,503,663.03

Totals by Type of Account:

El Dorado Savings Bank Checking	12,676.60	0.03%			
El Dorado Savings Bank Savings	2,369,806.82	0.14%			
Wells Fargo State Revolving Fund Debt Accounts	30,567.76			0.00	
Wells Fargo Brokered Time Deposits	200,000.00	2.00%			
Local Agency Investment Fund	6,890,611.85	0.28%			
Grand Total	\$9,503,663.03				

Rate Information:

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
STATEMENT OF CASH AND INVESTMENT BALANCES JULY 31, 2016**

Accounting Basis Unrestricted, Designated and Restricted Funds Recap:
 Unrestricted Undesignated Funds \$1,105,290.43
Designated Funds are in Italics 4,239,326.95
 Restricted Funds are Shaded 4,159,045.65
\$9,503,663.03

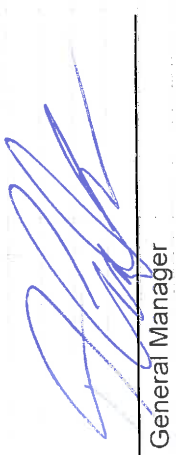
District Designated Funds/Reserve Policy Funds Recap:

	Estimated 2014-15 Budget	Calculated from 2013-14 Audited	
Water - Operations	1,105,290	479,500	
Water - Cash Flow	209,000	195,420	Two month operations expense 10% Water Sales
Water - Capital:			
Stumpy Meadows Emergency Reserve Fund	2,160,673		
Capital Facility Charges	1,660,498		
Replacement Reserve (required by USDA)	763,406		
Other reserves	1,025,082	7,871,516	50% Accumulated Depreciation
Sub Total - Water	6,714,950	8,546,436	
Debt Service	535,673	480,991	Actual amounts
Retiree Health	561,545	621,235 *	Actual amount
Hydroelectric	549,094	504,191	Actual amount
Wastewater - Operations	917,242	45,978	Two month operations expense
Zone - Capital	5,000	5,000	Amount set at \$5,000
Community Disposal System - Capital	225,158	250,211	50% Accumulated Depreciation
Sub Total - Wastewater/Zone	1,142,401	301,189	
	9,503,663.03	10,757,589.00 #	10,211,600.00

Actual total reserves as of June 30, 2015 \$9,162,818
Actual total reserves as of June 30, 2014 \$8,725,362
Actual total reserves as of June 30, 2013 \$8,427,421
Actual total reserves as of June 30, 2012 \$7,595,078

* June 30, 2014 GASB 45 calculation of liability estimates the liability to be \$1,704,000.

Approved: _____


 General Manager

Treasurer _____

Georgetown Divide PUD
 Month End Cash Disbursements Report
 August 2016

Check Number	Check Date	Vendor # (Name)	Net Amount
26917	8/3/2016	CAL18 (California State Disbursement Unit)	366.92
26918	8/3/2016	ICM02 (ICMA-R.T.-457 (ee))	588.67
26919	8/3/2016	IUO01 (IUOE, LOCAL 39)	318.61
26920	8/3/2016	IUO02 (PEU LOCAL #1)	100.77
26921	8/3/2016	IUO02 (PEU LOCAL #1)	45
26922	8/3/2016	PER01 (P.E.R.S)	8,251.25
26923	8/3/2016	PER01 (P.E.R.S)	34,049.53
26924	8/3/2016	WAL04 (WENDELL WALL)	2,156.99
26925	8/3/2016	WAL04 (WENDELL WALL)	9,337.90
26926	8/5/2016	SMI02 (KENDALL SMITH)	665.91
26927	8/5/2016	SMI02 (KENDALL SMITH)	1,673.25
26928	8/9/2016	ALL01 (ALLEN KRAUSE)	84.28
26929	8/9/2016	AWW01 (AMERICAN WATER WORKS ASSN)	420
26930	8/9/2016	BEA01 (BUTTE EQUIPMENT RENTALS)	2,880.00
26931	8/9/2016	CLS01 (CLS LABS)	4,344.94
26932	8/9/2016	CWS01 (CORBIN WILLITS SYS. INC.)	553.2
26933	8/9/2016	DIV05 (PLACERVILLE AUTO PARTS, INC)	965.03
26934	8/9/2016	ECO01 (ECORP CONSULTING, INC.)	1,790.08
26935	8/9/2016	ELD16 (EL DORADO DISPOSAL)	310.74
26936	8/9/2016	FIN02 (FINCHDOG ENTERPRISES)	517.2
26937	8/9/2016	FOO01 (FOOTHILL ASSOCIATES)	2,049.89
26938	8/9/2016	GEM01 (GEMPLER'S, INC.)	399.92
26939	8/9/2016	GEO01 (GEORGETOWN ACE HDW)	381.24
26940	8/9/2016	GEO04 (DIVIDE SUPPLY INC.)	226.26
26941	8/9/2016	GEO12 (GEORGE SANDERS)	6,480.00
26942	8/9/2016	GLO02 (GLOBAL MACHINERY)	22.01
26943	8/9/2016	GRA01 (GRAINGER, INC.)	1,769.46
26944	8/9/2016	GRO01 (GROENIGER & COMPANY)	3,550.95
26945	8/9/2016	GSF01 (GSFM/BFI)	1,041.70
26946	8/9/2016	HAR03 (HARRIS INDUSTRIAL GASES)	18.2
26947	8/9/2016	HER02 (HERCULES INDUSTRIES, INC.)	587.89
26948	8/9/2016	HOM01 (HOME DEPOT CREDIT SERVICE)	264.84
26949	8/9/2016	MAR06 (MARCUMS EQUIPMENT & AUTO REPAIR)	840
26950	8/9/2016	MJT01 (MJT ENTERPRISES, INC.)	5,017.60
26951	8/9/2016	NAT04 (NATIONAL DOCUMENT)	241.3
26952	8/9/2016	PAC02 (PACIFIC GAS & ELECTRIC)	12,369.73
26953	8/9/2016	PAU01 (PAUL WATKINS & ASSOCIATES GIS)	1,080.00
26954	8/9/2016	POW01 (POWERNET GLOBAL COMM.)	119.82
26955	8/9/2016	PSO01 (PSOMAS)	1,856.25
26956	8/9/2016	ROA01 (JOHN AND CHRISTINA ROACH)	100
26957	8/9/2016	ROB01 (DON ROBINSON)	2,134.06

26958	8/9/2016 SAN02 (Santander Leasing)	1,230.88
26959	8/9/2016 SIE06 (SIERRA CHEMICAL CO.)	4,258.64
26960	8/9/2016 SIE10 (SIERRA SAFETY)	318.84
26961	8/9/2016 SIE12 (MICHAEL S. SALLAC)	960
26962	8/9/2016 SST01 (SUNSTATE Equipment Co.)	3,307.28
26963	8/9/2016 TEI01 (A. TEICHERT & SON, INC)	1,148.06
26964	8/9/2016 UNI03 (UNITED RENTALS NORTHWEST)	7,561.55
26965	8/9/2016 USA01 (UNDERGROUND SERVICE ALERT)	467.08
26966	8/9/2016 USP01 (POSTMASTER)	2,000.00
26967	8/9/2016 VAU01 (VAUGHN JOHNSON)	3,750.00
26968	8/9/2016 \H008 (HESS, FREDRICK **AB**)	30
26969	8/9/2016 \L001 (LIDDICOAT, MATTHEW)	29.91
26970	8/9/2016 \P003 (PETERS, LILLIE/WARREN)	100.48
26971	8/9/2016 \S013 (SAMPLE, CATHERINE/BRYAN)	47.14
26972	8/17/2016 AFL01 (AMERICAN FAMILY LIFE INS)	1,212.02
26973	8/17/2016 CAL18 (California State Disbursement Unit)	366.92
26974	8/17/2016 ICM02 (ICMA-R.T.-457 (ee))	738.67
26975	8/17/2016 IUO01 (IUOE, LOCAL 39)	318.61
26976	8/17/2016 IUO02 (PEU LOCAL #1)	103.53
26977	8/17/2016 PER01 (P.E.R.S)	9,845.45
26978	8/17/2016 AAR01 (AARP MEDICARERX SAVER PLUS, PDP)	31
26979	8/17/2016 ACW05 (ACWA/JPIA HEALTH)	30,351.80
26980	8/17/2016 ADT01 (ADT SECURITY SERVICES)	168.41
26981	8/17/2016 BLU01 (ANTHEM BLUE CROSS)	3,759.90
26982	8/17/2016 CAR09 (CARNAHAN COMPUTER SERVICE)	144.05
26983	8/17/2016 CLS01 (CLS LABS)	423.36
26984	8/17/2016 DIA02 (DIAMOND WELL DRILLING COMPANY, INC)	440
26985	8/17/2016 DIV05 (PLACERVILLE AUTO PARTS, INC)	383.27
26986	8/17/2016 EN201 (EN2 RESOURCES, INC)	1,321.50
26987	8/17/2016 GEO14 (GEORGETOWN DIVIDE ROTARY CLUB)	45
26988	8/17/2016 GLO02 (GLOBAL MACHINERY)	273.01
26989	8/17/2016 HOM01 (HOME DEPOT CREDIT SERVICE)	579.86
26990	8/17/2016 MAR06 (MARCUMS EQUIPMENT & AUTO REPAIR)	560
26991	8/17/2016 MED01 (MEDICAL EYE SERVICES)	247.35
26992	8/17/2016 MOB01 (MOBILE MINI, LLC-CA)	184.82
26993	8/17/2016 PAC02 (PACIFIC GAS & ELECTRIC)	3,753.42
26994	8/17/2016 ROB02 (ROBINSON ENTERPRISES)	2,134.06
26995	8/17/2016 UNI06 (UNITEDHEALTHCARE INSURANCE CO)	142.25
26996	8/17/2016 WEL02 (WELLS FARGO BANK, NA)	2,296.95
26997	8/29/2016 ATT02 (AT&T)	818.5
26998	8/29/2016 BLU04 (BLUE SHIELD OF CALIFORNIA)	169
26999	8/29/2016 BLU06 (BLUE SHIELD OF CALIFORNIA)	483
27000	8/29/2016 CHU02 (CHURCHWELL WHITE, LLP)	9,275.00
27001	8/29/2016 DEL05 (DELAGE LANDEN, INC)	414.72
27002	8/29/2016 GEO02 (GEORGETOWN GAZETTE)	20
27003	8/29/2016 GSF01 (GSFM/BFI)	483.75
27004	8/29/2016 LEG01 (LEGALSHEILD)	170.05

27005	8/29/2016	PAC02 (PACIFIC GAS & ELECTRIC)	2,036.45
27006	8/29/2016	PRE01 (PREMIER ACCESS INS CO)	2,105.94
27007	8/29/2016	ROB02 (ROBINSON ENTERPRISES)	1,920.39
27008	8/31/2016	CAL18 (California State Disbursement Unit)	366.92
27009	8/31/2016	ICM02 (ICMA-R.T.-457 (ee))	738.67
27010	8/31/2016	IUO01 (IUOE, LOCAL 39)	318.61
27011	8/31/2016	IUO02 (PEU LOCAL #1)	109.95
27012	8/31/2016	PER01 (P.E.R.S)	7,874.15
27013	8/31/2016	SMI02 (KENDALL SMITH)	173.54

Total for Bank Account 1000 ----->			222,485.10

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Auburn Lake Trails ZONE and CDS Summary*

For the Months Between: 07/01/2016 - 07/31/2016

Acct #	REVENUE CATEGORY	Budget 16-17	To Date		% of Budget
			07/01/2016 -	Balance	
			07/31/2016		Earned
Operating Revenue:					
3192	Zone Charges	\$ 313,000	26,232	\$ 286,768	8%
3193	Zone Escrow Fees	30,000	2,000	28,000	7%
3194	Septic Design Fees	1,000	600	400	-
3195,6,7	Soil Evaluations/Loans/Repairs	0		0	-
	Total Operating Revenue	344,000	28,832	315,168	8%
Non-Operating Revenue:					
4020	Interest Income	1,000		1,000	-
4090	Reimbursement of Recording Fees		0	0	-
	Total Nonoperating Revenue	\$1,000	-	\$1,000	-
	Total Revenue	345,000	28,832	316,168	8%

Acct#	EXPENSE CATEGORY	Budget 16-17	To Date	Balance	% of Budget
			07/01/2016 -		Earned
			07/31/2016		
Operating Expenses:					
5010	Labor	48,000	4,303	43,697	9%
5019	Overtime	0		0	-
5017	Standby	5,000		5,000	-
5011	Temporary Labor	0		0	-
5014	PERS Benefits		212	(212)	-
5015	Deferred Compensation	0		0	-
5016	Payroll Taxes	3,936	322	3,614	8%
5018	Insurance: Health & Life	2,880	149	2,731	5%
5020	Insurance: Worker's Comp.	4,320		4,320	0%
5024	Insurance: Dental/Optical			0	-
5027	Audit	1,000		1,000	-
5028	Engineering-Studies			0	-
5034	Insurance: General	5,000	245	4,755	5%
5036	Legal--General	15,000		15,000	0%
5038	Materials and Supplies	6,500	46	6,454	1%
5039	Rentals/ Outsourced Maintenance		11	(11)	-
5040	Office Supplies	2,500		2,500	0%
5041	Staff Development			0	-
5042	Travel--Conference			0	-
5044	Utilities	10,154	784	9,370	8%
5046	Vehicle & Equipment Maintenance	5,000	60	4,940	1%
5048	Vehicle Operations	6,500	275	6,225	4%
5060	Bank Fees & Payroll Services			0	-
5068	Retiree Health Premiums			0	-
5070/5071	Director Remuneration			0	-
5076	Building Maintenance			0	-
5080	Outside Service/Consultants	15,000	2,359	12,641	16%
5082	Public Information			0	-
5084	Govt. Regulation/Lab Fees	50,000	150	49,850	0%
5090	Other	0	18	(18)	-
5089	Other: Memberships	0		0	-
5094	Depreciation			0	-
	Total Operating Expense	180,790	8,934	171,856	5%
	Net Income (Loss)	\$164,210	\$19,898	(\$144,312)	

*Subject to revision with actual audit.

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Expense Summary*

For the Months Between: 07/01/2015 - 06/30/2016

Acct#	EXPENSE CATEGORY	Revised	To Date	Balance	% of Budget
		Budgeted	07/01/2015 -		Spent
		2015-2016	06/30/2016		
Operating Expenses:					
5010	Labor	1,100,000	1,034,752	65,248	94%
5019	Overtime	58,500	55,198	3,302	94%
5017	Standby	42,500	43,564	(1,064)	103%
5011	Temporary Labor	158,800	138,478	20,322	87%
5014	PERS Benefits	115,000	105,294	9,706	92%
5015	Deferred Compensation	0	-19	19	-
5016	Payroll Taxes	95,000	90,782	4,218	96%
5018/5071	Insurance: Health & Life Plans	260,000	319,087	(59,087)	123%
5020	Insurance: Worker's Comp.	75,000	47,638	27,362	64%
5027	Audit	15,000	15,000	0	100%
5028	Engineering-Studies, including Ecorp.	40,000	25,858	14,142	65%
5030	Water Fund Equip Maint T&D Treated Wtr	0	40	(40)	-
5034	Insurance: General	55,000	61,918	(6,918)	113%
5036	Legal--General	80,000	134,601	(54,601)	168%
5038	Materials and Supplies	155,000	200,890	(45,890)	130%
5039	Rentals/ Outsourced Maintenance	25,000	91,821	(66,821)	367%
5040	Office Supplies	25,000	50,314	(25,314)	201%
5041	Staff Development	6,000	9,011	(3,011)	150%
5042	Travel--Conference	10,000	5,158	4,843	-
5044	Utilities	175,000	183,728	(8,728)	105%
5046	Vehicle & Equipment Maintenance	47,000	46,713	287	99%
5048	Vehicle Operations	52,000	39,369	12,631	76%
5060	Bank Fees & Payroll Services	4,000	5,573	(1,573)	139%
5068	Retiree Health Premiums	120,000	42,634	77,366	36%
5070	Director Stipends	24,000	21,200	2,800	88%
5076	Building Maintenance	6,000	6,281	(281)	105%
5080	Outside Service/Consultants	160,000	167,747	(7,747)	105%
5084	Govt. Regulation/Lab Fees	110,000	128,904	(18,904)	117%
5090	Other: Recruitment	6,000	215	5,785	4%
5090	Other: County Tax Admin. Fees	22,000	54,723	(32,723)	249%
5089	Other: Memberships	16,500	12,112	4,388	73%
5094	Depreciation			0	
	Contingency	9,000			
	Total Operating Expense	\$3,067,300	3,138,583	(71,282.58)	102%

Acct#	EXPENSE CATEGORY	Revised Budget 2015-2016	To Date 7/1/15-06/30/2016	Balance	% of Budget Spent
	Non-operating Expenses:				
7010	Interest Expense	\$33,000	25,886	7,114	78%
	Debt Payment	\$110,500	0	110,500	
7090	Other		7,138	(7,138)	
	Capital Improvement				
	Total Non-operating Expenses	\$143,500	33,024	110,476	23%
	Total Expenses Before Tranfers	\$3,210,800	3,171,607	39,193.41	99%

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Revenue Summary*

07/01/2015-06/30/2016

For the Months between

REVENUE CATEGORY	Budget 15-16	To Date 07/01/2015- 06/30/2016	Balance	% of Budget Earned	Notes
Rev. Dec 2015					
Operating Revenue:					
Residential Sales	\$1,120,000	1,244,193	(124,193)	111.09%	A
Commercial Sales	162,750	177,031	(14,281)	108.78%	A
Irrigation Sales	100,000	135,218	(35,218)	135.22%	B
Wastewater	352,420	345,829	6,591	98.13%	C
CA Waste Fee					
Zone Charges					
Zone Escrow Fees					
Septic Design Fees					
Soil Evaluations/Loans					
Penalties	36,060	39,885	(3,825)	110.61%	D
Other	1,550	16,540	(14,990)	1067.09%	E
Connection Fees					
Installation Fees					
Material Sales					
Other (primarily photo copies)					
Water Fund Material/Labor					
Total Operating Revenue	\$1,772,780	1,958,696	(185,916)	110.49%	
Non-Operating Revenue:					
Property Taxes-General	\$1,349,360	1,360,293	(10,933)	100.81%	F
SMUD	\$90,000	108,515			
Restricted Benefit Charge	10,000	19,103	(9,103)	191.03%	G
Interest Income	62,500	45,466	17,034	72.75%	H
Water Agency Cost Share	32,500	0	32,500	0.00%	
Leases	47,000	63,354	-16,354	134.80%	
Hydro	63,000	50,921	12,079	80.83%	
Other (EPA Grant Reimbursement)	1,000	341,133	(340,133)	34113.28%	
Total Nonoperating Revenue	\$1,655,360	1,988,785	(\$314,910)	120.14%	
Total Revenue Before Transfers In	\$3,428,140	3,947,482	(500,827)	115.15%	
Transfers In	268,000		268,000	-	
Total Revenue After Transfers In	\$3,696,140	3,947,482	(232,827)	106.80%	

NOTES:

- A - Revenue accrued through 30-Jun-16
- B - Represents irrigation revenue through 30-Jun-16
- C - Revenue of 30-Jun-16
- D - Penalties for 30-Jun-16
- E - Primarily connection and installation fees
- F - Property Taxes based on County Estimate
- G - Represents ordinance charges
- H - The interest revenue represents interest on checking, savings, money markets, time deposits, LAIF and Kelsey and Pilot Hill Assessment Receivable Contracts

*Subject to revision with actual audit.

MPF/BOD/Other/Budget to Actual 2015-16

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
Auburn Lake Trails ZONE and CDS Summary*

For the Months Between: 07/01/2015 - 06/30/2016

REVENUE CATEGORY	Budget 13-14	To Date		% of Budget	
		07/01/2015 - 06/30/2016	Balance	Earned	
Operating Revenue:					
Zone Charges	\$ 310,000	311,547	\$ (1,547)		100%
Zone Escrow Fees	30,000	33,600	(3,600)		112%
Septic Design Fees	1,000	1,200	(200)		-
Soil Evaluations/Loans/Repairs	0		0		-
Total Operating Revenue	341,000	346,347	(5,347)		102%
Non-Operating Revenue:					
Interest Income	1,000	3,175	(2,175)		-
Reimbursement of Recording Fees		0	0		-
Total Nonoperating Revenue	\$1,000	3,175	(\$2,175)		-
Total Revenue	342,000	349,522	(7,522)		102%
EXPENSE CATEGORY					
Operating Expenses:					
Labor	132,000	50,240	81,760		38%
Overtime	0		0		-
Standby	0		0		-
Temporary Labor	0		0		-
PERS Benefits	39,000	4,440	34,560		11%
Deferred Compensation	0		0		-
Payroll Taxes	11,000	3,996	7,004		36%
Insurance: Health & Life	34,000	20,983	13,017		62%
Insurance: Worker's Comp.	4,000	2,465	1,535		62%
Insurance: Dental/Optical	1,000		1,000		0%
Audit		1,200	(1,200)		-
Engineering-Studies	1,000		1,000		0%
Insurance: General	6,000	3,542	2,458		59%
Legal--General	4,000	9,768	(5,768)		244%
Materials and Supplies	4,000	5,827	(1,827)		146%
Rentals/ Outsourced Maintenance	2,000	1,410	590		70%
Office Supplies	3,000	2,059	941		69%
Staff Development	1,000		1,000		0%
Travel--Conference	1,000		1,000		0%
Utilities	9,000	10,236	(1,236)		114%
Vehicle & Equipment Maintenance	4,000	3,045	955		76%
Vehicle Operations	6,000	4,297	1,703		72%
Bank Fees & Payroll Services			0		-
Retiree Health Premiums			0		-
Director Remuneration			0		-
Building Maintenance			0		-
Outside Service/Consultants	6,000	18,298	(12,298)		305%
Public Information			0		-
Govt. Regulation/Lab Fees	43,000	34,574	8,426		80%
Other	0	215	(215)		-
Other: Memberships	0		0		-
Depreciation	34,000	27,869	6,131		82%
Total Operating Expense	345,000	204,464	140,536		59%
Net Income (Loss)	(\$3,000)	\$145,058	\$148,058		

*Subject to revision with actual audit.

Memo

To: Board of Directors

From: Darrell Creeks, Interim General Manager

Date: September 8, 2016

Re: **GENERAL MANAGER'S REPORT**

Board Meeting of September 13, 2016; **Agenda Item #08**

BACKGROUND / DISCUSSION

Staffing Update

The vacancy on the Administrative Staff team was recently filled by Christina Cross. Stephanie Beck provided not only excellent interim accounts payable support, but also successfully trained Christina to assume the accounts payable responsibilities. Christina's prior experience in accounts payable, inventory management, as well as customer service skills, made for a smooth transition. Our office manager, Diane Schroeder, has extended a job offer to backfill the front desk position along with the two vacant positions in the Maintenance Department.

Founder's Day Booth

As part of the District's community outreach efforts, GDPUD is preparing to host a booth at the Founder's Day event on September 18. Participation in the Founder's Day event will allow the District staff to provide information about our services and distribute conservation kits and other materials to the public.

Annual State Inspection

The Sanitary Engineer from the State Water Resources Control Board, Bruce Berger, was here on August 30 and 31 for our annual inspection. We toured the King Fire area above Stumpy, both treatment plants, and all storage tanks. Bruce reiterated the need to recoat our storage tanks. He is pleased that we are so close to building the new ALT Plant. He had both of our operators at each plant calibrate equipment and test the alarm system. Everything seemed to go well and we will now wait for his official report.

State Wide Water Loss Management Program

On October 9, 2015, Governor Brown signed into law SB-555 (Wolk), the Urban Retail Water Suppliers Water Loss Management bill (20% by 2020). Senate Bill 555 requires all urban water suppliers in California to conduct validated annual water loss audits.

On Monday, August 29, Marty Ceirante and Becky Siren attended the Water Loss Technical Assistance Program (TAP) workshop provided by California Water Loss Control Collaborative. By participating in this and future workshops, the District will be in compliance with the water audit section of SB 555 and DWR regulations.

Marty completed the 2015 AWWA water audit and Becky submitted it to the State along with the District's 2015 Urban Water Management Plan. This audit will be used in future workshops for training and the TAP team will assist in the preparation of our 2016 Validated water audit. The TAP Team will act to validate our water audit. In the future there will need to be someone trained and certified by the State to validate the Districts audits.

The District will need to provide valid numbers for this audit in the future. To do so the District will need:

1. Accurate and verifiable water meters on both plant production and consumption of its treated water.
2. A plan and the ability to test, calibrate and verify the accuracy of these meters.

These requirements only pertain to treated water.

Water Treatment (ALT & Walton)

The Auburn Lake Trails Water Treatment Plant produced 36.217 million gallons of potable water for the month of August. This equates to an average of 1,168,290 gallons per day. This flow is a decrease of 5,387 gallons from the month of July. The Walton Lake Water Treatment Plant produced 36.920 million gallons of potable water for the month of August. This equates to an average of 1,190,967 gallons per day. This flow is a decrease of 26,065 gallons from the month of July.

As of July 2014, the District is required to report to the State the amount of total potable water produced through the two plants (ALT and Walton) on a monthly basis and to compare that value with the demands of the prior year over the same reporting period. The table below shows the percentage increase (+) or decrease (-) for 2015/16, together with 2013/16.

The District is no longer required to reduce water consumption by 29% compared to 2013. We will be self-certified at 0%; however, we are still held to reduce 20% by 2020.

Month 2016	+/- over 2015	+/- over 2013	Month 2016	+/- over 2015	+/- over 2013
January	-6%	-8%	July	+24%	-22%
February	+5%	-0%	August	+18%	-15%
March	-16%	-15%	September		
April	+3%	-23%	October		
May	+6%	-37%	November		
June	+19%	-25%	December		

Water Quality

The District conducted the required water quality monitoring at the treatment plants and in the distribution system and submitted the required water quality monitoring reports to the State Water Resources Control Board (SWRCB). Under contract with the District, Becky Siren prepared the required reports and reviewed key elements of the same with the General Manager prior to submittal.

The Treatment Plant reports showed compliance with all drinking water standards, with the exception of the Auburn Lake Trails Water Treatment Plant which is currently under a compliance order from SWRCB for failure to meet the requirements of the Surface Water Treatment Rule.

The distribution system monitoring results showed all samples absent/negative of any bacteriological contamination and adequate levels of disinfection through the system.

A copy of the report, as submitted to the SWRCB, has not been included in this report due to the technical nature and overall size of the document.

Waste Water: Auburn Lake Trails

Average daily flows in the community disposal system were 17,529 gallons per day. This value is far below the limit of 71,800 gallons per day as identified in the Waste Discharge Requirements.

The District is currently up to date in the monitoring of waste water systems in the zone. It is anticipated the District will stay on schedule as a result of permanent staff dedicated to this effort.

Stumpy Meadows Reservoir

The latest measurements collected at Stumpy Meadows Reservoir on August 2, 2016, showed a reservoir elevation of 4,247 feet 3 inches, representing storage of 15,430 acre-feet, or 77% of capacity. This represents a decrease in storage of approximately 1,519 acre feet over the prior month.

Current releases from Stumpy on this date were 30 CFS. Flow into Stumpy on this date was recorded at 3.4 CFS.

Field Work Activities – Distribution and Maintenance

Distribution: Installed two new meters. Repairs were made on 1 water main leak, 16 service line leaks, 18 leaking meters, installed 3 new pressure reducing valves, and replaced 3 meter boxes. Performed lock offs and read meters.

Maintenance: The crew spent the month removing vegetation from the ditches. Made more repairs to the excavator. The excavator has double the recommend hours for these types of machines.

Dedication of Easement for Waterline

A potential customer of potable water has made a request that the District dedicate an easement for a waterline over a portion of undeveloped land that is under the ownership of the District. The subject parcel has been reserved for a future water storage tank. The area in question would be approximately 40 feet in length and not impair the future use of the land for a tank site. It is the intent of staff to bring this item forward at the September meeting. That would include a legal description of the easement together with a Board Resolution authorizing the dedication of the easement for waterline purposes.

Letter to the Editor regarding the Auburn Lake Trails Water Treatment Plant Project

Contained within the Letters to the Editor ("Letter"), of the September 8 edition of the *Georgetown Gazette*, is a letter submitted by Carl Hoelscher, Vice President of the GDPUD Board. A copy of the same is included as **Attachment A** of this agenda item. The content of that Letter includes negative accusations directed at the project in general, District staff, other Board member(s), together with the State Water Board.

The purpose of including this item within the General Managers Report is to provide staff, members of the Board, and the general public with an opportunity to engage in healthy dialogue on the many points of interest identified in the subject Letter.

RECOMMENDATION

Receive and file this report.

LETTERS TO THE EDITOR

Thanks for the menu

EDITOR:

It has not gone unnoticed by customers at Greenwood Senior Nutrition Lunch that their menu is again published in the Georgetown Gazette. Conversations I have had with lunch customers there expressed their appreciation several times. I join with my lunch friends appreciation as well. My thanks go out to all Georgetown Gazette staffers plus major support from Mt. Democrat management and staff.

KEN DEIBERT, SENIOR ADVOCATE,
GARDEN VALLEY

Look out for the rate payers

EDITOR:

GDPUD customers have an opportunity to cut their \$13 million water treatment plant cost in half. On Tuesday, Aug. 23, I was informed by a member of the GDPUD board, bringing up changes or improvements to the proposed water plant at this time was not appropriate. This statement coming from a board member of 12 years, demonstrates he does not understand our responsibility to look after our ratepayers' financial investments in our community and pursue the best quality water treatment equipment through open competition. I investigated what equipment options were available for our water treatment facilities. I contacted filter companies to better understand their products and the cost. All equipment for the ALT plant was "sole sourced." The California Department of Public Health has approved four manufacturers that should have participated in the public bid process of the

water treatment plant; they were denied by the district staff. Competitive bids now reveal the water treatment plant can be provided for \$5-\$6 million without compromising quality or required state approvals. Competitive bids should have been exercised by the board from the inception of this project eight years ago and should not be compromised because of an artificial time frame imposed by some board members or district staff.

A Geotechnical report determined the site had naturally occurring asbestos that must be dealt with. The ideal location for the plant is Greenwood which would be gravity feed, thereby eliminating the costly electric bill of ALT which is going to continue to go up. The July utility bill was \$12,396.73. Previously it was stated that the Greenwood plant was too expensive and they had easement issues. I believe that the plant was designed in a way that drove the costs up. I have found a Package Plant for about \$5,000,000. The easements; ALT already gets its water from Greenwood through easements. In this vain an extremely qualified engineer, who has a T5 rating along with working in treatment plants and has done these retrofits on other plants in Northern California, came to the ALT plant to tell staff and myself what we could do to bring the plant to state and federal standards without spending a lot of money. Estimate was \$500,000-\$700,000 to do this and keep the plant running while we moved forward with Greenwood. Another alternative is to rebuild the existing plant one train at a time that would replace all plumbing, filters, electrical; when the plant is finished it would be new. This is being done down in Westmorland, for approximately \$5 million. We then could start Greenwood and everything is ready to move one train at a time. We would not have to buy another

plant. This decision is yours, ratepayers; let us know your thoughts by phone, email, Facebook, or attend the Board Meeting on Sept. 13, at 4 p.m.

CARL HOELSCHER, VICE PRESIDENT
OF THE GDPUD BOARD

Thank you

EDITOR:

In memory of past participants of the Garden Valley Hot August Car, Truck and Motorcycle show, we would like to acknowledge:

Chris Butts with his brown and white '58 Chevy Station wagon; Marlin Stark with his Marlin Rambler, Dave Navarro with his Olds 88; Jerry Foose; Pablo Lopez with his Mercury and CHP motorcycle; Pat Steiner with his blue Chevelle; Ted Warner; and Bill Hawks with his white '62 Corvette.

We would also like to remember a couple volunteers:

Jerred Steiner, the recycle dude, who was a stellar young man that worked hard as a volunteer and had a love for old cars, and he was a dear friend to many of us.

"Rockin' Richard" Grimes — He was part of the Garden Valley Community Association for many years and after a brave battle with cancer returned to help us put on this event, even with compromised health. He had a solid love for music, especially the blues, and worked with our stage crew to keep the entertainers comfortable.

NANCI AND BYRON PETHMAN

First Amendment rights

EDITOR:

Excuse me if I'm making it too big an assumption that "politics and libel" (Aug. 18) was a response to my

letter about building the wall. If it was, I noted that to be libelous, a written statement must be false. My list of adjectives about the orange guy was unflattering, granted, but not false. Hence, no libel. Further, such remarks are everywhere in print from the New York Times to MAD Magazine. Check it out.

Since we're talking about definition, Webster's defines 'reality' as "involving the state or quality of being real." "a fact." To me the reality is that the choice between the two major candidates for President — one a caricature of popular culture, the other a gross distortion of our political system — is a hideous one. It's like a choice between Bozo on speed or Lady Macbeth. Simply put, YIKES.

Also, since I've heard each candidate speak, I'm pretty sure I can recognize "inflammatory rhetoric" when it arises. Just to be sure, I checked Webster's again. Yep, words describing me as "mentally defective," "deliberately lying," and "propagandist" fit the definition. (The reference to a lynch mob remains unclear, but sounds nasty).

In closing, it's a good thing for passionate blabbermouths like Lew Price and myself that the First Amendment is alive and well. After this election, though, who knows?

J CAMERON

Letters to the Editor policy

Letters to the editor must include the writer's name, address and telephone number. Letters should be limited to approximately 325 words. Letters may be edited at the discretion of the editor. They will be used as space permits. None will be returned. Letters deemed to be in poor taste or potentially libelous will be rejected. Form letters will also be rejected. Letters to the Editor may be edited to conform to Georgetown Gazette guidelines.

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Memo

To: Board of Directors

From: George Sanders, Engineering Consultant

Date: September 7, 2016

Re: **RCAC – WATER RATE STUDY**

Board Meeting of September 13, 2016; **Agenda Item #10**

BACKGROUND / DISCUSSION

This item was discussed at the Board Meeting of August 9, 2016, Agenda Item #13. The content of that agenda item centered around 9 key points that relate to conditions, processes and services that RCAC can offer the District in the development of a Water Rate Study.

Key elements of the August 9, 2016 agenda item are repeated as follows:

“5. The Update and all other Cost of Service Reports completed by the District have all been accounting reports. These reports look to the past to determine what the cost of services have been. The work that RCAC does is a Financial Report, one that looks to the future.”

“6. RCAC is not interested in doing a Cost of Services Report, they want to develop a Water Rate Study.”

Staff received direction at the Board meeting of August 9 to work with John Van Den Berge, of RCAC, in the development of a Water Rate Study.

Staff has communicated with John and they have discussed the desire of the District to utilize the services of RCAC in the development of a Water Rate Study. John has indicated that prior to proceeding with this assignment he would prefer to meet with our Board and discuss the process in detail. Based on his schedule he is available to meet the last week in September (September 26-30). He cannot make the October 11 or November 8 board meeting.

RECOMMENDATION

Staff recommends that the Board identify a date and time for a Special Meeting during the week of September 26-30 to participate in a presentation offered by John Van Den Berge, of RCAC, relating to their preparation of a Water Rate Study.

Memo

To: Board of Directors

From: George Sanders, Engineering Consultant

Date: September 7, 2016

Re: **ALT WATER TREATMENT PLANT**

Board Meeting of September 13, 2016; **Agenda Item # 11**

BACKGROUND / DISCUSSION

On August 23, 2016, Agenda Item # 4, the Board conditionally awarded the construction contract to Myers and Sons, LP, in the amount of \$10,249,000. That action was conditional upon the execution of the loan with the State Water Board in the amount of \$10,000,000.

Staff is in contact with the Water Board ("State") on a weekly basis to discuss the status of the loan. The current status report from the State is that the application is through the review process by all divisions and is currently with Legal for the final drafting of the agreement. Under the current arrangement, District Counsel works directly with Legal at the Water Board. District staff is hopeful that the agreement will be ready for execution this month (September).

An element of the Board meeting of August 23 included authorization for staff to work with Myers & Sons, LP, in the development of a listing of work activities and associated costs for consideration by this Board as an element of early construction, prior to the execution of the State Loan. The cost of these improvements were not to exceed the current funding of \$740,000, the amount remaining in the EPA Grant. A listing of these work activities is included as **Attachment A** of this agenda item. This effort remains work in progress.

An additional element of the Board meeting of August 23 included a request that staff check references for Myers & Sons LP. That reference check is complete and included as **Attachment B** of this agenda item. The check consisted of a listing of 6 different projects ranging in cost from \$1.5 million to \$13 million. All responses showed positive feedback.

An element of the project will include construction management, which will to be provided by an outside firm. Staff has completed the drafting of a Request for Proposals ("RFP") and anticipates moving forward with a contract, for Board consideration, at the regular meeting in October.

RECOMMENDATION – Staff recommends that the Board receive and file this report.

September 6, 2016 Auburn Lake Trails WTP Upgrades - Start-Up Work Operations

BidItem	Description	Units	Unit Price	Start-Up Work Operations	% of Total
1000	MOBILIZATION		LS \$ 500,000.00	\$ 50,000.00	10%
	Mobilization				
2000	SITE WORK, INCLUDING DEMO		Subtotal	\$ 50,000.00	
	Trucking	LS \$	1,979,000.00		
12300	Trucking			\$ 60,000.00	3%
13210	Perm Materials - Pipe, Fittings, Valves			\$ 55,000.00	3%
20202	Demolish Fence			\$ 8,000.00	0%
20206	Demo Underground Pipe			\$ 45,000.00	2%
20207	Demo Concrete			\$ 10,000.00	1%
20213	Site Excavation to Fill			\$ 70,000.00	4%
20215	Site Excavation to Stockpile			\$ 80,000.00	4%
20231	Pothole			\$ 15,000.00	1%
20233	Trench 4' - 6'			\$ 75,000.00	4%
20274	Lay 12" - 8" DIP			\$ 60,000.00	3%
			Subtotal	\$ 478,000.00	24%
3000	RAW WATER PUMP STATION, EXCLUDING ELECTRICAL		LS \$ 500,000.00		
4000	FILTER BLDG, EXCEPT FILTER UNITS EXCLUDING ELECT		LS \$ 2,850,000.00		
12100	Construction Materials			\$ 21,000.00	1%
12130	Concrete Construction Materials			\$ 20,000.00	1%
13110	Perm Matl - Read Mix Concrete			\$ 80,000.00	3%
13200	Perm Matl - Equipment			\$ 10,000.00	0%
20219	Misc Structure Excavation			\$ 20,000.00	1%
20220	Misc Structure Backfill (CCB)			\$ 20,000.00	1%
20312	Form Footing			\$ 10,000.00	0%
20314	Form SOG 1' - 2'			\$ 10,000.00	0%
91006	Rebar Sub			\$ 65,000.00	2%
			Subtotal	\$ 256,000.00	9%
5000	FILTER UNITS, INSTALLED		LS \$ 1,500,000.00		
6000	FILTER TO WASTE TANK MODS INC SELECTIVE DEMO		LS \$ 100,000.00		
7000	BACKWASH RECOVERY TANK MODS INC SELECTIVE DEMO		LS \$ 300,000.00		
8000	SLUDGE DRYING BEDS & UNDERFLOW RETURN PUMP STATION		LS \$ 500,000.00		
9000	ELECTRICAL SYSTEM COMPLETE		LS \$ 1,335,000.00		
10000	ELECTRICAL CONTROL SYSTEM COMPLETE		LS \$ 600,000.00		
11000	ALLOWANCE FOR EXTRA COST TO EXC ROCK 1-10 CY		CY \$ 12,000.00		
12000	ALLOWANCE FOR EXTRA COST TO EXC ROCK 11-50 CY		CY \$ 44,000.00		
13000	ALLOWANCE FOR R&R UNSUITABLE MATERIAL W/ENG FILL		CY \$ 24,000.00		
14000	ALLOWANCE FOR OFFICE FURNITURE		LS \$ 5,000.00		
			Subtotal	\$ 10,249,000.00	8%

MYERS & SONS CONSTRUCTION COMPANY
References

CONTACT	PROJECT	PROJECT BUDGET	WHEN?	ON TIME?	ON BUDGET?	CONTRACT AGAIN?	COMMENTS
CITY OF WOODLAND Tim Busch, Engineer 530-661-5963	Ground Level Water Tank and Pump	\$7M	2013	YES	YES	YES, just did	The City of Woodland just awarded another contract last Tuesday, 8/23, to Myers & Sons for an Aquifer Storage and Recovery Facility (\$5.5M)
HARBORVIEW MUTUAL WATER COMPANY Joe Ziemann, 916-780-2888, ext. 113	Water Treatment Plant Construction at the Harborview Water	\$2.5M	2015	YES	YES	YES	The project was completed ahead of schedule. Stayed on budget and only had a couple of typical change orders. Only one concern: it was a remote project and the Superintendent was not always on site, but the project went well.
VALLEJO SANITATION DISTRICT Gustavo Silva, Civil Engineer, 707-644-8949 ext. 236	Water Treatment Plant Upgrade	About \$2M	2014	YES	YES	YES	They also contracted with Myers & Sons for the replacement of three affluent pumps (\$1M). Professional and conscientious.
SAN JUAN WATER DISTRICT Andrew Pierson, Engineer, 916-791-6912	Water Treatment Plant Flocculation/Sedimentation Basin and Settled Water Channel Improvements	\$6.4M	Completion Date: 5/2017	YES, so far	YES, so far	Possibly.	Myers & Sons is only 25% into project, so Andrew could not provide full assessment. Was concerned about qualifications because this is a relatively new division for Myers & Sons. They still contracted with them as the low bidder. So far they have been doing good work and communication has gone very well.
COUNTY OF COLUSA Renee McKormick, Fiscal Administrator 530-713-3133	Migrant Center Waste Water Treatment Plant, City of Williams	\$1.5M	2014	YES	YES	YES	All representatives of Myers & Sons were extremely professional. It was a good partnership.
CITY OF GILROY Sam Hawkins, MWH 916-869-1246 Billy Wong, MWH, 925-899-1013	Wastewater Treatment Plant Upgrade Project	\$13M	Start: 11/2014 Completion Date: 8/2017	YES	YES, still under budget	YES	Typical change orders due to clarification, operational needs, and unforeseen conditions. Very professional. Project management team willing to work with the construction management team. Good, open communication w/plant staff.

Memo

To: Board of Directors

From: Darrell Creeks, Interim General Manager

Date: September 1, 2016

Re: **FISCAL YEAR 2016-2017 CAPITAL BUDGET**

Board Meeting of September 13, 2016; **Agenda Item #12**

BACKGROUND / DISCUSSION

District staff, working with the Finance Committee, has developed a proposed Fiscal Year 2016-17 Capital Budget. A copy is included as **Attachment A** to this report. The budget is a robust and optimistic Capital Improvement Plan (CIP). Staff realizes they may not be able to accomplish every one of the CIP projects included in this year's budget, but aims to complete as many as possible, given the available resources of cash and personnel. A description of the proposed projects is included in **Attachment B**.

RECOMMENDATION

Staff recommends the Board of Directors approve and adopt the Fiscal Year 2016-2017 Capital Budget.

AGENDA ITEM #12, ATTACHMENT A

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT - 2016-17 CAPITAL BUDGET

Account Number	Project	Project Type	Fund 24 CDS	Fund 35 EPA	Fund 39 CFF	Fund 24 ALT-WTP	GVAD	Grants	Loans	Capital Reserve Fund	FY 2016-17 TOTAL BUDGET
1553	CIP - ALT-WTP	Water Treatment		315,000	240,000	763,500		740,000	5,941,500		8,000,000
5200	CIP - CABY (Gunite Ditches)	Transmission & Distribution						845,894		236,000	1,081,894
5400	Water Audit	Transmission & Distribution								50,000	50,000
5100,5200, 5300,5400, 5500,6700	Sanitary Survey and Cost of Service Rate Analysis	Water Supply, Consumer Service						45,000		45,000	90,000
MAINTENANCE & REPAIRS											
5400	Pressure Reducing Valve Replacement	Treated Water Transmission					30,000			70,000	100,000
1414	Walton Tank Cleaning & Maintenance	Treated Water								220,000	220,000
5200	Repair/Replacement of Irrigation Distribution (including Cherry Acres Emergency Replacement)	Raw Water Distribution								110,000	110,000
5400	Distribution Tools	Treated Distribution								6,000	6,000
5300	Sealing Man Holes	Treated Distribution								5,000	5,000
5400	Pump Stations Repair	Treated Distribution								75,000	75,000
6700	Sewage Pump Station	CDS-41	30,000								30,000
5600	Repair of Roof of District Offices	5600								30,000	30,000
HEALTH & SAFETY											
5100	Repair Safety Walkways	Source								30,000	30,000
5400	Road Leak Repair	Treated Distribution								100,000	100,000
EQUIPMENT REPLACEMENT											
5100,5200, 5300,5400, 5500,6700	Replace Two Trucks and Purchase Excavator	Rolling Stock Replacement								150,000	150,000
TOTAL DISTRICT PROJECTS			30,000	315,000	240,000	763,500	30,000	1,630,894	5,941,500	1,127,000	10,077,894

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
Fiscal Year 2016-17 Capital Budget
Proposed Project Descriptions

Table of Contents

PROJECT

ALT – WTP	2
CABY (Gunitite Ditches).....	2
Water Audit.....	3
Sanitary Survey and Cost of Service Rate Analysis.....	3
Pressure Reducing Valve Replacement.....	4
Walton Tank Cleaning & Maintenance,,,,,.....	4
Repair/Replacement of Irrigation Distribution (including Cherry Acres Emergency Replacement).....	5
Distribution Tools.....	5
Sealing Manholes	6
Pump Stations Repair	6
Sewage Pump Station	7
Repair of Roof of District Offices	7
Repair Safety Walkways	8
Road Leak Repair	8
Trucks Replacement and Excavator Purchase.....	9

PROJECT: ALT – WT

Project Description: Construction activities on the Auburn Lake Trails Water Treatment Plant.

General Category: Treatment Plant

Benefit Statement: This project will update the ALT Treatment Plant to meet current State regulations.

FY 2016-17

2016-17 Proposed Expenditure:	\$ 8,000,000
Remaining FY 2017-18:	<u>4,000,000</u>
Total Project cost (if Multi-Year):	\$12,000,000

PROJECT: CABY - Gunite Ditches

Project Description: This project will reduce water loss through concrete lining and piping of ditch sections.

General Category: Raw Water Distribution

Benefit Statement: This project will reduce waste and maintain the reliability of the raw water system.

Start Year: 2016-17

End Year: 2017-18

2016-17 Proposed Expenditure:	\$1,081,894
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NEW

PROJECT: Water Audit

Project Description: Leak detection audit to assess and prioritize potential system leak areas on distribution system

General Category: Planned Maintenance/Improvement

Benefit Statement: Will reduce waste; focus and prioritize future investment, minimize emergency repair requests

Start Year: 2016

End Year: 2017

2016-17 Proposed Expenditure: \$ 50,000

PROJECT: Sanitary Survey and Cost of Service Study Rate Analysis (EDCWA Cost Sharing Funds – 50% EDWA/50% GDPUD)

Project Description: The Sanitary Survey is a requirement that must be performed every five years.

The District plans to compile valuable information relating to operational costs through the services of an outside consultant for a rate analysis through a Cost of Service Study.

Benefit Statement: The survey will provide for District compliance with the State requirement.

The Cost of Service Study will establish a sustainable rate structure for the continued long-term operations of the District.

Start Year: 2016

End Year: 2017

2016-17 Proposed Expenditure: \$90,000

PROJECT: Pressure Reducing Valve Replacement

Description: This project will procure and deploy (25) of 2" & 3" Pressure Reducing valves (RRV) to replace existing valves which are at end of life.

This will be an ongoing budget, but catch up is required. There are approximately 70 PRVs in the system.

General Category: Planned Maintenance/Improvement

Benefit: Needed to maintain proper system pressure

Start Year: 2016

End Year: 2017

2016-17 Proposed Expenditure: \$ 100,000

Garden Valley PRV 30,000

PROJECT: Walton Tank Cleaning and Maintenance

Description: Sealing of tanks (inside and outside) required to maintain tank integrity. 2016 priority is on 1 tank at Walton Lake. This will be an ongoing budget item.

General Category: Planned Maintenance/Improvement

Benefit: Maintain integrity of treated water supply

Start Year: 2016

End Year: 2017

2016-17 Proposed Expenditure:

Prior Expenditure: \$220,000

NEW

**PROJECT: Repair/Replacement of Irrigation Distribution
(including Cherry Acres Emergency Replacement)**

Project Description: Approximately 200 feet of pipe plus concrete inlet/outlet at each end is required for section of Cherry Acres irrigation ditch that has rusted out.

General Category: Emergency repair

Benefit Statement: Will reduce waste; repair known system leak

Start Year: 2016

End Year: 2017

2016-17 Proposed Expenditure: \$110,000

NEW

PROJECT: Distribution Tools

Description: Rigid Pipe Threading Machine for Pressure Reducing Valve replacements.

General Category: Planned Maintenance/Improvement

Benefit: faster and safer working environment while replacing pressure reducing valves.

Start Year: 2016

End Year: 2017

2016-17 Proposed Expenditure: \$ 6,000

PROJECT: Sealing Man Holes

Description: Replace pumps and controls on community disposal system pump station. System installed in 1999 and at end of life. Maintenance increasing. Single pump station upgrade needed. Seal several manholes to reduce inflow and infiltration.

General Category: Planned Maintenance/Improvement

Benefit: Avoid violation of waste discharge requirements if pump fails; reduction in unplanned maintenance cost.

Start Year: 2016

End Year: 2017

2016-17 Proposed Expenditure: \$ 5,000

PROJECT: Pump Station Repairs

Description: – Three of five pump stations need to be rebuilt. The building plus pumps and controls will be modernized.

General Category: Planned Maintenance/Improvement

Benefit: Needed to maintain system pressure.

Start Year: 2016

End Year: 2017

2016-17 Proposed Expenditure: \$ 75,000

PROJECT: Sewage Pump Station

Description: – This is part of the infrastructure that supports the community sewage disposal system within Auburn Lake Trails. Both pump and structure need replacement.

General Category: Planned Maintenance/Improvement

Benefit: Need replacement.

Start Year: 2016

End Year: 2017

2016-17 Proposed Expenditure: **\$ 30,000**

PROJECT: Repair of Roof of District Offices

Project Description: Repair/replacement the roof of district offices (three buildings – office, shop and shed).

General Category: Planned Maintenance/Improvement

Benefit Statement: Preservation of strategic asset.

Start Year: 2016

End Year: 2017

2016-17 Proposed Expenditure: **\$ 30,000**

PROJECT: REPAIR SAFETY WALKWAYS

Project Description: Repair safety walkways on several upper canal waste gates

General Category: Life Safety - mandatory

Benefit: Required for worker safety.

Start Year: 2016

End Year: 2018

2016-17 Proposed Expenditure: \$ 30,000

PROJECT: Road Leak Repair

Description: Repair of road surface after system leaks. Will be an ongoing item. Increased in 2016 for catch up.

General Category: Compliance with Local Road Ordinances

Benefit: GDPUD is required to repair roads damaged by leaks.

Start Year: 2016

End Year: 2017

2016-17 Proposed Expenditure: \$ 100,000

PROJECT: Replace Two Trucks Purchase an Excavator

Description: Planned replacement of trucks. Excavator will replace current machine used for distribution repairs. Large excavator is required to effectively respond to water distribution leaks. (Note: existing excavator will be retained to load trucks in GDPUD yard.)

General Category: Planned Maintenance/Improvement

Benefit: Trucks replacing 11 and 20 + Year old vehicles. Current Excavator not large enough for site repairs

Start Year: 2016

End Year: 2017

2016-17 Proposed Expenditure: \$ 150,000

Prior Expenditure: 35,000