



AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

6425 Main Street, Georgetown, California 95634

**TUESDAY, January 10, 2022
2:00 P.M.**

BOARD OF DIRECTORS

Mitch MacDonald, President

Donna Seaman, Vice President

Mike Thornbrough, Treasurer

Michael Saunders, Director

Robert Stovall, Director

MISSION STATEMENT

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

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

NOTICE: This meeting will be held in person in the Board room of the Georgetown Divide Public Utility District office, located at 6425 Main Street in Georgetown. This meeting will be open to all members of the public. Pursuant to Resolution 2022-70, the public may also choose to participate via video conference at:

<https://us02web.zoom.us/j/7656449744?pwd=KzdUMndmT2dlS0djM01xOUVGTDNldz09>

Meeting ID: **765 644 9744** and Passcode: **800609** or via teleconference by calling **1-699-900-6833**, Meeting ID: **765 644 9744** and Passcode: **800609** and will be given the opportunity to provide public comment. Please note that any person attending via teleconference will be sharing the phone number from which they call with the Board and the public.

1. **CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**
2. **ADOPTION OF AGENDA**
3. **PUBLIC FORUM**

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

1. Public members desiring to provide comments, must raise their hand and wait to be recognized by the Board President, speak from the podium, and begin by stating their name.
 2. If participating via teleconference, **dial *9 to indicate you would like to speak**. The President will call upon you by addressing you by the name or phone number indicated.
 3. Comments must be directed only to the Board.
 4. No disruptive conduct shall be permitted at any Board meeting. Persistence in disruptive conduct shall be grounds for summary termination of that person's privilege of address by the Board President.
 5. There is a five (5)–minute time limit per speaker and/or 20 minutes in total.
 6. The Board is not permitted to take action on items addressed under the Public Forum.
 7. The Board President is responsible for maintaining an orderly meeting.
- 4. CONSENT CALENDAR** – Any member of the public may contact a Board member prior to the meeting to request an item be pulled from the Consent Calendar
- A. **Approval of Minutes of Regular Meeting of December 13, 2022.**
 - B. **Consider Authorizing the District to Conduct Meetings by Teleconference during the Period February 1 – February 28, 2023 as provided by Assembly Bill 361.**
Possible Action: Approve Resolution 2022-XX authorizing the District to continue teleconference meetings during the period February 1—February 28, 2023.
- 5. FINANCIAL REPORTS — Up to November 30, 2022**
- A. Budget to Actuals Report
 - B. Pooled Cash Report
 - C. Monthly Check Report
 - D. Year to Date Vendor Report
- 6. INFORMATIONAL ITEMS**
- A. Board Reports
 - B. Legislative Liaison Report
 - C. General Manager's Report
 - **Presentation to former Director Gerry Stewart**
 - D. Operation Manager's Report
 - Monthly Water Demand Assessment Report
 - E. Water Resources Manager's Report
- 7. COMMITTEES**
- A. **Finance Committee** – Steve Miller, Chairman
 - B. **Irrigation Committee** – No meeting until February
 - C. **Ad Hoc Grant Writing Committee** – Director Saunders
 - D. **Ad Hoc Committee for Policy Manual** – Director Saunders, Director Seaman
 - E. **Ad Hoc Committee for the Audit Committee** –Director Saunders, Director Thornbrough.
 - F. **Ad Hoc Labor Negotiation Committee** – Director Saunders, Director Thornbrough

8. ACTION ITEM

A. Review Urban Water Management Plan

Possible Action: Staff Direction

B. Mountain Counties Resources Association (MCWRA) Election Letter and Ballot

Possible Action: Adopt Resolution 2023-XX to Vote for Candidates

C. Sweetwater Treatment Plant (STP) Valve Mitigation Surging Issues.

Possible Action: Adopt Resolution 2023-XX approving additional CIP cost

D. Review Options for Kelsey School Seasonal Water Use

Possible Action: Staff Direction

9. PUBLIC HEARING

Second Reading of Ordinance 2023-01, Amending and Replacing Ordinance 2015-02, Theft of Water and Tampering with District Facilities.

Possible Action: Adopt Ordinance 2023-01

10. BOARD MEMBER REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF

Opportunity for Board members to discuss matters of interest to them and provide input for future meetings as well as report on their District-related meeting attendance.

11. CLOSED SESSION – Potential Litigation

GOV. Code § 54956.9(a) Pending Litigation regarding Mosquito Fire.

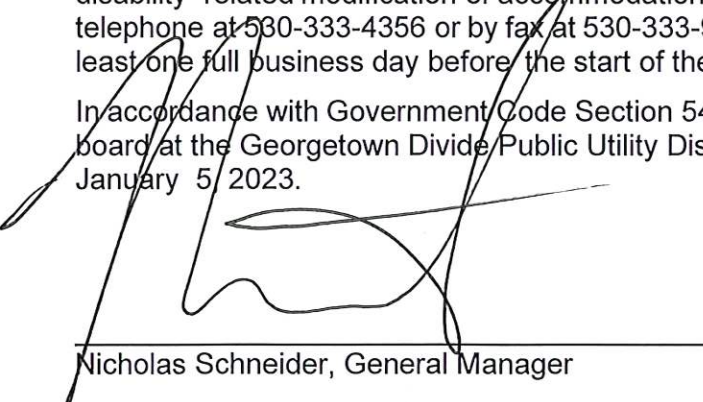
GOV. Code § 54956.9(a) Pending Litigation Craig v. GDPUD

12. NEXT MEETING DATE AND ADJOURNMENT

The next Regular Meeting will be February 14, 2023, at 2:00 P.M., at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, contact the District Office 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 January 5, 2023.



Nicholas Schneider, General Manager

1-5-22
Date



MINUTES

**REGULAR MEETING
BOARD OF DIRECTORS
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
6425 Main Street, Georgetown, California 95634**

**TUESDAY, December 13, 2022
2:00 P.M.**

BOARD OF DIRECTORS

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Donna Seaman, Vice President

Mike Thornbrough, Treasurer

Michael Saunders, Director

Robert Stovall, Director

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

President Saunders called the meeting to order at 2:01 PM.

ROLL CALL:

DIRECTORS PRESENT: MacDonald, Seaman, Thornbrough, Saunders

ABSENT: Director Stewart

2. ADOPTION OF AGENDA

Director MacDonald motioned to approve the agenda; Director Thornbrough seconded the motion. President Saunders called for the vote. **MOTION PASSED UNANIMOUSLY**

3. BOARD REORGANIZATION

A. Accepting and Declaring the Results from the El Dorado County Registrar of Voters for the November 8, 2022 Election of the Georgetown Divide Public Utility District Board of Directors.

Director Thornbrough moved to adopt the resolution accepting results of the November 8, 2022 election from the El Dorado County Registrar. Director Seaman seconded the motion. **MOTION PASSED UNANIMOUSLY**

B. Oath of Office of Elected Directors Administered by Gary Slossberg, El Dorado County Superior Court Commissioner, Superior Court Judge Elect. (Attachment 1)

1. Michael Saunders
2. Donna Seaman
3. Robert Stovall

C. Presentation of Commendation to Robert Stovall for Distinguished Service to the Community as a Member of the Finance Committee

Director MacDonald moved to accept the proclamation; Director Seaman seconded the motion.
MOTION PASSED UNANIMOUSLY

D. Presentation of Commendation to Outgoing Director Gerry Stewart for Distinguished Service to the Community.

We have a Certificate of recognition for his outstanding service, and a plaque for his years of service. Unfortunately, with him sick and unable to be present, we will have to give them to him at a later date.

President Saunders extended his appreciation to Gerry Stewart stepping up to serve the community.

E. Roll Call of Seated Board of Directors

Roll Call: Director Stovall, MacDonald, Seaman, Thornbrough, Saunders

F. Election of Officers for Calendar year 2023 (President, Vice-President, Treasure)

Michael Saunders expresses his appreciation of his two years as President and looks forward as an incumbent Board member. During his tenure as President, the Board went through the pandemic, fire, Board turnover and staff turnover. Nonetheless, we got a lot of things done—we kept rates frozen, established various policies, and we are looking at various studies. We are looking at moving forward.

1. **President: Mitch MacDonald**
Motion by Donna Seaman; seconded by Mike Thornbrough. **MOTION PASSED UNANIMOUSLY**
2. **Vice-President: Donna Seaman**
Motion by Mitch MacDonald; seconded by Mike Thornbrough. **MOTION PASSED UNANIMOUSLY**
3. **Treasurer: Mike Thornbrough**
Motion by Michael Saunders; seconded by Mitch MacDonald. **MOTION PASSED UNANIMOUSLY**

The Resolution to approve the new Board officers was passed.

G. Reaffirm Board Assignments to Committees

1. Finance Committee
Director Stovall and President MacDonald
2. Irrigation Committee
Director Seaman and Director Thornbrough
Director Stovall motioned to approve the committee assignments; director Thornbrough seconded. **MOTION PASSED UNANIMOUSLY**
3. **Ad Hoc Committees**
 - a. **Ad Hoc Grant Committee** — Director Saunders and Director Stovall
Director Seaman moved to approve; Director Thornbrough seconded. **MOTION PASSED UNANIMOUSLY**
 - b. **Ad Hoc Policy Committee** — Director Saunders and Director Seaman
Moved by Director Thornbrough; seconded by Director MacDonald. **MOTION PASSED UNANIMOUSLY**
 - c. **Audit Committee** — Director Saunders and Director Thornbrough

Director Seaman moved and Director MacDonald seconded the motion.
MOTION PASSED UNANIMOUSLY

d. Labor Negotiations Committee — President MacDonald and Director Thornbrough

Director Saunders moved and Director Seaman seconded the motion.

PUBLIC COMMENT: Cherie Carlyon suggested the Committee name be changed to Labor “review” since they do not actually “negotiate” with the union. Director Saunders said we can check with our legal Counsel to see what the best wording should be for that Committee.

The vote was taken, and the **MOTION PASSED UNANIMOUSLY**

H. Consider Change of Bank Signatory Authority.

All five Board Members have signing authority, The Resolution recognizes the new Board member and reaffirms continuing members.

Director moved to change the bank signatory card; Director Thornbrough seconded the motion. **MOTION PASSED UNANIMOUSLY**

The Board took a short recess. The meeting resumed at 2:54 PM.

4. PUBLIC FORUM (Only Items That Are Not On The Agenda)

President MacDonald read the Public Forum Pursuant to the Government Code Section 54954.3 (The Brown Act), then called for public Comment.

PUBLIC COMMENT: Karen Bartholomew on behalf of the Kelsey School, a 501(c)3 nonprofit, stating they only use their water from April to November. With maintenance and insurance on an old building, it becomes a hardship to pay for water not in use. Removing then reinstalling the meter is not cost effective. They are asking the Board to consider some sort of seasonal rate consideration for the months not in use.

General Manager Nick Schneider recommended bring the matter back to the Board at a later date. This would give staff to look into potential options.

Cherie Carlyon suggested the Board look into the Socrata final review software the District is using. She has to date been unable to make it function.

The General Manager stated we are aware of some issues with Socrata and we are working with Tyler to correct. We understand it has been a long process to get it to function correctly.

Cherie feels the Board should look at an entirely new accounting system other than Tyler as there are multiple issues with it.

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

A. Approval of Minutes — Pulled to discuss typographical errors.

B. Consider Authorizing the District to Conduct Meetings by Teleconferencing during the Period January 1 — January 28, 2023 as provided by Assembly Bill 361

Director Saunders moved to Approve the AB361 Resolution for Teleconferencing meetings during the period of January 1–January 28, 2023; seconded by Director Seaman. **MOTION PASSED UNANIMOUSLY**

Open Consent Calendar 5A, approval of minutes. Under Water Resources report the response to a question about the status of our water transfer agreement balance it should read 1,500-acre feet. The correct spelling for Mae Harn (not May).

Director Seaman moved to approve the minutes as amended; seconded by Director Thornbrough. **MOTION PASSED UNANIMOUSLY**

6. FINANCIAL REPORTS

- A. Budget to Actuals Report
- B. Pooled Cash Report
- C. Monthly Check Report
- D. Year to Date Vendor Report

Finance/Office Manager, Jessica Buckle stated the Vendor Report is from July 1st to present. The Check report is monthly. We ran October again, we did a “soft close” of October’s reconciliation. Working with our accountant, Lance, Soll & Lunghand (LSL) we are finding a lot of things that need correction. Funds were put into the wrong accounts. We are making sure everything is put in the right place and projects are tracking to funds.

Director Stovall noted the Grant proceeds have gone up by a significant amount. Jessica stated we were not budgeted for \$100,000 grant we received. That will be moved to the Automated Meter Project.

Director Saunders asked about the Group Summary capital replacement and the period cash report did we lose that fund, The General Manager it was used for the flume replacement, and we should be receiving money back.

PUBLIC COMMENTS: Cherie Carlyon asked about the legal account. Jessica stated several payments were put into professional services and some in legal services and those are being looked at now and the ending balance may change.

Cherie Carlyon noted some areas such as staffing, being over budget and suggested the Board do a budget amendment. Nicholas Schneider stated we will have a budget review and potential amendments at the February Board Meeting.

7. INFORMATIONAL ITEMS

A. Board Reports

Director Saunders — attended Association of California Water Agencies (ACWA) Region 3 Board Member, DEI Workgroup Member, Water Management Committee Nov 28 -29: ACWA/JPIA conference: Certificate for Sexual Harassment Prevention for Board Members & Managers Nov 29 - Dec 1: ACWA Conference Received Certificate of Appreciation for my contributions to the formation of the new ACWA Foundation. Attended Headwaters Committee Attended Region 3 Meeting Water Conservation advocacy with other Region 3 agencies (see Leg report)

President MacDonald — attended the Joint Powers Insurance Authority (JPIA) portion of the ACWA conference where GDPUD received recognition for having Loss ratio of 20% less in the following programs (Attachment 2): Property Program President’s Award Workers’ Compensation President’s Award. We did not qualify for the liability and health care. As a voting Director, I voted in favor of two new agencies to the JPIA organization and a revision to the by-laws I also voted in favor of a minor change to the limitations and diversification section to the JPIA investment policy. I am going to ask the Board consider incorporating this statement in the JPIA investment policy when we update our own investment policy. The investment return from the conservative portfolio JPA investment plan was 2.1% the lowest in 60 years due to the interest rate environment, whereas GDPUD had a 1.3% return in investment. They discussed importing beavers and sediment reduction going into the reservoir. Finally he completed his Sexual Harassment for Management and Board Member Training.

Director Stovall received a call from Bonnie Neeley stating a tree fell on her house puncturing her roof and broke off an external faucet. She called GDPUD and within minutes Brian Cann showed up, and amidst the storm he was able to locate two shutoff valves. He shut them off and address the water leak within 21 minutes of the tree falling. She was very impressed and complimented GDPUD on the prompt service, and specifically Brian.

Director Saunders — El Dorado LAFCO, at the Ultimate Special District Commissioner, his term goes to the end of this year so they will be having elections sometime in 2023. They updated the Municipal Service Review and Sphere of influence policies. GDPUD will be up for review in 2027. We are planning to do ethics training pending county funding. December 10th there was an International Human Rights event held by the County.

B. Legislative Liaison Report

Initiative #21-0042A1

Limits Ability of Voters and State and Local Governments to Raise Revenues for Government Services. Initiative Constitutional Amendment.

Included in his written report are Status Updates Teleconferencing options

President Saunders gave a PowerPoint presentation on Urban Water Use Efficiency (Attachment 3)

C. General Manager's Report

Mr. Schneider reported he:

- Attended the State Water Resource Control Board meeting to discuss the new water loss standards for the State.
- Attended the Fall 2022 Countywide Plenary held by El Dorado Water Agency.
- Held an Irrigation Committee Meeting on 11-17-22; at this meeting the committee went over and discussed the irrigation ordinance and completed its review and suggested updates.
- Attended the Upper American River Watershed PAG Meeting put on by El Dorado County Water Agency. This meeting was held to develop a watershed plan to help with grant funding opportunities for the County and surrounding areas. At this meeting, the organizations met to discuss issues present in the watershed and how those can be addressed by this plan.
- Attended the ACWA conference in Indian Wells from 11-28 thru 11-30. While in attendance was able to participate in the Agriculture Committee, Energy Committee, Federal Affairs Committee, and Water Management Committee. Also, attended the Headwater working group.
- **Good News:**
 1. Jessica Buckle Finance/Office Manager completed her Accounting Certificate through Cornell University (Attachment 4)
 2. Adam Brown, Kyle Madison, and Marty Ceirante presented at the local school to talk about the fire and responding to the emergency. The District received a letter from the school thanking them for the presentation, and they were able to learn a lot about what the District does to help the community (Attachment 5).
- Met with TerraVerde regarding fleet electrification and solar installations. A new law is being put into place that any time you buy new or upgrade vehicles, starting in 2024, 50% of them need to be electric vehicles. There are some carve outs for heavier duty equipment.

PUBLIC COMMENT: Cherie Carlyon asked about the deadline for the electrical

lowering the cost. Director Saunders commented she was referring to net metering. The General Manager said there are three different programs you could get involved in 1) net metering, 2) off set metering, or 3) power generation. TeraVerde is the preferred provider for ACWA and JPIA and there's not really a deadline. We just met with them and they're going to offer us help with funding.

D. Operation Manager's Report

Operations Manager Adam Brown stated the Storage capacity at Stumpy Meadows is starting to go up. We currently have snow up there so when the weather warms up, we'll see an increase. The production of gross water use versus time it is average for this time of year.

A summary of work activity there were some breaks and under ground service alerts. Of note they are doing some under ground service on power lines so we are busy making sure they know where all the lines are before they begin work, we've had more than normal service calls and lock offs. We did all of the work on Tunnel Hill during the month of November.

Capital Improvement Programs are much as the same as the last report. Weather permitting for the paving projects. We had a training for the Asset Management software and we're starting to use it so in the next month or so we'll be able to go live with it. The automated meter project ss of 11/3 –93% or 3,534 meters have been installed and should be completed by 11/16 except for a hand full.

Director Seaman asked how much more we owe on the meter project—multiple times we were told we would receive notice (mailers, door hangers, etc.) public outreach that was included in the cost of the program. Reality is they have not done that. She is urging staff to look into a reduction of our cost because they failed to comply with the contract. Nick Schneider said he will investigate it, he will look into the original contract, determine what the cost was, and have a discussion with them.

PUBLIC COMMENTS: Cherie Carlyon asked how many accounts lock offs we had, Adam Brown estimate between 40 to 60. The General Manager stated this was the first billing cycle we were allowed to have lock offs in two years because of an executive order and we gave lots of notice.

E. Water Resources Report

Water Resources Manager Alexis Elliott summarized her written report highlighting the following:

- No spill for the month of November.
- Third quarter of the Zone report was submitted.
- Onsite wastewater evaluation for the office and treatment plants was done.
- 4.45 inches of rain

F. Water Demand Assessment Report

Mr. Brown indicated gave an update of the gross water use and residential water use compared 2021 and 2022 over all from June to November when drought water restrictions were implemented there was approximately 9.5 and 7.5 % average reduction.

8. COMMITTEES

A. Finance Committee – Steve Miller, Chairman

The last two months of 2022 the regular Finance Committee meetings fall on holidays. We have a meeting scheduled for December 15, 2022

B. Irrigation Committee – Ray Griffiths, Chairman was absent

General Manager Nick Schneider reported the Committee finished the assessment of the Irrigation Ordinance. Suggested changes have been combined into a redline and regular

copy for final review at the February Committee meeting for final review before submitting to the Board.

Director Seaman mentioned the Committee also discussed the possibility of having some public outreach for irrigation to make it clear to potential customers what they need to do, what the requirements are, possibly “how to” video.

- C. Ad Hoc Grant Writing Committee** – Director Saunders and Director Stovall
- D. Ad Hoc Committee for Policy Manual** – Director Saunders and Director Seaman
- E. Ad Hoc Committee for the Audit Committee** – Director Saunders and Director Thornbrough. The audit is on-going.
- F. Ad Hoc Labor Negotiation Committee** – Director Saunders, Director Thornbrough
Nick Schneider reported we have not had a meeting and the Union is aware of where we are with the MOU. They are also aware that we are two months past due on initiating labor negotiations and we are awaiting them to reach out to begin that process.

9. ACTION ITEMS

A. Interview Applicant for Finance Committee and consider Appointment.

An application was received from Martha Helak for the Finance Committee. Currently she is the Government Affairs Representative for the Sacramento Municipal Utility District (SMUD). Mr. Schneider stated that in reviewing her resume, she seems well qualified for appointment to the Finance Committee.

Director Seaman asked if there were a possible conflict of interest in as much as GDPUD is involved with SMUD. Legal Counsel, Barbara Brenner asked what her specific role was with SMUD, Ms. Helak stated she is an inhouse lobbyist for SMUD, a direct employee. Further, Ms. Helak ran this by their in-house Counsel before submitting her application and got clearance with no conflict of interest. Director Saunders our only connection with SMUD is the Loon Lake contract. Barbara Brenner noted she is not an employee of GDPUD and her role on the Committee is advisory only. She does not see a conflict of interest.

Martha Helak gave a brief summary of her background, and expressed her desire to give back to the community through this Committee.

PUBLIC COMMENT: Cherie Carlyon asked about her financial background. Ms. Helak stated she handled the decommission budget for the Rancho Seco Nuclear Generating Station and all aspects of that. In her current position she monitors various expenditures.

Director Thornbrough motioned to adopt the Resolution to accept Marth Helak as a member of the Finance Committee; Director Seaman seconded the motion. **MOTION PASSED UNANIMOUSLY**

B. Customer Leakage Consideration Requests

1. Customer Appeal of Denied Leakage Consideration Request — David Thomas

The District received a leakage consideration from customer David Thomas. The customer stated a neighbor was taking care of the property and while he was gone a hose was left on. The request was denied due to policy section 1118.2 – No leak adjustments will be granted for loss of water due to irrigation or pool failures. The customer has followed the appeal guidelines and would like to present the issue to the Board of Directors. This request would grant a credit of \$499.75.

Mr. Thomas addressed the Board stating he was out of the country at the time and was unaware the neighbor was turning the water on. He received an automatic alert from WaterSmart that he may have a leak, was when he first learned of a possible issue.

Director Stovall asked if all the requirements of section 1118.2 leakage consideration were met, and they were. Mr. Thomas is asking the Board to consider this a leak.

Director Thornbrough moved to adopt the Resolution reversing the leakage denial and allow the discount; Director Stovall Seconded the motion.

PUBLIC COMMENT: Cherie Carlyon suggested the Board adhere to the rules to avoid a gift of public funds, and not set a precedent for future claims. Legal Counsel Barbara Brenner stated it is resolving a dispute over the leakage provision policy which the Board has the discretion to do.

President MacDonald called the vote with all approving except Director Seaman opposed. **MOTION PASSED 4 TO 1**

2. Customer Leakage Consideration Request — Customer

Customer X submitted a leakage consideration in regard to a property containing an ADU mobile home. The meter for this home was removed by GDPUD as no one lives in the unit. This does not technically qualify for a leakage consideration due to the lack of photos and a documented repair. However, one could be granted by the Board due to exigent circumstances. This request would grant a credit of \$113.14. This person is not appearing, because they were not notified.

Director Seaman noted that since the meter has been pilled, there is no more leak, and the problem is fixed. Director Thornbrough asked if there was a second meter for the mobile home. Yes, there were two meters, one for the main house, and one for the mobile home.

Director Saunders inquired if in cases such as this is there any one from the District who goes out to look for leaks? General Manager said if the leak is on the inside of the customers water meter, we do not typically look for leaks, it is the customers responsibility. In this instance, we were requested to pull the meter,

Director Seaman moved to table the request until the two previous billing cycled can be reviewed. Seconded by Director Thornbrough. Director Saunders and President MacDonald Opposed. **MOTION PASSED 3 TO 2.**

PUBLIC COMMENT: Cherie Carlyon expressed concern that in the future someone may move into the trailer, and they may try to run water from the remaining meter.

Possible Action: See below

C. Introduction and First Reading of Ordinance 2023-01 Amending and Replacing Ordinance 2015-02 Theft of Water and Tampering with District Facilities, and set Public Hearing

Due to the nefarious acts of one of our customers, it came to our attention we have not updated our tampering policy since California Senate Bill 427 which became law in July of 2021, authorizing water service agencies to adopt an ordinance setting administrative procedures for imposing, enforcing, collecting, and reviewing administrative fines or penalties for water theft and to establish a process for granting a hardship waiver to reduce the amount of the fine.

The major changes are an increase in fines. First offense for tampering with the meter would be \$130 fine; second offense within a twelve-month period is a \$700 fine; third and any subsequent tampering offense within a twelve-month period would be \$1,300.

For a water theft portion, the first offense \$1,000; second offense \$2,000, for a third and subsequent offense the fine is \$3,000. These numbers are directly out of the Senate bill.

The Ordinance you have was written and submitted to legal. We did not get it back from

legal until Friday late. Therefore, for the second reading there will be some line which basically just changes some language on how it legally needs to be written. None of the information changes, just the way it is presented.

Nick Schneider was told by legal we do not need another first read with these changes. An ordinance at a public utility only requires a 30-day notice. We will post this and have the second reading on January 10th 2023

Director Seaman commented the copy of the ordinance in hand has gone out to the public, and we have nothing showing the changes. Nick Schneider stated the only change was to update the fine amounts and the government code. The only big change in the fine amounts was “up to” those amounts at the General Managers discretion. All you’re doing today is to approving this to keep moving forward. You will have all the information at the next Board meeting.

Director Thornbrough moved to move the Ordinance 2023-01 to the second reading and Public Hearing with the amendments from Legal and adding “fire” and remove “up to” verbiage; seconded by Director Saunders. **MOTION PASSED UNAMIOUSLY**

Director Saunders asked if they should read the red line prior to the second reading. Nick Schneider noted legal said we could have it at the same time.

Return to tabled Item 9B.2 — Leakage Consideration

Jessica Buckle, Finance/Office Manager retrieved the last three water bills for the customer in question. Nick Schneider reviewed the bills and concluded the leak developed sometime between June 30th 2022 and August 31st of 2022. They paid the previous bill. They are only requesting consideration for the second bill, not the first.

Director Thornbrough moved to approve the customer request for leakage consideration; Director Seaman seconded the motion. **MOTION PASSED UNAMIOUSLY**

D. Consider Building and Strengthening GDPUD Local, Regional and Federal Advocacy Support Team

Nick Schneider proposed the District to help with legislative and grant advocacy. These organizations are both local and state-wide organizations to help us better understand what is going on in the water landscape.

1. Consider Membership to the Regional Water Authority

A key component of the RWA’s strategic plan is advocacy with a goal to “ensure that regional needs and concerns are positively represented on legislative and regulatory policies and actions” through their Advocacy Program. This membership will help develop a regional approach to water and grant funding. The annual cost of a membership subscription is \$2,109

Director Thornbrough moved to adopt the resolution to join the Regional Water Authority; Director Seaman seconded the motion. **MOTION PASSED UNAMIOUSLY**

2. Consider Membership to the California Municipal Utilities Association (CMUA)

Membership to CMUA will assist the District to identify opportunities to assist our ratepayers and ensure advocacy for both water and energy issues. The annual cost of a membership subscription is \$2,000.

Director Saunders moved to adopt the resolution approving membership in the CMUA; Director Thornbrough seconded the motion. **MOTION PASSED UNAMIOUSLY**

3. Consider Membership to the Community Water System Alliance (CWSA)

Membership to CWSA will assist the District to identify opportunities to assist our Disadvantaged ratepayers. The annual cost of a membership subscription is \$500.

Director Thornbrough moved to adopt the resolution approving membership in CWSA; Director Stovall seconded the motion. **MOTION PASSED UNANIMOUSLY**

4. Consider Authorizing a Request for Qualifications (RFQ) for a Federal Advocacy Services

Federal Advocacy Service to assist the District in identifying and obtaining funding opportunities. This will help in building relationships with the Federal agencies that provide infrastructure investments. This will help us obtain appropriations and allow the District to meet with the Legislators who can influence the projects.

Director Thornbrough moved to authorize the General Manager to develop a Request for Qualifications (RFQ) for Federal Advocacy Services; Director Seaman seconded the motion.

Public Comments: Cherie Carlyon stated these memberships should be subject to annual review to see if it is benefiting the District.

MOTION PASSED UNANIMOUSLY

E. Consider Approving the Development of a Request for Proposal (RFP) for Consulting Services to Develop a Water Transfer Policy

A water transfer is “a voluntary sale of water proposed and initiated by willing sellers who have legal rights to a supply of water to an interested buyer.” The ability of the District to engage in the water transfer market is a way to generate additional revenue. This revenue can be used to maintain and upgrade District infrastructure. All transfers must be reviewed and approved by the Board of Directors.

The Board of Directors expressed an interest in a water transfer policy to help guide future water transfer opportunities, ensuring they can be managed more closely. Additionally, this will allow a set of checkpoints to see if a transfer is possible. This policy will be presented to the Board of Director Policy committee for approval and submittal to the Board of Directors for final approval.

The development of a Water Transfer Policy is in no way a guarantee of any future transfers of District Water. This policy will guide the staff and Board and will help to determine if it is appropriate to engage in a water transfer.

Director Seaman moved the Board adopt the Resolution authorizing the General Manager to prepare an RFP for consulting services to develop a Water Transfer Policy for review by the Policy Committee and final approval by the Board of Directors; Director Thornbrough seconded the motion. **MOTION PASSED UNANIMOUSLY**

F. Consider Approving the Issuance of a Request for Bid (RFB) for Paving Services

Water mains are generally located within Caltrans, El Dorado County and private road paved rights-of-way. The District lacks the specific equipment and material for a permeant repair. In order to address this deficiency a Request for Bid (RFB) has been prepared to contract a professional paving contractor.

It is anticipated on call paving contractor expenditures will total approximately \$75,000 for 2022/2023 fiscal year. The 2023/2024 Capital Improvement Plan (CIP) will account for this expenditure. Cost for 2022/2023 expenditures is proposed to be funded by CIP water line replacement project A tracking system for repairs is in place to reduce the time it takes to make these repairs.

Director Thornbrough moved adopt a resolution approving the issuance of an RFB for paving services; Director Saunders seconded the motion. **MOTION PASSED UNANIMOUSLY**

G. Consider Approving Sale of Surplus Equipment

Vehicles and equipment that have exceeded their useful life are inventoried for disposal or re-sell. At this time a total of four items that have exceeded their useful life are proposed for re-sell. The subject items are identified as follows:

- 1. Range Runner
- 2. Caterpillar D36
- 3. Takeuchi TB135
- 4. Kohler 100KW Walton Lake Backup Generator/Fuel Tank

District staff will continue to inventory equipment that has exceed their useful life to be presented to Board of Directors (BOD) for surplus. Any proceeds will be deposited to sale of surplus equipment account, 100-0000-42200.

Director Saunders moved to adopt the resolution approving the sale of surplus equipment; Director Seaman seconded he motion. **MOTION PASSED UNANIMOUSLY**

10. PUBLIC HEARING — NONE

11. BOARD MEMBER REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF

Opportunity for Board members to discuss matters of interest to them and provide input for future meetings as well as report on their District-related meeting attendance.

12. CLOSED SESSION

A. Potential Litigation (if needed)

Returned from Closed session at 2:58PM

Report out of closed session is the Board has given direction to General Counsel to pursue litigation regarding the Mosquito fire.

13. NEXT MEETING DATE AND ADJOURNMENT

The next Regular Meeting for Tuesday, February 14, 2023, at 2:00 PM, at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

Director Stovall moved the meeting be adjourned; Director Seaman seconded the motion The meeting was adjourned by President MacDonald.

Nicholas Schneider, General Manager

Date

Attachments:

- 1. Oath of Office Certificates — Signed
- 2. ACWA/JPIA Presidents Awards
- 3. Legislative Report Power Point Presentation
- 4. Jessica Buckle Accounting Certificate
- 5. Letter of Appreciation from Local School

CERTIFICATE OF ELECTION AND OATH OF OFFICE

STATE OF CALIFORNIA }
County of El Dorado } SS.

I, the undersigned Registrar of Voters of El Dorado County, having jurisdiction over the conduct of the **Statewide General Election** held in and for the **Georgetown Divide Public Utility District** on the **8th day of November**, do hereby certify that at the election **Donna Seaman** was elected to the office of **Director** for the district, as appears by the official record of the results of the election, on file in my office.



IN WITNESS WHEREOF, I have affixed my hand and official seal this **2nd** day of **December 2022**

Bill O'Neill-Registrar of Voters.

By Kim Juhl (Deputy)

STATE OF CALIFORNIA }
County of El Dorado } SS.

OATH OF OFFICE

I, **Donna Seaman**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Donna M Seaman
(Candidate's Signature)

Subscribed and sworn to before me, this 13th day of December, 2022.

[Signature]
(Signature of Person Administering Oath)

Superior Court commissioner
(Title)

Term: 12/02/2022 to 12/4/2026

CERTIFICATE OF ELECTION AND OATH OF OFFICE

STATE OF CALIFORNIA }
County of El Dorado } SS.

I, the undersigned Registrar of Voters of El Dorado County, having jurisdiction over the conduct of the **Statewide General Election** held in and for the **Georgetown Divide Public Utility District** on the **8th day of November**, do hereby certify that at the election **Michael Saunders** was elected to the office of **Director** for the district, as appears by the official record of the results of the election, on file in my office.



IN WITNESS WHEREOF, I have affixed my hand and official seal this **2nd** day of **December 2022**

Bill O'Neill-Registrar of Voters,

By Kim Suth

(Deputy)



STATE OF CALIFORNIA }
County of El Dorado } SS.

OATH OF OFFICE

I, **Michael Saunders**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Michael Saunders

(Candidate's Signature)

Subscribed and sworn to before me, this 13th day of December, 20 22.

[Signature]

(Signature of Person Administering Oath)

Superior Court Commissioner

(Title)

Term: 12/02/2022 to 12/4/2026

CERTIFICATE OF ELECTION AND OATH OF OFFICE

STATE OF CALIFORNIA }
County of El Dorado } SS.

I, the undersigned Registrar of Voters of El Dorado County, having jurisdiction over the conduct of the **Statewide General Election** held in and for the **Georgetown Divide Public Utility District** on the **8th** day of **November**, do hereby certify that at the election **Robert Stovall** was elected to the office of **Director** for the district, as appears by the official record of the results of the election, on file in my office.



IN WITNESS WHEREOF, I have affixed my hand and official seal this **2nd** day of **December 2022**

Bill O'Neill-Registrar of Voters.

By *Kim Sutt* (Deputy)



STATE OF CALIFORNIA }
County of El Dorado } SS.

OATH OF OFFICE

I, **Robert Stovall**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Robert Stovall
(Candidate's Signature)

Subscribed and sworn to before me, this 13th day of December, 20 22.

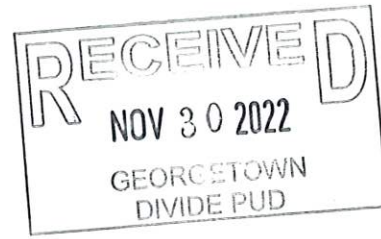
[Signature]
(Signature of Person Administering Oath)

Superior Court Commissioner
(Title)

Term: 12/02/2022 to 12/4/2026



YOUR BEST PROTECTION



11/28/2022

ACWA JPIA

P. O. Box 619082
Roseville, CA 95661-9082

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800.231.5742

www.acwajpia.com

President
E.G. "Jerry" Gladbach

Vice President
Melody A. McDonald

Chief Executive Officer
Walter "Andy" Sells

Executive Committee
Fred Bockmiller
David Drake
E.G. "Jerry" Gladbach
Cathy Green
Brent Hastey
Chris Kapheim
Melody A. McDonald
Randall Reed
J. Bruce Rupp

- Core Values*
- *People*
 - *Service*
 - *Integrity*
 - *Innovation*

Georgetown Divide Public Utility District (G004)
P.O. Box 4240
Georgetown, CA 95634-4240

General Manager:

Each year at Fall Conference, the JPIA recognizes members that have a Loss Ratio of 20% or less in either of the Liability, Property or Workers' Compensation programs (loss ratio = total losses / total premiums).

The members with this distinction receive the "**President's Special Recognition Award**" certificate for each Program that they qualify in.

The JPIA is extremely pleased to present Georgetown Divide Public Utility District (G004) with this special recognition and commends the District on the hard work in reducing claims.

Congratulations to you, your staff, Board, and District. Keep up the good work!

The JPIA wishes you the best in 2023.

Sincerely,

Melody McDonald
President

Enclosure: President's Special Recognition Award(s)

President's Special Recognition Award

The President of the
ACWA JPIA
hereby gives Special Recognition to

Georgetown Divide Public Utility District

for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Workers' Compensation Program for the period 07/01/2018 - 06/30/2021
announced at the Board of Directors' Meeting in Indian Wells.



Melody McDonald, President



November 28, 2022

President's Special Recognition Award

The President of the
ACWA JPIA
hereby gives Special Recognition to

Georgetown Divide Public Utility District

for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Property Program for the period 07/01/2018 - 06/30/2021
announced at the Board of Directors' Meeting in Indian Wells.



Melody McDonald, President



November 28, 2022