

**AGENDA**  
**REGULAR MEETING**  
**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS**  
**6425 MAIN STREET, GEORGETOWN, CALIFORNIA**  
**TUESDAY, NOVEMBER 10, 2015**  
**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
- 
- 

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

**2. ADOPTION OF AGENDA**

A. 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 MINUTES**

- A. Regular Meeting of October 13, 2015.
- B. Board Action to approve and file minutes.

**5. FINANCIAL REPORTS**

- A. Accounts Payable for November 2015
- B. Cash Disbursements for October 2015
- C. Revenue and Expense Summary for September 2015
- D. Cash and Investment Reports for September 2015
- E. ALT Zone and CDS Summary for September 2015

F. Board Action to accept and adopt financial reports

**6. PRESIDENT'S REPORT**

**7. BOARD REPORTS**

**8. GENERAL MANAGER'S REPORT**

**9. FINANCE COMMITTEE REPORT**

**10. PILOT CREEK WATERSHED – STUMPY**

**A. Discussion** – At the October meeting, the Board expressed concerns regarding the current resource damage within the Pilot Creek Watershed and the likely negative impacts to Stumpy that would result from an above average (El Niño) series of storm events. Staff conducted a field review of the area and will report their findings.

**B. Possible Board Action** – Receive and file.

**11. SECOND READING OF PROPOSED ORDINANCE 2015-02**

**A. Discussion** – This is the second reading of **Ordinance 2015-02**. The Ordinance would create enforceable penalties for theft and tampering violations that the District could then prosecute either criminally or civilly, and recover monetary damages caused by the violations.

**B. Possible Board Action** – Adoption of **Ordinance 2015-02** adding a District Ordinance for the Theft of Water and Tampering with District Facilities.

**12. PG&E CONTRACT**

**A. Discussion** – A component of the Auburn Lake Trails Treatment Plant Project will require upgrades to the existing electrical service, as provided by the Pacific Gas & Electric Company. Under the existing service which provides power to the plant, it is the owner (GDPUD) and not the utility provider who is responsible for the cost of the upgrades.

**B. Possible Board Action** – Authorize the General Manager to execute an agreement with PG&E for the required upgrades in the amount of \$18,535.38.

**13. PILOT HILL EASEMENT**

**A. Discussion** – The AB Development Company proposed a Planned Unit Development (PUD) in the Pilot Hill area around 1990. A portion of the project improvements, constructed in 1992, include a water storage tank and waterline. The PUD was never finalized with the County of El Dorado, resulting in a lack of dedicated easements for the tank and waterline.

The tank, located on an elevated ridge between the communities of Cool and Pilot Hill, has a hydraulic gradient that is ideal for the storage of District water. The

waterline provides a cross connection between two District water mains. Staff believes that the District water system would benefit from having access to this tank site and waterline.

- B. Possible Board Action** – Staff to review the proposal submitted by Ralph C. Elliot and return to the Board with a recommendation for possible adoption.

#### **14. ACCOUNTING AND MANAGEMENT POLICIES AND PROCEDURES MANUAL**

- A. Discussion** – Staff and the Finance Committee worked together to formulate an Accounting and Management Policies and Procedures Manual based on the recommendation of the District auditor. A copy of the draft was provided to all Directors for their review and comments on October 19.

- B. Possible Board Action** – Approval of the Accounting and Management Policies and Procedures Manual.

#### **15. APPROVAL OF DIRECTORS ATTENDANCE AT FALL ACWA CONFERENCE**

- A. Discussion** – The ACWA 2015 Fall Conference, scheduled December 1-4 at Indian Wells, California, will address current issues facing California Water Agencies. The JPIA meeting, November 30-December 1 will include relevant seminars.

- B. Possible Board Action** – Approve General Manager to attend ACWA conference and any Board member(s) to attend ACWA conference and/or JPIA meeting.

#### **16. ALT TREATMENT UPDATE**

- A. Discussion** – Recap and extension of prior month report on progress towards plant replacement.

- B. Possible Board Action** –

#### **17. FOOTHILL CONTRACT**

- A. Discussion** – The State Water Board identified the need for an Addendum to the CEQA Document for the Auburn Lake Trails Water Treatment Plant. As of January 1, 2015, the Water Board adopted an internal policy which requires all CEQA Documents be current, no older than two years. The CEQA document for this project is dated 2010. Key elements of the revised scope concentrate on an updated Administrative Draft EA/IS with circulation, an updated review on Air Quality and Greenhouse Gas Emissions and the deletion of the Cultural Resources Assessment that had been completed under a prior effort. The prior contract amount was \$20,367. The revised contract amount is \$33,385.

- B. Possible Board Action** – Rescind prior Board Action, Agenda Item #18 of the October 13, 2015 Board Meeting, which authorized the General Manager to contract with Foothill Associates in the amount of \$20,367, and instead authorize the General Manager to enter into a contract with Foothill Associates for an amount not to exceed \$33,385.

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

**19. CLOSED SESSION**

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: (two potential cases).

B. CONFERENCE WITH LEGAL COUNSEL – Board to consider the appointment, employment, evaluation of performance, discipline or dismissal of a public employee pursuant to Government Code Section 54957 (b)(1).

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

**21. NEXT MEETING DATE AND ADJOURNMENT** – Next regular meeting December 8, 2015 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 November 5, 2015.

# GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

## Planned agenda items for 2015 Regular Meetings for the Board of Directors

November 10, 2:00 PM	<ul style="list-style-type: none"><li>• Accounting and Management Policy and Procedures Manual</li><li>• Second Reading of Ordinance 2015-02</li><li>• Impact of King Fire and El Niño on Debris Runoff and Turbidity</li><li>• PG&amp;E Contract</li><li>• Last Meeting for Outgoing Directors (even years)</li><li>• First Quarter Budget Comparison</li><li>• Approval of Directors Attendance at Fall ACWA Conference</li><li>• General Manager's Evaluation</li></ul>
December 8, 2:00 PM	<ul style="list-style-type: none"><li>• Approve Annual Audit</li><li>• First Meeting for Incoming Directors (even years)</li><li>• Represented and Non-represented Employee Negotiation</li></ul>

**CONFORMED AGENDA**  
**REGULAR MEETING**  
**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS**  
**6425 MAIN STREET, GEORGETOWN, CALIFORNIA**  
**TUESDAY, OCTOBER 13, 2015**  
**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
- 
- 

1. **CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE** – *The meeting was called to order at 2:05 PM. Directors present: Krizl, Hoelscher, Capraun, Hanschild, Uso. Staff present: General Manager Wendell Wall, Engineering Consultant George Sanders, Office Manager Victoria Knoll. Legal Counsel: Barbara Brenner of Churchwell White.*
2. **ADOPTION OF AGENDA**

- A. Board Action to adopt agenda.

*Motion by Director Uso to amend and adopt the agenda so that Item #20 Consideration of Electing New Board Treasurer will be heard after Item #9 and correcting a typographical mistake by removing the last sentence under Item #14.A and adding it as the last sentence under Item #16.A; second by Director Hoelscher.*

*Public Comment: None*

*Vote: Motion carries*

*Ayes: Krizl, Hoelscher, Capraun, Hanschild, Uso.*

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.

*Bill Johnson commented regarding a likely pipe leak along Hwy 193 and Sliger Mine Road and provided photos of water coming out of the side of a hill. He offered to accompany staff to the spot and point out the area.*

*Steven Proe prefaced his remarks by noting that the pipe in question was replaced many years ago and was severely rusted at that time, but the entire pipe was not replaced. Mr. Proe provided a "Cure and Correct" document to the Board and an ADA complaint regarding the location of the September 14, 2015 Prop 218 Hearing.*

*Michele Turney provided a "Cure and Correct" letter from the group "Divide Citizens for Justice."*

#### **4. APPROVAL OF MINUTES**

- A. Regular Meeting of September 8, 2015; Special Meeting of September 14, 2015.
- B. Board Action to approve and file minutes.

***Motion by Director Uso to approve the minutes; second by Director Hanschild.***

***Public Comment:*** None

***Vote:*** Motion carries

*Ayes: Krizl, Hoelscher, Capraun, Hanschild, Uso.*

#### **5. FINANCIAL REPORTS:**

- A. Accounts Payable for October 2015
- B. Cash Disbursements for September 2015
- C. Revenue and Expense Summary for July and August 2015
- D. Cash and Investment Reports for July and August 2015
- E. ALT Zone and CDS Summary for the two months ended August 2015
- F. Board Action to accept and adopt financial reports

***Motion by Director Uso to receive and file the financial reports; second by Director Hoelscher.***

***Public Comment:*** Steve Proe commented regarding irrigation season billing. Dennis Smith commented concerning the Churchwell White invoice.

***Vote:*** Motion carries

*Ayes: Krizl, Hoelscher, Capraun, Hanschild, Uso.*

- 6. PRESIDENT'S REPORT** – Director Krizl noted that on Friday, October 16, Mountain Counties will have an event that three Board members have signed up to attend.

7. **BOARD REPORTS** – Director Uso thanked staff for the new Board packet format. Director Hanschild asked the General Manager how the recent salvage auction came out. GM Wall reported that six vehicles were auctioned at \$254 each.

8. **GENERAL MANAGER'S REPORT**

At the request of General Manager Wall, Engineering Consultant George Sanders, who was substituting for Operations Manager Darrell Creeks, reported on the District's water use for the previous month. Mr. Sanders noted that Mr. Creeks was not available because he was accompanying a representative of the State Water Board for its annual inspection of the District's system. Mr. Sanders reported that the Auburn Lake Trails Water Treatment Plant produced 25.289 million gallons of potable water for the month of September. This is a decrease in flow of 3.520 million gallons from the month of August. The Walton Lake Water Treatment Plant produced 27.202 million gallons of potable water for the month of September. This is a decrease of 3.402 million gallons from the month of August.

He commended the community for reducing water usage by 17% from 2013 for the month of September. Early significant rains in September 2013, together with a full irrigation season that year would have reduced demands on potable water making it difficult to achieve the state mandated 31% reduction. More will be said in a subsequent agenda item.

He continued, noting that 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 (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.

Average daily flows in the Community Disposal System were 16,663 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 dedicating permanent staff to this effort.

Relating to Stumpy Meadows Reservoir, the latest measurements collected at Stumpy Meadows Reservoir on October 2, 2015, showed a reservoir elevation of 4,218 feet 8 inches, representing storage of 8,234 acre feet, or 41% of capacity. This represents a decrease in storage of approximately 308 acre feet over the prior month.

Current releases from Stumpy on this date were 5 CFS. Flow into Stumpy on this date was recorded at 5 CFS. Mr. Sanders provided a visual aid showing a sample of water collected at Stumpy after the last storm event.

Office Manager Victoria Knoll reported on the CABY grant. Staff has compiled the data for the



first quarter billing of time accrued to date under the category of "Direct Administration Costs." The invoice will be submitted prior to October 15, 2015.

General Manager Wendell Wall continued his report, providing a status update on the District's new website. He said that public access to information relating to the District remains on the current website. Portions of that information have undergone transfer to the new site but are not ready for public viewing. Staff continues to work with the contractor to load data onto several pages of the new site. The contractor was to create new email boxes for staff and Directors, but the GM is not satisfied with that system and is shopping for better options. Staff anticipates launch of the new website in mid to late October.

He noted that the District anticipates another 218 process which will address the cost of providing service to customers of both treated and untreated water. Under this plan, it will be necessary for the District to contract with an outside consulting firm for the preparation of a rate study to accurately identify the costs associated with providing water service to District customers.

Office Manager Knoll reported that the auditor has completed field work for the FY 2014-2015 Audit. The FY 2014-2015 Draft Audit Report will be ready for Board review prior to the November 2015 Board Meeting. Once the report is completed and approved, the District's FY 2014-2015 financials will be finalized.

GM Wall reported that staff received a request from the office of Congressman McClintock to reserve space, in the GDPUD Board Room, for meetings between a representative from his office and members of the public. The tentative schedule for the meetings will be the third Thursday of every month, beginning on October 15.

On October 19 and 20, ADT Security Services will be installing security systems at the District administration office, the garage, and the ALT water treatment plant. Based on the importance of the safety and security of these facilities, staff is moving forward with these installations.

The District has received the funding application from the SWRCB for a loan in the amount of \$10,000,000. Staff is currently in the process of completing the tax questionnaire, as required under the SWRCB application process. In addition, staff has submitted a draft Pledged Revenue and Funds Resolution, another requirement of the loan, for SWRCB review and approval. Once this is approved by the SWRCB, the subject resolution will be presented to this Board for approval. When these activities are complete, a Reimbursement Resolution will be drafted and submitted to this Board for approval.

## **9. FINANCE COMMITTEE REPORT**

The Finance Committee (the "Committee") met on October 5, 2015. The following individuals were present: Committee members Dennis Goodenow, Ray Kringel, Donna Bruss, and Rick Gillespie; staff members General Manager Wendell Wall, and Office Manager Victoria Knoll; Committee liaison Director Maria Capraun. Committee member Dane Wadle was absent.

The first action of the Committee was to select Dennis Goodenow as Vice Chairman and Donna Bruss as Secretary of the Committee.

The Finance Committee reviewed accounts 08, 10, 12, 19, 24, 30, and 37 and discussed whether they are "Designated" or "Restricted" and are driven by an Ordinance, a Resolution, or contract

with an outside entity. The Committee requested that staff provide the supporting documentation at the next Committee meeting. The Committee also reviewed Zone Reserve accounts 40, 41, and 42, and will be investigating the accounts as to the service levels and internal cost accounting pertaining to staff and consultant work.

The Committee reviewed a draft "Accounting and Management Policy and Procedures Manual" and made recommendations in which changes were made. The draft will be available for the Board of Directors' review by October 27, 2015. Staff is planning to request the approval and adoption of the Manual at the November 10, 2015 regular Board meeting. The Committee agreed that the Capital Expense floor should be set at \$3,000 or 5 years. Computers will be categorized as office equipment and will not fall under capital assets.

The Finance Committee selected members to serve on the Audit Committee to review the FY 2014-2015 Audit. Those members will be presented for Board approval in a subsequent agenda item.

**Motion by Director Uso to receive and file the Finance Committee report; second by Director Hoelscher.**

**Public Comment:** Ray Kringel requested that the report on the production of water compared with 2013 (in the GM Report) be provided in table rather than paragraph format to make it easier for the Finance Committee to use.

**Vote: Motion carries**

Ayes: Krizl, Hoelscher, Capraun, Hanschild, Uso.

## **10. PROP 218 OFFICIAL PROTEST VOTE COUNT**

**A. Discussion** – On September 14, 2015 the GDPUD Board of Directors held a public hearing to consider the possible implementation of a Supplemental Surcharge on all treated water accounts to pay for construction of the ALT Treatment Plant Project. At the close of the hearing staff made a cursory count of the ballots. On September 17, 2015 staff validated the protest ballots. The official count is 769 protests, which represents 22% of the treated water customer base.

### **B. Receive and File.**

**Motion by Director Uso to receive and file the report; second by Director Hoelscher.**

**Public Comment:** Johanna Friesen spoke regarding the voting procedure. Steven Proe spoke regarding the validation process. Ray Kringel spoke regarding the structure of the surcharge.

**Vote: Motion carries**

Ayes: Krizl, Hoelscher, Capraun, Hanschild, Uso.

## **11. COST OF MAILING OLD STYLE BILLS COMPARED TO MAILING NEW STYLE BILLS**

- A. Discussion** – At the September 8, 2015 Board Meeting, Director Capraun requested a report comparing the cost of mailing the old style postcard bills with the new envelope style mailer. Staff will present a cost-benefit analysis with graphics showing a substantial savings to the District after implementing the new style of bill.

*Office Manager Knoll presented a report comparing costs of mailing old style bills with the costs of mailing the new style bill.*

- B. Receive and File.**

## **12. BOARD MEMBERS' ELIGIBILITY FOR UNEMPLOYMENT INSURANCE BENEFITS**

- A. Discussion** – At the September 8, 2015 Board Meeting, Director Krizl requested that staff report back to either confirm or disconfirm an assertion that the District is funding unemployment insurance for some Board members. Staff will present the results of its investigation.

*Ms. Knoll presented the following report: Staff investigated and confirmed that 1) elected officials in California are exempt from state unemployment, and 2) four GDPUD Directors had previously been set up in the payroll system as non-exempt. Upon confirming that Board members are exempt, staff instructed ADP to change the filing status of all Board members to "exempt," and to amend filings for the first two quarters of 2015. All five Board members are now correctly filed as UI exempt.*

- B. Receive and File.**

## **13. THE DISTRICT'S PROVISION OF WATER FOR LIVESTOCK DURING THE DROUGHT**

- A. Discussion** – At the September 8, 2015 Board Meeting, Director Uso requested that this item be put on a future agenda. Staff will present a report regarding water for livestock during drought conditions.

*Mr. Sanders presented the following report: The District is currently under a Stage 3 Drought Declaration, as identified within the Urban Water Management Plan of 2010. The Urban Water Management Plan of 2010 together with the Drought Plan of 2007 place restrictions on the drafting of water from fire hydrants. The Plans allow for the drafting of water from hydrants for the watering of livestock. Staff will continue to work with the community to provide service under those specialized needs as identified within the Plans.*

- B. Receive and File.**

## **14. WATER CONSERVATION LETTER**

- A. Discussion** – The District was unable to meet the State mandated water conservation reduction for the month of September and anticipates receiving a water conservation warning letter from the State Water Board.

*Mr. Sanders reported that the District was unable to meet the State mandated water conservation reduction for the month of September. The mandated amount for the District is a 32% reduction from 2013 usage. The reduction for the month of September was 17%, which falls short of the required water conservation target by nearly half. Staff anticipates receiving a warning letter from the State Water Board. There is a need for the District to stay proactive with measures supporting the state conservation mandate in an effort to offset potential formal enforcement by the state.*

**B. Receive and File.**

**15. WATER THEFT AND TAMPERING ORDINANCE**

- A. Discussion** – To date, the District does not have an ordinance or policy that regulates the theft of water or tampering with District property. In response to the drought, and recent increases in water theft and tampering with District property, the District proposes Ordinance 2015-02 to penalize any theft of water and damage to District facilities.

*Copies of the Ordinance were provided to those present in the audience. The Ordinance will be posted at the District Office and a summary will be published in the Georgetown Gazette. The Ordinance will be presented at the November 10, 2015 Board meeting for discussion and possible vote for adoption of the Ordinance. If adopted, the Ordinance Summary and roster of votes for and against will be published within 15 days with the full Ordinance posted at the District office. The Ordinance will be effective 30 days after adoption.*

- B. Possible Board Action** – Introduction and first reading of Ordinance 2015-02.

***Motion by Director Uso to introduce for first reading Ordinance 2015-02 and waive reading the full ordinance, reading a summary instead; second by Director Hoelscher.***

***Public Comment:*** *Steven Proe asked about opportunities for the public to comment on the ordinance. There was some discussion, and it was agreed that written comments or questions may be submitted to the GDPUD General Manager for presentation to the Board of Directors at the November 10 meeting. Ray Kringle asked if the Ordinance allows fines to be imposed on non-customers. It does.*

***Vote: Motion carries***

*Ayes: Krizl, Hoelscher, Capraun, Hanschild, Uso.*

*GM Wall read a summary of the Ordinance.*

**16. EL DORADO COUNTY WATER AGENCY COST SHARING OPPORTUNITIES**

- A. Discussion** – The District has received notice from the El Dorado County Water Agency that funds remain on reserve to support specific needs of local water purveyors. These funds normally require a 50% match and are dedicated to providing financial assistance to support studies and the preparation of other

technical reports. Staff has identified a number of projects as possible candidates for funding.

- B. Possible Board Action** – Direct staff to make application with the El Dorado County Water Agency to assist in funding District needs relating to a Sanitary Survey, updates to GIS, ALT Community Disposal System, ALT Water Plant Pre-Construction Surveys, Cost of Service Study, and Stumpy Review and Reporting.

**Director Uso moved staff recommendation; second by Director Hoelscher.**

**Public Comment:** *Johanna Friesen asked if this is to apply for funds with a 50% match. Director Capraun confirmed that it is.*

**Vote:** *Motion carries*

*Ayes: Krizl, Hoelscher, Capraun, Hanschild, Uso.*

## **17. ALT TREATMENT UPDATE**

- A. Discussion** – Recap and extension of prior month report on progress towards plant replacement.

*Mr. Sanders reported that US Fish and Wildlife has given conditional approval which will allow the District to move forward with the Project. Staff is currently working with District Counsel and Foothill Associates in a review of the environmental documents. The purpose of this review is to assure completeness of the process, as materials have been compiled from 2010 to present. Per direction from the Water Board, this review is required as a result of recent changes in Water Board policy, which require an updated review and possible noticing of all environmental documents that are two years or older. Staff is getting positive feedback from Bruce Berger of the Water Board regarding review of the plans. Mr. Sanders will present a PG&E contract to the Board for discussion and possible approval at the November 10 Board meeting. Psomas has prepared bid documents and money remains in that contract to go out to bid. At the November Board meeting, Mr. Sanders will provide a project schedule for information purposes.*

- B. Possible Board Action** – Receive and file.

## **18. CONTRACT WITH FOOTHILL ASSOCIATES – ENVIRONMENTAL DOCUMENTS – AUBURN LAKE TRAILS WATER TREATMENT PLANT**

- A. Discussion** – An addendum to the CEQA document will be required to the Auburn Lake Trails Treatment Plant Project. Per the Water Board, as of January 1, 2015, all CEQA documents must be no older than two years. The CEQA document for this project is dated 2010. Foothill Associates, under contract with Psomas, prepared the original Mitigated Negative Declaration in 2010 and the revisions to the Site Plan dated 2014; the firm has submitted a proposal to GDPUD to assist in the preparation of the required addendum.

- B. Board Action** – Authorize the General Manager to enter into contract with Foothill Associates, in an amount not to exceed \$20,367 for the preparation of an addendum to the CEQA document for the Auburn Lake Trails Water Treatment Plant Project. All contract language to be subject to review and approval of District Counsel prior to final execution.

*Director Uso moved staff recommendation; second by Director Hoelscher.*

**Public Comment:** None.

**Vote:** Motion carries

*Ayes: Krizl, Hoelscher, Capraun, Hanschild, Uso.*

## 19. SELECTION OF AUDIT COMMITTEE MEMBERS

- A. Discussion** – The District's Finance Committee historically has selected the members of the Audit Committee. At its October 5, 2015 meeting, the Finance Committee selected Donna Bruss, Dennis Goodenow, Maria Capraun, and Victoria Knoll to serve on the Audit Committee to review the FY 2014-2015 Audit.

*Director Capraun clarified that historically the Finance Committee selected two members of its committee to serve on the Audit Committee and that the past Board Treasurer, the current Board Treasurer, the Office Manager, and General Manager were what the Board chose to serve on the Audit Committee.*

- B. Possible Board Action** – Approve the Finance Committee's selection.

**Motion by Director Uso to appoint Donna Bruss, Dennis Goodenow, Maria Capraun, Lon Uso, Victoria Knoll, and Wendell Wall to serve on the Audit Committee; second by Director Hoelscher.**

**Public Comment:** Johanna Friesen asked for clarification regarding the appointment of staff members to the Audit Committee.

**Vote:** Motion carries

*Ayes: Krizl, Hoelscher, Capraun, Hanschild, Uso.*

## 20. CONSIDERATION OF ELECTING NEW BOARD TREASURER

- A. Discussion** – President Krizl requests the Board consider electing a new Board Treasurer.

*Director Krizl stated that the Board has had the same Treasurer for almost three years and now has a new Finance Committee with a collective new face and it is timely to bring in a new face with new ideas to represent the Board. Director Uso stated that he has little interest in making this change at this time but is looking for assurances that he would be able to continue attending Finance Committee meetings. Director Hoelscher stated that he would not stop attending. Director Capraun asked Director Krizl if the reason for asking for this change is so that Director Uso can attend the meetings. Director Krizl reiterated that it is time to bring*

*in a new face. Director Uso stated that he would be willing to serve if someone would nominate him.*

- B. Board Action** – Board will nominate and elect a new treasurer or leave existing treasurer in office.

***Motion by Director Hanschild to replace Director Capraun with Director Uso as Treasurer of the Board; second by Director Krizl.***

***Public Comment:*** *Ray Kringle and several other audience members spoke against the motion; Rick Gillespie suggested that the Board designate members to attend the Committee on a rotating basis; Dennis Goodenow spoke in favor of the motion.*

***Vote: Motion carries***

*Ayes: Krizl, Hanschild, Uso*

*Noes: Hoelscher*

*Abstain: Capraun*

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

*There were no requests by Board members.*

**22. CLOSED SESSION**

- 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: (two potential cases).
- B. CONFERENCE WITH LEGAL COUNSEL – Board to consider the appointment, employment, evaluation of performance, discipline or dismissal of a public employee pursuant to Government Code Section 54 957 (b)(1).

- 23. ADJOURN TO OPEN SESSION** – Announcement of action taken in closed session.

*The Board returned to open session at 6:05 PM and reported that no action was taken in closed session.*

- 24. NEXT MEETING DATE AND ADJOURNMENT** – Next regular meeting November 10, 2015 at 2:00 PM at the Georgetown Divide Public Utility District office.

*Meeting adjourned at 6:05 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 October 7, 2015.

Signed Wendell B. Wall  
Wendell B. Wall, General Manager

Date 11-12-2015



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

# Memo

To: Board of Directors  
From: Sarah Wright, Administrative Aide  
Date: November 10, 2015  
Re: Early Pay Accounts Payable for November 10, 2015

---

Please take note that the following checks were printed and mailed on November 10, 2015 to take advantage of early payment discounts or to comply with payment/ mailing deadline.

ACWA	ECORP	<i>Premier Access</i>
AARP Medicare	<i>Fed Ex</i>	<i>Proline Cleaners</i>
<i>AT&amp;T</i>	<i>Georgetown Ace Hardware</i>	Pumper Dude
<i>AT&amp;T Long Distance</i>	<i>Georgetown Gazette</i>	<i>Psomas</i>
All Cycles	<i>Georgetown Pre-Cast</i>	<i>Robinson Enterprise</i>
Blue Cross	<i>George Sanders</i>	<i>Robinsons Sand &amp; Gravel</i>
<i>Blue Shield</i>	<i>Global Machinery</i>	<i>Sierra Coffee Service</i>
<i>BOE</i>	<i>Goodyear Tire</i>	<i>Sierra Heavy Equipment</i>
<i>Bear Creek Quarry</i>	Groeniger & Co	Sierra Safety
Caltronics	<i>Hach Co.</i>	Siren and Associates
Martain Ceirante	<i>HD Supply</i>	<i>State Water Boards</i>
Churchwell White	Instrument Tech Corp	<i>Teichert &amp; Son</i>
Corbin Willits System	<i>K&amp;W Backflow</i>	United Healthcare
<i>CSI</i>	Legalshield	<i>UPS</i>
<i>CLS Labs</i>	Medical Eye Services	<i>USA Bluebook</i>
<i>Customer Refunds</i>	<i>MJT Enterprises</i>	US Bank
De Lage Landen	Murchies	US Forest Service
<i>Diamond Well Drilling</i>	<i>PG&amp;E</i>	<i>Verizon Wireless</i>
Divide Auto Parts	<i>Placerville Auto Parts</i>	<i>Vaughn Johnson</i>
<i>Divide Supply</i>	<i>Postmaster</i>	Jacob Walsh
<i>El Dorado Disposal</i>	Powernet Global	Wells Fargo

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**Accounts Payable --November 2015 Final Pay**

<b>Name Description</b>	<b>Amount</b>	<b>Account</b>	<b>Amount</b>
<b>ACWA Services Corp. (Health &amp; Life)--Ins. Prepay</b>	\$ 27,044.91	12-1157	\$ 5,192.56
		40-6718	\$ 990.24
		10-5118	\$ 5,164.95
		10-5218	\$ 604.03
		10-5318	\$ 3,254.99
		10-5418	\$ 6,403.91
		10-5518	\$ 835.87
		10-5618	\$ 4,598.36
<b>All Cycles--Miscellaneous Supplies</b>	\$ 68.50	5246	
		5246	\$ 68.50
<b>AT&amp;T- Monthly Serv 10/14-11/13</b>	\$ 794.72	5344	\$ 336.81
		5544	\$ 135.74
		5644	\$ 186.42
		6744	\$ 135.75
		30-1226	
<b>AT&amp;T Long Distance</b>	\$ 243.18	6744	\$ 121.59
		5544	\$ 60.80
		5644	\$ 60.79
<b>Bear Creek Quarry/Butte Equipment</b>	\$ 2,785.21	5238	\$ 1,868.96
		5438	\$ 916.25
<b>Board of Equalization--Water Rights Fees</b>	\$ 8,605.63	5184	\$ 8,605.63
<b>Carmody - August, September</b>	\$ 118.00	6744	\$ 118.00
<b>Martin Ceirante -- Reimbursement Pants Per MOU</b>	\$ 85.96	5338	\$ 85.96
<b>Churchwell White - Counsel Sept 2015</b>	\$ 16,291.02	40-6736	\$ 757.50
		5236	\$ 1,262.50
		1553-911	\$ 9,164.12
		5036-12	\$ 1,802.50
		5036-010	\$ 1,125.00
		5636	\$ 2,179.40
<b>CLS Labs -- Water Testing- ALT Surface Water Monitoring</b>	\$ 566.56	5384	\$ 413.56
		6784	\$ 153.00
<b>Corbin Willits Systems Inc--Service Fees &amp; Consulting</b>	\$ 337.38	5546	
		5646	\$ 337.38
<b>Customer Refund for overpayment</b>	\$ 108.13	2010	\$ 108.13
<b>De lage Landen-Copier Contract , Oct 2015</b>	\$ 433.49	5640	\$ 433.49
<b>Diamond Well Drilling Company -- Lab Testing</b>	\$ 1,090.00	5384	
		5484	\$ 1,090.00
<b>Divide Auto Parts--Misc. Supplies</b>	\$ 403.30	5246	\$ 76.21
		5146	\$ 11.35

		5438	\$ 63.70
		5446	\$ 205.21
		6746	\$ 46.83
<b>Divide Supply- -Misc. Supplies</b>	\$ 1,045.66	5146	
		5238	\$ 907.36
		5338	\$ 80.30
		5438	
		5638	\$ 58.00
<b>Ecorp Consulting Group - Prof Serv Sept 2015</b>	\$ 2,150.44	5128	\$ 2,150.44
<b>El Dorado Disposal- Garbage service</b>	\$ 203.60	5344	\$ 203.60
		5644	
<b>FedEx--Delivery Service</b>	\$ 53.68	5640	\$ 53.68
<b>George Sanders - Professional Services</b>	\$ 6,080.00	5300-1553	\$ 2,480.00
		5680	\$ 3,040.00
		5200-1560	\$ 560.00
<b>Georgetown Ace Hdw --Misc. Supplies</b>	\$ 126.22	5238	\$ 18.98
		5338	\$ 26.71
		5438	
		5446	\$ 39.72
		5638	\$ 40.81
<b>Georgetown Gazette--Public Notice</b>	\$ 125.93	5584	\$ 125.93
<b>Georgetown Pre-Cast, Inc. - Blackberry lane</b>	\$ 8,548.40	5238	\$ 8,548.40
<b>Global Machinery- -Miscellaneous Supplies</b>	\$ 121.30	5238	\$ 121.30
<b>Goodyearwholesale--Tires (dappertire.com)</b>	\$ 330.52	5146	
		5246	\$ 330.52
<b>Groeniger &amp; Co.- -Misc. Parts &amp; Supplies</b>	\$ 70.52	5238	
		5438	\$ 70.52
<b>Hach Co. - Supplies for ALT TP</b>	\$ 1,049.33	5338	\$ 1,049.33
<b>HD Supply --Materials</b>	\$ 901.41	5238	\$ 901.41
<b>Instrument Tech Corp</b>	\$ 4,754.63	10-1414	\$ 4,754.63
<b>K&amp;W Backflow Service</b>	\$ 8,000.00	5384	\$ 8,000.00
<b>LegalShield</b>	\$ 170.05	5190	\$ 17.90
		5290	\$ 35.80
		5390	\$ 8.95
		5490	\$ 8.95
		5590	\$ 17.90
		5690	\$ 35.80
		5690-010	\$ 26.85
		6790	\$ 17.90
<b>Medical Eye Services--Vision Prepay--Nov 2015</b>	\$ 262.34	5118	\$ 9.37
		5218	\$ 46.85
		5318	\$ 9.37
		5418	\$ 18.74
		5518	\$ 18.74
		5618	\$ 140.53
		6718	\$ 18.74
<b>MJT Enterprises, Inc. --Temporary Labor</b>	\$ 10,765.76	5411	

		5511	\$ 10,765.76
<b>Murchie's Mobile Repair-- Unit #1</b>	\$ 125.00	5346	\$ 62.50
<b>PG&amp;E --Utilities</b>	\$ 13,668.95	5344	\$ 12,234.80
		5444	\$ 406.74
		5644	\$ 629.72
		6744	\$ 397.69
<b>PowerNet Global Communications--Long Distance Service</b>	\$ 72.28	5644	\$ 72.28
<b>Premier Access --Dental Prepay Nov 2015</b>	\$ 3,947.00	5118	\$ 111.56
		5218	\$ 557.80
		5318	\$ 111.56
		5418	\$ 334.68
		5518	\$ 111.56
		6518	\$ 2,496.72
		6718	\$ 223.12
<b>Pro-Line Cleaning Services- -Janitorial Services</b>	\$ 250.00	5676	\$ 250.00
<b>Psomas --Auburn Lake Trails Water Treatment Plant Upgrade</b>	\$ 567.60	10-1553	\$ 567.60
<b>Pumper Dude -- Concrete Pumping Services</b>	\$ 1,815.00	5280	\$ 1,815.00
<b>Robinson Enterprise--Georgetown Gas &amp; Go - Fuel</b>	\$ 2,884.60	5148	\$ 329.79
		5248	\$ 882.47
		5348	\$ 180.16
		5448	\$ 812.09
		5648	\$ 128.08
		6748	\$ 552.01
<b>Robinson Sand &amp; Gravel - cutback</b>	\$ 1,521.13	5438	\$ 1,521.13
<b>Sierra Coffee Service --Office Supplies</b>	\$ 84.00	5640	\$ 84.00
<b>Sierra Heavy Equipment Repair</b>	\$ 380.00	5146	\$ 76.00
		5246	\$ 228.00
		5446	\$ 76.00
<b>Sierra Safety--Safety Supplies</b>	\$ 131.15	5638	\$ 51.58
		5438	\$ 79.57
<b>Siren &amp; Associates--Prof Services</b>	\$ 2,100.00	5680	\$ 525.00
		6780	\$ 1,575.00
<b>State Water Boards - Operator Certification</b>	\$ 195.00	5684	\$ 195.00
<b>Teichert &amp; Sons, Inc.</b>	\$ 728.45	5238	\$ 364.22
		5438	\$ 364.23
<b>UPS - shipping</b>	\$ 22.31	5640	\$ 22.31
<b>U. S. Postal Service --PO Box Renewal &amp; Permit 6 Fee</b>	\$ 1,200.00	5540	\$ 900.00
		5640	\$ 180.00
		6740	\$ 120.00
<b>USA BlueBook --Misc. Supplies</b>	\$ 1,357.12	5338	\$ 1,217.44
		5346	\$ 139.68
<b>US Bank</b>	\$ 1,362.71	5438	\$ 278.10
		5540	\$ 956.12

		5640	\$ 67.50
		5640	\$ 15.99
		6740	\$ 45.00
<b>US Forest Service</b>	<b>\$ 1,872.59</b>	<b>5190</b>	<b>\$ 1,872.59</b>
<i>Vaughn Johnson - Prof Services October 2015</i>	<i>\$ 2,250.00</i>	<i>5680</i>	<i>\$ 2,250.00</i>
<i>Verizon Wireless--Utilities</i>	<i>\$ 375.35</i>	<i>5344</i>	<i>\$ 27.70</i>
		<i>5444</i>	<i>\$ 160.42</i>
		<i>5644</i>	<i>\$ 160.42</i>
		<i>6744</i>	<i>\$ 26.81</i>
<i>Jacob Walsh -Operator Cert Reimb</i>	<i>\$ 45.00</i>	<i>5241</i>	<i>\$ 45.00</i>
<b>Total General Fund</b>	<b>\$ 140,971.09</b>		<b>\$ 140,971.09</b>

<b>RETIREE FUND</b>			
<b>AARP Medicare Rx - November 2015</b>	<b>\$ 56.00</b>	<b>12-1157</b>	<b>\$ 56.00</b>
<b>Blue Cross--Retirees Health Insurance- 10/1/15 - 01/01/15</b>	<b>\$ 3,757.34</b>	<b>12-1157</b>	<b>\$ 3,757.34</b>
<b>Blue Shield --Retirees Health Insurance- retirees</b>	<b>\$ 1,452.00</b>	<b>12-1157</b>	<b>\$ 1,452.00</b>
<b>Unitedhealthcare Ins - Prepay for D Schwagel, Sept/Oct</b>	<b>\$ 137.50</b>	<b>5668</b>	<b>\$ 137.50</b>
<b>Total Retiree Fund</b>	<b>\$ 5,402.84</b>	<b>Fund #12</b>	

<b>STATE REVOLVING FUND</b>			
<b>Wells Fargo Bank, NA--Walton SRF Loan Trust Accts.- July 2015</b>	<b>\$ 2,296.95</b>	<b>29-1115</b>	<b>\$ 2,296.95</b>
<b>State Revolving Fund</b>	<b>\$ 2,296.95</b>	<b>Fund #29</b>	

<b>TOTAL ALL FUNDS IN GENERAL ACCOUNT</b>	<b>\$ 148,670.88</b>	<b>\$ 148,670.88</b>
---	----------------------	----------------------

\*\*\*\*\*

Approved for Payment:

Treasurer

General Manager

Georgetown Divide Public Utility District

October 1, 2015 - October 31, 2015 Disbursements:

ID	Vendor Name	Ck Date	Ck Amt
AAR01	AARP MEDICARERX SAVER PLU	10/1/2015	28.00
		10/27/2015	56.00
ACW01	ACWA/JPIA	10/1/2015	51,716.87
		10/13/2015	2,980.00
		10/13/2015	6,982.00
		10/13/2015	1,517.00
		10/13/2015	4,450.00
		10/13/2015	442.00
		10/13/2015	486.00
		10/13/2015	1,057.00
ACW05	ACWA/JPIA HEALTH	10/27/2015	5,192.56
		10/27/2015	5,164.95
		10/27/2015	604.03
		10/27/2015	3,254.99
		10/27/2015	6,403.91
		10/27/2015	835.87
		10/27/2015	4,598.36
		10/27/2015	990.24
		10/1/2015	5,192.56
		10/1/2015	5,518.89
		10/1/2015	645.42
		10/1/2015	3,478.06
		10/1/2015	6,842.78
		10/1/2015	893.16
		10/1/2015	4,913.49
		10/1/2015	1,058.11
		10/1/2015	5,192.56
		10/1/2015	5,164.95
		10/1/2015	604.03
		10/1/2015	3,254.99
		10/1/2015	6,403.91
		10/1/2015	835.87
		10/1/2015	4,598.36
		10/1/2015	990.24
ADT01	ADT SECURITY SERVICES	10/19/2015	2,360.30
		10/19/2015	464.11
AFL01	AMERICAN FAMILY LIFE INS	10/28/2015	1,127.18
ALLO1	ALLEN KRAUSE	10/1/2015	63.94
		10/1/2015	18.50
		10/1/2015	50.00
		10/1/2015	50.00
		10/13/2015	100.60
		10/27/2015	50.00
		10/27/2015	18.50
AME08	AMERICAN MESSAGING	10/13/2015	64.00
ATT02	AT&T	10/1/2015	40.18
		10/1/2015	66.51
		10/1/2015	196.63
		10/1/2015	98.31
		10/1/2015	98.31
		10/1/2015	66.51
		10/1/2015	101.88
		10/1/2015	87.77
BEA01	BUTTE EQUIPMENT RENTALS	10/1/2015	1,612.50
		10/27/2015	376.25
		10/13/2015	698.75

ID	Vendor Name	Ck Date	Ck Amt
BLU01	ANTHEM BLUE CROSS	10/1/2015	475.41
		10/27/2015	3,757.34
BLU04	BLUE SHIELD OF CALIFORNIA	10/1/2015	147.00
		10/27/2015	147.00
CAL16	CALTRONICS BUSINESS SYSTE	10/1/2015	188.30
		10/27/2015	280.07
CAL18	California State Disburse	10/14/2015	380.76
		10/28/2015	380.76
CCS01	CCSINTERACTIVE	10/13/2015	1,083.33
CEI01	CEIRANTE, MARTIN	10/27/2015	85.96
CHU02	CHURCHWELL WHITE, LLP	10/1/2015	10,832.44
		10/27/2015	757.50
		10/27/2015	1,262.50
		10/27/2015	9,164.12
		10/27/2015	1,802.50
		10/27/2015	1,125.00
		10/27/2015	1,805.00
		10/27/2015	374.40
CLS01	CLS LABS	10/13/2015	26.00
CWS01	CORBIN WILLITS SYS. INC.	10/27/2015	168.69
		10/27/2015	168.69
		10/13/2015	168.69
		10/13/2015	168.69
DEL05	DELAGÉ LANDEN, INC	10/1/2015	228.68
		10/1/2015	186.04
		10/27/2015	239.11
		10/27/2015	194.38
DIA02	DIAMOND WELL DRILLING COM	10/13/2015	440.00
DIV05	PLACERVILLE AUTO PARTS, I	10/1/2015	16.44
		10/1/2015	3.58
		10/1/2015	3.58
		10/1/2015	3.58
		10/13/2015	42.84
		10/13/2015	42.84
		10/13/2015	85.69
		10/13/2015	30.04
		10/13/2015	30.04
		10/27/2015	46.83
DWR01	DEPT. OF WATER RESOURCES	10/13/2015	13,830.08
		10/13/2015	4,005.95
		10/13/2015	9,985.17
		10/13/2015	5,412.56
ECO01	ECORP CONSULTING, INC.	10/1/2015	1,793.39
		10/27/2015	2,150.44
ELD06	EL DORADO COUNTY SURVEYOR	10/21/2015	135.00
ELD12	EL DORADO COUNTY PLANNING	10/13/2015	101.80
		10/13/2015	(101.80)
ELD16	EL DORADO DISPOSAL	10/13/2015	101.80
		10/13/2015	101.80
		10/13/2015	101.80
		10/13/2015	101.80
FER02	FERGUSON ENTERPRISES INC	10/27/2015	70.52
FRE03	FREEMAN, D'AIUTO, PIERCE	10/13/2015	1,559.21
GEM01	GEMPLER'S, INC.	10/1/2015	93.52
GEO01	GEORGETOWN ACE HDW	10/1/2015	51.21
		10/1/2015	8.60
		10/1/2015	46.17
		10/1/2015	62.92

Georgetown Divide Public Utility District  
 October 1, 2015 - October 31, 2015 Disbursements:

ID	Vendor Name	Ck Date	Ck Amt
		10/27/2015	30.07
		10/27/2015	39.72
		10/27/2015	18.98
GEO03	Victoria Knoll	10/13/2015	19.99
		10/13/2015	18.00
		10/13/2015	10.42
		10/13/2015	6.25
		10/13/2015	8.33
		10/13/2015	11.97
		10/13/2015	19.00
		10/13/2015	13.00
		10/13/2015	10.50
		10/13/2015	23.85
GEO04	DIVIDE SUPPLY INC.	10/1/2015	13.95
		10/1/2015	10.00
		10/1/2015	154.28
		10/13/2015	22.87
		10/13/2015	108.07
		10/27/2015	58.00
		10/27/2015	444.14
		10/27/2015	32.21
GEO05	GEORGETOWN PRE-CAST, INC.	10/27/2015	1,221.20
		10/27/2015	1,221.20
		10/27/2015	1,221.20
		10/27/2015	1,221.20
		10/27/2015	1,221.20
GEO12	GEORGE SANDERS	10/13/2015	240.00
		10/13/2015	2,160.00
GLO02	GLOBAL MACHINERY	10/13/2015	171.75
GOO01	THE GOODYEAR TIRE & RUBBE	10/1/2015	346.66
		10/1/2015	346.66
GRO01	GROENIGER & COMPANY	10/1/2015	1,895.68
		10/1/2015	4,860.05
HAC01	HACH COMPANY	10/27/2015	294.99
HDS01	HD SUPPLY WATERWORKS, LTD	10/13/2015	339.49
HOE01	CARL HOELSCHER	10/20/2015	30.00
HOP01	HOPKINS TECHNICAL	10/1/2015	531.52
ICM02	ICMA-R.T.-457 (ee)	10/14/2015	588.67
		10/28/2015	588.67
ITC01	INSTRUMENT TECHNOLOGY	10/27/2015	4,754.63
IUO01	IUOE, LOCAL 39	10/14/2015	268.04
		10/28/2015	268.04
IUO02	PEU LOCAL #1	10/14/2015	84.84
		10/28/2015	84.84
LEG01	LEGALSHEILD	10/1/2015	17.90
		10/1/2015	35.80
		10/1/2015	8.95
		10/1/2015	8.95
		10/1/2015	17.90
		10/1/2015	35.80
		10/1/2015	26.85
		10/1/2015	17.90
		10/27/2015	17.90
		10/27/2015	35.80
		10/27/2015	8.95
		10/27/2015	8.95
		10/27/2015	17.90
		10/27/2015	35.80
		10/27/2015	26.85
		10/27/2015	17.90

ID	Vendor Name	Ck Date	Ck Amt
MCE01	MC Engineering, Inc.	10/13/2015	570.00
MED01	MEDICAL EYE SERVICES	10/1/2015	9.37
		10/1/2015	46.85
		10/1/2015	9.37
		10/1/2015	18.74
		10/1/2015	18.74
		10/1/2015	140.53
		10/1/2015	18.74
		10/27/2015	9.37
		10/27/2015	46.85
		10/27/2015	9.37
		10/27/2015	18.74
		10/27/2015	18.74
		10/27/2015	140.53
		10/27/2015	18.74
MEN01	GEORGE E. MENIG	10/13/2015	2,658.56
MJT01	MJT ENTERPRISES, INC.	10/1/2015	2,946.00
		10/1/2015	2,078.48
		10/13/2015	3,235.10
		10/13/2015	2,783.60
		10/27/2015	2,603.48
		10/27/2015	2,711.28
		10/1/2015	2,724.63
MOB01	MOBILE MINI, LLC-CA	10/13/2015	197.85
MOS01	MOSS, LEVY & HARTZHEIM	10/13/2015	10,120.00
		10/13/2015	880.00
MOU02	MOUNTAIN DEMOCRAT	10/13/2015	13.50
MUR04	MURCHIE'S SMOG & REPAIR	10/27/2015	62.50
		10/27/2015	62.50
NAT04	NATIONAL DOCUMENT	10/1/2015	1,480.73
		10/1/2015	119.77
NBS01	NBS	10/1/2015	630.99
		10/1/2015	630.99
		10/1/2015	220.85
		10/1/2015	252.39
		10/1/2015	157.75
		10/1/2015	315.48
OCC01	OCCU-MED, LTD	10/1/2015	196.50
PAC02	PACIFIC GAS & ELECTRIC	10/1/2015	16.92
		10/13/2015	392.75
		10/13/2015	236.34
		10/27/2015	41.78
		10/1/2015	83.32
		10/27/2015	10.71
		10/27/2015	16.69
		10/27/2015	62.08
		10/27/2015	540.24
		10/27/2015	180.07
		10/27/2015	51.91
		10/27/2015	19.95
		10/27/2015	20.37
		10/27/2015	262.98
		10/27/2015	217.62
		10/27/2015	9.75
		10/1/2015	10.70
		10/1/2015	819.95
		10/1/2015	273.31
		10/1/2015	19.71
		10/13/2015	2,965.80
		10/1/2015	10.71
		10/1/2015	16.36
		10/1/2015	69.34
		10/13/2015	47.63
		10/13/2015	10,494.29
PED02	PETER PEDRI	10/13/2015	120.00

Georgetown Divide Public Utility District

October 1, 2015 - October 31, 2015 Disbursements:

ID	Vendor Name	Ck Date	Ck Amt
PER01	P.E.R.S	10/14/2015	3,009.05
		10/28/2015	3,009.07
		10/14/2015	768.72
		10/14/2015	251.41
		10/14/2015	516.68
		10/14/2015	1,246.73
		10/14/2015	313.74
		10/14/2015	602.44
		10/14/2015	23.98
		10/14/2015	272.60
		10/14/2015	31,510.00
		10/28/2015	405.79
		10/28/2015	559.71
		10/28/2015	549.52
		10/28/2015	963.87
		10/28/2015	328.87
		10/28/2015	1,037.15
		10/28/2015	-
		10/28/2015	151.40
		POW01	POWERNET GLOBAL COMM.
10/27/2015	72.28		
PRE01	PREMIER ACCESS INS CO	10/1/2015	1,896.84
		10/1/2015	111.56
		10/27/2015	55.78
		10/27/2015	278.90
		10/27/2015	55.78
		10/27/2015	167.34
		10/27/2015	55.78
PRO04	PAUL FUNK	10/1/2015	250.00
		10/27/2015	1,815.00
PUM01	JERRY E. MERRY	10/27/2015	1,815.00
RIE01	RIEBES AUTO PARTS,LLC	10/1/2015	249.36
ROB02	ROBINSON ENTERPRISES	10/13/2015	174.92
		10/13/2015	486.93
		10/13/2015	75.34
		10/13/2015	503.06
		10/13/2015	36.02
		10/13/2015	185.21
		10/1/2015	102.24
		10/1/2015	449.94
		10/1/2015	83.27
		10/1/2015	350.51
		10/1/2015	205.23
		10/27/2015	169.97
		10/27/2015	448.23
		10/27/2015	57.89
		10/27/2015	471.13
		10/27/2015	41.30
		10/27/2015	220.48
SIE02	ROSE WOOLERY'S	10/1/2015	88.00
SIE06	SIERRA CHEMICAL CO.	10/13/2015	(520.00)
		10/13/2015	(520.00)
		10/13/2015	2,058.73
SIE10	SIERRA SAFETY	10/13/2015	2,058.73
		10/1/2015	105.34
		10/1/2015	105.33
SIE12	MICHAEL S. SALLAC	10/27/2015	51.58
		10/27/2015	79.57
		10/1/2015	177.33
		10/1/2015	177.33
SIE12	MICHAEL S. SALLAC	10/1/2015	177.34
		10/1/2015	177.34
		10/13/2015	228.00

ID	Vendor Name	Ck Date	Ck Amt
		10/13/2015	114.00
SIR01	REBECCA SIREN	10/27/2015	2,100.00
STA09	STATE WATER RESOURCES	10/13/2015	306.00
SWR03	STATE WATER RESOURCES CON	10/27/2015	105.00
ULI01	ULINE	10/1/2015	243.40
UNI06	UNITEDHEALTHCARE INSURANC	10/13/2015	137.50
		10/13/2015	137.50
		10/27/2015	137.50
USA03	USA BLUE BOOK	10/1/2015	503.54
		10/1/2015	192.04
		10/13/2015	64.45
		10/13/2015	185.60
		10/27/2015	1,217.44
USB05	U.S. BANK CORPORATE PAYME	10/1/2015	462.36
		10/1/2015	155.96
		10/1/2015	344.68
		10/1/2015	16.95
		10/1/2015	6.00
		10/1/2015	368.76
		10/1/2015	9.62
		10/1/2015	15.99
		10/27/2015	55.10
		10/27/2015	223.00
		10/27/2015	337.50
		10/27/2015	67.50
		10/27/2015	45.00
		10/27/2015	167.62
		10/27/2015	451.00
		10/27/2015	15.99
USD01	USDA-FOREST SERVICE	10/27/2015	1,872.59
VAU01	VAUGHN JOHNSON	10/13/2015	3,450.00
VER01	VERIZON WIRELESS	10/13/2015	159.24
		10/13/2015	239.85
		10/13/2015	27.53
WAL02	WALKER'S OFFICE SUPPLY	10/13/2015	26.65
		10/1/2015	129.94
		10/13/2015	42.65
		10/13/2015	47.64
		10/13/2015	89.81
WAL03	JACOB WALSH	10/27/2015	45.00
WAL04	WENDELL WALL	10/1/2015	50.00
WEL02	WELLS FARGO BANK, NA	10/13/2015	2,296.95
<b>TOTAL FOR OCT 2015 DISBURSEMENTS:</b>			<b>394,485.86</b>



**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**Revenue Summary\***  
**For the Three Months Ended September 30, 2015**

N  
o  
t  
e  
s

REVENUE CATEGORY	Budget 15-16	To Date 7/1/15-9/30/15	Balance	% of Budget Earned	
<b>Operating Revenue:</b>					
Residential Sales	\$1,120,000	363,212	756,788	32.43%	A
Commercial Sales	162,750	60,308	102,442	37.06%	A
Irrigation Sales	100,000	48,456	51,544	48.46%	B
Wastewater	352,420	85,574	266,846	24.28%	C
CA Waste Fee					
Zone Charges					
Zone Escrow Fees					
Septic Design Fees					
Soil Evaluations/Loans					
Penalties	36,060	4,797	31,263	13.30%	D
Other	1,550	1,437	113	92.71%	E
Connection Fees					
Installation Fees					
Material Sales					
Other (primarily photo copies)					
Water Fund Material/Labor					
<b>Total Operating Revenue</b>	<b>\$1,772,780</b>	<b>563,783</b>	<b>1,208,997</b>	<b>31.80%</b>	
<b>Non-Operating Revenue:</b>					
Property Taxes-General	\$1,349,360	340,073	1,009,287	25.20%	F
SMUD	\$90,000	108,515			
Restricted Benefit Charge	10,000	0	10,000	0.00%	G
Interest Income	62,500	9,946	52,554	15.91%	H
Water Agency Cost Share	32,500	0	32,500	0.00%	
Leases	47,000	18,431	28,569	39.21%	
Hydro	63,000	11,207	51,793	17.79%	
Other	1,000		1,000	0.00%	
<b>Total Nonoperating Revenue</b>	<b>\$1,655,360</b>	<b>488,172</b>	<b>\$1,185,703</b>	<b>29.49%</b>	
<b>Total Revenue Before Transfers In</b>	<b>\$3,428,140</b>	<b>1,051,955</b>	<b>2,394,700</b>	<b>30.69%</b>	
Transfers In	0		0	-	
<b>Total Revenue After Transfers In</b>	<b>\$3,428,140</b>	<b>1,051,955</b>	<b>2,394,700</b>	<b>30.69%</b>	

NOTES:

- A - Revenue accrued through September 30, 2015
- B - Represents irrigation revenue for September 30, 2015
- C - Revenue of September 2015
- D - Penalties for September 2015
- 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

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**Expense Summary\***  
**For The Three Months Ended September 30, 2015**

Acct#	EXPENSE CATEGORY	Budget 2015-2016	To Date 7/1/15-9/30/15	Balance	% of Budget Spent
<b>Operating Expenses:</b>					
5010	Labor	1,100,000	247,246	852,754	22%
5019	Overtime	58,500	13,830	44,670	24%
5017	Standby	42,500	11,970	30,530	28%
5011	Temporary Labor	158,800	33,288	125,512	21%
5014	PERS Benefits	115,000	24,776	90,224	22%
5016	Payroll Taxes	95,000	22,617	72,383	24%
5018/5071	Insurance: Health & Life Plans	260,000	59,017	200,983	23%
5020	Insurance: Worker's Comp.	75,000	17,914	57,086	24%
5027	Audit	15,000	11,000	4,000	73%
5028	Engineering-Studies, including Ecorp.	40,000	3,587	36,413	9%
5034	Insurance: General	55,000	14,420	40,580	26%
5036	Legal--General	80,000	22,182	57,818	28%
5038	Materials and Supplies	145,000	45,501	99,499	31%
5039	Rentals/ Outsourced Maintenance	6,000	2,414	3,586	40%
5040	Office Supplies	25,000	9,802	15,198	39%
5041	Staff Development	6,000	419	5,581	7%
5042	Travel--Conference	10,000	0	10,000	-
5044	Utilities	175,000	49,500	125,500	28%
5046	Vehicle & Equipment Maintenance	47,000	10,079	36,921	21%
5048	Vehicle Operations	52,000	10,957	41,043	21%
5060	Bank Fees & Payroll Services	4,000	1,196	2,804	30%
5068	Retiree Health Premiums	120,000	25,716	94,284	21%
5070	Director Stipends	24,000	5,200	18,800	22%
5076	Building Maintenance	6,000	1,050	4,950	18%
5080	Outside Service/Consultants	140,000	23,695	116,305	17%
5084	Govt. Regulation/Lab Fees	110,000	18,199	91,801	17%
5090	Other: Recruitment	6,000	54	5,946	1%
5090	Other: County Tax Admin. Fees	22,000	7,530	14,470	34%
5089	Other: Memberships	16,500	2,729	13,771	17%
5094	Depreciation			0	
	Contingency	9,000			
	<b>Total Operating Expense</b>	<b>\$3,018,300</b>	<b>695,889</b>	<b>2,322,411</b>	<b>23%</b>



GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT						
STATEMENT OF CASH AND INVESTMENT BALANCES SEPTEMBER 30, 2015						
	BEGINNING BALANCE	CASH RECEIPTS	CASH DISBURSEMENTS	TRANSFERS IN (OUT)	ENDING BALANCE	
8		216,340.00			216,340.00	
10	General Fund	255,999.92	(270,885.95)		1,459,573.16	
12	Retiree	3,182.63			623,170.70	
14	Stewart Mine	35,759.90	(9,696.76)		26,063.14	
25	Bayne Road & Other Assessment Districts	63,018.20			63,018.20	
16	Georgetown-Buckeye Water Improvement District	2.68			2.68	
17	Water Development	356,332.25		40,669.62	397,001.87	
19	Stumpy Meadows Emergency Reserve Fund (SMERF)	2,205,480.06	(5,388.00)	(40,669.62)	2,159,422.44	
53	Pilot Hill North	(7,480.80)			(7,480.80)	
54	Pilot Hill South	46,668.73			46,668.73	
51	Kelsey North	120,483.96			120,483.96	
52	Kelsey South	212,147.34			212,147.34	
29	State Revolving Fund	50,947.40			50,947.40	
30	Small Hydro Fund	505,609.40	18,250.01		523,859.41	
35	Environmental Protection Agency	(24,507.83)			(24,507.83)	
37	Garden Valley Water Improvement District	107,041.64			107,041.64	
39	Capital Facility Charges	1,616,674.71			1,616,674.71	
24	Replacement Reserve (required by USDA)	761,370.17			761,370.17	
40	Auburn Lake Trails (ALT) Zone Fund	750,053.54	46,085.67	(13,126.51)	783,012.70	
41	ALT Tank Replacement Loans & Repair Activity	43,976.30			43,976.30	
42	ALT CDS Reserve Connection Fund	180,581.64			180,581.64	
		9,118,606.55	539,858.23	(299,097.22)	9,143,027.56	
Totals by Type of Account:						
						Rate Information:
	El Dorado Savings Bank Checking	30,467.94				0.03%
	El Dorado Savings Bank Savings	2,226,099.66				0.16%
	Wells Fargo State Revolving Fund Debt Accounts	32,029.26				
	Wells Fargo Brokered Time Deposits	200,000.00				2.00%
	Local Agency Investment Fund	6,870,770.70				0.28%
	Grand Total	\$9,359,367.56				


**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**STATEMENT OF CASH AND INVESTMENT BALANCES SEPTEMBER 30, 2015**

	Accounting Basis Unrestricted, Designated and Restricted Funds Recap:	Estimated 2012-13 Budget	Calculated from 2011-12 Audited	
Unrestricted Undesignated Funds	\$2,242,585.86			
<i>Designated Funds are in Italics</i>	<i>3,413,496.87</i>			
Restricted Funds are Shaded	3,486,944.83			
	\$9,143,027.56			
<b>District Designated Funds/Reserve Policy Funds Recap:</b>				
Water - Operations	1,459,573	507,000	473,289	Two month operations expense
Water - Cash Flow		211,000	189,383	10% Water Sales
Water - Capital:				
Stumpy Meadows Emergency Reserve Fund	2,159,422			
Capital Facility Charges	1,616,675			
Replacement Reserve (required by USDA)	761,370			
Other reserves	479,538	7,260,000	7,260,095	50% Accumulated Depreciation
<b>Sub Total - Water</b>	<b>6,476,579</b>	<b>7,978,000</b>	<b>7,922,767</b>	
Debt Service	511,848	439,000	525,352	Actual amounts
Retiree Health	623,171	568,000 *	547,639	Actual amount
Hydroelectric	523,859	401,000	343,869	Actual amount
Wastewater - Operations	783,013	52,000	45,978	Two month operations expense
Zone - Capital		5,000	5,000	Amount set at \$5,000
Community Disposal System - Capital	224,558	250,000	250,211	50% Accumulated Depreciation
<b>Sub Total - Wastewater/Zone</b>	<b>1,007,571</b>	<b>307,000</b>	<b>301,189</b>	
	\$9,143,028	\$9,693,000	\$9,640,816	

**Actual total reserves as of June 30, 2013**  
**Actual total reserves as of June 30, 2012**  
**Actual total reserves as of June 30, 2011**  
**Actual total reserves as of June 30, 2010**

\* June 30, 2012 GASB 45 calculation of liability estimates the liability to be \$1,704,000.

Approved:

  
 General Manager

Treasurer

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**Auburn Lake Trails ZONE and CDS Summary\***  
**For the Three Months Ended September 30, 2015**

REVENUE CATEGORY	Budget 13-14	To Date 7/1/15-9/30/15	Balance	% of Budget Earned
<b>Operating Revenue:</b>				
Zone Charges	\$ 310,000	75,974.00	\$ 234,026	25%
Zone Escrow Fees	30,000	9,600	20,400	32%
Septic Design Fees	1,000		1,000	-
Soil Evaluations/Loans/Repairs	0		0	-
<b>Total Operating Revenue</b>	<b>341,000</b>	<b>85,574</b>	<b>255,426</b>	<b>25%</b>
<b>Non-Operating Revenue:</b>				
Interest Income	1,000		1,000	-
Reimbursement of Recording Fees		0	0	-
<b>Total Nonoperating Revenue</b>	<b>\$1,000</b>	<b>-</b>	<b>\$1,000</b>	<b>-</b>
<b>Total Revenue</b>	<b>342,000</b>	<b>85,574</b>	<b>256,426</b>	<b>25%</b>
<b>EXPENSE CATEGORY</b>				
<b>Operating Expenses:</b>				
Labor	132,000	11,863	120,137	9%
Overtime	0		0	-
Standby	0		0	-
Temporary Labor	0		0	-
PERS Benefits	39,000	1,024	37,976	3%
Deferred Compensation	0		0	-
Payroll Taxes	11,000	945	10,055	9%
Insurance: Health & Life	34,000	3,313	30,687	10%
Insurance: Worker's Comp.	4,000	1,057	2,943	26%
Insurance: Dental/Optical	1,000		1,000	0%
Audit		880	(880)	-
Engineering-Studies	1,000		1,000	0%
Insurance: General	6,000	1,341	4,659	22%
Legal--General	4,000		4,000	0%
Materials and Supplies	4,000	1,468	2,532	37%
Rentals/ Outsourced Maintenance	2,000		2,000	0%
Office Supplies	3,000	570	2,430	19%
Staff Development	1,000		1,000	0%
Travel--Conference	1,000		1,000	0%
Utilities	9,000	3,146	5,854	35%
Vehicle & Equipment Maintenance	4,000	279	3,721	7%
Vehicle Operations	6,000	1,455	4,545	24%
Bank Fees & Payroll Services			0	-
Retiree Health Premiums			0	-
Director Remuneration			0	-
Building Maintenance			0	-
Outside Service/Consultants	6,000	2,487	3,513	41%
Public Information			0	-
Govt. Regulation/Lab Fees	43,000	3,063	39,937	7%
Other	0	54	(54)	-
Other: Memberships	0		0	-
Depreciation	34,000	6,967	27,033	20%
<b>Total Operating Expense</b>	<b>345,000</b>	<b>39,912</b>	<b>305,088</b>	<b>12%</b>
<b>Net Income (Loss)</b>	<b>(\$3,000)</b>	<b>\$45,662</b>	<b>\$48,662</b>	

\*Subject to revision with actual audit.

# Memo

To: Board of Directors

From: Wendell Wall, General Manager

Date: November 4, 2015

Re: GENERAL MANAGER'S REPORT

Board Meeting of November 10, 2015; Agenda Item #8

## **BACKGROUND / DISCUSSION**

Information relating to the Treatment Plants, Water Quality Reports, and ALT Disposal Fields will be presented by Darrell Creeks, Operations Manager.

### **Water Treatment (ALT & Walton)**

The Auburn Lake Trails Water Treatment Plant produced 21.557 million gallons of potable water for the month of October. This equates to an average of 695,387 gallons per day. This flow is a decrease of 3.732 million gallons from the month of September. The Walton Lake Water Treatment Plant produced 22.610 million gallons of potable water for the month of October. This equates to an average of 729,355 gallons per day. This flow is a decrease of 4.592 million gallons from the month of September.

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. As of July 2015, the District is required to reduce water consumption by 32% each month compared to the same reporting period in 2013.

Month (2015)	+/- over 2014	+/- over 2013	Month 2015)	+/- over 2014	+/- over 2013
January	-13%	-09%	July	-20%	-41%
February	+04%	-05%	August	-10%	-31%
March	+19%	+02%	September	-06%	-17%
April	+03%	-24%	October	-05%	-19%
May	-16%	-41%	November		
June	-22%	-39%	December		

Copies of all production reports for the plants at Auburn Lake Trails and Walton Lake are no longer included as an element of this report.

### **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 15,210 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 dedicating permanent staff to this effort.

### **Stumpy Meadows Reservoir**

The latest measurements collected at Stumpy Meadows Reservoir on November 3, 2015 showed a reservoir elevation of 4,218 feet 7 inches, representing storage of 8,217 acre feet, or 41% of capacity. This represents a decrease in storage of approximately 17 acre feet over the prior month.

Current releases from Stumpy on this date were 2.5 CFS. Flow into Stumpy on this date was recorded at 10 CFS.

### **Drought Funding**

This item relates to the CABY Grant. Staff has submitted the invoices for all activities associated with the "Direct Administration Costs." The consulting firm of EN2, under contract with the El Dorado County Water Agency, assisted the District in the preparation of the CABY grant application. At the request of EN2, the District has agreed to meet with the firm to discuss contracting with EN2 for assistance in the areas of environmental compliance, permitting, and a portion of the project design. Any contracts relating to



assistance in these areas would require review and approval by this Board.

### **Website Update**

The new website was launched last week. Special thanks to Kevin McLarnon for the time that he dedicated to this effort as a volunteer. The new, interactive site provides easy public access and allows staff to update information on a regular basis. Staff encourages the public to access the new site and let us know what you think.

### **Rate/Cost of Service Study – Next Proposition 218**

*There is nothing new to report on this item.*

Under this plan, it will be necessary that the District contract with an outside consulting firm for the preparation of a rate study. The purpose of the study is to accurately identify the costs associated with providing water service to District customers.

### **FY 2014-2015 Audit Update**

Moss, Levy & Hartzheim LLP has completed field work for the FY 2014-2015 Audit. The FY 2014-2015 Draft Audit Report will be ready for the Board to review prior to the December 2015 Board Meeting. Once the report is completed and approved, the District's FY 2014-2015 financials will be finalized.

### **SMUD Payment**

Staff has reviewed the SMUD Agreements, identified as the "El Dorado-SMUD Cooperation Agreement" and the "El Dorado Intra-County Coordination Agreement." In this review, special attention was given to any special conditions that may exist relative to the use of the annual payments. Staff has concluded that these funds are not dedicated to any special use. The dedication of these funds, approximately \$107,000 on an annual basis, will be part of a staff recommendation for discussion, with the Board, under a future agenda item.

### **Security – District Facilities**

ADT Security Services has completed the installation of a security system. This system is currently in operation at the main office, the garage, and the Walton Lake Water Treatment Plant. Key elements of the system include cameras, monitors, and coded entry access points.

### **Auburn Lake Trails WTP Loan – State of California**

Staff is currently waiting to hear back from Joshua Ruehlig regarding the status of the loan application.

### **State Water Board – Annual Inspection of Water System**

Operations Manager Darrell Creeks met with Bruce Berger, of the State Water Resources Control Board, during the month of October. This meeting, a two-day event, was part of an annual inspection that the State conducts of the District water system. Key elements

of this inspection include the treatment plants, water storage tanks, and overall water distribution system. During this inspection, Mr. Berger did not identify any significant deficiencies. Staff anticipates the findings of that inspection will be available within two months. Key elements of those findings will be shared with the Board.

### **Cross Connection Survey**

A cross connection survey is required of all potable water customers within the District. This is a requirement of the State Water Quality Control Board, and the need to complete the same was noted in the last annual inspection. In an effort to comply with this state requirement, the District contracted with the consulting firm of K&W Backflow Service. Per the request of the State, these inspections were initiated on commercial, institutional and industrial facilities first, with residential inspections to follow. As of this date, the inspections have been completed on 760 properties. The inspections included properties within each of the categories identified above. Of those, 246 properties will be required to install backflow prevention devices. Staff will begin the notification process to the properties needing the backflow devices in December. Once the notices have been sent, the owners will have 90 days to install the required backflow devices. This program, required by the State, is intended to protect the public health.

### **District Operations – Public Compliments of Staff**

District staff recently completed a project to reduce leaks along a portion of the Kelsey ditch system. A portion of this work included the replacement of a failing concrete bridge with a culvert. The culvert was purchased by the property owners and staff replaced the same as an element of the work. The upgraded road crossing benefited the District, as the concrete structure had failing supports that allowed the leakage of irrigation water. The pipe eliminates the areas of the leakage.

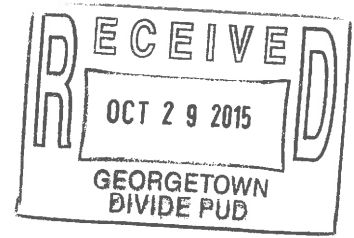
The residents in the area that use this road submitted a letter commending staff for a job well done. A copy of the subject letter is included as **Attachment 1**.

### **RECOMMENDATION**

Receive and file this report.

ATTACHMENT 1

October 28, 2015



Darrell Creeks, Operations Manager  
Georgetown Divide Public Utility District (GDPUD)  
P.O. Box 4240  
Georgetown, CA 95634

Re: DITCH CROSSING REPAIR WORK  
BLACKBERRY LANE, GEORGETOWN

A great big "Thank You!" to you and your crew from the Blackberry Lane property owners for the excellent job they did, recently, to install a culvert and seal the ditch to prevent water leakage during the summer months when water is released for irrigation use. The work done to seal the numerous leaks should enable GDPUD to transport water effectively for irrigation use as intended.

Additionally, the crossing over the GDPUD ditch is now a lot safer for property owners, emergency response, service providers and other vehicle drivers who have to cross over the ditch, especially during the winter months when snow and ice make it particularly dangerous.

Again, thank you very much for a job well done!

PROPERTY OWNERS

Brunton Trust  
Burkett family  
Colson family  
Dickerson family  
Foose family  
Huckenpoehler family  
Kurtz family  
Pepin family  
Reite family  
Smith family  
Woodard family

# Memo

To: Board of Directors

From: Darrell Creeks, Operations Manager

Date: November 4, 2015

Re: PILOT CREEK WATERSHED – STUMPY

Board Meeting of November 10, 2015; Agenda Item #10

---

## **BACKGROUND / DISCUSSION**

At the October meeting, this Board expressed concerns regarding the current resource damage within the Pilot Creek Watershed and the likely negative impacts to Stumpy that would result from an above average (El Niño) series of storm events. These concerns were expressed in a formal request that staff conduct a field review of the area, make recommendations on what improvements might be implemented to reduce further damage to Stumpy and the watershed, and report those findings and recommendations back to this Board at the November meeting.

For the purposes of this report, the Pilot Creek Watershed is defined as that area which is subject to storm runoff, rain, and snow that is captured within Stumpy Meadows Reservoir. The area is approximately 9600 acres in size and is under a mix of private and U.S. Forest Service ownership. It is estimated that between 3500 and 4000 acres of this area was subject to the destructive burn of the King Fire. Of these lands, an overwhelming majority are under the ownership of Sierra Pacific Industries (SPI), a privately owned timber company. The District retains water rights to this 9600-acre portion of the Pilot Creek Watershed but does not have fee title to the lands.

Staff conducted multiple field reviews of the watershed. Areas under review concentrated on those damages that are a direct result of the fire together with a review of the recent logging activities of SPI. This effort included two meetings with Rich Wade of SPI.

Reference to the area will relate to the estimated 3500-4000 acres referenced above. It is important to note that the resource damage to this area, as a direct result of the fire, is significant. The intensity of the burn left much of the area with exposed soils and no ground cover. A majority of the trees remain standing with no vegetation.

Per information provided by SPI, the company has dedicated significant resources to address a multitude of needs in this area. The most obvious relates to the on-going efforts to harvest those remaining stands of marketable timber. In addition to the harvest, SPI has implemented numerous measures to reduce soil erosion. These include, but are not limited to, contour ripping, some tree replanting, constructing water bars, installing culverts with energy dissipaters, falling timber, and rafting up burn piles as well as leaving wooded debris on the ground in an effort to interrupt the flows of storm runoff. At the time

---

of the field reviews, it would appear as though SPI was near the conclusion of the logging within the watershed, because much of the marketable timber was down and in log decks.

It is the opinion of staff that the damage within this watershed remains significant. The damages from the fire are very difficult to mitigate. The damages from harvesting timber (or in this case, per SPI, salvaging marketable timber conducted under permitted rules regulations and guidelines) are also very difficult to mitigate. The costs to remediate these damages would likely outweigh the benefits by several factors of 10 and still carry a high probability of failure. The conditions yield no simple or obvious remedy.

Staff anticipates a large increase in the turbidity levels of those waters entering Stumpy. Staff also anticipates elevated levels of floating and partially submerged debris (logs and limbs) within Stumpy. Contingency plans are in place to address both. It is likely many of the logs and limbs will cause temporary blockages within Pilot Creek resulting in surges of water flow into the lake. The surges in flow would carry elevated sediment loadings (increased turbidity) and large amounts of floating debris to the lake. It is likely the stream gauge will be damaged near the inlet to Stumpy.

### **RECOMMENDATION**

Staff recommends that the Board direct staff to continue to monitor the condition of the watershed, including Stumpy, and report back to this Board on matters of significance. This would include, but not be limited to, conducting field reviews of the area prior to and during storm events, taking periodic water samples, with emphasis on turbidity levels, monitoring the stream channel for sediment loading and floating debris (wood), with emphasis on identifying current and potential blockages within Pilot Creek, and working with representatives from Sierra Pacific Industries.

# Memo

To: Board of Directors

From: Wendell Wall, General Manager

Date: November 4, 2015

Re: PROPOSED WATER THEFT AND TAMPERING ORDINANCE No. 2015-02

Board Meeting of November 10, 2015; Agenda Item #11

---

## **BACKGROUND / DISCUSSION**

This is the second reading of **Ordinance 2015-02** (the “Ordinance”) to penalize any theft of water and damage to District facilities.

The Ordinance complies with State Penal and Civil Code sections which prohibit the theft or tampering with public utilities, such as water. The Ordinance defines what activities qualify as theft or tampering, and identifies the specific remedies that are available to the District in response to each violation.

The Ordinance would create enforceable penalties for theft and tampering violations that the District could then prosecute either criminally or civilly, and recover monetary damages caused by the violations. The Ordinance also includes provisions that require the District to send potential violators notice of the penalty to be assessed, and appeal procedures if the alleged violator feels he or she is wrongfully charged.

To adopt the Ordinance, the Board of Directors (“Board”) must use the following procedures:

**Step 1: First Reading.** The Ordinance is introduced and the Board has its first opportunity to discuss the Ordinance at its meeting. The Board votes to introduce the Ordinance for first reading.

**NOTE:** *Requirement met. The Ordinance was introduced for First Reading at the October 13, 2015 regular Board meeting.*

**Step 2: Second Reading.** At a Board meeting at least five days after the Board meeting at which the First Reading took place, the Ordinance must be presented a second time. The Board may again discuss the Ordinance and may vote to adopt the Ordinance once the Second Reading is complete. Note, the full text of the Ordinance must be read at either the First or Second Reading, or the Board must pass a motion that waives reading the full text.

**NOTE:** *Requirements met. The Notice was published in the October 22 issue of the Gazette and a certified copy of the Ordinance has been posted at the GDPUD*

*Office. At the October 13 meeting, the Board voted to waive reading the full text of the Ordinance. The summary that was read is included as **ATTACHMENT A** to this report. The Ordinance in its entirety is included as **ATTACHMENT B** to this report.*

**Step 3: Publication.** After adoption, the Ordinance Summary and roster of votes for and against must be published within 15 days with the full ordinance posted at the District office.

**Step 4: Ordinance Effective Date.** The Ordinance will be effective 30 days after adoption.

### **RECOMMENDATION**

Staff recommends adoption of **Ordinance 2015-02** adding a District Ordinance for the Theft of Water and Tampering with District Facilities.

# ATTACHMENT 1

## SUMMARY

### WATER THEFT ORDINANCE NO. 2015-02

Per the California Penal Code it is a misdemeanor for anyone to

1. Steal water.
2. Damage or tamper with water pipes or waterworks.
3. Take water from any disconnected utility connection.

California Civil Code authorizes the District to bring a civil action for damages against any person who attempts or participates in certain acts.

Per California Government Code, the District may impose administrative fines or penalties for violation of the Ordinance.

Because water is a vital resource, the District has determined that it is appropriate to impose fines for the theft of water to protect this vital resource and finds that this Ordinance is in the best interest of the District to protect the health, safety and welfare of the community.

The Ordinance provides a number of remedies available to the District for violation of the Ordinance such as turning on water service without District authorization, tampering with any locked water meter or with a service connection or District facilities, bypassing a meter, or otherwise making an unauthorized connection to District facilities without District permission, or committing water theft.

The Ordinance provides that a "Notice of Violation" will be mailed or delivered to the customer for violations.

The Ordinance provides "Payment and Appeal Procedures."

The Ordinance takes effect thirty days after its passage.



**ORDINANCE NO. 2015-02**  
**OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**ESTABLISHING A DISTRICT ORDINANCE FOR THE THEFT OF WATER**  
**AND TAMPERING WITH DISTRICT FACILITIES**

Be it enacted by the Board of Directors of the Georgetown Divide Public Utility District that:

WHEREAS, California Penal Code section 498 prohibits the theft of utility services, including water; and

WHEREAS, California Penal Code section 624 prohibits every person from willfully damaging, tampering with, or digging up water pipes or waterworks; and

WHEREAS, California Penal Code section 625 prohibits every person who, with intent to defraud or injure, opens or causes to be opened, or draws water from any disconnected utility connection after having been notified that the same has been closed or shut for specific cause, by order of competent authority; and

WHEREAS, any person who violates Penal Code sections 498, 624, or 625 is guilty of a misdemeanor; and

WHEREAS, California Civil Code section 1882 et seq. authorizes the Georgetown Divide Public Utility District (the "District") to bring a civil action for damages against any person who commits, authorizes, solicits, aids, abets, or attempts any of the following acts:

- a. Diverts, or causes to be diverted, utility services by any means whatsoever.
- b. Makes, or causes to be made, any connection or reconnection with property owned or used by the utility to provide utility service without the authorization or consent of the utility.
- c. Prevents any utility meter, or other device used in determining the charge for utility services, from accurately performing its measuring function by tampering or by any other means.
- d. Tampers with any property owned or used by the utility to provide utility services.

e. Uses or receives the direct benefit of all, or a portion, of the utility service with knowledge of, or reason to believe that, the diversion, tampering, or unauthorized connection existed at the time of the use, or that the use or receipt, was without the authorization or consent of the utility; and

WHEREAS, pursuant to California Government Code section 53069.4, the District may, by ordinance, make the violation of any ordinance enacted by its Board of Directors subject to a civil administrative fine or penalty; and

WHEREAS, because water is a vital resource, the District has determined that it is appropriate to impose civil administrative fines for the theft of water to protect this vital resource; and

WHEREAS, the District Board of Directors finds that this Ordinance is in the best interest of the District to protect the health, safety and welfare of the community; and

WHEREAS, the Board of Directors finds that this Ordinance is consistent with state law and the policies of the District.

NOW, THEREFORE, the Board of Directors of the Georgetown Divide Public Utility District does ordain as follows:

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THEFT OF SERVICE  
AND TAMPERING VIOLATIONS

Section 1. Recitals. The District hereby finds and determines that the above recitals are true and correct and are incorporated herein.

Section 2. Violations.

- a. For the purposes of this Ordinance, "water theft" means and includes all of the following:
  1. the use, diversion, receipt or taking of District water by any means from any public fire hydrant, blow-off valve, water main, water service lateral or other District facility or connection to a District facility; and
  2. the use, diversion, receipt, or taking of District water by any means without paying the full and lawful District charges for such water, or by tampering with District property or facilities.

3. For the purposes of this ordinance, “unauthorized use” includes the use of water from a stationary service connection where lawful water service has been discontinued or from a public fire hydrant, regardless of whether payment is provided to the District for the water drawn from the public fire hydrant, or any use of a hydrant meter in violation of the terms and conditions of a hydrant meter permit.
- b. “Tampering” with District equipment or facilities is considered grounds for discontinuance of utility service. “Tampering” shall include, but not be limited to:
1. Opening valves at the Curb or meters that have been turned off by District personnel.
  2. Breaking, picking or damaging cut-off locks.
  3. Bypassing meter in any way.
  4. Taking unmetered water from hydrants by anyone other than authorized officials of a recognized fire department, fire insurance company or District employee for any purpose other than firefighting, testing or flushing of hydrants.
  5. Use of sprinkler system water service for any purpose other than fire protection.
  6. Removing, disabling or adjusting meter registers.
  7. Connecting to or intentionally damaging water lines, valves or other appurtenances.
  8. Moving the meter or extending service without permission of the District.
  9. Any intentional act of defacement, destruction or vandalism to District property or an act that affects District property.
  10. Unauthorized use of a pump or device for removal of water from the ditch system.
  11. Any intentional blockage or obstruction of District property.

- c. Water theft and tampering are prohibited. Each act of water theft or tampering constitutes a misdemeanor.
- d. If any person takes water from a fire hydrant without authorization or otherwise tampers with District property, the District will submit a record of the vehicle license plate number or photo (if available) to El Dorado County Sheriff Department for investigation.
- e. The District may report any water theft to the appropriate prosecuting agency and press for prosecution of said activity pursuant to the Penal Code.

Section 3. Administrative Penalties. In addition to pursuing criminal penalties, the District, upon discovering water theft or tampering with District property, may also pursue the following remedies or other remedies available at law or equity:

- a. require the immediate removal of any equipment, connections or tools used to accomplish the water theft that is attached to District property;
- b. charge the customer or perpetrator an administrative penalty of:
  - 1. \$150 for the first violation;
  - 2. \$250 for a second violation within a twelve-month period; and
  - 3. \$350 for each violation thereafter within a twelve-month period.

Section 4. Other Remedies. In addition to any other remedies provided in this Ordinance or available under applicable law, the District may alternatively seek injunctive relief in the Superior Court or take enforcement action. All remedies provided herein shall be cumulative and not exclusive. If a customer or any other person turns on water service without District authorization, tampers with any locked water meter, tampers with a service connection or District facilities, bypasses a meter, or otherwise makes an unauthorized connection to District facilities without District permission, or commits water theft, the District may:

- a. turn off the water service and install a lock;
- b. estimate, if necessary, the water taken and charge the customer, offender or water recipient three times the normal rate of the water taken from the District facility;

- c. charge the customer, offender or water recipient for the damage to the District lock, meter or other property;
- d. remove the meter and plug the service;
- e. terminate and remove the service from its connection to the water main;
- f. charge a deposit of two times the amount of the average use to reestablish service;
- g. require the return of any District hydrant meter; and
- h. prohibit any person who has committed three violations of this Ordinance within a twelve-month period from obtaining a District hydrant meter permit for a period of three (3) years from the date of the third violation.

Section 5. Notice.

- a. A "Notice of Violation" will be mailed or delivered to the customer for the following:
  - 1. Evidence suggests the possibility of theft of service, including irrigation water, at the customer's property.
  - 2. If the violation does not constitute an immediate threat of safety or equipment integrity to the system, the customer will be ordered to immediately cease any unlawful practice.
- b. A "Notice of Violation" will be mailed or delivered to the customer after service is cut-off for the following:
  - 1. In the opinion of the District's General Manager, theft of service is clearly evident on the customer's property and immediate action is necessary.
  - 2. In the opinion of the District's General Manager, there is an immediate danger to public health or safety.

Section 6. Payment and Appeal Procedures. The District shall calculate the amount of damages and penalty(ies) to be imposed, and shall send a bill to the customer, or if the offender is not a customer of record, an invoice for payment of the damages or penalty(ies) may be sent to the offender, water user or recipient.

- a. All costs relating to the District's processing and handling of the water theft, investigation and enforcement thereof, and potential charges for reestablishment of service, shall be borne by the party having responsibility for the water account at the time of the water theft, or if there is no customer of record, by the offender, water user or recipient. These charges include, but are not limited to, service call charges, water charges, turnoff of service, charges for damage to District facilities and equipment, and plug or termination fees. Before the meter will be replaced and service reestablished, the party requesting service, if in any way involved in or related to, or associated with, parties involved in the water theft, shall deposit twice the average bi-monthly water bill, plus the standard meter reinstallation fee, in addition to all service call charges, and an amount representing any damage to District property.
- b. All charges relating to the District's processing and handling of the water theft involving the taking of water from a public fire hydrant shall be borne by the offender, water user or recipient, including, but not limited to, the cost of any water, charges for any damage to District facilities and equipment, and costs of investigation and enforcement.
- c. Any person (an "appellant") who wishes to appeal the imposition of an administrative penalty imposed by the District pursuant to this Ordinance, or who wishes to appeal the imposition of a three-year prohibition on a hydrant meter permit pursuant to Section 4(h), shall comply with the following procedures:
  1. The appellant shall submit an appeal request to the District no later than fifteen (15) calendar days from the date of the bill or invoice sent to the customer or offender.
  2. A response to the appeal request shall be provided by the District within thirty (30) calendar days from receipt of the appeal request.
  3. If an appeal request is denied, the appellant may resubmit the appeal request to the District Board of Directors no later than fifteen (15) calendar days from the date of the denial.
  4. The appellant may request to provide evidence in writing or in person in support of his or her appeal.
  5. The decision by the District Manager or if appealed to the Board of Directors, their final decision, shall be final.

6. Within ten (10) days after the denial of the appeal is deemed final, the appellant shall pay any disputed penalty(ies) imposed by the District.
7. The provisions of Section 1094.6 of the Code of Civil Procedure of the State of California shall be applicable to judicial review of the decision.

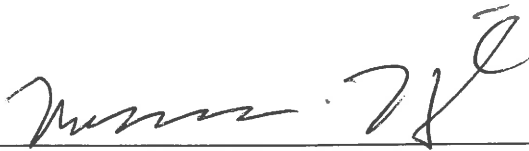
Section 7. Effective Date. This Ordinance shall become effective and in full force thirty days after its passage.

I HEREBY CERTIFY that the foregoing Ordinance was duly INTRODUCED at a regularly held meeting of the Board of Directors of the GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT on the 13<sup>th</sup> day of October, 2015, and was PASSED AND ADOPTED by the Board of Directors of the GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT on this 10<sup>th</sup> day of November, 2015, by the following vote:

AYES:

NOES:

ABSENT:



\_\_\_\_\_  
Norman A. Krizl, President  
Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

ATTEST:



\_\_\_\_\_  
Wendell B. Wall, Clerk and ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

CERTIFICATION

I hereby certify that the foregoing is a full, true, and correct copy of Ordinance 2015-02 duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, El Dorado County, California, at a meeting duly held on the 10<sup>th</sup> day of November 2015.



Wendell B. Wall, Clerk and ex officio

Secretary of the

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT



# Memo

To: Board of Directors

From: Wendell Wall, General Manager

Date: November 4, 2015

Re: CONTRACT WITH PG&E – ALT WATER TREATMENT PLANT PROJECT

Board Meeting of November 10, 2015; Agenda Item #12

---

## **BACKGROUND / DISCUSSION**

A component of the Auburn Lake Trails Treatment Plant Project will require upgrades to the existing electrical service, as provided by the Pacific Gas & Electric Company (PG&E). Under the existing service which provides power to the plant, it is the owner (GDPUD) and not the utility provider who is responsible for the cost of the upgrades.

Staff has worked with PG&E over the past several months in an effort to re-activate an application process that had expired. That process is complete and we are now in a position to sign an agreement with PG&E to provide the service. The agreement and supporting material consists of approximately 12 pages and can be made available upon request. For the purposes of this agenda item, only the cover page has been included which provides two options. These are identified as follows:

- **Refundable Option.** Under this option, the District would be required to make a payment to PG&E in the amount of \$39,791.28. Should other customers access this segment of the line within the next 10 years, they would be required to reimburse GDPUD for a portion of the initial costs. As expressed by a representative from PG&E, it is unlikely that other connections off this stub to the plant would be made in the future.
- **50% Discount Option.** Under this option, the District would be required to make a payment to PG&E in the amount of \$18,535.38. Should other customers access this segment of the line in the future, they would be required to compensate PG&E for a portion of the initial cost of the line. As expressed by a representative from PG&E, most customers go with this option. It is unlikely others, in the future, would have a need to connect to the stub to the plant.

The agreement, as generated by PG&E, dated August 19, 2015, identifies a period of 90 days to remain valid. Based on a recent conversation with Susan Smith, our Project Manager for PG&E, the offering identified in the agreement will remain valid for a period greater than 90 days if the District needs additional time to consider this matter.

## **RECOMMENDATION**

Recommend the Board authorize the General Manager to execute the subject agreement, under the 50% Discount Option, and make the required payment to PG&E in the amount of \$18,535.38.



ATTACHMENT 1

August 19, 2015

GEORGE SANDERS
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT, A Government Agency
PO BOX 4240
GEORGETOWN, CA 95634

RE: Contract ID: 1194076: WATER TREATMENT PLANT

Dear GEORGE SANDERS,

Enclosed are gas and/or electric agreements for your project located at:

AUBURN LK TRLS, COOL, 95614

This letter summarizes the agreements for this project.

Table with 4 columns: Description, Non-Refundable Payment, Refundable Option\*, 50% Discount Option\*. Rows include Electric Distribution and Service Extension, Less Credit (Engineering Advance, etc.), and TOTAL \*\*.

\* Only applies to Rule 15 Refundable Amounts. Amount shown is less credit for associated Applicant work.
\*\* The Income Tax Component of Contribution (ITCC) is included in the above charges when applicable.

Please sign both copies of the agreement and return one copy of the agreement to the address below along with your payment and retain one copy for your records. If the agreement is not returned to PG&E within 90 days of the date of this letter, the proposed agreement is canceled and PG&E may need to re-estimate the job.

Changes to the agreement, either to any of the terms or to the amount owing, are not permitted, and any change or interlineations voids the agreement. The payment of any amount less than the full amount shown will be deposited by PG&E, but PG&E will not begin any work on this contract until the amount is paid in full. The contract shall be deemed effective the date a fully executed copy is received by PG&E. Please allow 0 days from PG&E's receipt of the Agreement for construction to commence.

PG&E is committed to providing timely and efficient service and we look forward to continuing to work with you on this and future projects.

Should you have any questions regarding these contracts, please contact your project manager Susan Smith at 530-889-3261 or SEL3@pge.com.

Please send the executed Agreements and payment to:

PG&E CFM/PPC DEPARTMENT
PO BOX 997340
Sacramento, CA 95899-7340

Sincerely,

Marty Nepper

Marty Nepper
Service Planning Supervisor



110006052E

# Memo

To: Board of Directors

From: Darrell Creeks, Operations Manager

Date: November 4, 2015

Re: DEDICATION OF EASEMENT – RALPH ELLIOT

Board Meeting of November 10, 2015; Agenda Item #13

---

## **BACKGROUND / DISCUSSION**

The AB Development Company proposed a Planned Unit Development (PUD) in the Pilot Hill area around 1990. A portion of the project improvements, constructed in 1992, include a water storage tank and waterline. The PUD was never finalized with the County of El Dorado, resulting in a lack of dedicated easements for the tank and waterline.

The tank, located on an elevated ridge between the communities of Cool and Pilot Hill, has a hydraulic gradient that is ideal for the storage of District water. It has a rated storage capacity of 470,000 gallons. It is constructed of a synthetic woven-rubberized material and is commonly referred to as a bladder tank. The waterline provides a cross connection between two District water mains. It is the opinion of staff that the District water system would benefit from having access to this tank site and waterline.

The system, tank, and line have been in service since 1992. This is the only bladder tank connected to the District water system. Staff has encountered problems maintaining chlorine residuals and overall tank configuration with this system. The chlorine residual issue is likely the result of low water demands on the system, resulting in stagnant water. Staff has researched bladder tanks, and has found that many have a life of 20 years. It is likely the distorted configuration is the result of age and historical low water levels within the tank. Staff anticipates the tank will need to be replaced prior to continued use.

The District has contracted with Hanser and Associates to survey the existing tank and lines and to prepare a legal description and record of survey map delineating the subject easement. None of these documents will be executed until this Board reviews and takes action on the same.

The current property owner, Ralph C. Elliot, has offered to give the District an easement over the facilities, tank, and waterline in exchange for fencing, an extension of service, ditch water, maintenance of a pond, and all costs associated with formalizing the easements. The particulars of Mr. Elliot's request are summarized within **Attachment 1**.

## **RECOMMENDATION**

Staff recommends the Board direct staff to review the proposal submitted by Ralph C. Elliot and return to the Board with a recommendation for possible adoption.

## ATTACHMENT 1

---

---

**TO:** GDPUD  
**FROM:** RC ELLIOT  
**SUBJECT:** AUXILIARY WATER TANK AND LINES  
**DATE:** OCTOBER 26, 2015

The AB Development Company intended to build a Planned Unit Development on 450 acres in Pilot Hill. To facilitate this plan, they installed a water tank with auxiliary lines, connected to and between two GDPUD treated water mains, one running down Highway 49 and the other running up Catecroft Lane. The PUD was never built and the development company went broke. The land ended up with the lender, who divided it up into 5 parcels for sale. The tank and its feeder lines were all included in parcel 071-051-62-100 but were never surveyed or recorded. This parcel was sold by the lender.

If the GDPUD Board wishes to retain these facilities, the current owners of said parcel are willing to grant easements for them as specified with conditions to be performed by GDPUD. The location of the tank and lines have been identified and properly surveyed. This survey will be the basis for the easements.

1. In addition to the actual physical location of the tank, the owners are willing to grant a twenty foot easement for ingress and egress extending from the southern edge of the tank, in a perpendicular line, to the western boundary of the parcel, and then running along that boundary to the farthest northerly point of the Bashkiroff Easement.
2. The owners are also agreeable to granting a 15 foot easement for each of the lines, with guaranteed access to the property for service.

In return for these voluntary grants, GDPUD shall provide the following:

1. Chain link fencing, similar to what is already surrounding the tank, to be built on the road easement perimeter to prevent unauthorized persons from accessing the property or the tank.
2. A six inch or larger diameter service feed extending from the incoming line from Catecroft, near the tank, to be placed in a subterranean service box south of the tank and road easement, on the owners' property, that could be used for eventual fire suppression and construction.
3. An agreement to provide ditch water to the current and subsequent property owners, as long as the untreated water service is operational.
4. Payment for any and all expenses incurred in implementing and recording this agreement from any source whatsoever.
5. An agreement to maintain the dam, which the auxiliary line runs through and across.

# Memo

To: Board of Directors

From: Wendell Wall, General Manager

Date: November 4, 2015

Re: ACCOUNTING AND MANAGEMENT POLICIES AND PROCEDURES  
MANUAL

Board Meeting of November 10, 2015; Agenda Item #14

---

## **BACKGROUND / DISCUSSION**

Staff and the Finance Committee worked together to formulate an Accounting and Management Policies and Procedures Manual based on the recommendation of the District auditor. After formulating drafts, staff and the Finance Committee reviewed and made corrections to the draft.

On October 19, staff provided all Directors with a copy of the draft document to review and make comments. If no comments or recommendation for changes are requested for discussion, staff requests the Board approve the working Accounting and Management Policies and Procedures Manual. This document will be a working document and subject to updates as required.

## **RECOMMENDATION**

Staff recommends Board approval of the Accounting and Management Policies and Procedures Manual.

# Memo

To: Board of Directors

From: Wendell Wall, General Manager

Date: November 4, 2015

Re: APPROVAL OF DELEGATES TO FALL 2015 ACWA CONFERENCE

Board Meeting of November 10, 2015; Agenda Item #15

---

## **BACKGROUND / DISCUSSION**

The Association of California Water Agencies (ACWA) 2015 Fall Conference is scheduled from Tuesday, December 1, through Friday morning, December 4 at Indian Wells, California. The conference will address current issues facing California water agencies.

General Manager Wall wishes to attend this conference and seeks Board approval for himself as well as any Directors who may wish to attend.

The ACWA/JPIA meeting is scheduled for November 30 and December 1. This meeting is for JPIA Board members and includes relevant seminars in addition to the various board and committee meetings.

## **RECOMMENDATION**

Staff recommends Board approval for the General Manager to attend the ACWA 2015 Fall Conference and further recommends Board approval for any Board members who may wish to attend the ACWA conference and/or the JPIA meeting.

# Memo

To: Board of Directors  
From: George Sanders, Engineering Consultant  
Date: November 4, 2015  
Re: AUBURN LAKE TRAILS WATER TREATMENT PLANT  
Board Meeting of November 10, 2015; Agenda Item #16

---

## **BACKGROUND / DISCUSSION**

This is part of a monthly update, provided by staff, relating to the status of the Auburn Lake Trails Water Treatment Plant Project.

**US Fish & Wildlife** – Staff is in receipt of correspondence from this federal agency which was addressed to the State Water Quality Control Board. The District is now in receipt of their review and conditional approval which will allow the District to move forward with the Project.

**Foothill Associates – Environmental Document** – Staff has worked with District Counsel and Foothill Associates in a review of the current environmental documents. This review has resulted in a recommended change in the scope of work and fees from that as identified in the prior proposal, by Foothill, of October 7, 2015 and as approved by this Board in the meeting of October 13, 2015.

The proposed Addendum to the CEQA Document is the topic of an agenda item within this meeting.

**Fire Marshall** – The Fire Marshall has completed the plan review, the necessary corrections have been made to the plans, and fees have been paid for inspection of the work. This activity is deemed complete.

**State Water Board (SWRCB) Environmental Document** – The State has confirmed receipt of the recent findings by the US Fish & Wildlife Service, which will allow the project to move forward with the implementation of the biological mitigation measures. As identified by the State, this action at the federal level was critical to the state moving forward with its final review and assessment of the environmental documents.

The District is in receipt of notice, from the SWRCB, of the need to review and evaluate the current environmental documents due to their age. Per direction from the SWRCB, this review is required as a result of recent policy changes within the SWRCB. The Mitigated Negative Declaration for this project was adopted in 2010. Staff has worked with Counsel and Foothill Associates in the review and assessment of the current environmental documents. That review has resulted in proposed changes to the scope and fee schedule from that as identified in the Foothill proposal of October 7, 2015.

**State Water Board (SWRCB) Plan Review** – Staff has discussed the status of the Plan Review with the SWRCB (Water Board). The Water Board has indicated that the plans

appear to be complete and the approval process will move forward with the loan application. This is likely not a controlling factor for construction. Staff anticipates SWRCB review and approval to be completed once funding is secure.

**Utility Reviews and Design** – This relates to electrical service, which will be provided by PG&E. PG&E has completed its review and preliminary design of the needed utility upgrades. An item is included under this agenda with a staff recommendation to contract with PG&E for the required work. This activity is on schedule and is not a controlling factor for construction.

**Funding** – Key elements of that funding include the following sources:

- District Reserves....approx \$1,000,000. Replacement Reserve (Fund 24) \$760,000. Portion of Capital Facility Charges (Fund 39) \$240,000. This funding is currently in place.
- EPA Grant.....approx \$1,081,599 in grant funds. The District has received notice from EPA that the extension for funding has been approved. In an effort to keep this funding in place it will be necessary that staff update the current Work Plan. Staff is in the process of updating the Work Plan. In early November, staff submitted invoices totaling approximately \$617,465 for work performed from 2011 to present.
- State Loan....The loan amount has been identified under prior Board action at \$10,000,000.

**Bid Documents** – Psomas, working under a prior contract amendment, is preparing the bid documents. This item is generally complete.

**Construction Schedule** – Staff has prepared a construction schedule for the project. This will assist the District in measuring progress as we move forward with the various work activities. Key elements include bidding the project this winter with anticipated award and construction in spring. Current controlling factor is CEQA process that needs to be complete prior to construction.

WORK PLAN ACTIVITIES Updated 11/04/15	
Item	Planned Completion Date
Project Design	March 2015 (Completed)
Addendum to CEQA Document	November 2015 – April 2016
Bid Project	February 2016
Agency Approvals (Water Board pending CEQA Review)	May 2016
Award for Construction	May 2016
Begin Construction	June 2016
Substantial Completion (18-month Construction)	December 2017
Final Completion	March 2018

**Other** – Prior to construction, the District will need to contract for outside services in the areas of construction management, construction staking (surveying), and materials testing (soils and concrete).

**RECOMMENDATION** – Possible Board Action.



# Memo

To: Board of Directors

From: Wendell Wall, General Manager

Date: November 4, 2015

Re: CONTRACT WITH Foothill Associates – ENVIRONMENTAL  
DOCUMENTS – ALT WATER TREATMENT PLANT

Board Meeting of November 10, 2015; Agenda Item #17

---

## **BACKGROUND / DISCUSSION**

The State Water Board identified the need for an Addendum to the CEQA Document for the Auburn Lake Trails Water Treatment Plant. As of January 1, 2015, the Water Board adopted an internal policy which requires all CEQA Documents be current, no older than two years. The CEQA document for this project is dated 2010.

At the Board meeting of October 6, 2015, this Board conditionally approved a contract with Foothill Associates in the amount of \$20,367. That conditional approval required that staff review the contract with GDPUD Legal Counsel, with special attention to the scope of services, prior to final execution of the same. That review process has resulted in the generation of a revised scope of services and fee schedule which is the subject matter of this agenda item.

Key elements of the revised scope concentrate on an updated Administrative Draft EA/IS with circulation, an updated review on Air Quality and Greenhouse Gas Emissions and the deletion of the Cultural Resources Assessment that had been completed under a prior effort. The prior contract amount was \$20,367. The revised contract amount is \$33,385.

A copy of the proposal from Foothill Associates is included as **ATTACHMENT 1**.

## **RECOMMENDATION**

Staff recommends that the Board rescind its prior Board Action, Agenda Item #18 of the October 13, 2015 Board Meeting, which authorized the General Manager to contract with Foothill Associates in the amount of \$20,367, and instead authorize the General Manager to enter into a contract with Foothill Associates for an amount not to exceed \$33,385.



ENVIRONMENTAL CONSULTING • PLANNING • LANDSCAPE ARCHITECTURE

SCOPE OF WORK - Hourly, Not To Exceed

NOVEMBER 2, 2015

CLIENT: Wendell Wall, General  
Manager

WITH: Georgetown Divide Public Utility District

FROM: Kyrsten Shields

PROJECT: Auburn Lake Trails Water Treatment Plant  
Upgrade(s)

TASK	DESCRIPTION	COST
<p><b>One:</b></p>	<p><b>California Environmental Quality Act/National Environmental Policy Act Document</b></p> <p>Foothill Associates will update the April 2010 Environmental Assessment/Initial Study (EA/IS) previously adopted by the Georgetown Divide Public Utility District (GDPUD) consistent with the currently defined improvements as described within the August 20, 2015 Project Description submitted to the U.S. Fish &amp; Wildlife Service to facilitate Section 7 Consultation.</p> <p>Foothill Associates will prepare an updated Administrative Draft EA/IS for review by the District. This scope of work assumes that impact analyses will rely on existing readily-available sources of information, including USGS topographic quadrangles, El Dorado County planning documents, National Resource Conservation Service soils maps, FEMA Mapping, previous prepared and certified/adopted environmental documents, as well as other documents and data sources as relevant. No additional technical studies in addition to the Air Quality and Greenhouse Gas Emissions Technical Memo proposed by Task Two are proposed by this scope of work. It is assumed that any relevant previously prepared technical studies will be provided to Foothill Associates by GDPUD for reference in preparing environmental impact analyses.</p> <p>The EA/IS will identify feasible mitigation measures to reduce impact levels to levels below significance as applicable to relevant thresholds for all environmental impacts in the CEQA Initial Study Checklist identified as “potentially significant.” This scope of work assumes that all potentially significant impacts can be mitigated to less than significant levels and that the preparation of an EIR will not be required. If it is determined that the preparation of an EIR is required, Foothill Associates will provide a supplemental scope of work and cost estimate.</p> <p>Foothill Associates will prepare a Mitigation Monitoring and Reporting Program (MMRP) in accordance with Section 15074(d) of the CEQA Guidelines for incorporation into the EA/IS.</p> <p>Foothill Associates will prepare a Notice of Completion (NOC) for transmittal to the State Clearinghouse of the Governors Office of</p>	<p><b>\$26,850</b></p>

	<p>Planning and Research (SCH) pursuant to CEQA, Section 21161, and a Notice of Intent to Adopt a Mitigated Negative Declaration (NOI) for publishing in a general circulation newspaper in accordance with the CEQA Guidelines Section 15072. A draft FONSI will also be prepared pursuant to 40 CFR 1501.4(e).</p> <p>Upon the receipt of a single set of written comments from the GDPUD, Foothill Associates will revise the Administrative Draft EA/IS as necessary to address all comments and will provide one (1) digital copy of a Screencheck EA/IS to the GDPUD for final review and approval before the document(s) is produced for public review.</p> <p>Following GDPUD approval of the Screencheck document(s), Foothill Associates will finalize the NOC and the Public Review EA/IS for submittal to the State Clearinghouse with the Summary Form [Fifteen (15) digital copies of the EA/IS and fifteen (15) printed copies of the Summary Form], and up to twenty-five (25) bound copies to the GDPUD. Foothill Associates will also provide the GDPUD with one (1) digital version of the Public Review Draft EA/IS, NOI, NOC and Summary Form on disk.</p> <p>The updated IS/MND - EA/FONSI will be made available for a 30-day public review period pursuant to CEQA Guidelines Section 15703, and 40 CFR 1506. This scope of work assumes that the GDPUD will assume responsibility for publishing the notice of availability for the IS/MND - EA/FONSI in a newspaper of general circulation concurrent with the release of the document to the SCH. In addition, and if applicable, the U.S. Environmental Protection Agency (EPA) will assume responsibility for coordinating the publishing of any required Federal Register Notices.</p> <p><b>Deliverables:</b></p> <ul style="list-style-type: none"><li>• <i>One (1) digital copy of Administrative Draft Updated EA/IS to the District;</i></li><li>• <i>One (1) digital copy of a Screencheck EA/IS;</i></li><li>• <i>One (1) digital copy and twenty-five (25) bound copies of the Public Review Draft EA/IS, NOC, NOI and Summary Form to the GDPUD; and</i></li><li>• <i>One (1) hardcopy of the NOC and fifteen (15) copies of the Summary Form (Form F) and fifteen (15) CDs of the complete EA/IS to the State Clearinghouse.</i></li></ul> <p>Following the close of the 30-day public comment period, Foothill Associates will consult with the GDPUD and will review all written comments received on the Public Review EA/IS. Together with the GDPUD, Foothill Associates will prepare responses to comments. It is</p>	
--	---	--

	<p>assumed that comments will be minor (not requiring additional analysis or studies) and responses will consist primarily of clarifying information and directing commenters to the appropriate discussion in the IS/MND. All comments and responses will be provided in "Letter" format for the GDPUD to utilize in a staff report. This scope of work assumes that a separate, "stand alone" Final IS/MND document will not be prepared.</p> <p><b>Deliverables:</b></p> <ul style="list-style-type: none"> <li>• One (1) digital copy of Draft Response to Comments Letter; and</li> <li>• One (1) digital copy of Final Response to Comments Letter.</li> </ul>	
<p><b>Two:</b></p>	<p><b>Air Quality and Greenhouse Gas Emissions</b></p> <p>As a subconsultant to Foothill Associates, KD Anderson &amp; Associates (KDA) will prepare an analysis and technical memorandum analyzing air quality effects resulting from the Georgetown Divide Public Utility District Auburn Lake Trails Water Treatment Plant Project (due to the fact that the project would not result in a substantial increase in long-term operational emissions, KDA will focus only on short-term construction related emissions). The analysis will include both criteria pollutant emissions and greenhouse gas (GHG) emissions associated with global climate change. KDA will conduct the analysis in support of a California Environmental Quality Act (CEQA) environmental document for the proposed project.</p> <p>The analysis will be conducted using the CalEEMod emissions model. KDA will quantify the following types of emissions:</p> <ul style="list-style-type: none"> <li>• reactive organic gases (ROG),</li> <li>• nitrogen oxides (NO<sub>x</sub>),</li> <li>• inhalable particulate matter less than 10 micrometers in diameter (PM<sub>10</sub>),</li> <li>• fine particulate matter less than 2.5 micrometers in diameter (PM<sub>2.5</sub>),</li> <li>• carbon monoxide (CO),</li> <li>• carbon dioxide (CO<sub>2</sub>),</li> <li>• methane (CH<sub>4</sub>), and</li> </ul> <p>The latter three types of emissions are considered GHG pollutants. The amount of these three types of emissions will be used to calculate a combined carbon dioxide equivalent (CO<sub>2</sub>e) value.</p> <p>KDA will compare criteria pollutant emission and GHG emissions to the El Dorado County Air Pollution Control District (APCD) document, <i>Guide to Air Quality Assessment</i>. This document presents quantitative</p>	<p><b>\$6,535</b></p>

	<p>significance thresholds for criteria pollutant emissions, but does not provide quantitative significance thresholds for GHG emissions. However, the Sacramento Metropolitan Air Quality Management District (SMAQMD) adopted GHG significance thresholds in October 2014, and APCD staff are recommending use of the SMAQMD thresholds in El Dorado County.</p> <p>The significance of construction-related emissions will be determined using the significance thresholds for criteria pollutant emission from the APCD and quantitative significance thresholds for GHG emissions from the SMAQMD. Based on these comparisons, KDA will identify significant project-related impacts. If significant impacts are identified, KDA will consult with the project team and County staff to identify mitigation measures needed to reduce the impact to a less-than-significant level.</p> <p>Construction of the Auburn Lake Trails Water Treatment Plant Project could potentially result in the exposure of sensitive receptors to toxic air contaminant (TAC) emissions. To assess the potential impact of TAC emissions, KDA will complete the following tasks:</p> <ul style="list-style-type: none"> <li>• Naturally-Occurring Asbestos (NOA) – document that NOA may be present in the project site, identify a potentially significant impact associated with fugitive dust emissions containing NOA, and identify mitigation such as preparation of a Fugitive Dust Plan and/or Asbestos Dust Mitigation Plan.</li> <li>• Diesel Exhaust Emissions – screening level assessment for construction-related diesel exhaust emissions</li> <li>• Federal Conformity Rule for the Federal Clean Air Act (CAA) – assess the applicability of the general conformity rule for the federal CAA because the proposed project is located in a designated nonattainment area for the federal eight-hour ozone standard and federal PM<sub>2.5</sub> standard. If emissions are found to be higher than the de minimis levels, modification of this scope of work and cost estimate may be needed.</li> </ul> <p><i>Deliverables:</i></p> <ul style="list-style-type: none"> <li>• <i>One hard copy of the Technical Memorandum will be submitted to the District.</i></li> <li>• <i>One PDF copy of the Technical Memorandum will be submitted to the District.</i></li> </ul>	
	<b>TOTAL:</b>	<b>\$33,385</b>



## TERMS AND CONDITIONS

This document constitutes an agreement for environmental consulting services to be provided by Whitney Environmental Consulting, Inc., dba Foothill Associates (FOOTHILL) on behalf of Georgetown Divide Public Utility District (CLIENT).

### **Services/Expenses:**

Services to be provided by FOOTHILL under this agreement are described in the attached scope of work. Consulting Services shall be performed on an Hourly, Not to Exceed basis. CLIENT also agrees to pay reimbursable expenses necessary for the performance of the services listed in the attached scope of work. Additional services beyond those outlined in the attached scope of work may be provided if confirmed in writing.

Landscape Architect agrees to provide its professional services in accordance with generally accepted professional standards. Landscape Architect agrees to put forth reasonable efforts to comply with codes, laws, and regulations in effect as of the date of this agreement. Landscape Architects are licensed by the State of California and/or the State of Nevada and/or the State of Oregon.

### **Billings/Payments:**

Invoices for FOOTHILL'S services and expenses shall be submitted, at FOOTHILL'S option, either upon completion of such services or on a monthly basis. Invoices shall be payable within 30 days after the invoice date. If the invoice is not paid within 30 days, FOOTHILL may, without waiving any claim or right against CLIENT, and without liability whatsoever to CLIENT, terminate the performance of the service.

### **Late Payments:**

Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% (or the legal rate) on the then unpaid balance. In the event any portion or all of an account remains unpaid 90 days after billing, CLIENT shall pay all costs of collection.

### **Delay, Changes in Scope:**

In the event that CLIENT requests a work stoppage of more than 45 days, FOOTHILL reserves the right to renegotiate our fees for the remaining work. Any required services additional to those specifically included herein shall be provided as an extra service on a time and material basis or at an agreed additional fixed fee amount. If the Scope of Work is significantly different from what is described herein, FOOTHILL reserves the right to renegotiate the fee for services based on a revised Scope of Work. Requests for additional consulting services by CLIENT from FOOTHILL beyond the Scope of Work will be billed on a time and materials basis.

**Contract Assumptions, Adequacy of Base Data, Project Changes:**

FOOTHILL assumes that any base data or engineering drawings provided by CLIENT in support of this Scope of Work are complete, accurate, and are adequate for use by FOOTHILL in completing the work described in this Scope of Work. If this is not the case, FOOTHILL, at CLIENTS expense, or CLIENT, will develop adequate supporting data.

**Access to Project Site and Materials:**

CLIENT agrees to comply with all requests made by FOOTHILL for information held by CLIENT reasonably necessary for the performance of FOOTHILL'S duties under this Agreement. FOOTHILL will have access to the project site for activities necessary for the performance of the services described in this Agreement. FOOTHILL will take precautions to minimize damage due to these activities, but have not included in the fee the cost of restoration of any resulting damage.

**Ownership of Documents:**

All instruments of professional services prepared by FOOTHILL including, but not limited to, drawings and specifications are the property of FOOTHILL, and these documents shall not be reused without FOOTHILL'S written permission. FOOTHILL retains all rights, including copyright, of its documents. CLIENT or others are not permitted to use FOOTHILL'S documents to complete this project unless FOOTHILL is found to have materially breached this agreement. FOOTHILL reserves the right to include representations of the project in its promotional and professional materials.

**Dispute Resolution:**

Any claims or disputes made during performance of the services between CLIENT and FOOTHILL shall be submitted to non-binding mediation. CLIENT and FOOTHILL agree to include a similar mediation agreement with all contractors, sub contractors, sub consultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties.

**Limitation of Liability:**

CLIENT agrees that FOOTHILL'S total liability to CLIENT for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this agreement, from any cause or causes, shall not exceed the amount of services for which invoices have been issued and payments have been received. Such causes include, but are not limited to, FOOTHILL'S negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

**Termination of Services:**

This agreement may be terminated by CLIENT at any time, upon written notice, prior to the completion of the terms of this agreement. In the event of termination, CLIENT shall pay FOOTHILL for reimbursable expenses and services rendered to the date of termination.

**Board of Landscape Architects:**

The California Board of Landscape Architects regulates Landscape Architects. Any questions concerning a Landscape Architect may be referred to the Board at:

California Board of Landscape Architects  
2420 Del Paso Road, Suite 105  
Sacramento, CA 95834  
Telephone: (916) 757-7230


This agreement shall be interpreted in accordance with the laws of the State of California.

**Offered by:**

\_\_\_\_\_  
Meredith Branstad, Vice President  
For Whitney Environmental Consulting, Inc.

\_\_\_\_\_  
Date

**Accepted by:**

  
\_\_\_\_\_  
Wendell Wall, General Manager  
For Georgetown Divide Public Utility District

\_\_\_\_\_  
11-10-2013  
Date

**For Landscape Architect Services:**

Kathleen M. C. Kirsh  
California Landscape Architect License Number: 4362

Edward T. Armstrong  
California Landscape Architect License Number: 4870  
Oregon Landscape Architect License Number: 717

Meredith M. Branstad  
California Landscape Architect License Number: 5122  
Nevada Landscape Architect License Number 803