

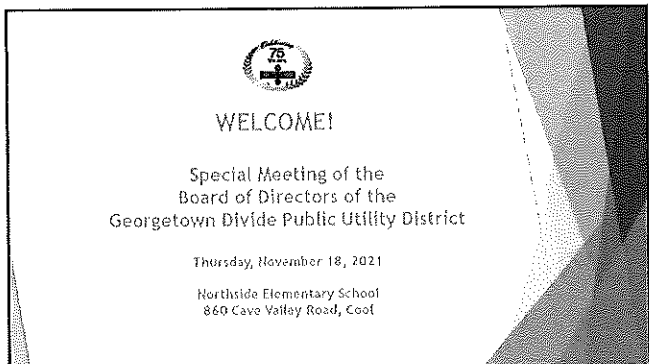


WELCOME!

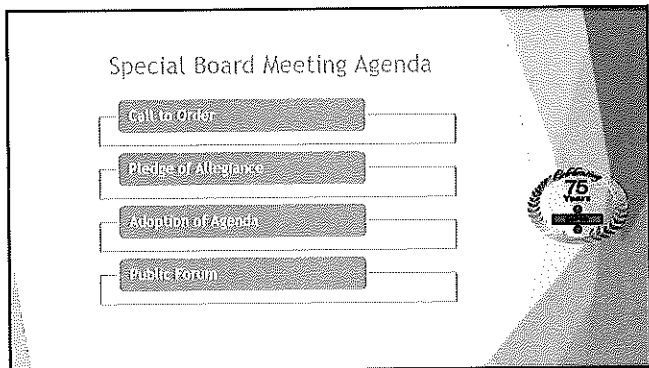
Special Meeting of the
Board of Directors of the
Georgetown Divide Public Utility District

Thursday, November 18, 2021

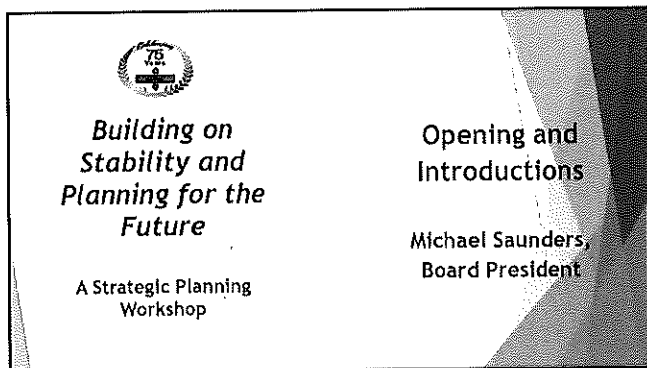
Northside Elementary School
860 Cave Valley Road, Cool



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GDPUD MISSION STATEMENT:

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


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



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Let's get to work...

**Workshop Facilitator
Dr. Bill Mathis,
Mathis Consulting
Group**



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Ground Rules for a Productive Planning Session

This community workshop is for sharing ideas and for the Board of Directors to prioritize the tasks and goals of the District. All participant's input is equally valued.

- Facilitator will call on each person to speak.
- Questions and comments from Board members will be limited to 3 to 5 minutes.
- Public questions and comments will be limited to 3 minutes.
- Allow speakers to finish their thoughts without interruption.
- Treat speakers with respect whether you agree or not.
- No accusations or calling out each other.

COVID-Prevention Protocol: Wear a mask, unless you are speaking or eating.
Keep a social distance from those outside your household.

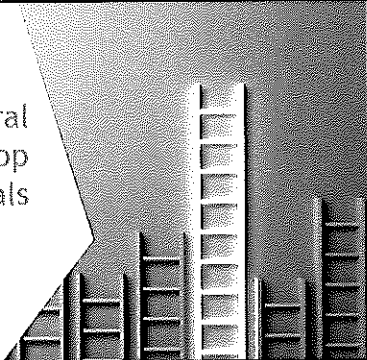
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Principles of a High Performing Board

- ❖ Set goals for the General Manager that are measurable and provide the resources to accomplish tasks.
- ❖ Clarify the role of the General Manager through a facilitated evaluation with the key responsibilities.
- ❖ Clarify the role of Legal Counsel and establish a performance evaluation process.
- ❖ Develop Board norms; agreements for how you will run meetings, make decisions, how they will treat colleagues, General Manager, and Staff (i.e., do not criticize staff in public).
- ❖ Clarify role and responsibilities of President, Vice-President, Treasurer, and in general, all Directors
 - Policy vs doing work?
 - Fiscal accountability and spending responsibility.
 - Relationship with Board in conveying information, emergencies, decisions, etc.

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The General Manager's Top Five Goals



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#1 - Learn and become fluent with the Tyler accounting software to be able to:

- Train and assist the new Office/Finance Manager on how to effectively use Tyler.
- Utilize cell sense in order to populate spreadsheets from data generated in Tyler.
- Provide monthly reports requested by the Board of Directors and the Finance Committee.
- Begin to develop the FY 2022-2023 Budget through the Tyler system.

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#2 - Fill the Office/Finance Manager Position

- > The Office/Finance Manager is the hub of the GDPUD administrative activities. The position will lead Board Clerk responsibilities and oversee the District's financial management activities.
- > It is a position that can promote team building across the different departments.
- > Retaining the right employee in this position will build greater coordination and stability for the District.
- > The Office/Finance Manager must cross-train front office staff to promote teamwork

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#4 - Develop and analyze alternative revenue streams in relation to the schedule for long-term CIP and Maintenance

Review Asset Valuation, Asset Management Program, and the Rate Study to develop long-term schedule for CIP, considering the financial position of the District.

Develop and pursue solar power at the yard and at the Sweet Water Treatment Plant to become generator of power.

Develop and pursue a hydro electric plant at the Kaiser Siphon and San Trap Siphon that were recommended for immediate implementation in the July 24, 2009, El Dorado County Hydro Development Study.

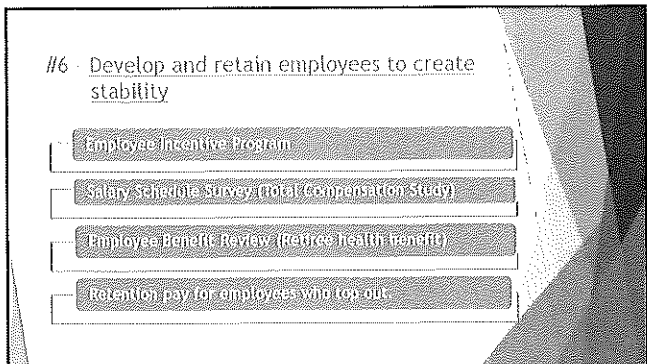
Review and study the feasibility of a hydro plant at Stumpy Reservoir, Buffalo Hill Siphon and any siphons that were not previously studied.

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#5 - Develop a Strong Public Information Program to Continue to Improve Communication and Transparency through the following:

- > Posting weekly updates to the website, including project tracking so the public can track the progress of projects, and providing updates on Board action, and upcoming meetings and events.
- > Providing training on Socrata to provide the public with access to the District's finances.
- > Continuing the efforts to expand the customer email list to provide alerts and information by email.
- > Continuing to produce bi-monthly newsletters.
- > Utilizing bill inserts to provide important information.

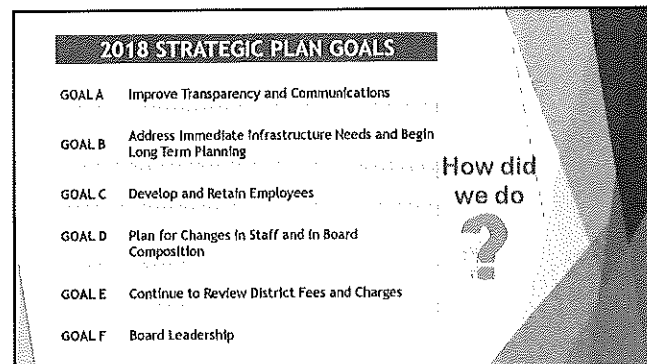
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GOAL A: IMPROVE TRANSPARENCY AND COMMUNICATION

- Created New Website that is more user-friendly and easier to navigate.
- Installed a state-of-the-art accounting software that will provide customers direct access to financial information. This is the conversion from the antiquated MOMS software to Tyler.
- Approved the installation of the Granicus Meetings Management Software to allow customers to live stream Board meetings and see Board actions recorded in real time.
- Adopted District Policy on the Role and Responsibilities of the Finance Committee.
- Issuing Bi-Monthly Newsletter with District information, updates and announcements of upcoming meetings and workshops.

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GOAL B: ADDRESS IMMEDIATE INFRASTRUCTURE NEEDS AND BEGIN LONG-TERM PLANNING

The plant went online on August

Groundbreak

Ribbon Cutting Oct. 31, 2019

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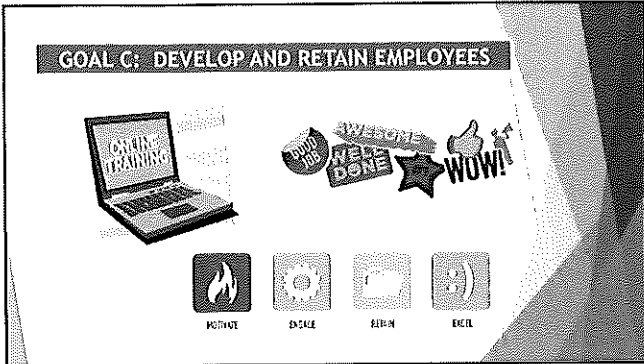
Annual Canal Lining

Pressure Regulating Valves

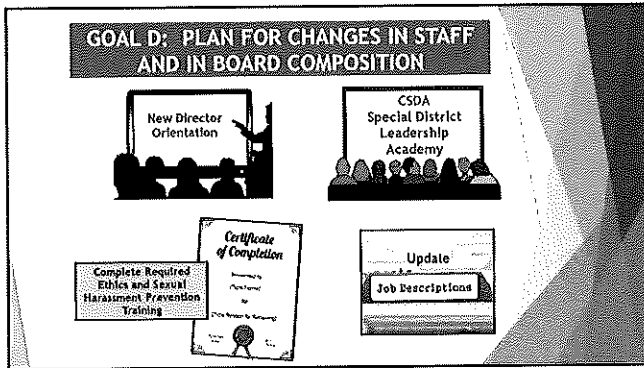
Automated Meters

Treated Water Line Replacement

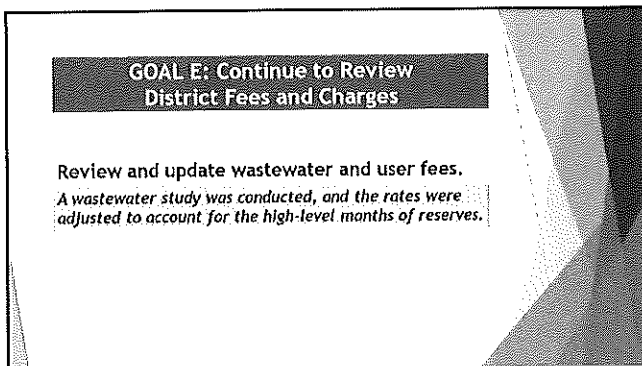
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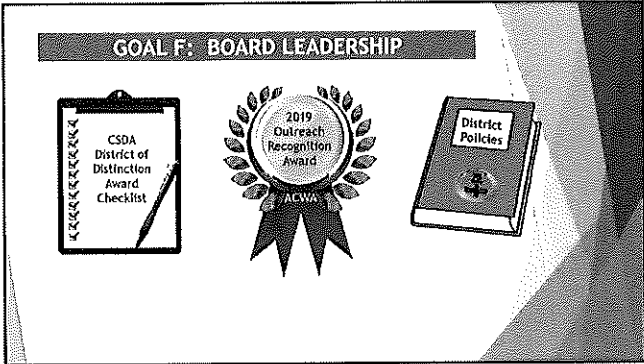
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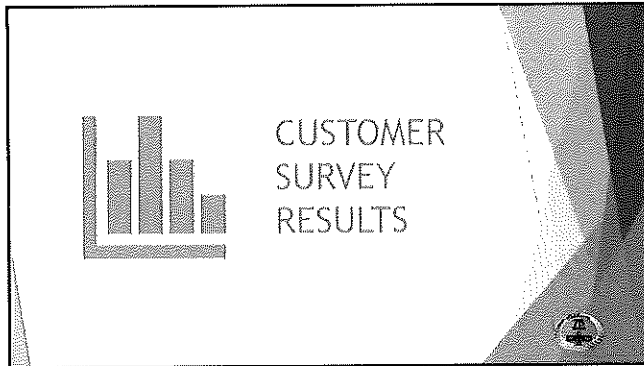
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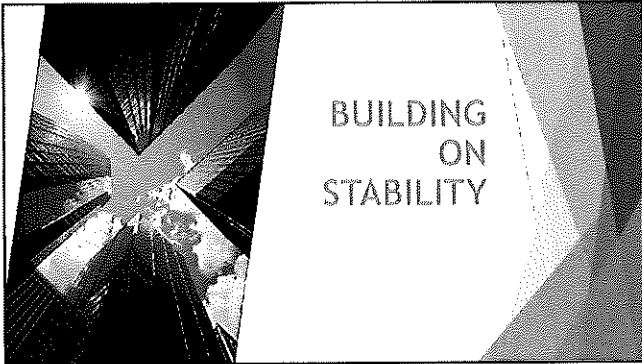
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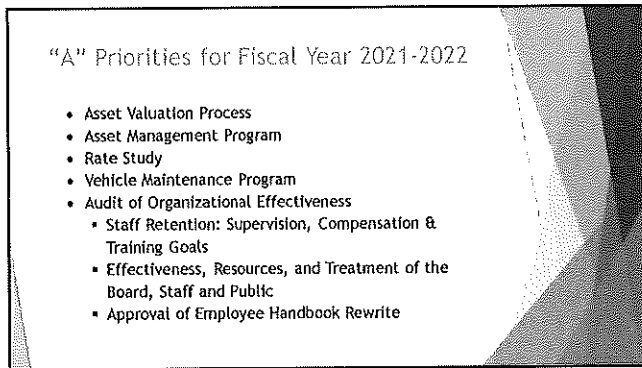
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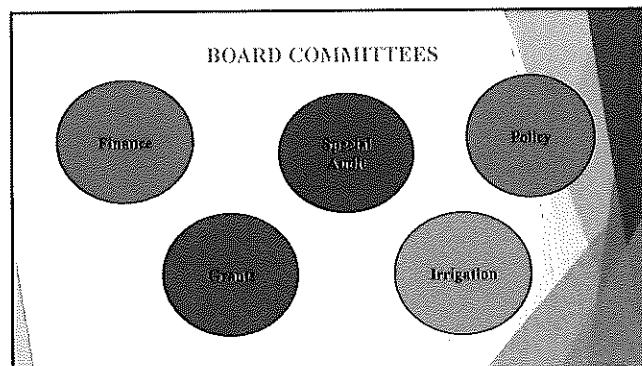
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| | 2020 | | 2021 | | 2022 | | | | | |
|------------|---|--------------------------|-----------------------------------|------------------|--------------------------|----------------|-----------------------|------------------|------------------|----------------|
| Timing TBD | Summer (Jul-Sep) | Fall (Oct-Dec) | Winter (Jan-Mar) | Spring (Apr-Jun) | Summer (Jul-Sep) | Fall (Oct-Dec) | Winter (Jan-Mar) | Spring (Apr-Jun) | Summer (Jul-Sep) | Fall (Oct-Dec) |
| F | FE 2021 100K Water Smart | | Water Smart | Water Smart | FE 2022 100K Water Smart | | | | | |
| E | FE 2022 100K Water Smart | | Water Smart | Water Smart | FE 2023 100K Water Smart | | | | | |
| B | 3 yr 100 Water Project Approved | | Water Smart | Water Smart | FE 2024 100K Water Smart | | | | | |
| R | | | Water Smart | Water Smart | FE 2025 100K Water Smart | | | | | |
| A | | | Water Smart | Water Smart | FE 2026 100K Water Smart | | | | | |
| K | | | Water Smart | Water Smart | FE 2027 100K Water Smart | | | | | |
| L | | | Water Smart | Water Smart | FE 2028 100K Water Smart | | | | | |
| S | Integrated Regional Water Grant Management Programs | Emergency Water Response | EMW CASE (pending State Approval) | | | | FEMA BHC Pump Station | | | |
| T | Drinking Water State Revolving Fund (low & 100) | | | | | | | | | |
| A | | | | | | | | | | |
| T | | | | | | | | | | |
| E | | | | | | | | | | |

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Fiscal Integrity and Reporting

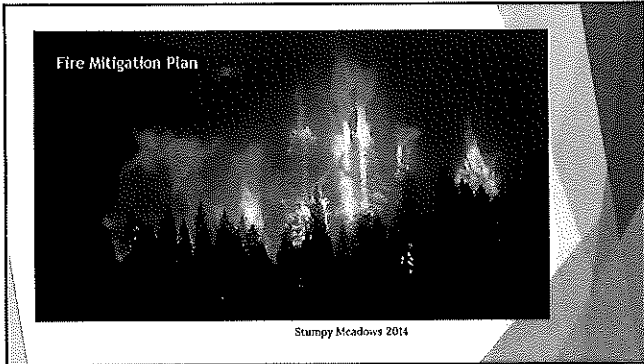
- Hire Office/Finance Manager and Retain CPA Firm
- Complete Tyler Conversion and Training to Provide Transparency
- Conduct External Investigative Audit

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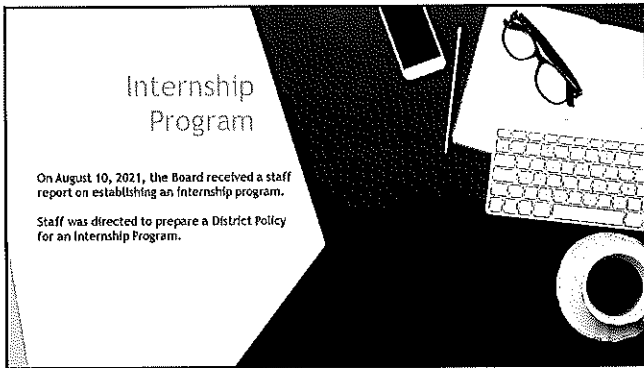
Future Consideration

- Fire Mitigation Plan/Implementation Schedule - Evacuation Study from Fire Threat
- Internship Program
- Apprenticeship Program Grant

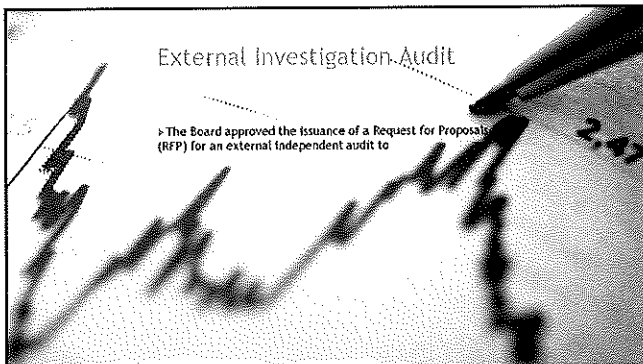
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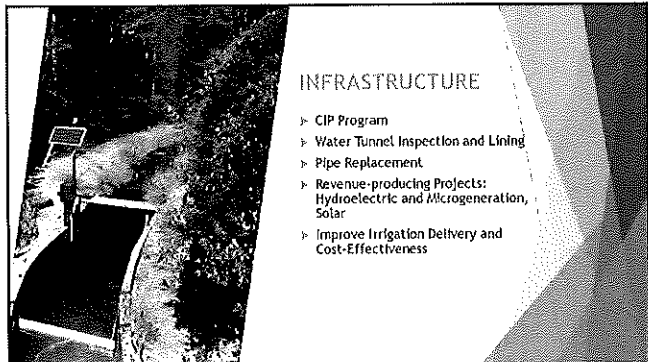
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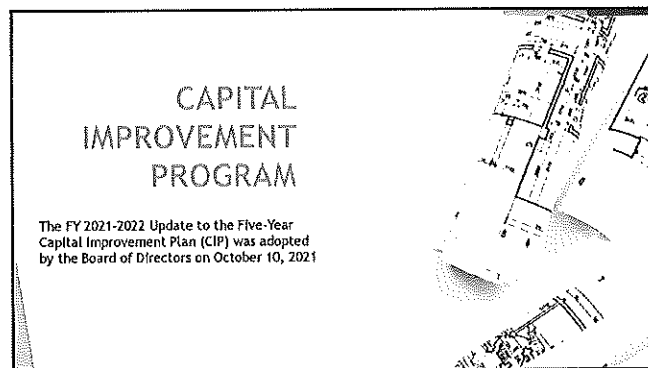
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INFRASTRUCTURE

- › CIP Program
- › Water Tunnel Inspection and Lining
- › Pipe Replacement
- › Revenue-producing Projects: Hydroelectric and Microgeneration, Solar
- › Improve Irrigation Delivery and Cost-Effectiveness

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CAPITAL IMPROVEMENT PROGRAM

The FY 2021-2022 Update to the Five-Year Capital Improvement Plan (CIP) was adopted by the Board of Directors on October 10, 2021

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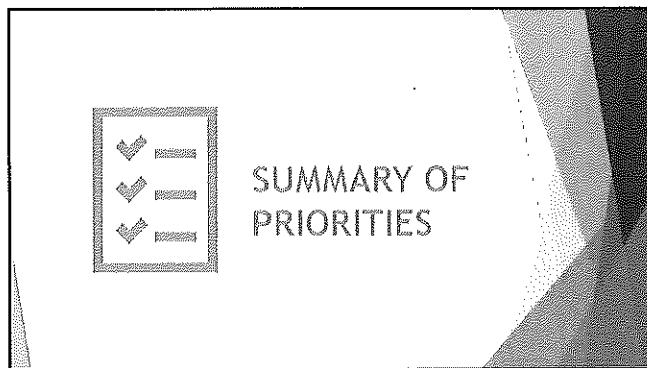
| STATUS OF CIP PROJECTS BY FISCAL YEAR | | | |
|--|--|---|---|
| 2018-2019 | 2019-2020 | 2020-21 | 2021-22 |
| ALTW (Sweet Water) Treatment Plant | Upcountry Ditch Rehabilitation | Reservoir Stream Gaging | Pump Station Retrofit/Generator |
| Reservoir & Stream Gaging | ALTW (Sweet Water) Treatment Plant | Office & Corp Yard Building Roof Repairs | Sweetwater Treatment Plant, 2M-gal Water Tank |
| Office & Corp Yard Building Roof Repairs | Reservoir & Stream Gaging | Annual Tank Recoating* | Tunnel Inspection & Lining |
| 2017 Pavement Repair | Office & Corp Yard Building Roof Repairs | Master Plan Update System Assessment | Office & Corp Yard Building Roof Repairs |
| Annual Tank Recoating* | Annual Tank Recoating* | OSB ALT WTP Demolition | Angel Camp Tank Recoating |
| 218 Canal Lining | Repair Safety Walkways | Replace Pump Stations | Repair Safety Walkways |
| Repair Safety Walkways | Treated Water Line Replacement | Repairing of District Parking Lots | Treated Water Line Replacement |
| 2017 Manhole Sealing | 2018 Main Canal Reliability | Rebuild Filter at Watson Lake Treatment Plant | Pressure Regulating Valves |

LEGEND: Proposed Planned In Progress Completed

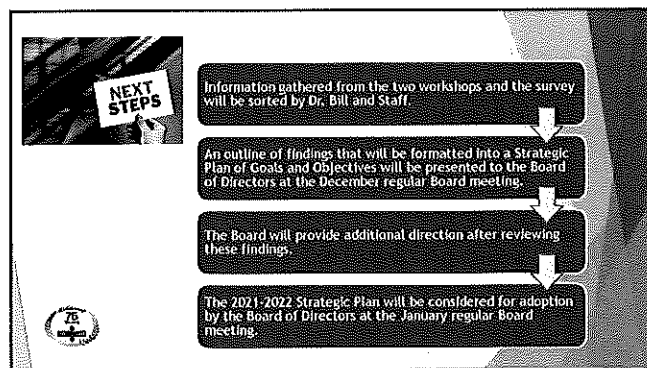
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| STATUS OF CIP PROJECTS BY FISCAL YEAR | | | |
|--|--|-------------------------------------|--|
| 2018-2019 | 2019-2020 | 2020-21 | 2021-22 |
| Treated Water Line Replacement | North Fork American River Pumping Station Evaluation | CDS Wastewater Lift Station Upgrade | North Fork American River Pumping Station Evaluation |
| 2018 Main Canal Reliability | Automated Meter Replacement | | Automated Meter Replacement |
| North Fork American River Pumping Plant Evaluation | Annual Canal Lining | | Annual Canal Lining |
| Automated Meter Replacement | Old ALT WTP Demolition | | Old ALT WTP Demolition |
| Annual Canal Lining | Replace Pump Stations | | Develop alternate Water Source |
| CDS Wastewater Lift Station Upgrade | Rehabilitate District Parking Lots | | ALOT Paving Projects |
| | Install Backup Generator at Office | | Water System Condition Assessment |
| | Rebuild Filter at Walton Lake Treatment Plant | | Replace Air Release Valves |
| | Engineering Evaluation of CDS Field | | Asset Management Plan |

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