

**LEGISLATIVE REPORT**

**Director Saunders**

**August 2024**

**Requested Advocacy Position/Changes**

State			
Bill	Brief Description	District Position	Recommended Position
SB 937 (Wiener)	This bill makes numerous changes to development fees . Limits when a local agency can collect development fees and connection fees. <a href="https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB937">https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB937</a> Previously removed language affecting Water Agencies, language has since been put back in which includes water/sewer/wastewater districts. At the very least, their is unequivocable exposure to water agencies. Current position (Neutral/Watch) Recommended Position: Oppose (other Agencies: CSDA, RWA)	Neutral/Watch	Oppose
8/27 Read Third Time Passed by Assembly - Ordered to the Senate			

**District Positions**

Federal			updates
Bill	Brief Description	District Position	
S 3830 LIHWAP ACT	Would make the LIHWAP program permanent (US sunset - May 2024) <a href="https://www.congress.gov/bill/118th-congress/senate-bill/3830/text">https://www.congress.gov/bill/118th-congress/senate-bill/3830/text</a>	Support	In Senate: referred to the Committee on Health, Education, Labor, and Pensions

State			
Bill	Brief Description	District Position	updates
SB 1110 (Ashby)	Would specify that the Water Board can forgo strict enforcement of water efficiency requirements if there are lower cost water supply options and extends the timeline by two years. <a href="https://leginfo.legislature.ca.gov/faces/billCompareClient.xhtml?bill_id=202320240SB1110&amp;showamends=false">https://leginfo.legislature.ca.gov/faces/billCompareClient.xhtml?bill_id=202320240SB1110&amp;showamends=false</a>	Support	Passed Senate. August 15 hearing: Held in Assembly Approp committee and under submission (suspense file)
SB 1072 (Padilla)	Would amend and remedy issues with Prop 218. <a href="https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB1072">https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB1072</a>	Support	Passed Senate. 6/27 Ordered to 3rd Reading in Assembly
AB 2257 (Wilson) ACWA sponsored	This bill would aid member agencies in defending against Proposition 218 lawsuits by requiring litigants to have participated and raised specific objections during the public administrative process. <a href="https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB2257">https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB2257</a>	Support	Passed Assembly. Passed Senate 8/27. To Enrolling and Engrossing
SB 1088 (Alvarado-Gil)	It is the intent of the Legislature to establish a Rural and Small Community Fire Resilience Program within the Office of Emergency Services to work in coordination with the Department of Water Resources, the State Water Resources Control Board, and other appropriate state entities to develop a program for the distribution of state matching funds to communities within the Wildland Urban Interface, or WUI, to improve water system infrastructure, including upgrading and upsizing waterlines, installing additional fire hydrants of water systems, and enhancing water system delivery to ensure adequate water flow for fire prevention and suppression activities <a href="https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB1088">https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB1088</a>	Support	Passed Senate. August 15 hearing: Held in Assembly Approp committee and under submission (suspense file)
AB 1827 (Papan)	Would provide that the fees or charges for property-related water service imposed or increased, as specified, may include the incrementally higher costs of water service due to specified factors, including the higher water usage demand of parcels. <a href="https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB1827">https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB1827</a>	Support	8/27 Passed, Enrolled to Governor
SB 1218 (Newman)	Would declare that it is the established policy of the state to encourage, but not mandate, the development of emergency water supplies, and to support their use during times of water shortage. <a href="https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB1218">https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB1218</a>	Support	Passed Senate. August 15 hearing: Held in Assembly Approp committee and under submission (suspense file)

SB 1393 (Niello)	Would require the State Air Resource Control Board to establish the Advanced Clean Fleets Regulation Appeals Advisory Committee for purposes of reviewing appeals of denied requests for exemptions from the requirements of the Advanced Clean Fleets Regulation. <a href="https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB1393">https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB1393</a>	<b>Support</b>	4/3 Failed Senate Environmental Quality Committee. Reconsideration Granted.
SB 867 (Dodd)	Climate Resiliency Bond <a href="https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB1393">https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB1393</a>	<b>Support</b>	Passed. Approved by Governor 7/3/24; going to Nov Ballot
Advocacy Coalition	Join ACWA's Coalition to Maintain Funding for Agreements to Support Healthy Rivers and Landscapes	<b>Support</b>	
AB 1337 (Wicks)	This bill would authorize the board to issue a curtailment order for any diversion, regardless of basis of right, when water is not available under the diverter's priority of right. Violation would be considered a trespass. <a href="https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB1337">https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB1337</a>	<b>Oppose Unless Amended</b>	Hearing cancelled by author
SB 1255	LIRA Program Bill. Water agencies - must have a Low Income Rate Assistance Program, and funding would be by customers that would not qualify. Customers would automatically be charged a fee unless they "Opt-out" of the contribution fee. Maximum of 10% voluntary contributions for administrative costs. <a href="https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB1255">https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB1255</a>	<b>Oppose Unless Amended</b>	Passed Senate. August 15 hearing: Held in Assembly Appropriates committee and under submission (suspense file)

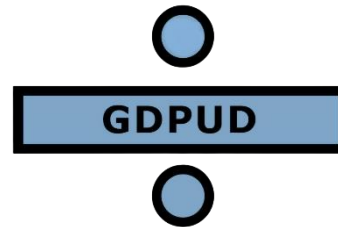
### Neutral/Watch

AB 1820 (Schiavo)	This bill would authorize a development proponent that submits a preliminary application for a housing development project to request a preliminary fee and exaction estimate, as defined. The bill would require a local agency to comply with the request within 10 business days of the submission of the preliminary application. <a href="https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB1820">https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB1820</a>		Passed Assembly. Passed Senate 8/27. To Enrolling and Engrossing
AB 460 (Bauer-Kahan)	Was a water rights bill. Text amended now only refers to Fines and Penalties. <a href="https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB460">https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB460</a>		Passed Assembly. 8/19 Ordered to 3rd Reading in Senate

**REPORT TO THE BOARD OF DIRECTORS**

**Board Meeting of September 5, 2024**

**Agenda Item No. 8. B.**



**AGENDA SECTION: ACTION ITEMS**

**SUBJECT: Review and Discuss the Cost-of-Service and Water and Wastewater Rate Analysis**

**PREPARED BY:** Elizabeth Olson, Executive Assistant

**Approved By:** Nicholas Schneider, General Manager

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**BACKGROUND**

The District issued a Request for Proposals (RFP) in February of 2024 to conduct a Cost-of-Service Analysis and Rate Study. During the March 7<sup>th</sup> Board Meeting, Water Resource Economics was approved to conduct the analysis. In the following months, the process involved presentations and discussions in open meetings beginning with the May 2<sup>nd</sup> meeting during which the development process was detailed, and initial Board direction requested. On July 10<sup>th</sup> the Financial Plan was presented during an open Board meeting. A series of public workshops were hosted in August for the Board and community to review and provide feedback on potential rate design. These August 13, 14, and 15 events occurred at strategic locations throughout the District, providing community members additional access.

**DISCUSSION**

Board of Director consensus was reached providing authorization for Water Resource Economics to develop the final report during the August 15<sup>th</sup> Special Town Hall meeting. This report will be heard and presented at the October Regular Board Meeting. The Directors have been available to the community receiving comments, concerns, and feedback. In synthesis with this process and its associated accumulated input from the community, this is offered as an additional opportunity to engage in dialogue. Both Board and community discussion is encouraged with staff being available to receive any associated requests or direction from the Directors.

**FISCAL IMPACT**

There is no known fiscal impact associated with this discussion, though the ensuing direction may produce further charges, should the process requests include additional services.

**CEQA ASSESSMENT**

This is not a CEQA project.

**RECOMMENDED ACTION**

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) discuss and provide feedback regarding the Cost-of-Service analysis and the associated process.

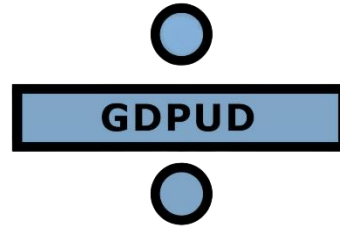
**ALTERNATIVES**

The Board may (a) Request substantive changes to the process for staff to implement; (b) Reject the discussion and examination finding no necessity.

**REPORT TO THE BOARD OF DIRECTORS**

**Board Meeting of September 5, 2024**

**Agenda Item No. 8. C.**



**AGENDA SECTION: ACTION ITEMS**

**SUBJECT: Consider the Adopted FY 2024-25 Operating Budget and Capital Improvement Plan (CIP) Discussion**

**PREPARED BY:** Elizabeth Olson, Executive Assistant

**Approved By:** Nicholas Schneider, General Manager

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**BACKGROUND**

The current Operating Budget and Capital Improvement Plan (CIP) was adopted on June 6<sup>th</sup>, 2024. The Fiscal Year began on July 1, 2024, and the District would like to stay proactive in implementing this budget for its constituents.

**DISCUSSION**

The Board of Directors has stated that they would like to both, stay engaged in the financial health of the District, and continue to provide direction to Staff regarding this matter. The Board has requested an opportunity to review the adopted FY 2024-25 Operating Budget and CIP. This will provide an opportunity if there is the potential need for amendments per Director determinations and District needs. Board discussion is encouraged with staff being available to receive direction from the Directors.

**FISCAL IMPACT**

The discussion and ensuing direction provided to staff will establish what financial impacts, if any, will be associated with this item.

**CEQA ASSESSMENT**

This is not a CEQA project.

**RECOMMENDED ACTION**

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) provide staff direction based upon the Budget and CIP discussion.

**ALTERNATIVES**

The Board of Directors may establish a lack of necessity in addressing the adopted budget and CIP and forego the discourse.

**ATTACHMENTS**

1. Adopted FY 2024-25 Operating Budget and Capital Improvement Plan





GEORGETOWN DIVIDE  
PUBLIC UTILITY DISTRICT

**ADOPTED  
FISCAL YEAR  
2024-2025  
OPERATING  
BUDGET**

Presented to the  
Board of Directors  
June 6, 2024

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

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June 6, 2024

Board of Directors, Finance Committee and Customers,

The Board established the process for reviewing and adopting the Fiscal Year (FY) 2024-25 Operating Budget. On February 22, 2024, the Finance Committee reviewed and provided feedback on the working draft of the budget. The Board reviewed the draft budget at the March 7, 2024, regular board meeting and provided feedback and staff direction. The Board reviewed an updated proposed budget on April 4, 2024, and again provided staff with suggestions. An updated proposed budget was brought to the Board of Directors, with final adoption scheduled for the Board meeting of June 6, 2024.

The FY 2024-2025 budget review process took into consideration the following changes, planning tools, and improvements:

- Investment revenue has been increasing due to California CLASS activity as well as on-going utilization of long-term investment tools.
- A 5% increase in property taxes has been included in revenues.
- The District continues to surplus equipment which has exceeded its work life, and the proceeds have been used to update and replace existing assets.
- Increased utility costs have been affecting various department budgets.
- Increased labor cost has been taken into account for this fiscal year.

This budget includes a total estimated revenue of \$6,473,234 when including the supplemental charge. This compares to a projected total revenue of \$6,045,272 for the fiscal year 2023-2024. The District is still experiencing some overages due to the Mosquito Fire and the clean-up. This is less than last fiscal year but still being taken into consideration.

An update to the Five-year Capital Improvement Plan (CIP) is adopted each year by the Board separately from the operating budget. The draft CIP is also presented to the ratepayers for review. The total cost of CIP projects proposed for FY 2024-25 is \$582,850. Some of the projects the District is looking to complete include coating the distribution tanks, lining canals, tunnel inspection and lining, ZONE upgrades, replace air release valves, and office infrastructure upgrades. The District is anticipating grant funding to complete some of the projects. At the moment, there are applications submitted seeking \$22,570,000 in grant funding for much-needed infrastructure to serve the community.

I appreciate the collaboration with my dedicated staff and input from the Finance Committee and board. I look forward to the input provided by the ratepayers.

Sincerely,

A handwritten signature in black ink, appearing to read "Nick Schneider", with a long horizontal flourish extending to the right.

Nicholas Schneider, General Manager

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# GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT (GDPUD)

## Proposed Fiscal Year 2024-2025 Budget

<b>GDPUD Overview</b>	<b>1</b>
<b>District Organizational Chart</b>	<b>2</b>
<b>Projected FY25 Employee Salaries</b>	<b>3</b>
<u>Revenue Sources</u>	
<b>A. Operating Revenue</b>	<b>4</b>
<b>B. Non-Operating Revenue</b>	<b>5</b>
<b>C. Supplemental Charge</b>	<b>6</b>
<b>D. Wastewater Charges/Fees</b>	<b>6</b>
<b>Revenue Budget</b>	<b>7</b>
<b>Operating Expenses</b>	
<b>5100: Source of Supply</b>	<b>8</b>
<b>5200: Transmission and Distribution of Raw Water</b>	<b>9</b>
<b>5300: Water Treatment</b>	<b>10</b>
<b>5400: Transmission and Distribution of Treated Water</b>	<b>11</b>
<b>5600: Administration &amp; Customer Service</b>	<b>12</b>
<b>6100: ALT Wastewater Zone</b>	<b>13</b>
<b>Consolidated Expenses</b>	<b>14-15</b>
<b>Capital Improvement Projects</b>	<b>16-17</b>
<b>Proposition 4: El Dorado County Appropriation (GAAN) limits</b>	<b>18</b>



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# GDPUD Overview

The Georgetown Divide Public Utility District (District) serves communities in western El Dorado County among the foothills of the Sierra Nevada Mountain Range, in the heart of the Mother Lode. The Georgetown Divide is located between the Middle and South Forks of the American River, nestled in the heart of the Sierra Nevada Foothills and Northern California's Gold Country. Access is through Highway 50 and Interstate 80, giving it proximity to either metropolitan cities or the recreational activities of Lake Tahoe. The cornerstone of the District's water supply system is the Stumpy Meadows Reservoir with a storage capacity of 21,206 acre-feet.

- Location — 72,000 acres (112.5 square miles) serving unincorporated areas of western El Dorado County
- Services — Raw and treated water supplies, on-site wastewater disposal.
- Population of area served — With 3,800 connections we serve a population of approximately 10,000.
- Formation Date — June 11, 1946
- Type of District (Act) — California Public Utility District Act
- Source of Water — Pilot Creek and other tributary water rights
- Amount of Water Served — Approximately 12,000 acre-feet per year.
- Predecessor Agencies — A series of private water companies dating back to 1852 and the El Dorado, Pilot, and Rock Creek Canal Companies. In 1872, The California Water Company purchased the Pilot Creek Ditch Company and changed names in 1890 to the Loon Lake Water and Power Company.

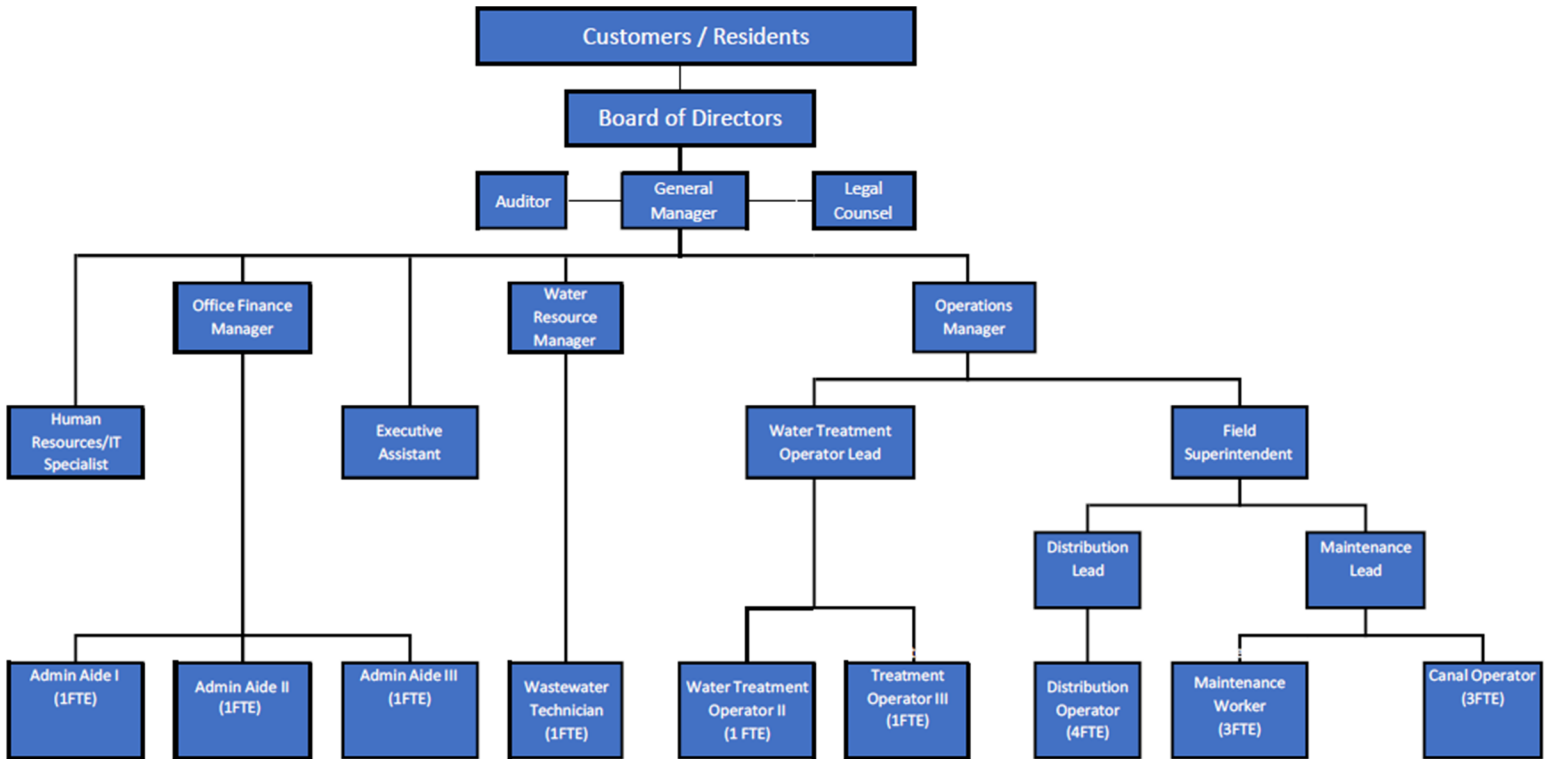
## GDPUD History

The origins of District facilities can be directly traced back to 1852 and the El Dorado, Pilot, and Rock Creek Canal Companies, one of the first established water purveyors in the State of California; resulting from James Marshall's discovery of gold in nearby Coloma. Following the decline in gold production, agriculture, and lumbering became the staple industries on the Divide for many years.

The focus of the District water supply system is the Stumpy Meadows Reservoir, a 21,206-acre-foot impoundment on Pilot Creek, at the eastern edge of the District. Water from this source of supply traverses through approximately 75 miles of canals and pipelines to provide both raw water for customers and raw water supplies to the District's water treatment plants.

# GDPUD Organizational Chart

The current organizational chart is depicted below, approved by the Board of Directors at the Regular Meeting of 8/8/2023.



# Projected FY25 Employee Salaries

Employee Job Descriptions	PERS Plan Category	FYE 23-24 Hourly Pay Rate	FY 23-24 Salary	FY 24-25 Hourly Pay Rate	FY 24-25 Salary
Administrative Aide II	PEPRA	\$ 27.37	\$ 56,929.60	\$ 29.66	\$ 61,692.80
Administrative Aide II	PEPRA	\$ 23.66	\$ 49,212.80	\$ 25.62	\$ 53,289.60
Administrative Aide III	PEPRA	\$ 30.91	\$ 64,292.80	\$ 33.48	\$ 69,638.40
Canal Operator I	PEPRA	\$ 24.01	\$ 49,940.80	\$ 25.67	\$ 53,393.60
Canal Operator II	PEPRA	\$ 31.39	\$ 65,291.20	\$ 33.57	\$ 69,825.60
Canal Operator II	Tier II	\$ 34.63	\$ 72,030.40	\$ 37.02	\$ 77,001.60
Distribution Lead	PEPRA	\$ 37.92	\$ 78,873.60	\$ 39.36	\$ 81,868.80
Distribution Operator I	PEPRA	\$ 26.50	\$ 55,120.00	\$ 27.50	\$ 57,200.00
Distribution Operator I (VACANT)	PEPRA	\$ 25.23	\$ 52,478.40	\$ 26.19	\$ 54,475.20
Distribution Operator II	PEPRA	\$ 35.83	\$ 74,526.40	\$ 37.19	\$ 77,355.20
Distribution Operator II	Tier II	\$ 39.53	\$ 82,222.40	\$ 41.03	\$ 85,342.40
Executive Assistant	PEPRA	\$ 31.72	\$ 65,977.60	\$ 35.63	\$ 74,110.40
Field Superintendent	Tier II	\$ 53.35	\$ 110,968.00	\$ 57.96	\$ 120,556.80
General Manager	PEPRA	\$ 91.35	\$ 190,000.00	\$ 95.91	\$ 199,500.00
HR/Payroll/IT Specialist	Tier II	\$ 42.46	\$ 88,316.80	\$ 44.59	\$ 92,747.20
Maintenance Lead	PEPRA	\$ 33.75	\$ 70,200.00	\$ 36.55	\$ 76,024.00
Maintenance Worker I	PEPRA	\$ 25.25	\$ 52,520.00	\$ 27.33	\$ 56,846.40
Maintenance Worker II	PEPRA	\$ 27.79	\$ 57,803.20	\$ 30.14	\$ 62,691.20
Maintenance Worker I (VACANT)	PEPRA	\$ 21.80	\$ 45,344.00	\$ 23.61	\$ 49,108.80
Office Finance Manager	PEPRA	\$ 51.11	\$ 106,308.80	\$ 54.53	\$ 113,422.40
Operations Manager	PEPRA	\$ 65.48	\$ 136,198.40	\$ 71.63	\$ 148,990.40
Wastewater Technician II	PEPRA	\$ 32.19	\$ 66,955.20	\$ 35.09	\$ 72,987.20
Water Resources Manager	PEPRA	\$ 47.87	\$ 99,569.60	\$ 52.10	\$ 108,368.00
Water Treatment Plant Operator II	PEPRA	\$ 30.95	\$ 64,376.00	\$ 32.29	\$ 67,163.20
Water Treatment Plant Operator III	Tier II	\$ 44.24	\$ 92,019.20	\$ 46.15	\$ 95,992.00
Water Treatment Plant Operator Lead	Tier II	\$ 48.66	\$ 101,212.80	\$ 50.76	\$ 105,580.80
<b>TOTAL</b>		<b>\$ 984.95</b>	<b>\$ 2,048,688.00</b>	<b>\$ 1,050.56</b>	<b>\$ 2,185,172.00</b>

# Revenue Sources

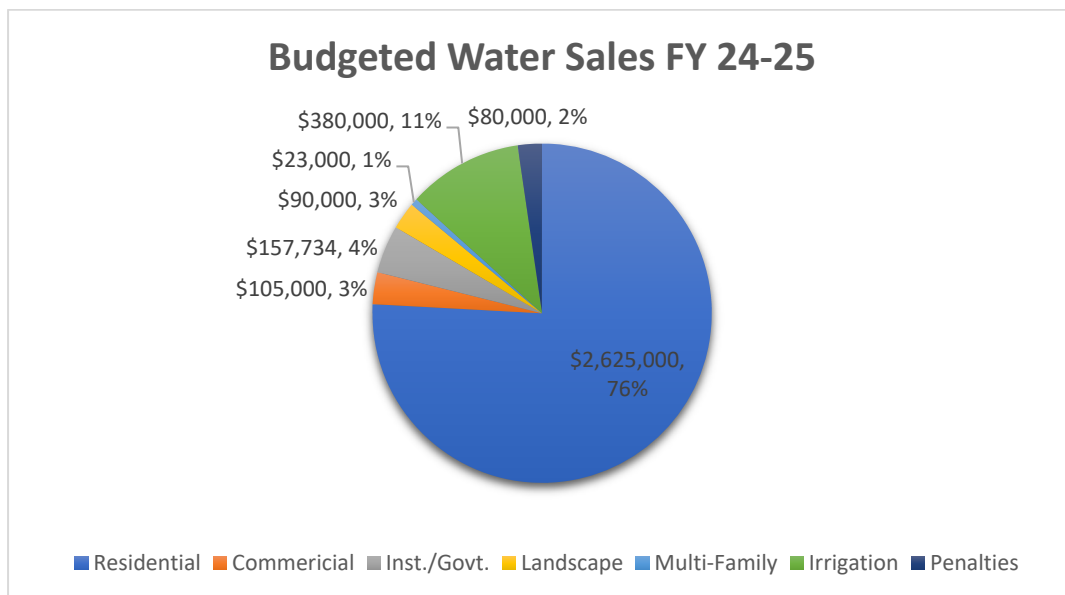
District revenues are divided into three broad categories: Water Operating Revenue, Wastewater Operating Revenue, and Non-Operating Revenue.

## A. Operating Revenue

### Water Sales

Water Operating Revenue includes all revenue generated by the sale of water and associated penalties. The District sells both treated water and untreated water. The largest source of operating revenue is the sale of treated water. In FY 23-24, treated water revenues are estimated to total \$3,000,734, which is approximately 85% of water operating revenues and approximately 51% of total revenue. Water revenues are expected to increase in FY 24-25 due to the outcome of the cost-of-service analysis and expected rate increases. Residential water revenues are projected to be substantially like the FY 23-24 estimates, with a projected total of \$3,000,000 representing 86% of water operating revenue and 54% of total revenue. For FY 24-25, the supplementary charge will continue to be separated for greater transparency and better tracking.

Untreated (irrigation) water sales are estimated to total approximately \$436,772 for FY 23-24, which is 12% of water operating revenues and 7% of total revenue. **The FY 23-24 irrigation revenues are presenting higher due to the 2023 water season shift which totaled 5.5 months of revenue during that fiscal year.** Since the population of the District has not grown, water revenues are not increasing, and there are fewer irrigation customers. The projected revenue from irrigation water sales in FY 24-25 is anticipated at a total of \$380,000, representing 11% of water operating revenue and 6% of total revenue.





## **B. Non-Operating Revenue**

Non-operating revenues include grant revenue, interest income, restricted benefit charges, hydroelectric payments, lease payments, and general property tax revenues. Non-operating revenues are projected to total \$2,330,000 in FY 23-24 and with a proposed revenue of \$2,787,500 for FY 24-25. Grant revenues for this upcoming budget year are anticipated at approximately \$3 million. This will be adjusted as staff receives notification from granting agencies. This grant revenue will be used to offset costs incurred within the Capital Improvement Plan budget.

### Property Tax

The largest non-operating revenue source is property tax revenue. The District receives a portion of the ad valorem property tax from El Dorado County based on the assessed value of the properties within the District. The actual amount varies based on the tax rate that was established when each individual property was annexed into the District. On average, the District receives about \$0.12 per \$100 of assessed property value within the District. Property tax revenue for FY 23-24 is estimated to be \$1,928,807 which is 83% of non-operating revenues, and 32% of total revenue. It is anticipated that property tax revenue will increase for FY 24-25 to \$2,100,000.

### Sacramento Municipal Utility District (SMUD)

The District receives payments each year from SMUD in accordance with the 2005 cooperation agreement between El Dorado Water and Power Authority and SMUD. That agreement was reached as a requirement of SMUD's relicensing of the Upper American River Project through the Federal Energy Regulatory Commission (FERC). The estimated payment to the District for FY 23-24 was \$133,294, which was roughly 6% of non-operating revenues, and 2% of total revenue. The FY 24-25 estimated payment is expected to be \$135,000.

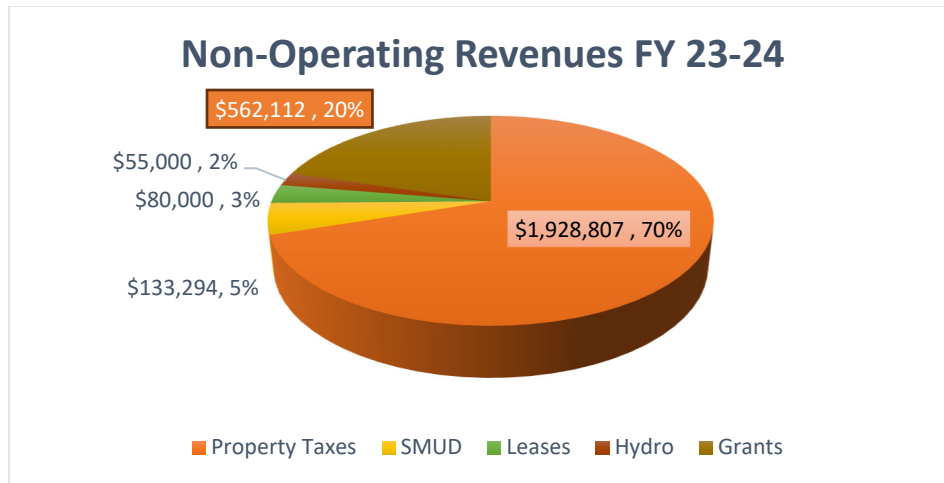
### Interest, Leases, Hydroelectric

Interest income is earned on all general, restricted, and designated funds. Interest income will be increased this year due to interest rates being much higher than in previous years. Additionally, the District has partnered with an investment advisor to maximize the amount of money the District can obtain.

The District has leases with several companies that pay to place their communications equipment on district facilities. Lease revenue is estimated to be \$80,000 for FY 23-24, which is roughly 3% of non-operating revenues and 1% of total revenue.

The District also receives hydroelectric royalty payments for the Buckeye and Tunnel Hill facilities. During FY 23-24, the hydroelectric royalty payments are estimated to be \$55,000, which is approximately 2% of non-operating revenues and less than 1% of total revenue.

The following charts summarize non-operating revenues.



**Grant Revenue**

The District has engaged in an attempt to receive grant funding to assist with its Capital Improvement Plan (CIP) projects. The District is currently pursuing grants from Cal FIRE, FEMA, State Appropriation, and Federal Appropriation. The District is hopeful it will be able to receive up to \$3-8 million in additional CIP funding through these grants.

**C. Supplemental Charge**

In 2015 the District conducted Proposition 218 proceedings and adopted a supplemental monthly charge in the amount of \$15.08 per month on treated water accounts. This amount will be reduced on year ten July 1, 2025. The Supplemental Charge is for the specific purpose of paying off a loan from the State Revolving Fund that is being used to finance the construction of a new water treatment plant to replace the aging plant located in Cool, CA. The District Board of Directors adopted a resolution stating that the Supplemental Charge *“will be held in a separate, restricted account, used solely for servicing SWRCB (State Water Resources Control Board) low-interest loan and reserve account.”* For this reason, the charge is listed separately in the budget and cannot be used to fund operating expenses. The Supplemental Charge was approved in September 2015 and first began appearing on customers’ bills in February 2017. For FY 23-24, the revenue is estimated to be \$653,000, which is roughly 11% of total revenue.

**D. Wastewater Charges/Fees**

Revenue collected and used for oversight of the Auburn Lake Trails On-Site Wastewater Zone is projected to total \$185,000 for FY 23-24, which is roughly 3% of the total revenues. This revenue is expected to increase 4% for FY 24-25 and the projected revenue is \$192,000. This restricted revenue represents homeowners’ bi-monthly fees collected separate from residential water costs for the State mandated oversight of wastewater activities in the Auburn Lake Trails subdivision. The amount also includes a minor amount for additional fees related to homeowner-requested activities. Wastewater operating revenues for FY 23-24 and the last five years are summarized below. Due to a District-led process to update these fees and charges by updating our Waste Discharge Requirements (WDR), these budget numbers could change within the next Fiscal Year.

# Revenue Budget

GOPUD REVENUE BUDGET								
Description	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FYE 22-23 Actual	FY 23-24 Amended Budget	FY 23-24 Actual As of 4/30/24	FY 24-25 Proposed Budget	% Change
<b>WATER OPERATING REVENUE</b>								
<b>WATER SALES</b>								
Residential Sales	\$ 2,411,551	\$ 3,139,700	\$ 2,873,804	\$ 3,003,257	\$ 3,000,000	\$ 2,401,013	\$2,625,000	-13%
Irrigation Sales - Raw water	\$ 416,369	\$ 395,020	\$ 388,465	\$ 326,333	\$ 436,772	\$ 466,971	\$380,000	-13%
Commercial Sales (4)	\$ 315,497	\$ 100,018	\$ 94,169	\$ 103,662	\$ -	\$ 68,614	\$105,000	1%
Institution/Government (4)	\$ 132,655	\$ 162,075	\$ 170,158	\$ 168,065	\$ -	\$ 105,156	\$157,734	-6%
Landscape (treated water used as irrigation) (4)	\$ 70,553	\$ 93,572	\$ 82,070	\$ 69,269	\$ -	\$ 74,138	\$90,000	30%
Multi-Family Residential (4)	\$ 21,632	\$ 24,423	\$ 20,867	\$ 22,607	\$ -	\$ 15,932	\$23,000	2%
Penalties	\$ 50,625	\$ 600	\$ 200	\$ 63,511	\$ 68,000	\$ 64,243	\$80,000	18%
Capital Facility Charges (Fund 400 - Restricted)	\$ 2,300	\$ 20,700	\$ 76,084	\$ 19,826	\$ -	\$ -	\$ -	
<b>Sub-Total</b>	<b>\$ 3,196,342</b>	<b>\$ 3,556,020</b>	<b>\$ 3,338,553</b>	<b>\$ 3,412,927</b>	<b>\$ 3,504,772</b>	<b>\$2,932,227</b>	<b>\$3,460,734</b>	<b>-1%</b>
<b>NON OPERATING REVENUE</b>								
Property Taxes	\$ 1,657,978	\$ 1,769,095	\$ 1,867,047	\$ 2,010,456	\$ 2,000,000	\$ 1,103,553	\$2,100,000	5%
Leases	\$ 108,770	\$ 101,929	\$ 101,177	\$ 107,437	\$ 80,000	\$ 64,706	\$100,000	25%
Interest Income	\$ 75,443	\$ 92,402	\$ 10,379	\$ 13,899	\$ 250,000	\$ 122,130	\$350,000	40%
New Meter Materials & Labor Charges	\$ -	\$ 1,320	\$ 6,478	\$ 13,433	\$ -	\$ 1,854	\$5,000	
Construction Meter Rental	\$ -	\$ -	\$ -	\$ 37,328	\$ -	\$ 168	\$2,500	
Installation Fee	\$ 4,172	\$ 9,697	\$ 13,559	\$ 45,381	\$ -	\$ 14,758	\$20,000	
Grants (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$0	
Sale of Assets	\$ 1,605	\$ 3,500	\$ -	\$ 43,264	\$ -	\$ 40,191	\$20,000	
SMUD	\$ 108,515	\$ 116,443	\$ -	\$ 241,297	\$ 110,000	\$ 133,294	\$135,000	23%
Hydro	\$ 60,000	\$ -	\$ 55,574	\$ 36,486	\$ 55,000	\$ 38,395	\$55,000	0%
<b>Sub-total Non-Operating</b>	<b>\$ 2,012,311</b>	<b>\$ 2,084,689</b>	<b>\$ 2,040,655</b>	<b>\$ 2,503,600</b>	<b>\$ 2,495,000</b>	<b>\$ 1,520,049</b>	<b>\$2,787,500</b>	<b>12%</b>
<b>TOTAL WATER REVENUE</b>	<b>\$ 5,208,653</b>	<b>\$ 5,640,709</b>	<b>\$ 5,379,208</b>	<b>\$ 5,916,527</b>	<b>\$ 5,999,772</b>	<b>\$ 4,452,276</b>	<b>\$6,248,234</b>	<b>4%</b>
<b>WASTEWATER OPERATING REVENUE</b>								
Zone Charges	\$ 313,372	\$ 196,169	\$ 185,883	\$ 208,708	\$ 185,000	\$ 172,918	\$192,000	4%
Escrow Fees	\$ 28,000	\$ 24,020	\$ 22,100	\$ 14,079	\$ 12,000	\$ 11,516	\$12,000	0%
Septic Design Fees	\$ 3,000	\$ 5,940	\$ 3,280	\$ 3,280	\$ 3,500	\$ 820	\$3,000	-14%
Interest Income	\$ 16,894	\$ 4,366	\$ 2,234	\$ 18,511	\$ 10,000	\$ 3,691	\$10,000	0%
Other	\$ -	\$ 4,100	\$ 3,000	\$ -	\$ -	\$ -	\$ -	
<b>Total Wastewater Revenue</b>	<b>\$ 361,266</b>	<b>\$ 234,595</b>	<b>\$ 216,497</b>	<b>\$ 244,578</b>	<b>\$ 210,500</b>	<b>\$ 188,945</b>	<b>\$217,000</b>	<b>3%</b>
<b>TOTAL REVENUE</b>	<b>\$ 6,181,452</b>	<b>\$ 6,120,851</b>	<b>\$ 6,453,923</b>	<b>\$ 6,161,105</b>	<b>\$ 6,210,272</b>	<b>\$ 4,641,221</b>	<b>\$6,465,234</b>	<b>4%</b>
Supplemental Charge (restricted) (1)	\$ 660,026	\$ 662,210	\$ 663,592	\$ 665,137	\$ 653,000	\$ 551,766	\$665,000	2%
Grants (3)	\$ -	\$ 119,514	\$ 119,514	\$ 567,607	\$ 3,200,000	\$ 562,112	\$3,000,000	-6%
<b>Total with Grants &amp; Supplemental Charge</b>	<b>\$ 6,841,478</b>	<b>\$ 6,902,575</b>	<b>\$ 7,237,029</b>	<b>\$ 7,393,849</b>	<b>\$ 10,063,272</b>	<b>\$ 5,755,099</b>	<b>\$ 10,130,234</b>	<b>1%</b>

(1) - Supplemental Charge revenue can only be used to fund State Revolving Fund Loan

(2) - Grants (fund 100)

(3) - Grants (Restricted to CIP projects fund 111)

(4) - All treated water sales previously included in Residential Sales, broken out by type of use (submitted quarterly to the Dept. of Water Resources)

# Expenses

## Operating

Operating expenses are divided into seven departments:

- 5100 – Source of Supply
- 5200 – Transmission & Distribution of Raw Water
- 5300 – Water Treatment
- 5400 – Transmission & Distribution of Treated Water
- 5600 – General Administration & Customer Service
- 6100 – Wastewater (Zone).

### 5100 – Source of Supply

Activities related to the maintenance and operation of the upper canal system from Stumpy Meadows Reservoir to Tunnel Hill. In addition to the physical maintenance of the reservoir and canal system, this also includes water rights monitoring and reporting, dam surveying and monitoring, and dam safety compliance.

SOURCE OF SUPPLY DEPARTMENT 5100 FY25 BUDGET										
Accounts	EXPENSES:	FY 21-22 Budget	FY 21-22 Actual	FY22-23 Budget	FY 22-23 Actual	FY 23-24 Amended Budget	FY 23-24 Actual As of 4/30/24	% of Budget Remaining	FY 24-25 Proposed	% change
100-5100-50100	Salaries	\$ 163,354	\$ 109,580	\$ 157,169	\$ 154,589	\$ 213,320	\$ 141,959	33%	\$ 251,403	18%
100-5100-50102	Overtime	\$ 13,642	\$ 10,359	\$ 13,642	\$ 24,072	\$ 14,000	\$ 14,658	-5%	\$ 14,000	0%
100-5100-50103	Standby Pay	\$ 11,867	\$ 7,530	\$ 11,867	\$ 14,820	\$ 13,150	\$ 5,623	57%	\$ 17,625	34%
100-5100-50200	Payroll Taxes	\$ 14,865	\$ 9,629	\$ 14,302	\$ 14,622	\$ 20,265	\$ 11,917	41%	\$ 23,883	18%
100-5100-50300	Health Insurance	\$ 51,860	\$ 25,538	\$ 51,860	\$ 44,651	\$ 52,966	\$ 46,181	13%	\$ 58,034	10%
100-5100-50302	Insurance - Workers Comp.	\$ 6,857	\$ 7,044	\$ 6,857	\$ 8,573	\$ 6,336	\$ 6,080	4%	\$ 7,563	19%
100-5100-50400	PERS Retirement Expense	\$ 14,223	\$ 11,473	\$ 13,469	\$ 16,067	\$ 16,808	\$ 14,868	12%	\$ 24,620	46%
100-5100-50401	PERS UAL	\$ 11,926	\$ 9,756	\$ 10,683	\$ 10,351	\$ 54,800	\$ 54,800	0%	\$ 71,528	31%
	<b>TOTAL WAGES &amp; BENEFITS</b>	<b>\$ 288,594</b>	<b>\$ 190,909</b>	<b>\$ 279,849</b>	<b>\$ 287,745</b>	<b>\$ 391,646</b>	<b>\$ 296,087</b>	<b>24%</b>	<b>\$ 468,656</b>	<b>20%</b>
100-5100-51100	Materials & Supplies	\$ 10,765	\$ 13,412	\$ 11,410	\$ 54,906	\$ 17,100	\$ 4,594	73%	\$ 21,600	26%
100-5100-51101	Durables/Rentals/Leases	\$ 344	\$ 1,300	\$ 3,200	\$ 114,068	\$ 7,400	\$ 442	94%	\$ 5,900	-20%
100-5100-51103	Safety/PPE Supplies	\$ -	\$ -	\$ -	\$ -	\$ 6,600	\$ 2,354	64%	\$ 6,800	3%
100-5100-51104	Software Licenses	\$ -	\$ -	\$ -	\$ -	\$ 271	\$ 271	0%	\$ -	-100%
100-5100-51200	Vehicle Maintenance	\$ 4,632	\$ 4,929	\$ 5,589	\$ 4,253	\$ 4,850	\$ 7,199	-48%	\$ 9,200	90%
100-5100-51201	Vehicle Operating - Fuel	\$ 5,683	\$ 9,555	\$ 8,380	\$ 9,724	\$ 9,150	\$ 6,643	27%	\$ 13,700	50%
100-5100-51300	Professional Services	\$ 37,359	\$ 107,758	\$ 84,236	\$ 161,614	\$ 91,800	\$ 65,609	29%	\$ 75,500	-18%
100-5100-52100	Staff Development/Certifications	\$ -	\$ 59	\$ 750	\$ 40	\$ 1,250	\$ 298	76%	\$ 1,000	-20%
100-5100-52102	Utilities	\$ 10,715	\$ 10,034	\$ 19,267	\$ 10,424	\$ 10,250	\$ 10,369	-1%	\$ 10,950	7%
100-5100-52105	Government Regulation Fees	\$ 60,000	\$ 148,355	\$ 80,000	\$ 83,223	\$ 118,000	\$ 91,821	22%	\$ 112,000	-5%
100-5100-52108	Membership/Subscriptions	\$ 391	\$ -	\$ 415	\$ -	\$ 150	\$ 50	67%	\$ 150	0%
	<b>NON-LABOR EXP</b>	<b>\$ 129,889</b>	<b>\$ 295,401</b>	<b>\$ 213,247</b>	<b>\$ 438,252</b>	<b>\$ 266,821</b>	<b>\$ 189,650</b>	<b>29%</b>	<b>\$ 256,800</b>	<b>-4%</b>
updated 6/5/24	<b>TOTAL DEPARTMENT EXPENSES</b>	<b>\$ 418,483</b>	<b>\$ 486,310</b>	<b>\$ 493,096</b>	<b>\$ 725,997</b>	<b>\$ 658,467</b>	<b>\$ 485,737</b>	<b>26%</b>	<b>\$ 725,456</b>	<b>10%</b>



## 5200 - Transmission & Distribution of Raw Water

Activities related to the conveyance of untreated water, including the transmission of untreated water to the water treatment plants.

RAW WATER DEPARTMENT 5200 FY25 BUDGET										
Accounts	EXPENSES:	FY 21-22 Budget	FY 21-22 Actual	FY22-23 Budget	FY 22-23 Actual	FY 23-24 Amended Budget	FY 23-24 Actual As of 4/30/24	% of Budget Remaining	FY 24-25 Proposed	% Change
100-5200-50100	Salaries	\$ 322,851	\$ 229,602	\$ 308,538	\$ 237,624	\$ 323,240	\$ 196,747	39%	\$ 319,292	-1%
100-5200-50101	Part-time/Temp Wages	\$ 1,065		\$ 976	\$ 13,527	\$ 5,000	\$ 15,301	-206%	\$ 5,000	0%
100-5200-50102	Overtime	\$ 20,648	\$ 27,891	\$ 20,252	\$ 22,884	\$ 24,800	\$ 17,112	31%	\$ 24,800	0%
100-5200-50103	Standby Pay	\$ 13,260	\$ 14,800	\$ 13,260	\$ 18,680	\$ 21,550	\$ 12,364	43%	\$ 28,125	31%
100-5200-50200	Payroll Taxes	\$ 29,379	\$ 24,172	\$ 28,077	\$ 21,144	\$ 30,708	\$ 16,837	45%	\$ 30,333	-1%
100-5200-50300	Health Insurance	\$ 115,737	\$ 61,392	\$ 115,737	\$ 62,688	\$ 77,835	\$ 62,031	20%	\$ 84,069	8%
100-5200-50302	Insurance - Workers Comp.	\$ 15,689	\$ 9,035	\$ 15,285	\$ 9,869	\$ 7,250	\$ 7,800	-8%	\$ 10,604	46%
100-5200-50400	PERS Retirement Expense	\$ 30,867	\$ 24,579	\$ 29,450	\$ 23,165	\$ 38,412	\$ 20,485	47%	\$ 33,039	-14%
100-5200-50401	PERS UAL	\$ 214,481	\$ 190,251	\$ 208,325	\$ 201,844	\$ 79,709	\$ 79,709	0%	\$ 104,041	31%
	<b>TOTAL WAGES &amp; BENEFITS</b>	<b>\$ 763,977</b>	<b>\$ 581,724</b>	<b>\$ 739,900</b>	<b>\$ 611,425</b>	<b>\$ 608,504</b>	<b>\$ 428,387</b>	<b>30%</b>	<b>\$ 639,303</b>	<b>5%</b>
100-5200-51100	Materials & Supplies	\$ 18,000	\$ 20,405	\$ 25,000	\$ 18,288	\$ 14,500	\$ 10,982	24%	\$ 17,250	19%
100-5200-51101	Durables/Rentals/Leases	\$ 2,000	\$ 4,710	\$ 2,000	\$ 2,655	\$ 1,450	\$ 195	87%	\$ -	-100%
100-5200-51103	Safety/PPE Supplies	\$ -	\$ -	\$ -	\$ -	\$ 3,250	\$ 3,224	1%	\$ 8,950	175%
100-5200-51104	Software Licenses	\$ -	\$ -	\$ -	\$ -	\$ 542	\$ 542		\$ 150	-72%
100-5200-51200	Vehicle Maintenance	\$ 6,152	\$ 9,412	\$ 10,213	\$ 12,366	\$ 8,900	\$ 12,467	-40%	\$ 11,275	27%
100-5200-51201	Vehicle Operating - Fuel	\$ 12,070	\$ 20,805	\$ 18,210	\$ 28,347	\$ 21,000	\$ 19,036	9%	\$ 29,300	40%
100-5200-51300	Professional Services	\$ 2,354	\$ 5,482	\$ 5,984	\$ 2,152	\$ 5,000	\$ 12,045	-141%	\$ 10,000	100%
100-5200-52100	Staff Development/Training	\$ 147	\$ 147	\$ 750	\$ 655	\$ 750	\$ 90	88%	\$ 1,000	33%
100-5200-52102	Utilities	\$ 1,337	\$ 1,862	\$ 1,420	\$ 3,525	\$ 2,750	\$ 3,768	-37%	\$ 3,500	27%
100-5200-52108	Membership/Subscriptions	\$ 391	\$ -	\$ 358	\$ -	\$ 150	\$ 50	67%	\$ 150	0%
	<b>NON-LABOR EXP</b>	<b>\$ 42,451</b>	<b>\$ 62,822</b>	<b>\$ 63,935</b>	<b>\$ 67,988</b>	<b>\$ 58,292</b>	<b>\$ 62,399</b>	<b>-7%</b>	<b>\$ 81,575</b>	<b>40%</b>
updated 6/5/24	<b>TOTAL DEPARTMENT EXPENSES</b>	<b>\$ 806,428</b>	<b>\$ 644,546</b>	<b>\$ 803,835</b>	<b>\$ 679,413</b>	<b>\$ 666,796</b>	<b>\$ 490,786</b>	<b>26%</b>	<b>\$ 720,878</b>	<b>8%</b>



## 5300 – Water Treatment

Activities related to the treatment plants and treating water for domestic use. This includes water quality monitoring and compliance with State regulations related to water treatment plant operation.

WATER TREATMENT DEPARTMENT 5300 FY25 BUDGET										
Accounts	EXPENSES:	FY 21-22 Budget	FY 21-22 Actual	FY22-23 Budget	FY 22-23 Actual	FY 23-24 Amended Budget	FY 23-24 Actual As of 4/30/24	% of Budget Remaining	FY 24-25 Proposed	% Change
100-5300-50100	Salaries	\$ 250,264	\$ 196,493	\$ 244,058	\$ 190,326	\$ 229,802	\$ 189,856	17%	\$ 252,584	10%
100-5300-50102	Overtime	\$ 25,118	\$ 25,815	\$ 25,097	\$ 29,282	\$ 34,496	\$ 23,884	31%	\$ 28,000	-19%
100-5300-50103	Standby Pay	\$ 9,688	\$ 15,760	\$ 9,688	\$ 15,710	\$ 15,720	\$ 13,282	16%	\$ 21,050	34%
100-5300-50200	Payroll Taxes	\$ 22,774	\$ 20,127	\$ 22,209	\$ 17,809	\$ 21,831	\$ 16,864	23%	\$ 23,995	10%
100-5300-50300	Health Insurance	\$ 64,914	\$ 51,683	\$ 64,914	\$ 53,961	\$ 63,996	\$ 57,728	10%	\$ 58,405	-9%
100-5300-50302	Insurance - Workers Comp.	\$ 9,488	\$ 5,331	\$ 9,426	\$ 5,579	\$ 4,722	\$ 4,659	1%	\$ 5,426	15%
100-5300-50400	PERS Retirement Expense	\$ 32,592	\$ 21,156	\$ 31,790	\$ 19,572	\$ 31,777	\$ 21,868	31%	\$ 32,302	2%
100-5300-50401	PERS UAL	\$ 20,466	\$ 48,782	\$ 20,466	\$ 51,755	\$ 59,781	\$ 59,781	0%	\$ 78,030	31%
	<b>TOTAL WAGES &amp; BENEFITS</b>	<b>\$ 435,304</b>	<b>\$ 385,147</b>	<b>\$ 427,648</b>	<b>\$ 383,994</b>	<b>\$ 462,126</b>	<b>\$ 387,922</b>	<b>16%</b>	<b>\$ 499,792</b>	<b>8%</b>
100-5300-51100	Materials & Supplies	\$ 72,000	\$ 71,382	\$ 85,426	\$ 94,044	\$ 82,500	\$ 81,019	2%	\$ 85,500	4%
100-5300-51101	Durables/Rentals/Leases	\$ 1,245	\$ 691	\$ 13,300	\$ 599	\$ 250	\$ 1,917	-667%	\$ -	-100%
100-5300-51103	Safety/PPE Supplies	\$ -	\$ -	\$ -	\$ -	\$ 2,750	\$ 2,294	17%	\$ 3,850	40%
100-5300-51104	Software Licenses	\$ -	\$ -	\$ -	\$ -	\$ 271	\$ 570	-110%	\$ 750	177%
100-5300-51200	Vehicle Maintenance	\$ 6,284	\$ 2,454	\$ 17,134	\$ 2,812	\$ 6,500	\$ 4,695	28%	\$ 4,450	-32%
100-5300-51201	Vehicle Operating - Fuel	\$ 8,484	\$ 6,090	\$ 8,993	\$ 6,546	\$ 7,750	\$ 5,480	29%	\$ 8,750	13%
100-5300-51202	Building Maintenance	\$ -	\$ 14,641	\$ 289	\$ 4,072	\$ 7,500	\$ 91	99%	\$ 5,000	-33%
100-5300-51300	Professional Services	\$ 8,617	\$ 3,629	\$ 24,135	\$ 24,338	\$ 32,250	\$ 32,774	-2%	\$ 28,000	-13%
100-5300-52100	Staff Development/Training	\$ 2,441	\$ 307	\$ 2,587	\$ 253	\$ 1,250	\$ 200	84%	\$ 1,250	0%
100-5300-52102	Utilities	\$ 214,327	\$ 226,066	\$ 227,186	\$ 233,857	\$ 222,500	\$ 190,565	14%	\$ 302,700	36%
100-5300-52105	Government Regulation Fees	\$ 26,311	\$ 32,021	\$ 26,311	\$ 3,257	\$ 6,500	\$ 2,209	66%	\$ 8,250	27%
100-5300-52108	Membership/Subscriptions	\$ 391	\$ (40)	\$ 391	\$ 611	\$ -	\$ 50		\$ -	
	<b>NON-LABOR EXP</b>	<b>\$ 340,100</b>	<b>\$ 357,241</b>	<b>\$ 405,752</b>	<b>\$ 370,389</b>	<b>\$ 370,021</b>	<b>\$ 321,864</b>	<b>13%</b>	<b>\$ 448,500</b>	<b>21%</b>
updated 6/5/24	<b>TOTAL DEPARTMENT EXPENSES</b>	<b>\$ 775,404</b>	<b>\$ 742,388</b>	<b>\$ 833,400</b>	<b>\$ 754,383</b>	<b>\$ 832,147</b>	<b>\$ 709,786</b>	<b>15%</b>	<b>\$ 948,292</b>	<b>14%</b>

## 5400 – Transmission & Distribution of Treated Water

Activities related to the operation and maintenance of treated water pipelines and associated facilities. This also includes activities such as a backflow testing compliance program, laboratory testing, and water quality sampling and reporting.

TRANSMISSION & DISTRIBUTION OF TREATED WATER										
DEPARTMENT 5400										
FY25 BUDGET										
Accounts	EXPENSES:	FY 21-22 Budget	FY 21-22 Actual	FY22-23 Budget	FY 22-23 Actual	FY 23-24 Amended Budget	FY 23-24 Actual As of 4/30/24	% of Budget Remaining	FY 24-25 Proposed	% Change
100-5400-50100	Salaries	\$ 416,998	\$ 422,003	\$ 417,609	\$ 430,996	\$ 440,075	\$ 398,863	9%	\$ 463,074	5%
100-5400-50102	Overtime	\$ 39,846	\$ 37,125	\$ 40,329	\$ 42,738	\$ 46,800	\$ 30,601	35%	\$ 32,000	-32%
100-5400-50103	Standby Pay	\$ 20,030	\$ 15,710	\$ 20,030	\$ 15,710	\$ 15,720	\$ 13,732	13%	\$ 21,050	34%
100-5400-50200	Payroll Taxes	\$ 37,947	\$ 36,946	\$ 38,002	\$ 37,845	\$ 41,807	\$ 32,712	22%	\$ 43,992	5%
100-5400-50300	Health Insurance	\$ 101,964	\$ 99,070	\$ 101,964	\$ 120,998	\$ 109,881	\$ 117,478	-7%	\$ 123,531	12%
100-5400-50302	Insurance - Workers Comp.	\$ 17,157	\$ 9,165	\$ 6,405	\$ 9,677	\$ 5,207	\$ 7,593	-46%	\$ 10,623	104%
100-5400-50400	PERS Retirement Expense	\$ 47,899	\$ 43,347	\$ 48,008	\$ 41,620	\$ 52,768	\$ 38,702	27%	\$ 50,186	-5%
100-5400-50401	PERS UAL	\$ 90,000	\$ 34,148	\$ 90,000	\$ 36,641	\$ 109,599	\$ 109,599	0%	\$ 143,056	31%
	<b>TOTAL WAGES &amp; BENEFITS</b>	<b>\$ 771,841</b>	<b>\$ 697,515</b>	<b>\$ 762,347</b>	<b>\$ 736,225</b>	<b>\$ 821,857</b>	<b>\$ 749,280</b>	<b>9%</b>	<b>\$ 887,511</b>	<b>8%</b>
100-5400-51100	Materials & Supplies	\$ 75,000	\$ 153,910	\$ 135,000	\$ 186,988	\$ 158,500	\$ 78,998	50%	\$ 144,500	-9%
100-5400-51101	Durables/Rentals/Leases	\$ 2,000	\$ 1,084	\$ 2,171	\$ 12,480	\$ 12,250	\$ 7,968	35%	\$ -	-100%
100-5400-51103	Safety/PPE Supplies		\$ -	\$ -	\$ -	\$ 8,500	\$ 6,741	21%	\$ 9,000	6%
100-5400-51104	Software Licenses	\$ -	\$ -	\$ -	\$ -	\$ 542	\$ 542	0%	\$ -	-100%
100-5400-51200	Vehicle Maintenance	\$ 13,233	\$ 19,753	\$ 23,500	\$ 47,962	\$ 31,750	\$ 24,427	23%	\$ 22,250	-30%
100-5400-51201	Vehicle Operating - Fuel	\$ 19,535	\$ 30,964	\$ 28,517	\$ 32,934	\$ 31,250	\$ 23,870	24%	\$ 42,250	35%
100-5400-51202	Building Maintenance		\$ -	\$ -	\$ -	\$ 1,250	\$ -	100%	\$ 1,250	0%
100-5400-51300	Professional Services	\$ 5,000	\$ 12,146	\$ 7,529	\$ 5,001	\$ 10,000	\$ 6,895	31%	\$ 11,000	10%
100-5400-52100	Staff Development/Training	\$ 191	\$ 263	\$ 750	\$ 3,162	\$ 3,250	\$ 380	88%	\$ 3,250	0%
100-5400-52102	Utilities	\$ 17,267	\$ 13,826	\$ 19,495	\$ 15,038	\$ 11,500	\$ 15,081	-31%	\$ 16,600	44%
100-5400-52105	Government Regulation Fees	\$ 31,802	\$ 8,685	\$ 17,120	\$ 37,968	\$ 42,350	\$ 44,470	-5%	\$ 46,500	10%
100-5400-52108	Membership/Subscriptions		\$ -	\$ -	\$ -	\$ 100	\$ 50	50%	\$ 100	0%
	<b>NON-LABOR EXP</b>	<b>\$ 164,028</b>	<b>\$ 240,630</b>	<b>\$ 234,082</b>	<b>\$ 341,533</b>	<b>\$ 311,242</b>	<b>\$ 209,422</b>	<b>33%</b>	<b>\$ 296,700</b>	<b>-5%</b>
updated 6/5/24	<b>TOTAL DEPARTMENT EXPENSES</b>	<b>\$ 935,869</b>	<b>\$ 938,145</b>	<b>\$ 996,429</b>	<b>\$ 1,077,758</b>	<b>\$1,133,099</b>	<b>\$ 958,702</b>	<b>15%</b>	<b>\$ 1,184,211</b>	<b>5%</b>

## 5600 – General Administration & Customer Service

Expenditures that are not directly attributed to any one other department, but supporting all District activities, except wastewater. Examples include financial planning and management, accounting, information technology, records management, website hosting and management, Board of Directors support, payroll, and human resources. Activities related to assisting customers, reading meters, and preparing and processing water billing.

ADMINISTRATION & CUSTOMER SERVICE DEPARTMENT 5600 FY25 BUDGET										
Accounts	EXPENSES:	FY 21-22 Budget	FY 21-22 Actual	FY22-23 Budget	FY 22-23 Actual	FY 23-24 Amended Budget	FY 23-24 Actual As of 4/30/24	% of Budget Remaining	FY 24-25 Proposed	% Change
100-5600-50100	Salaries	\$ 487,026	\$ 549,256	\$ 547,774	\$ 542,165	\$ 649,530	\$ 576,807	11%	\$ 727,176	12%
100-5600-50101	Part-time/Temp Wages	\$ 22,682	\$ 63,082	\$ 19,948	\$ 66,837	\$ 15,000	\$ 6,295	58%	\$ 15,000	0%
100-5600-50102	Overtime	\$ 2,624	\$ 834	\$ 2,734	\$ 43	\$ -	\$ 31		\$ 100	
100-5600-50103	Automobile Allowance	\$ -	\$ -	\$ 2,000	\$ 5,000	\$ 7,600	\$ 5,161	32%	\$ 7,600	0%
100-5600-50104	Retiree Benefit	\$ 22,827	\$ 15,575	\$ 9,973	\$ 13,860	\$ 26,000	\$ 44,332	-71%	\$ 52,608	102%
100-5600-50105	Director Compensation	\$ 21,993	\$ 23,200	\$ 24,360	\$ 24,000	\$ 24,000	\$ 20,000	17%	\$ 24,000	0%
100-5600-50106	Moving Expenses	\$ -	\$ -	\$ -	\$ 10,000					
100-5600-50200	Payroll Taxes	\$ 44,320	\$ 46,515	\$ 49,847	\$ 42,968	\$ 60,981	\$ 45,748	25%	\$ 69,082	13%
100-5600-50300	Health Insurance	\$ 112,128	\$ 93,867	\$ 69,772	\$ 81,745	\$ 96,397	\$ 104,622	-9%	\$ 129,238	34%
100-5600-50302	Insurance - Workers Comp.	\$ 6,268	\$ 3,140	\$ 6,383	\$ 2,312	\$ 3,021	\$ 3,151	-4%	\$ 3,657	21%
100-5600-50400	PERS Retirement	\$ 45,900	\$ 68,710	\$ 47,256	\$ 47,223	\$ 60,215	\$ 55,238	8%	\$ 62,863	4%
100-5600-50401	PERS UAL	\$ 175,151	\$ 191,051	\$ 207,229	\$ 191,493	\$ 159,417	\$ 159,417	0%	\$ 208,081	31%
100-5600-50403	Def. Comp Ret. Exp.	\$ 2,200	\$ -	\$ 2,350	\$ -	\$ 9,450	\$ 5,810	39%	\$ 10,250	8%
updated 6/5/24	<b>TOTAL WAGES &amp; BENEFITS</b>	\$ 943,119	\$ 1,055,230	\$ 989,626	\$ 1,027,646	\$ 1,111,611	\$ 1,026,612	8%	\$ 1,309,655	18%
100-5600-51100	Materials & Supplies	\$ 27,691	\$ 10,153	\$ 41,467	\$ 12,094	\$ 15,350	\$ 8,295	46%	\$ 13,275	-14%
100-5600-51101	Durable/Rentals/Leases	\$ 8,569	\$ 8,777	\$ 15,486	\$ 1,705	\$ 8,525	\$ 6,718	21%	\$ 6,800	-20%
100-5600-51102	Office Supplies	\$ 37,815	\$ 62,546	\$ 68,832	\$ 28,540	\$ 21,400	\$ 17,889	16%	\$ 23,600	10%
100-5600-51103	Safety/PPE Supplies	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 387	61%	\$ 1,000	0%
100-5600-51104	Software Licenses	\$ -	\$ -	\$ -	\$ -	\$ 48,230	\$ 55,605	-15%	\$ 68,750	43%
100-5600-51200	Vehicle Maintenance	\$ 256	\$ 18	\$ -	\$ 803	\$ 3,250	\$ 147	95%	\$ 3,250	0%
100-5600-51201	Vehicle Operating - Fuel	\$ -	\$ -	\$ -	\$ -	\$ 3,250	\$ 1,823	44%	\$ 3,250	0%
100-5600-51202	Building Maintenance	\$ -	\$ 8,531	\$ -	\$ 2,243	\$ 10,000	\$ 10,817	-8%	\$ -	-100%
100-5600-51300	Professional Services	\$ 135,000	\$ 218,750	\$ 227,000	\$ 317,496	\$ 335,700	\$ 345,249	-3%	\$ 130,350	-61%
100-5600-51301	Insurance - General Liability	\$ 96,684	\$ 80,520	\$ 84,546	\$ 93,830	\$ 100,000	\$ 89,754	10%	\$ 93,300	-7%
100-5600-51302	Legal	\$ 96,467	\$ 69,975	\$ 96,476	\$ 40,328	\$ 80,000	\$ 78,383	2%	\$ 85,000	6%
100-5600-51303	Audit	\$ 14,444	\$ 18,410	\$ 21,968	\$ 16,160	\$ 22,200	\$ 25,526	-15%	\$ 20,000	-10%
100-5600-51304	Board Training/Travel	\$ -	\$ 4,300	\$ -	\$ -	\$ 17,500	\$ 9,653	45%	\$ 17,500	0%
100-5600-51305	Accounting (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	0%	\$ 160,000	100%
100-5600-52100	Staff Development/Travel	\$ 2,733	\$ 9,931	\$ 6,204	\$ 19,484	\$ 24,200	\$ 20,993	13%	\$ 29,600	22%
100-5600-52102	Utilities	\$ 41,096	\$ 65,295	\$ 45,654	\$ 27,558	\$ 62,175	\$ 37,192	40%	\$ 68,960	11%
100-5600-52103	Bank Charges	\$ 344	\$ 1,617	\$ 425	\$ 375	\$ 500	\$ 1,888	-278%	\$ 1,800	260%
100-5600-52104	Payroll Processing	\$ 22,827	\$ 25,068	\$ 25,871	\$ 24,725	\$ 26,400	\$ 23,575	11%	\$ 30,000	14%
100-5600-52105	Government Regulation Fees	\$ 5,919	\$ 5,910	\$ -	\$ 8,301	\$ 8,955	\$ 9,415	-5%	\$ 11,250	26%
100-5600-52106	Elections	\$ 10,253	\$ -	\$ 9,399	\$ 7,418				\$ 9,500	28%
100-5600-52107	Other Miscellaneous Expense	\$ -	\$ 8,480	\$ -	\$ 6,441	\$ 1,500	\$ 1,817	-21%	\$ 1,500	0%
100-5600-52108	Membership/Subscriptions	\$ 33,972	\$ 40,112	\$ 57,941	\$ 49,737	\$ 43,320	\$ 39,526	9%	\$ 45,120	4%
100-5600-52109	Low-Income Rate Assistance Program	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 11,796	66%	\$ 35,000	0%
100-5600-52110	Recruitment (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 3,331	-33%	\$ 3,000	20%
	<b>NON-LABOR EXP</b>	\$ 534,070	\$ 638,395	\$ 701,269	\$ 657,238	\$ 950,955	\$ 799,779	16%	\$ 861,805	-9%
updated 6/5/24	<b>TOTAL DEPARTMENT EXPENSES</b>	\$ 1,477,189	\$ 1,693,625	\$ 1,690,895	\$ 1,684,884	\$ 2,062,566	\$ 1,826,391	11%	\$ 2,171,460	5%



## 6100 – Wastewater (Zone)

Activities related to overseeing wastewater collection and disposal. This includes compliance with State regulations including the waste discharge requirements adopted by the Water Quality Control Board.

### Community Disposal System

The CDS refers to 137 properties connected to a community wastewater collection system and community leach field. These properties each have their own septic tank for removal and treatment of solids. Following individual property septic tank treatment, their wastewater is collected in sanitary sewer conveyance piping, then pumped by a central pump station to a community leach field for subsurface disposal.

### Non-Community Disposal System

Non-CDS refers to approximately 1,019 properties that utilize individual property wastewater disposal systems. These properties each have their own individual septic tank and on-site disposal of wastewater.

ALT WASTEWATER ZONE DEPARTMENT 6100 FY25 BUDGET										
Accounts	EXPENSES:	FY 21-22 Budget	FY 21-22 Actual	FY22-23 Budget	FY 22-23 Actual	FY 23-24 Amended Budget	FY 23-24 Actual As of 4/30/24	% of Budget Remaining	FY 24-25 Proposed	% Change
200-6100-50100	Salaries	\$103,049	\$ 94,610	\$ 80,789	\$ 143,385	\$ 132,360	\$123,950	6%	\$ 168,209	27%
200-6100-50102	Overtime	\$ 913	\$ 241	\$ 1,047	\$ 1,019	\$ 1,272	\$ 437	66%	\$ 400	-69%
200-6100-50200	Payroll Taxes	\$ 9,377	\$ 7,251	\$ 6,326	\$ 10,843	\$ 12,574	\$ 9,229	27%	\$ 15,980	27%
200-6100-50300	Health Insurance	\$ 31,570	\$ 20,124	\$ 20,981	\$ 32,498	\$ 38,850	\$ 33,281	14%	\$ 39,795	2%
200-6100-50302	Insurance - Workers Comp.	\$ 2,697	\$ 1,553	\$ 1,088	\$ 1,614	\$ 1,360	\$ 1,324	3%	\$ 2,435	79%
200-6100-50400	PERS Retirement Expense	\$ 8,129	\$ 8,478	\$ 7,944	\$ 11,936	\$ 9,884	\$ 11,371	-15%	\$ 13,289	34%
200-6100-50401	PERS UAL	\$ 13,565	\$ 14,635	\$ 14,634	\$ 15,526	\$ 34,873	\$ 34,873	0%	\$ 45,518	31%
	<b>TOTAL WAGES &amp; BENEFITS</b>	<b>\$169,300</b>	<b>\$146,893</b>	<b>\$132,809</b>	<b>\$ 216,821</b>	<b>\$231,173</b>	<b>\$214,465</b>	<b>7%</b>	<b>\$ 285,626</b>	<b>24%</b>
200-6100-51100	Materials & Supplies	\$ 7,632	\$ 8,231	\$ 5,497	\$ 4,357	\$ 5,800	\$ 4,136	29%	\$ 5,800	0%
200-6100-51101	Durables/Rentals/Leases	\$ 2,932	\$ 580	\$ 3,107	\$ 578	\$ 1,600	\$ 162	90%	\$ 1,200	-25%
200-6100-51103	Safety/PPE Supplies	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ 1,650	53%	\$ 2,900	-17%
200-6100-51104	Software/Licenses	\$ -	\$ -	\$ -	\$ -	\$ 1,651	\$ 725	56%	\$ 715	-57%
200-6100-51200	Vehicle Maintenance	\$ 2,220	\$ 2,529	\$ 4,788	\$ 1,831	\$ 1,550	\$ 4,187	-170%	\$ 3,900	152%
200-6100-51201	Vehicle Operating - Fuel	\$ 6,387	\$ 4,888	\$ 6,770	\$ 4,772	\$ 5,000	\$ 3,652	27%	\$ 7,000	40%
200-6100-51300	Professional Services	\$ 11,012	\$ 24,525	\$150,000	\$ 70,496	\$ 99,000	\$ 22,880	77%	\$ 73,500	-26%
200-6100-51301	Insurance - General Liability	\$ 5,441	\$ 4,374	\$ -	\$ 4,826	\$ 5,309	\$ 5,174	3%	\$ 5,177	-2%
200-6100-52100	Staff Development/Training	\$ 315	\$ 59	\$ 333	\$ 1,948	\$ 2,000	\$ 472	76%	\$ 2,669	33%
200-6100-52101	Travel	\$ -	\$ -	\$ -	\$ 106	\$ -	\$ 79		\$ -	-100%
200-6100-52102	Utilities	\$ 14,000	\$ 14,196	\$ 16,492	\$ 19,491	\$ 12,250	\$ 13,307	-9%	\$ 11,500	-6%
200-6100-52105	Government Regulation Fees	\$ 36,831	\$ 41,049	\$ 34,221	\$ 47,754	\$ 56,250	\$ 48,239	14%	\$ 65,700	17%
	<b>NON-LABOR EXP</b>	<b>\$ 86,770</b>	<b>\$100,431</b>	<b>\$221,208</b>	<b>\$ 156,159</b>	<b>\$193,910</b>	<b>\$104,663</b>	<b>46%</b>	<b>\$180,061</b>	<b>-7%</b>
updated 6/5/24	<b>TOTAL DEPARTMENT EXPENSES</b>	<b>\$256,070</b>	<b>\$247,324</b>	<b>\$354,017</b>	<b>\$ 372,980</b>	<b>\$425,083</b>	<b>\$319,128</b>	<b>25%</b>	<b>\$465,686</b>	<b>10%</b>

# Consolidated Expenses

In some departments, the amounts appear much higher than in previous years. On the consolidated expense sheet, the bottom line is only a 10% difference from the FY 23-24 budget. This is in part due to increased expenses related to inflation. This also represents a more accurate budget given my familiarity with the accounts. This year the accounts added are Accounting and Recruitment in 5600.

Table 1: Broken out by Account Number

CONSOLIDATED EXPENSES								
5100-6100 Accounts	EXPENSES:	FY 21-22 Actual	FY 22-23 Budget	FY 22-23 FYE Actual	AMENDED FY 23-24 Budget	Total Expenses 4/30/24	Proposed FY 24-25 Budget	% increase
50100	Salaries	\$1,601,545	\$ 1,755,937	\$ 1,699,085	\$ 1,988,327	\$ 1,628,182	\$2,181,738	10%
50101	Part-time (not on payroll)	\$ 63,082	\$ 20,924	\$ 80,364	\$ 20,000	\$ 15,738	\$ 20,000	0%
50102	Overtime	\$ 102,265	\$ 103,101	\$ 120,038	\$ 121,368	\$ 86,724	\$ 99,300	-18%
50103	Standby Pay	\$ 53,800	\$ 54,845	\$ 64,920	\$ 66,140	\$ 45,001	\$ 87,850	33%
50103	Automobile Allowance	\$ -	\$ -	\$ 5,089	\$ 7,600	\$ 5,161	\$ 7,600	0%
50104	Retiree Benefit	\$ 15,575	\$ 9,973	\$ 13,860	\$ 26,000	\$ 44,332	\$ 52,608	102%
50105	Director Stipend	\$ 23,200	\$ 24,360	\$ 24,000	\$ 24,000	\$ 20,000	\$ 24,000	0%
50200	Payroll Taxes	\$ 144,639	\$ 158,763	\$ 145,231	\$ 188,167	\$ 133,307	\$ 207,265	10%
50300	Health Insurance	\$ 257,808	\$ 425,228	\$ 396,541	\$ 439,925	\$ 421,321	\$ 493,070	12%
50302	Insurance - Workers Comp.	\$ 35,269	\$ 45,444	\$ 37,624	\$ 27,896	\$ 30,608	\$ 40,307	44%
50400	PERS Retirement Expense	\$ 177,743	\$ 177,917	\$ 159,583	\$ 209,865	\$ 162,532	\$ 216,299	3%
50401	PERS UAL	\$ 488,624	\$ 551,337	\$ 507,610	\$ 498,179	\$ 498,179	\$ 650,254	31%
50403	Def Comp Retirement Expense	\$ -	\$ -	\$ -	\$ 9,450	\$ 5,810	\$ 10,250	8%
	<b>TOTAL WAGES &amp; BENEFITS</b>	<b>\$2,963,550</b>	<b>\$ 3,327,829</b>	<b>\$ 3,253,945</b>	<b>\$ 3,626,917</b>	<b>\$ 3,096,895</b>	<b>\$4,090,542</b>	<b>13%</b>
51100	Materials & Supplies	\$ 277,493	\$ 303,800	\$ 370,677	\$ 293,750	\$ 188,024	\$ 287,925	-2%
51101	Durable Goods/Rentals	\$ 17,142	\$ 39,264	\$ 132,085	\$ 31,475	\$ 17,402	\$ 13,900	-56%
51102	Office Supplies	\$ 62,546	\$ 68,832	\$ 28,540	\$ 21,400	\$ 17,889	\$ 23,600	10%
51103	PPE/Safety Equipment	\$ -	\$ -	\$ -	\$ 25,600	\$ 16,650	\$ 32,500	27%
51104	Software/Licenses	\$ -	\$ -	\$ -	\$ 48,230	\$ 58,255	\$ 70,365	46%
51200	Vehicle Maintenance	\$ 39,094	\$ 61,224	\$ 70,027	\$ 56,800	\$ 53,122	\$ 54,325	-4%
51201	Vehicle Operating - Fuel	\$ 36,450	\$ 70,870	\$ 101,139	\$ 46,150	\$ 60,504	\$ 104,250	126%
51202	Building Maintenance	\$ 23,172	\$ 289	\$ 6,315	\$ 18,750	\$ 10,908	\$ 6,250	-67%
51300	Professional Services	\$ 372,290	\$ 498,884	\$ 581,097	\$ 573,750	\$ 485,452	\$ 328,350	-43%
51301	Insurance - General Liability	\$ 84,894	\$ 84,546	\$ 98,656	\$ 100,000	\$ 89,754	\$ 98,477	-2%
51302	Legal	\$ 69,975	\$ 96,476	\$ 156,159	\$ 80,000	\$ 78,383	\$ 85,000	6%
51303	Audit	\$ 18,410	\$ 21,968	\$ 16,160	\$ 22,200	\$ 25,526	\$ 20,000	-10%
51304	Board Training/Travel				\$ 17,500	\$ 9,653	\$ 17,500	0%
51305	Accounting (NEW)				\$ -	\$ -	\$ 160,000	100%
52100	Staff Development/Training/Travel	\$ 10,765	\$ 11,374	\$ 25,542	\$ 32,700	\$ 22,433	\$ 38,769	19%
52101	Travel					\$ -	\$ -	100%
52102	Utilities	\$ 331,278	\$ 329,514	\$ 309,893	\$ 321,425	\$ 270,282	\$ 414,210	29%
52103	Bank Charges	\$ 1,617	\$ 425	\$ 375	\$ 500	\$ 1,888	\$ 1,800	260%
52104	Payroll Processing Fees	\$ 25,068	\$ 25,871	\$ 24,725	\$ 26,400	\$ 23,575	\$ 30,000	14%
52105	Government Regulation Fees	\$ 236,021	\$ 157,652	\$ 180,503	\$ 232,055	\$ 196,154	\$ 243,700	5%
52106	Elections	\$ -	\$ 9,399	\$ 7,418	\$ -	\$ -	\$ 9,500	35%
52107	Other Misc. Expenses	\$ 8,480	\$ -	\$ 6,441	\$ 1,500	\$ 1,817	\$ 1,500	0%
52108	Membership/Subscriptions	\$ 40,072	\$ 59,105	\$ 50,348	\$ 43,720	\$ 39,726	\$ 45,520	4%
52109	Low-Income Rate Assistance Prog.	\$ 15,702	\$ 35,000	\$ 15,208	\$ 35,000	\$ 11,796	\$ 35,000	0%
52110	Recruitment (NEW)				\$ 2,500	\$ 3,331	\$ 3,000	20%
	<b>NON-LABOR EXP</b>	<b>\$1,670,470</b>	<b>\$ 1,874,493</b>	<b>\$ 2,181,308</b>	<b>\$ 2,031,405</b>	<b>\$ 1,682,603</b>	<b>\$2,125,441</b>	<b>5%</b>
updated 6/5/2	<b>TOTAL DEPARTMENT EXPENSES</b>	<b>\$4,634,020</b>	<b>\$ 5,202,322</b>	<b>\$ 5,435,253</b>	<b>\$ 5,658,322</b>	<b>\$ 4,779,498</b>	<b>\$6,215,982</b>	<b>10%</b>



Table 2: Broken out by Department.

DRAFT FISCAL YEAR 2024-2025 BUDGET										
Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 23-24 Actual As of 4/30/24	FY 24-25 Proposed Budget	% Change
<b>OPERATING EXPENSES WATER</b>										
Source of Supply (5100)	\$ 479,341	\$ 352,468	\$ 296,866	\$ 377,070	\$ 419,520	\$ 725,997	\$ 658,467	\$ 485,737	\$725,456	10%
Trans & Dist Raw Water (5200)	\$ 694,531	\$ 689,151	\$ 734,568	\$ 766,903	\$ 808,007	\$ 679,413	\$ 666,796	\$ 490,786	\$720,878	8%
Water Treatment (5300)	\$ 603,755	\$ 672,713	\$ 787,821	\$ 723,918	\$ 776,534	\$ 754,383	\$ 832,147	\$ 709,786	\$948,292	14%
Trans & Dist Treated Water (5400)	\$ 703,764	\$ 827,030	\$ 770,081	\$ 953,445	\$ 937,803	\$ 1,077,758	\$ 1,133,099	\$ 958,702	\$1,184,211	5%
Customer Service (5500) inactive for FY24	\$ 217,877	\$ 215,433	\$ 214,409	\$ 236,720	\$ 302,298	\$ 204,818	\$ -	\$ -	\$ -	
Admin & Customer Service (5600)	\$ 1,087,332	\$ 1,519,128	\$ 1,452,342	\$ 1,375,671	\$ 1,143,324	\$ 1,684,884	\$ 2,062,566	\$ 1,826,391	\$2,171,460	5%
<b>Total Operating Expenses (WATER)</b>	<b>\$ 3,786,600</b>	<b>\$ 4,275,923</b>	<b>\$ 4,256,087</b>	<b>\$ 4,433,727</b>	<b>\$ 4,387,486</b>	<b>\$ 5,127,253</b>	<b>\$ 5,353,075</b>	<b>\$ 4,471,402</b>	<b>\$5,750,296</b>	<b>7%</b>
<b>OPERATING EXPENSES ZONE</b>										
On-Site Wastewater Disposal Zone (6100)	\$ 306,930	\$ 268,009	\$ 202,919	\$ 221,666	\$ 265,116	\$ 372,980	\$ 425,083	\$ 319,128	\$465,686	10%
<b>Total Operating Expenses</b>	<b>\$ 4,093,530</b>	<b>\$ 4,543,932</b>	<b>\$ 4,459,006</b>	<b>\$ 4,655,393</b>	<b>\$ 4,652,602</b>	<b>\$ 5,500,233</b>	<b>\$ 5,778,158</b>	<b>\$ 4,790,530</b>	<b>\$6,215,982</b>	<b>8%</b>
<b>CAPITAL IMPROVEMENT PLAN (CIP)</b>	<b>\$ 11,682,810</b>	<b>\$ 7,816,272</b>	<b>\$ 3,084,123</b>	<b>\$ 3,190,400</b>	<b>\$ 1,151,000</b>	<b>\$ 758,540</b>	<b>\$ 1,313,000</b>	<b>\$ 519,059</b>	<b>\$697,350</b>	
<b>NON-OPERATING EXPENSES</b>										
SWRCB loan pymt (Fund 112)	\$ 15,770	\$ 106,728	\$ 555,899	\$ 587,357	\$ 587,357	\$ 587,357		\$ 587,357	\$587,357	
GASB 68 pension expense (50402) (1)	\$ -	\$ -	\$ -	\$ -	\$ 1,925,358	\$ 1,834,498				
GASB 75 OPEB Liability (2)	\$ -	\$ -	\$ -	\$ 1,440,554	\$ 1,594,921	\$ 1,334,027				

(1) GASB 68 requires that pension expense be reported using a new method that presents service (normal) cost and other basic expenses (for example the cost of administering the pension plan), as well as amounts recognized each year for deferred inflows of resources (which reduce the pension expense) and deferred outflows of resources (which increase the pension expense).

(2) Government Accounting Standards Board Statement No. 75 (GASB 75) is an accounting and financial reporting requirement for employers to measure and report the cost and liabilities associated with other postemployment benefits (OPEB), which do not include pensions. This statement replaces GASB 45.

# Capital Improvement Projects

The five-year capital improvement plan (CIP) is adopted each year by the Board separately from the budget. The expenditures in the CIP for the current fiscal year are incorporated into this budget and shown as expenses within the Fund Summary. The second table are potential grant funded projects.

Table 1: CIP projects

CIP Project (Water)	FY23-24 BUDGET Adopted 6/13/23	FY23-24 Amended CIP Adopted 10/10/23	4/30/24 YTD EXPENDITURES	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total FY 25-28
<b>Priority 1</b>								
Tunnel Inspection and Lining	\$ 65,000	\$ 65,000	\$ 4,200	\$ 65,000				\$ 65,000
Infrastructure Replacement/HQ Building	\$ 200,000	\$ 200,000	\$ 19,481	\$ 19,000	\$ 200,000			\$ 219,000
Distribution Tank Coating	\$ 275,000	\$ 275,000		\$ 175,000	\$ 175,000			\$ 350,000
Paving	\$ 75,000	\$ 50,000	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 160,000
Vehicle Replacements	\$ 250,000	\$ 175,000	\$ 174,406					\$ -
- Dump Truck Less than \$75,000								\$ -
- Utility Truck for 5400 F-450 \$75,000								\$ -
- 1/2 Ton Trucks (3) \$100,000								\$ -
Tracked Barrow (5100-5200)				\$ 3,000				\$ 3,000
Snow Survey Equipment (5100)				\$ 2,500				\$ 2,500
Water Quality Sensors (5300)				\$ 10,000				\$ 10,000
Vibratory Plate (5400)				\$ 2,650				\$ 2,650
Rushing Equipment (5400)				\$ 3,000				\$ 3,000
Hydraulic Jack Hammer (5400)				\$ 3,200				\$ 3,200
eCorp (CBOA Compliance) (5600)				\$ 7,500				\$ 7,500
Bennett (Engineering Consultant) (5600)				\$ 30,000				\$ 30,000
Vectis (Federal Advocacy) (5600)				\$ 48,000				\$ 48,000
Zanjero (Grant Writing) (5600)				\$ 20,000				\$ 20,000
Mosquito Fire Mitigation								\$ -
Road Bank Repair	\$ -	\$ 15,000	\$ 13,932					\$ -
Erosion Mitigation	\$ -	\$ 15,500	\$ 4,800					\$ -
Levee Road	\$ -	\$ 161,000	\$ 180,840					\$ -
Pipe Mitigation	\$ -	\$ 36,500	\$ 21,412					\$ -
Master Meters	\$ 80,000	\$ -	\$ 87,982					\$ -
<b>Priority 2</b>								
Pump Station Retrofit	\$ 12,000	\$ 12,000	\$ -	\$ 12,000	\$ 12,000	\$ 12,000		\$ 36,000
Repair Safety Walkways	\$ 35,000	\$ 2,500	\$ 848	\$ 5,000	\$ 5,000	\$ 5,000		\$ 15,000
Treated Water Line Replacement	\$ 65,000	\$ 65,000	\$ 492	\$ 65,000	\$ 70,000	\$ 75,000		\$ 210,000
Vehicle Replacements				\$ 100,000	\$ 100,000	\$ 250,000	\$ 250,000	\$ 700,000
Pressure Regulating Valves	\$ 50,000	\$ 20,000	\$ -	\$ 25,000	\$ 25,000	\$ 25,000		\$ 75,000
<b>Priority 3</b>								
Annual Canal Lining/Canal Improvements	\$ -	\$ 8,000	\$ -		\$ 100,000	\$ 100,000	\$ 100,000	\$ 300,000
Replace Air Release Valves	\$ 10,000	\$ 2,500	\$ 10,667	\$ 10,000	\$ 10,000	\$ 10,000		\$ 30,000
VFD Replacement Sweetwater Treatment Plant						\$ 100,000		\$ 100,000
SCADA Upgrades	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 225,000		\$ 325,000
<b>Sub Total</b>	<b>\$ 1,117,000</b>	<b>\$ 1,103,000</b>	<b>\$ 519,059</b>	<b>\$ 645,850</b>	<b>\$ 837,000</b>	<b>\$ 842,000</b>	<b>\$ 390,000</b>	<b>\$ 2,714,850</b>
<b>CIP Project (ZONE)</b>								
Lift Station Upgrade (CDS Reserve)	\$ 150,000	\$ 150,000	\$ -					\$ -
Solar at Lift Station 16	\$ 50,000	\$ 50,000	\$ -					\$ -
Installation of a Water Line to CDS Field	\$ 10,000	\$ 10,000	\$ -					\$ -
CDS Carport				\$ 13,000				\$ 13,000
Geo pump				\$ 7,500				\$ 7,500
Water Trailer				\$ 11,000				\$ 11,000
Backhoe Attachment or Used Mini Excavator				\$ 20,000				\$ 20,000
<b>Sub Total</b>	<b>\$ 210,000</b>	<b>\$ 210,000</b>	<b>\$ -</b>	<b>\$ 51,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 51,500</b>
<b>TOTAL</b>	<b>\$ 1,327,000</b>	<b>\$ 1,313,000</b>	<b>\$ 519,059</b>	<b>\$ 697,350</b>	<b>\$ 837,000</b>	<b>\$ 842,000</b>	<b>\$ 390,000</b>	<b>\$ 2,766,350</b>

Table 2: Grant Funded projects.

Potential Grant Funded Capital Projects	FY 23/24 BUDGET Adopted 6/13/23	FY 23-24 Amended CIP Adopted 10/10/23	4/30/24 YTD EXPENDITURES	FY 24/25	FY 25/26	FY 26/27	FY 27/28	Total 22-28
Hydrant Buddy (Valve Exercising) (5300-5400)				\$ 13,000.00				\$ 13,000.00
GRANT - JPIA Risk grant				\$ (13,000.00)				\$ (13,000.00)
Annual Canal Lining/Canal Improvements	\$ 120,000	\$ 120,000	\$ 33,952	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000
GRANT - USBR (AWARDED)	\$ (40,000)	\$ (40,000)	\$ -	\$ (40,000)	\$ -	\$ -	\$ -	\$ (40,000)
Dredging of Holding Reservoirs and Erosion	\$ 285,000	\$ 285,000	\$ 7,632	\$ -	\$ 5,600,000	\$ -	\$ -	\$ 5,600,000
GRANT - FEMA Emergency Funds (AWARDED)	\$ (285,000)	\$ (285,000)	\$ -	\$ -	\$ (1,500,000)	\$ -	\$ -	\$ (1,500,000)
AMI Meter Infrastructure	\$ 125,000	\$ 50,000	\$ 13,496	\$ 111,000	\$ -	\$ -	\$ -	\$ 111,000
GRANT - California State Appropriation	\$ (125,000)	\$ (50,000)	\$ (111,000)	\$ (111,000)	\$ -	\$ -	\$ -	\$ (111,000)
Infrastructure Generators	\$ 100,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRANT - California State Appropriation	\$ (100,000)	\$ (200,000)	\$ (139,000)	\$ -	\$ -	\$ -	\$ -	\$ -
Skid Steer w/Masciator	\$ 162,500	\$ 162,500	\$ 155,618	\$ -	\$ -	\$ -	\$ -	\$ -
GRANT - CalFire	\$ (162,500)	\$ (162,500)	\$ (149,027)	\$ -	\$ -	\$ -	\$ -	\$ -
Excavator w/Masciator	\$ 162,500	\$ 162,500	\$ 157,261	\$ -	\$ -	\$ -	\$ -	\$ -
GRANT - CalFire	\$ (162,500)	\$ (162,500)	\$ (149,027)	\$ -	\$ -	\$ -	\$ -	\$ -
Clearing Contract	\$ -	\$ -	\$ -	\$ 920,000	\$ -	\$ -	\$ -	\$ 920,000
GRANT - CalFire	\$ -	\$ -	\$ -	\$ (920,000)	\$ -	\$ -	\$ -	\$ (920,000)
Sweetwater Water Treatment 2MG Water Tank	\$ -	\$ -	\$ -	\$ 1,750,000	\$ -	\$ -	\$ -	\$ 1,750,000
GRANT - Federal Appropriation	\$ -	\$ -	\$ -	\$ (1,250,000)	\$ -	\$ -	\$ -	\$ (1,250,000)
Upper Canal Pipeline project	\$ -	\$ -	\$ -	\$ 8,900,000	\$ -	\$ -	\$ -	\$ 8,900,000
USDA Rural Development Grant	\$ -	\$ -	\$ -	\$ (8,900,000)	\$ -	\$ -	\$ -	\$ (8,900,000)
Canal Pipeline Improvements	\$ 1,333,333	\$ 1,333,333	\$ 12,243	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ -	\$ 3,900,000
GRANT - CalOES HMPG	\$ (1,000,000)	\$ (1,000,000)	\$ -	\$ (1,000,000)	\$ (1,000,000)	\$ (1,000,000)	\$ -	\$ (3,000,000)
Develop Alternative Water Sources (Onion Creek)	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
Alternative Water Sources State Appropriation	\$ -	\$ -	\$ -	\$ (500,000)	\$ -	\$ -	\$ -	\$ (500,000)
Hydroelectric at Stumpy Meadows Reservoir	\$ -	\$ -	\$ -	\$ 5,000,000	\$ -	\$ -	\$ -	\$ 5,000,000
Hydroelectric Federal Appropriation	\$ -	\$ -	\$ -	\$ (5,000,000)	\$ -	\$ -	\$ -	\$ (5,000,000)
Solar on Walton and Sweetwater (Solar)	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,000,000
Solar on Walton and Sweetwater (Batteries)	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,000,000
Community Grant for Energy	\$ -	\$ -	\$ -	\$ (2,670,000)	\$ -	\$ -	\$ -	\$ (2,670,000)
PPP Loan	\$ -	\$ -	\$ -	\$ (1,333,000)				\$ (1,333,000)
Develop Alternative Water Sources (Otter Creek)	\$ 85,000	\$ 85,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
<b>Sub Total</b>	<b>\$ 2,373,333</b>	<b>\$ 2,398,333</b>	<b>\$ 380,202</b>	<b>\$ 23,214,000</b>	<b>\$ 6,900,000</b>	<b>\$ 1,300,000</b>	<b>\$ -</b>	<b>\$ 30,068,000</b>
<b>CIP Project (GRANT FUNDED ZONE)</b>								
CDS Lift Station Upgrade				\$ 833,000				\$ 833,000
GRANT - Prop 50				\$ (833,000)				\$ (833,000)
Wastewater Treatment Plant							\$ 750,000	\$ 750,000
<b>ZONE Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 833,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 750,000</b>	<b>\$ 1,583,000</b>
<b>Grant Total</b>	<b>\$ (1,875,000)</b>	<b>\$ (1,900,000)</b>	<b>\$ (548,054)</b>	<b>\$ (22,570,000)</b>	<b>\$ (2,500,000)</b>	<b>\$ (1,000,000)</b>	<b>\$ -</b>	<b>\$ (24,724,000)</b>
<b>Total</b>	<b>\$ 498,333</b>	<b>\$ 498,333</b>	<b>\$ (167,852)</b>	<b>\$ 1,477,000</b>	<b>\$ 4,400,000</b>	<b>\$ 300,000</b>	<b>\$ 750,000</b>	<b>\$ 6,927,000</b>

Table 3: Future projects

CIP Project (Water)	FY 23-24 BUDGET Adopted 6/13/23	FY 23-24 Amended CIP Adopted 10/10/23	4/30/24 YTD EXPENDITURES	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total FY 25-28
Future Projects (2029-2034)								
North Fork American River Pumping Plant								\$ 35,000,000
Secondary Reservoir								\$ 75,000,000
Line Extensions (Expanding the District)								\$ 5,000,000
							<b>TOTAL</b>	<b>\$ 115,000,000</b>

# Proposition 4: El Dorado County Appropriation limits

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



**May 2, 2024**

**To: All Special Districts**  
**From: Andreja Saich, Principal Financial Analyst**  
**Subject : 2024-2025 Proposition 4 - Appropriations Limitation**

Your district needs to calculate and adopt the new tax spending limit for FY 2024-25 in accordance with the provisions of the spending limitation legislation implementing Proposition 4 (the 1979 Gann Spending Limit Initiative). Government Code Section 7910 requires that: “. . . the governing body of each local jurisdiction to establish appropriation limits by resolution for the following fiscal year at a regular or special meeting.”

The district’s new limit for the 2024-2025 year will be calculated on the basis of the prior year’s limit increased by a growth factor. The growth factor results from combining the change in Per Capita Personal Income and the change in population for your district (as certified by the State’s Department of Finance) or the change reported for “unincorporated areas” for our County.

The change in the “cost of living” factor (Per Capita Personal Income) has been reported to be 3.62% and reported change in population in the County’s unincorporated areas to be an increase of .25%. Therefore, the ratio of change to be applied to last year’s limit is:

$$1.0362 (X) 1.0025 = 1.0388$$

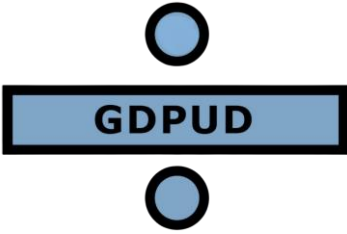
Attached is a sample format for the required “NOTICE OF PUBLIC HEARING” and a sample resolution (which includes the calculation formula).

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT** the appropriations Limit for Fiscal Year 2024-2025 as described in Article XIII B of the State Constitution and implemented by Chapter 1205, Statutes of 1980 is the sum of computed as follows,

$$\underline{\$ 3,472,857.28 (x) 1.0388 = \$ 3,607,604.14}$$

(2022-24 Approp. Limit)                      (2024-25 Approp. Limit)

**REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF SEPTEMBER 5, 2024  
AGENDA ITEM NO. 8. D.**



**AGENDA SECTION:**

**ACTION ITEMS**

**SUBJECT: ANNUAL YEAR-END PROCESS TO ZERO OUT REMAINING BALANCES AS OF FISCAL YEAR-END 2023-24 CAPITAL IMPROVEMENTS PLAN (CIP) PROJECTS**

**PREPARED BY:** Jessica Buckle, Office/Finance Manager

**APPROVED BY:** Nicholas Schneider, General Manager

**BACKGROUND**

Standard accounting practices include zeroing out the budgeted balances at the fiscal year end (FYE). The Capital Improvement Plan (CIP) balances have been rolling forward since the implementation of the Tyler Technology Incode 10 enterprise resource planning (ERP) system. As construction projects are finished, construction-in-progress accounting principles require that the costs in the CIP account are moved to a fixed asset account. This transition is important for meeting accounting standards and accurately recording business practices and to ensure it is complete for auditing purposes.

**DISCUSSION**

The FYE 2023-2024 CIP Budget Change Request Form (Attachment A) is a list of current and past CIP projects which need to have the balances adjusted off for prior fiscal years, totaling **\$2,085,855.75**. These projects cover both the Water Enterprise fund and the Zone Enterprise fund. The current Fiscal Year (FY) 2024-2025 budgeted amounts for some of these projects have been taken into account and subtracted from the total amounts. These FY24-25 budgeted amounts are detailed under the “Project Name” lines.

Account Description	Project Number	Project Name	Amounts		
			Current Budget (FY22-25)	Amount Used (FY22-25)	Current Amount Remaining
111-7100-71100	100-CFWLR	TREATED WATER LINE REPLACEMENT	\$ 859,500.00	\$ 491.52	\$ 859,008.48
111-7100-71100	2022/2023-INF	Infrastructure Replacement/HQ building	\$ 444,000.00	\$ 75,022.38	\$ 368,977.62
111-7100-71100	2023-5400-AMI	Automated Meter Infrastructure	\$ 250,000.00	\$ 25,746.35	\$ 224,253.65
111-7100-71100	2023-5400-MM	Master Meters	\$ 100,000.00	\$ 92,931.33	\$ 7,068.67
111-7100-71100	806-2	Pump Station Retrofit (FY25 = \$12K)	\$ 24,000.00	\$ -	\$ (12,000.00)
111-7100-71100	916	Repair Safety Walkways (FY25 = 5K)	\$ 49,500.00	\$ 3,194.32	\$ 41,305.68
111-7100-71100	920	Annual Canal Lining	\$ 270,000.00	\$ 147,503.26	\$ 122,496.74
210-7100-71100	933	Wastewater Lift Station Upgrade	\$ 300,000.00	\$ 24,843.93	\$ 275,156.07
111-7100-71100	F1	Pressure Regulating Valves (FY25 = 25K)	\$ 255,000.00	\$ 146,163.01	\$ 83,836.99
111-7100-71100	OCYR	Office and Corp Yard Repairs	\$ 10,000.00	\$ 4,248.15	\$ 5,751.85
111-7100-71100	SOLAR	Solar on Walton & SWTP (FY22-23)	\$ 50,000.00	\$ -	\$ 50,000.00
210-7100-71100	812-23	Solar at Liftstation 16	\$ 50,000.00	\$ -	\$ 50,000.00
210-7100-71100	813-22	Water line to CDS field	\$ 10,000.00	\$ -	\$ 10,000.00
<i>Total:</i>			\$ 2,672,000.00	\$ 520,144.25	\$ 2,085,855.75



### **FISCAL IMPACT**

No fiscal impact to current fiscal year budget 2024-2025.

### **CEQA ASSESSMENT**

Not a CEQA Project

### **RECOMMENDED ACTION**

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) adopt the attached Resolution approving/authorizing the amendment to CIP budgets 2021-22, 2022-23, and 2023-24 which still hold balances in the Tyler ERP system as of June 30, 2024.

### **ALTERNATIVES**

Request substantive changes to the Resolution for staff to implement, or reject the Resolution.

### **ATTACHMENTS**

1. Resolution 2024-XX
2. Exhibit A to Resolution 2024-XX: Budget Amendments for FYE CIP accounts.

**RESOLUTION NO. 2024-XX**  
**OF THE BOARD OF DIRECTORS OF THE**  
**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**APPROVING AMENDMENTS TO THE CAPITAL IMPROVEMENT PLAN**

**WHEREAS**, the District performed a Capital Improvement Plan (CIP) analysis to determine the progress of projects in association with fund balances; and

**WHEREAS**, the results of the CIP analysis provided that balances have rolled forward each year since the implementation of the Tyler Technology Incode 10 Enterprise (ERP) system; and

**WHEREAS**, changes to Government accounting principles require that construction-in-progress costs be placed in a fixed asset account for accurate reporting of construction investment; and

**WHEREAS**, given the prescription provided by the accounting principles and the backlog of CIP fund rollover, previous year balances requiring adjustments impact Fiscal Years, 2021-22, 2022-23, and 2023-24 which all currently hold CIP allocated funds, need amendments; and

**WHEREAS**, a budget amendment is necessary to bring these accounts to zero balances and meet accounting standards.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT APPROVES** the Fiscal Year 2021-22, 2022-23, and 2023-24 CIP budget amendments as shown in Exhibit A and authorizes District finance staff to adjust the budgets to reflect the changes as detailed.

**PASSED AND ADOPTED** by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the 5<sup>th</sup> day of September 2024, by the following vote:

**AYES:**

**NOES:**

**ABSENT/ABSTAIN:**

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Mitch MacDonald, President, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

*Attest:*

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Nicholas Schneider, Clerk, and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

## CERTIFICATION

I hereby certify that the foregoing is a full, true, and correct copy of Resolution 2024-XX duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this 5th day of September 2024.

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Nicholas Schneider, Clerk, and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

### Exhibits:

#### A. CIP Budget Change Request Form

DRAFT

Exhibit A  
CIP Budget Change Request Form

DRAFT

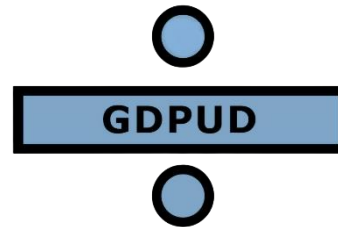




**REPORT TO THE BOARD OF DIRECTORS**

**Board Meeting of September 5, 2024**

**Agenda Item No. 8. E.**



**AGENDA SECTION: ACTION ITEMS**

**SUBJECT: Consider Implementing an Ad-Hoc Committee to Review and Update Board Member Reimbursement Related Policies and Approve ACWA Conference Related Expenses**

**PREPARED BY:** Frank Splendorio, Legal Counsel

**Approved By:** Nicholas Schneider, General Manager

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**BACKGROUND**

The District has recently approved a Policy Manual. This manual contains all of the policies that are in their most current form regarding a variety of topics pertaining to the District's business. Much of this manual was the work of the AD-Hoc Policy committee which has since been dissolved, however, there are still some policies and practices that pertain to conference travel and/or Board member reimbursements that need further review, attention, and revision.

**DISCUSSION**

In May of 2024, several Board members attended the Association of California Water Agencies (ACWA) conference held in Sacramento, wherein two of the Board members utilized lodging paid for by the District to attend this conference. This has led to robust Board discussions and disagreement concerning what are (and what are not) allowable, eligible expenses, and/or reimbursements, incurred in connection with travel and conference attendance, under applicable Board policies.

After reviewing the applicable policies and past practices, it is being recommended that the entire matter of Board travel/reimbursement needs to be reviewed closely by an ad-hoc committee to clarify any ambiguities, clear up any potential conflicting or contradictory policy language, and ensure the policies are consistent and implementable going forward.

A brief summary of some of the issues leading to disagreements about eligible expenses and reimbursements are set forth below. The purpose of the below synopsis is to *illustrate some* of the issues/arguments that will need to be reviewed by the ad hoc.

There are two main Policies that apply: Policy 4030<sup>1</sup> and Policy 4090 (both of which are attached for ease of reference).

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<sup>1</sup> For these purposes, we will be reviewing Policy 4030 which was amended in June 2023, as that is what was applicable at the time. The recent changes to Policy 4030 does not change the policy questions at issue here.

## **Policy 4030**

On one hand, Section 4030.04.02 states that “[e]xpenses for lodging, travel by public transportation, and incidental expenses incurred for attendance at meetings or conferences outside of the County *are subject to prior approval by the Board of Directors*” (emphasis added). Yet, on the other hand, in the same Policy, Section 4030.05 states “Upon Board approval of a Director’s attendance of meetings, conferences, and training sessions, the *District shall* make registration payments for lodging, and travel expenses. The *District shall* make efforts to obtain reduced rates through early registration or other opportunities for rate reductions” (emphasis added).

While the former language states travel-related expenses for lodging, etc., require prior Board approval, the very next section of Policy 4030 mandates the District to make registration payments for lodging and travel expenses upon Board approval of conference attendance. In other words, the latter language arguably implies/assumes that if a Director is approved for travel outside the County (at the time, the policy was outside the County) then the District is to automatically pay and register for lodging, etc.

At the same time, an argument could be made that Section 4030.05’s language does not abrogate the language of 4030.04 that also requires separate, prior Board approval of travel-related expenses.

## **Policy 4090**

To further complicate the issue, Policy 4090 has yet further language that must be contended with.

While Section 4030.05 states the District “shall” make such payments, Section 4090.02 states that “Cash advances or use of District credit cards” for travel-related expenses “is not permitted.” On one hand, this language could mean the Director can only seek reimbursement by the District for its expenses and the District cannot use a District credit card to pay for travel-related expenses. On the other hand, this language could simply be interpreted to mean no Director can have and utilize a District credit card at his or her prerogative in connection with paying for such expenses. In other words, one could argue there is no conflict because Section 4030.05 simply speaks to allowing the District to use a credit card *on behalf of* a Board Member, but Section 4090.02 simply makes clear that the Board member may not use a District credit card on *his or her own behalf*.

In addition, similar to language in Section 4030.05, Section 4090.2.2 states that “attendance by Directors of...conferences shall be approved by the Board of Directors prior to incurring any reimbursable costs.” In other words, this language too suggests that approval of attendance at a conference is the only approval needed to getting approval for costs/expenses at such a conference.

## **Past Interpretation/Application of Policies 4030**

To further complicate this, Courts often look to past practice/course of conduct in interpreting arguably ambiguous or conflicting policy language. Here, as has been discussed at recent Board meetings, it is unclear whether, at least over the past six years,

the Board has ever separately approved travel-related expenses (if the Board has approved conference attendance). If explicit, separate approval has not occurred in the recent past, this would be further evidence that approval at a conference is implied approval of related travel costs that otherwise fall within the policy (further reinforcing the interpretation of Section 4030.05).

### ***Recommendation and Next Steps***

As noted above, the foregoing analysis was meant to simply highlight just a couple of the primary issues and good-faith arguments that reasonable minds can disagree on, as they relate to the current policies (i.e., who can use a District credit card and whether separate, explicit Board approval is also required before incurring travel-related costs). There are other remaining issues and questions, such as the conflicting language regarding per diem limits, the travel distances required to trigger an allowable lodging expense, allowable hotel/lodging costs, and other issues that would need to be addressed as well.

Staff is intentionally not taking a position with respect to which interpretation/application of the policies is right, but legal counsel is recommending all of these issues get cleared up and clarified by the Board as policy matters (by utilizing an ad hoc) to avoid further disagreement on this issue in the future. In addition, it is further recommended that since there appears (as the foregoing analysis demonstrates) to be good-faith disagreement and arguments, and that the divergent Board viewpoints are colorable and reasonable positions based on existing policy language, that the disputed travel-related expenses incurred in connection with the recent ACWA conference in May be approved. Going forward, future disagreements like this would be avoided once the language and policies are clarified, once and for all. Any inappropriate or ineligible expenses would be easily defined and prohibited.

### **CEQA ASSESSMENT**

This is not a CEQA project.

### **RECOMMENDED ACTION**

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) approve an Ad-Hoc committee consisting of Director Saunders and Director Thornbrough to discuss and clarify the ambiguities regarding District policies as related to travel costs, and make other such recommended changes to such policies, and in view of such arguable good-faith disagreements, approve the travel-related expenses incurred for recent attendance at the ACWA conference in Fiscal Year 2023-24.

### **ATTACHMENTS**

1. Policy 4090 Training Education and Conferences
2. Policy 4030 Board Compensation, Expense Reimbursements, and Travel Allowance (June 2023 Adoption)

# Georgetown Divide Public Utility District | 2013 Policy Manual

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**POLICY TITLE:**        **Training, Education and Conferences**

**POLICY NUMBER:**    **4090**

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

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

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

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

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

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

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

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

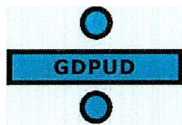
**4090.2.3.3** Requesting reservations sufficiently in advance, when possible, to obtain discounted air fares and hotel rates.

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

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

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





# GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

## Policy and Procedures Manual

**POLICY TITLE:** Board Compensation, Expense Reimbursements and Travel Allowance

**POLICY NUMBER:** 4030      **Adopted:** 06/25/2013      **Amended:** 06/13/2023

### **SECTION 4030.01 PURPOSE**

The purpose of this policy is to establish the procedures governing the payment of monthly compensation and expense reimbursement for members of the Board of Directors of the Georgetown Divide Public Utility District pursuant to Public Utilities Code Section 16002(a) and Ordinance 2011-01.

### **SECTION 4030.02 DEFINITIONS AND REFERENCES**

For the purposes of this policy, unless otherwise apparent from the context, certain words and phrases used in this policy are defined as follows:

**Internal Revenue Service Publication 463** shall reference the explanation contained in this IRS tax document that explains what records are needed to prove expenses incurred.

**Internal Revenue Service Publication 535** shall reference the mileage rate that is provided in this IRS tax document.

### **SECTION 4030.03 DIRECTOR'S COMPENSATION**

Members of the Board of Directors shall receive monthly compensation, the amount of which shall be established annually by the Board at its regular meeting in July and be consistent with applicable state law and GDPUD Ordinance 2011-01.

#### **Section 4030.03.01 Ordinance 2011-01**

Ordinance 2011-0, adopted by the Board of Directors on February 8, 2011, sets forth the compensation and benefits to be provided to the District's Board of Directors.

Section 2 of this Ordinance establishes a monthly stipend of Four Hundred Dollars (\$400.00) for an annual amount not to exceed Four Thousand Eight Hundred Dollars (\$4,800.00), pursuant to Public Utility Code Section 16002(a). A Director must attend the regular meeting of the Board to receive the monthly stipend.

#### **Section 4030.03.02 Public Utilities Code Section 16002**

A compensation for Directors is established pursuant to Public Utilities Code § 16002, which states: Each member of the Board may receive the compensation that the Board by Ordinance provides, not exceeding four thousand eight hundred dollars (\$4,800) a year.

**SECTION 4030.04 ANNUAL ALLOWANCE FOR DISTRICT-RELATED TRAVEL EXPENSES**

The Board of Directors shall include an annual travel allowance for each Director, based on the approved District budget, while on official District business as described in Public Utilities Code § 16002(b)(2), which states: Representation of the District at a public event, if that representation has been previously approved at a meeting of the Board and the member delivers a written report regarding the member’s representation to the Board at the Board meeting immediately following the public event.

Official District business shall include federal, state, regional, and local meetings, and training sessions, conferences, and events. The annual allowance shall cover the following travel expenses which are subject to the requirements of Government Code §§ 53232.2 and 53232.3, as well as the requirements of Ordinance 2011-01.

The District shall calculate the reimbursement amount according to the following provisions:

**Section 4030.04.01 Mileage**

Mileage incurred by Directors in their own vehicle shall be set at the rate of reimbursement allowed under Publication 535 of the Internal Revenue Service. Mileage shall not be reimbursed for attendance at regular or special board meetings held at the District office or other similar locations within the District.

**Section 4030.04.02 Lodging, Travel by Public Transportation**

Expenses for lodging, travel by public transportation, and incidental expenses incurred for attendance at meetings or conferences outside of the County are subject to prior approval by the Board of Directors. However, the Board in its discretion may approve reimbursement after a Director has attended the meeting or conference in circumstances where the meeting schedule of the Board did not permit prior approval of the request.

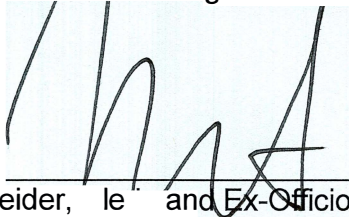
- A. The State per diem rate, based on per diem rates established annually by the Administration of General Services, will be used for expense limitations. This rate chart is included with this policy as Appendix A.
- B. **Internal Revenue Rates** – IRS Publication 463 shall be followed and the use of California per diem rates shall be used as stated in this publication for travel, lodging, and other actual and necessary expenses.
- C. **Meals and Incidentals** – Expenses for meals and incidentals shall be based on the California State per diem rate.

**SECTION 4030.05 CONFERENCE AND TRAINING REGISTRATION FEES, AND TRAVEL EXPENSES**

Upon Board approval of a Director’s attendance of meetings, conferences, and training sessions, the District shall make registration payments for lodging, and travel expenses. The District shall make efforts to obtain reduced rates through early registration or other opportunities for rate reductions.

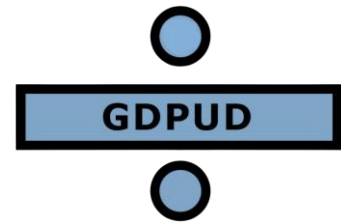
Certification

I hereby certify that the foregoing is a full, true, and correct copy of Policy 4030 amended by the Board of Directors of the Georgetown Divide Public Utility District on June 13, 2023.

A handwritten signature in black ink, appearing to read 'NS', is written over a light blue rectangular background.

Nicholas Schneider, Interim and Ex-Officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

**REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF SEPTEMBER 5, 2024  
AGENDA ITEM NO. 9. A.**



**AGENDA  
SECTION:**

**PUBLIC HEARING**

**SUBJECT:**

**ADOPTION OF ORDINANCE 2024-03 ESTABLISHING RULES  
AND REGULATIONS FOR CROSS-CONNECTION CONTROL**

**PREPARED BY:**

Adam Brown, Operations Manager

**APPROVED BY:**

Nicholas Schneider, General Manager

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**BACKGROUND**

The District provides drinking water to nearly 10,000 residents of the Georgetown Divide communities. Under State Water Board regulations it is the responsibility of the District to provide continuous drinking water that meets drinking water standards. A complex amount of procedures and processes are enacted to ensure these standards are met, one being cross-connection control.

**DISCUSSION**

On December 19, 2023 the State Water Resources Control Board adopted the *Cross-Connection Control Policy Handbook (CCCPH)*<sup>1</sup>, effective July 1, 2024. The CCCPH replaces 1987, Title 17 regulation for Community Water Systems to enact.

Cross-Connection is any **actual** or **potential** connection or structural arrangement between a public water system, including a piping system connected to the public water system and located on the premises of a water user or available to the water user, and any source or distribution system containing liquid, gas, or other substances not from an approved water supply.

District Ordinance 91-05 has been the acting regulation following Title 17 adoption. As with any regulation, which are often updated, Ordinance 2024-03 has been developed to replace 91-05 and meet the new State Water Board CCCPH regulations.

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<sup>1</sup> [https://www.waterboards.ca.gov/drinking\\_water/certlic/drinkingwater/docs/2023/cccpH-adopt-2023-12-19.pdf](https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/docs/2023/cccpH-adopt-2023-12-19.pdf)

**FISCAL IMPACT**

No significant fiscal impact is anticipated by the passing of Ordinance 2024-03 with the exception of termination and reactivation fees.

**CEQA ASSESSMENT**

No CEQA assessment is associated with the Cross-Connection Control Program.

**RECOMMENDED ACTION**

Staff recommends that the Georgetown Divide Public Utility District Board of Directors adopt Ordinance 2024-03 (Attachment A) and receive public comments regarding the Ordinance stating the purpose of establishing rules and regulations for cross-connection control.

**ATTACHMENTS**

1. Ordinance 2024-03



## **ORDINANCE 2024-03**

### **AN ORDINANCE OF THE GEORGETOWN PUBLIC UTILITY DISTRICT ESTABLISHING RULES AND REGULATIONS FOR CROSS- CONNECTION CONTROL**

BE IT ENACTED by the Board of Directors of the GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT, County of El Dorado, State of California, as follows:

The rules and regulations for irrigation service within the GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT (“District”) are adopted by the Board of Directors of said District as hereinafter set forth.

#### **PART I. The Ordinance**

##### **ARTICLE 1. CROSS-CONNECTION CONTROL – GENERAL POLICY**

###### **Section 1.1 – Purpose**

To protect the public potable water supply of the Georgetown Divide Public Utility District from the possibility of contamination or pollution by isolating within the water user's internal distribution system(s) or its water user's private water system(s) such contaminants or pollutants which could backflow or back-siphon into the public water supply system.

To promote the elimination or control of existing cross connections, actual or potential, between its water user's in-plant potable water system(s) and non-potable water systems, plumbing fixtures and industrial piping systems.

To provide for the maintenance of a continuing Program of Cross-connection Control which will systematically and effectively prevent the contamination or pollution of all potable systems.

It is the intent of this Ordinance to recognize that there are varying degrees of hazard and to apply the principle that the degree of protection should be commensurate with the degree of hazard.

###### **Section 1.2 Responsibility**

As defined in the State Water Resources Control Board, *Cross-Connection Control Policy Handbook*, effective July 1, 2024, the District shall be responsible for the

protection of the public potable water distribution system from contamination or pollution due to the backflow of contaminants or pollutants through the water service connection. If, in the judgment of the District, an approved backflow prevention assembly is required at the District's water service connection to any water user's premises, for the safety of the water system, the General Manager, or his authorized representative, shall give notice in writing to said water user to install an approved backflow prevention assembly at each service connection to his premises. The water user shall immediately install such approved assembly or assemblies at his own expense; and failure, refusal or inability on the part of the water user to install said assembly or assemblies immediately shall constitute a ground for discontinuing water service to the premises until such device or devices have been properly installed.

## **ARTICLE 2. DEFINITIONS**

*Approved Water Supply:* A water source that has been approved by the State Water Board for domestic use in a public water system and designated as such in a domestic water supply permit issued pursuant to section 116525 of the CHSC.

*Auxiliary Water Supply:* Any water supply on or available to the premises other than the District's approved public potable water supply. These auxiliary waters may include water from another purveyor's public potable water supply or any natural source(s) such as a well, spring, pond, river, stream, irrigation canals or systems, etc., or "used waters" or "industrial fluids." These waters may be polluted or contaminated or they may be objectionable and constitute an unacceptable water source.

*Backflow:* An undesired or unintended reversal of flow of water and/or other liquids, gases, or other substances into a public water system's distribution system of approved water supply.

*Backflow Prevention Assembly (BPA):* A mechanical assembly designed and constructed to prevent backflow, such that while in-line it can be maintained and its ability to prevent backflow, as designed, can be field tested, inspected and evaluated.

*Air Gap (AG):* A physical vertical separation of at least two (2) times the effective pipe diameter between the free-flowing discharge end of a potable water supply pipeline and the flood level of an open or non-pressurized receiving vessel, and in no case less than one (1) inch. This assembly

provides protection against pollution and contamination in a back siphonage condition.

*Atmospheric Vacuum Breakers (AVB):* The Atmospheric Vacuum Breaker shall be located such that the critical level is at least 6-inches above all downstream piping, shut off valves and flood-level rim of receptor. This assembly provides protection against pollution and contamination in a backsiphonage condition.

*Double Check Detector (DCDA):* A double check valve backflow prevention assembly that includes a bypass with a water meter and double check backflow prevention assembly, with the bypass's water meter accurately registering flow rates up to two gallons per minute and visually showing a registration for all rates of flow. This assembly provides protection against pollution in backsiphonage and backpressure conditions.

*Double Check Detector – Type II (DCDA-II):* A double check valve backflow prevention assembly that includes a bypass around the second check, with the bypass having a single check valve and a water meter accurately registering flow rates up to two gallons per minute and visually showing a registration for all rates of flow. This assembly provides protection against pollution in backsiphonage and backpressure conditions.

*Double Check Valve (DC):* An assembly consisting of two independently-acting internally-loaded check valves, with tightly closing shut-off valves located at each end of the assembly (upstream and downstream of the two check valves) and fitted with test cocks that enable accurate field testing of the assembly. This assembly provides protection against pollution in backsiphonage and backpressure conditions.

*Pressure Vacuum Breaker (PVB):* An assembly with an independently-acting internally-loaded check valve and an independently-acting loaded air inlet valve located on the discharge side of the check valve; with test cocks and tightly closing shutoff valves located at each end of the assembly that enable accurate field testing of the assembly installed in a vertical position minimum 12-inches above all downstream piping and flood-level rim of receptor. This assembly provides protection against pollution in backsiphonage conditions.

*Reduced Pressure Principle (RP):* An assembly with two independently acting internally-loaded check valves, with a hydraulically operating mechanically independent differential-pressure relief valve located between the check valves and below the upstream check valve. The assembly shall have shut-off valves located upstream and downstream of the two check-valves, and test cocks to enable accurate field testing of the assembly. This assembly provides protection against pollution and contamination in backsiphonage and backpressure conditions.

*Reduced Pressure Principle Detector Assembly (RPDA):* A reduced pressure principle assembly that includes a bypass with a water meter and reduced pressure principle assembly, with the bypass's water meter accurately registering flow rates up to two gallons per minute and visually showing a registration for all rates of flow. This assembly provides protection against pollution in backsiphonage and backpressure conditions.

*Spill-Resistant Pressure Vacuum Breaker (SVB):* An assembly with an independently-acting internally-loaded check valve and an independently-acting loaded air inlet valve located on the discharge side of the check valve; with shutoff valves at each end and a test cock and bleed/vent port, to enable accurate field testing of the assembly installed minimum 12-inches above all downstream piping and flood-level rim of receptor. This assembly provides protection against pollution in backsiphonage and backpressure conditions and contamination in backsiphonage conditions.

*Backflow Prevention Assembly Tester:* Any individual with current *California-Nevada Section American Water Works Association – Backflow Prevention Assembly Tester* certification.

*Backpressure:* Any elevation of pressure in the downstream piping system (by pump, elevation of piping, or steam and/or air pressure) above the supply pressure at the point of consideration which would cause a reversal of the normal direction of flow.

*Backsiphonage:* A form of backflow due to a reduction in system pressure which causes a sub-atmospheric pressure to exist at a site in the water system.

*Board:* The Board of Directors of the District.

*Contamination:* An impairment of the quality of the District water by sewage, industrial fluids or waste liquids, compounds, chemicals or other materials to a degree which creates an actual hazard to the public health through poisoning or through the spread of disease.

*Cross-Connection:* Any actual or potential connection or structural arrangement between a public water system, including a piping system connected to the public water system and located on the premises of a water user or available to the water user, and any source or distribution system containing liquid, gas, or other substances not from an approved water supply.

*Cross-Connection Control Specialist:* The authorized representative of the General Manager delegated with the responsibility of implementing an effective Cross-Connection Control Program and for the enforcement of the provisions of this Ordinance who holds a current *California-Nevada Section American Water Works Association – Cross-Connection Control Specialist* certification.

*Distribution System:* Any combination of pipes, tanks, pumps, etc., which delivers drinking water from a source of treatment facility to the customers and includes:

- (a) Disinfection facilities for which no *Giardia* or virus reduction is required pursuant to section 64654(a).
- (b) The composite of all distribution systems of a public water system.

*District:* The Georgetown Divide Public Utility District, El Dorado County, California.

*General Manager:* The General Manager of the District is invested with the authority and responsibility for the implementation of an effective cross-connection control program and for the enforcement of the provisions of this ordinance.

*Hazard Assessment:* An evaluation of a user premises designed to evaluate the types and degrees of hazard at a user's premises.

*High Hazard Cross-Connection:* A cross-connection that poses a threat to the potability or safety of the public water supply. Materials entering the public water supply through a high hazard cross-connection are contaminants or health hazards.

*Low Hazard Cross-Connection:* A cross-connection that has been found to not pose a threat to the potability or safety of the public water supply but may adversely affect the

aesthetic quality of the potable water supply. Materials entering the public water supply through a low hazard cross-connection are pollutants or non-health hazards.

*Industrial Piping System:* Any system used by the consumer for transmission of or to confine or store any fluid, solid or gaseous substances other than an approved water supply. Such a system would include all pipes, conduits, tanks, receptacles, fixtures, equipment and appurtenances (A manufactured device or assembly of prefabricated components which act as an adjunct to the basic piping system and plumbing) used to produce, convey, treat or store substances which are or may be polluted or contaminated.

*Pollution:* An impairment of the quality of the water to a degree which does not create a hazard to public health but which does adversely and unreasonably affect the aesthetic qualities of such water for domestic use.

*Premises:* Any property, equipment, or apparatus where or in which water is used.

*Public Water System (PWS):* A system for the provision of water for human consumption through pipes or other constructed conveyances that has 15 or more service connections or regularly serves at least 25 individuals daily at least 60 days out of the year. A PWS includes the following:

- 1) Any collection, treatment, storage, and distribution facilities under control of the operator of the system that are used primarily in connection with the system.
- 2) Any collection or pretreatment storage facilities not under the control of the operator that are used primarily in connection with the system.
- 3) Any water system that treats water on behalf of one or more public water systems for the purpose of rendering it safe for human consumption.

*Reports:* A District form for reporting the results of tests, inspections, repairs, maintenance, relocations and replacement of backflow prevention assembly.

*Service Connection:* The terminal end of a service connection from the District's water system ; i.e., where the District loses jurisdiction and sanitary control over the water at its point of delivery to the water user's water system. Service connection shall also include water service connection from a fire hydrant and all other temporary or emergency water service connections from the District's water system.

*Supervisor:* A person designated by a water user to oversee a water use site and responsible for the avoidance of cross-connections.



*Water – Non-Potable:* Water which is not safe for human consumption.

*Water – Potable:* Any water, which, according to recognized standards, is safe for human consumption.

*Water – Supplier:* A entity who owns or operates a public water system.

*Water – Used:* Any water supplied by the District from the District's water system to a water user's water system after it has passed through the point of delivery and is no longer under the sanitary control of the District.

*Water – User:* A person or entity who is authorized by public water system to receive water.

### **ARTICLE 3. REQUIREMENTS**

#### **Section 3.1 Water System**

- A. The water system shall be considered as made up of two parts: The District system and the user's system.
- B. District system shall consist of the source facilities and the distribution system; and shall include all those facilities of the water system under the complete control of the District, up to the point where the user's water system begins.
- C. The source shall include all components of the facilities utilized in the production, treatment, and delivery of water to the distribution system.
- D. The distribution system shall include the network of conduits and storage tanks used for the delivery of water from the source to the user's water system.
- E. The water user's system shall include those parts of the facilities beyond the termination of the District's distribution system which are utilized in conveying District-delivered domestic water to points of use.

## Section 3.2 Policy

- A. *Connection:* No water service connection to any water user shall be installed or maintained by the District unless the water supply is protected as required by State laws and regulations and this Ordinance. Service of water to any water user shall be discontinued by the District if a backflow prevention assembly required by this Ordinance is not installed, correctly tested, and maintained, or if it is found that a backflow preventer assembly has been removed, by-passed, or if an unprotected cross-connection exists on the premises. Service will not be restored until such conditions or defects are corrected.
- B. *Water User:* The water user's system shall be open for cross-connection survey at all reasonable times to authorized representatives of the District to determine whether cross-connections or other structural or sanitary hazards, including violations of these regulations, exist. When such a condition becomes known, the District's shall deny or immediately discontinue service to the water user by providing for a physical break in the service line until the water user has corrected the condition(s) in conformance with State statutes and District ordinances relating to plumbing and water supplies and the regulations adopted pursuant thereto.
- C. *Condition:* An approved backflow prevention assembly shall also be installed on each service line to a water user's water system at or near the property line or immediately inside the building being served; but, in all cases, before the first branch line leading off the service line wherever one or more of the following conditions exist:
- 1) In the case of a water user having an auxiliary water supply which is not, or may not be, of safe bacteriological or chemical quality and which is not acceptable as an additional source the District's water system shall be protected against backflow from the water user by installing a backflow preventer in the service line appropriate to the degree of hazard. If the water user elects to abandon a well, the well must be abandoned to El Dorado County Environmental Management well abandonment standards.
  - 2) In the case of premises on which any industrial system or any other objectionable substance is handled in such a fashion as to create an

actual or potential hazard to the District's water system, the District's system shall be protected against backflow from the premises by installing a backflow preventer in the service line appropriate to the degree of hazard. This shall include the handling of process waters and waters originating from the District's system which have been subject to deterioration in quality.

- 3) In the case of premises having (1) internal cross-connection that cannot be permanently corrected and controlled, or (2) intricate plumbing and piping arrangements or where entry to all portions of the premises is not readily accessible for inspection purposes, making it impracticable or impossible to ascertain whether or not dangerous cross-connections exist, the District's water system shall be protected against backflow from the premises by installing a backflow prevention assembly in the service line at the service connection.
- 4) A cross-connection survey identifies an actual or potential cross-connection with the District's water system.

D. *Determination:* The type of backflow preventer required shall depend upon the degree of hazard which exists as follows:

- 1) In the case of any premises where there is an auxiliary water supply the District's water system shall be protected by an approved air-gap separation or an approved reduced pressure principle backflow prevention assembly.
- 2) In the case of any premises where there is water or substance that would be objectionable but not hazardous to health, if introduced into the District's water system, the District's water system shall be protected by an approved double check valve assembly or a reduced pressure principle backflow prevention assembly.
- 3) In the case of any premises where there is any material dangerous to health which is handled in such a fashion as to create an actual or potential hazard to the District's water system, including fire sprinkler systems, the District's water system shall be protected by an approved air-gap separation or an approved reduced pressure principle backflow prevention assembly. Examples of premises where these conditions will exist include, but are not limited to sewage treatment plants, tank trucks, mobile water using equipment,

fire suppression systems, sewage pumping stations, chemical manufacturing plants, hospitals, mortuaries and plating plants.

- 4) In the case of any premises where there are "uncontrolled" cross-connections, either actual or potential, the District water system shall be protected by an approved air-gap separation or an approved reduced pressure principle backflow prevention assembly at the service connection.
- 5) In the case of any premises where, because of security requirements or other prohibitions or restrictions, it is impossible or impractical to make conduct a cross-connection survey, the District's water system shall be protected against backflow from the premises by the installation of a backflow prevention assembly in the service line. In this case, maximum protection will be required; that is, an approved air-gap separation or an approved reduced pressure principle backflow prevention assembly shall be installed in each service to the premises.

E. *Approval:* Any backflow prevention assembly required herein shall be a model and size approved by the District. The term "Approved Backflow Prevention Assembly" shall mean an assembly that has been manufactured in full conformance with the standards established by the American Water Works Association (AWWA) standard entitled, *C506-78(R83): AWWA Standards for Backflow Prevention Devices – Reduced Pressure Principle and Double Check Valve Types* and have met the laboratory and field performance specifications of the Foundation for Cross-Connection Control and Hydraulic Research (FCCC&HR) of the University of Southern California, *Manual of Cross-Connection Control* established by *Manual of Water Supply Practices Backflow Prevention and Cross-Connection Control*.

Said AWWA and FCCC&HR standards and specifications have been adopted by the District. Final approval shall be evidenced by a "Certificate of Approval" issued by an approved testing laboratory certifying full compliance with the said AWWA standards and FCCC&HR specifications

The following testing laboratory has been qualified by the District to test and certify backflow preventers:

Foundation for Cross-Connection Control and Hydraulic Research  
University of Southern California  
Research Annex 219  
Los Angeles, California 90089-7700

F. *Installation:* All backflow prevention assemblies shall be installed according to District specifications as adopted from State of California guidelines and the latest edition of the University of South California's Foundation for Cross-connection Control and Hydraulic Research Manual of Cross-connection Control.

G. *Enforcement:* When potential or actual cross-connections are found to exist enforcement action is detailed below;

Failure to install or adequately maintain cross-connection control constitutes a threat to the potable water supply. As a result water services to the noncomplying customer will be discontinued. The District shall notify the customer at least 30-days prior to the disconnection of service provided the degree of hazard is classified low hazard defined as pollution. High hazard defined as contamination warrants a significant threat to the potable water supply therefore the District may terminate service without prior notice.

H. *Fees:* A termination fee of \$25 will be charged to water accounts. Upon complying with District cross-connection control standards immediate reactivation of water service will be billed at \$75 and at District convenience will be billed at \$25.

I. *Customer Responsibility:* It shall be the duty of the water user at any premise where backflow prevention assemblies are installed to have certified inspections and operational tests made at least once per year. In those instances where the District deems the hazard to be great enough, it may require certified inspections at more frequent intervals. These inspections and tests shall be at the expense of the water user and shall be performed by an independent, certified tester. It shall be the duty of the District to see that these timely tests are made. The water user shall notify the District in advance when the tests are to be undertaken so that he or his representative may witness the tests if it is so desired. These assemblies shall be repaired,

overhauled or replaced at the expense of the water user whenever said assemblies are found to be defective, improperly installed or improperly located. Records of such tests, replacement parts, repairs, overhaul or relocation shall be kept and made available to the District, the owner of the backflow prevention assembly, and the tester. All parts for repair or replacement shall be equal in quality to those supplied by the manufacturer of the assembly being repaired. No assembly can be altered in any way from its original design, material, or operational characteristics

- J. *Exemptions:* All presently installed backflow prevention assemblies which do not meet the requirements of this section but were approved assemblies for the purposes described herein at the time of installation and which have been properly maintained and installed, shall, except for the inspection and maintenance requirement be excluded from the requirements of these rules so long as the District is assured that they will satisfactorily protect the District's system. Whenever the existing backflow prevention assembly is moved from the present location or requires more than minimum maintenance or when the District finds that the maintenance constitutes a hazard to health, the unit shall be replaced by a backflow prevention assembly meeting the requirements of this section

## **PART II. CEQA**

The Board finds that this Ordinance is exempt from the requirements of the California Environmental Quality Act (“CEQA”) under Section 15060(c)(2) of the State CEQA Guidelines because the activity has no potential for resulting in a direct or reasonably foreseeable indirect physical change in the environment, and under Section 15060(c)(3) of the State CEQA Guidelines because the activity is not a project as defined in Section 15378 of the State CEQA Guidelines.

## **PART III. SEVERABILITY CLAUSE**

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or any part thereof, is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof. The Board hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared invalid.



**PART IV. Effective Date and Superseding of Former Ordinances**

This Ordinance shall take effect 30 days after its passing on October 5, 2024 (the “**Effective Date**”). Upon the Effective Date of this Ordinance 2024-03 all previously adopted Ordinances pertinent to the Rules and Regulations for Cross Connection Control shall be superseded and repealed.

PASSED AND ADOPTED at a regularly held meeting of the Board of Directors of the GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT this 5<sup>th</sup> day of September, 2024.

AYES:

NOES:

ABSENT:

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Mitch MacDonald, President  
Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

ATTEST:

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Nicholas Schneider, Clerk and ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

\* \* \* \* \*

I hereby certify that the foregoing is a full, true, and correct copy of Ordinance 2024-03 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 5<sup>th</sup> day of October 2024.

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Nicholas Schneider, Clerk and ex officio Secretary of the  
Georgetown Divide Public Utility District