

# **AMENDED AGENDA**

## **REGULAR MEETING**

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

**TUESDAY, SEPTEMBER 8, 2015**

**2:00 P.M.**

### **MISSION STATEMENT**

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

- Provide reliable water supplies
  - Ensure high quality drinking water
  - Promote stewardship to protect community resources, public health and quality of life
  - Provide excellent and responsive customer services through dedicated and valued staff
  - Insure fiscal responsibility and accountability are observed by balancing immediate and long term needs
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#### **1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**

#### **2. ADOPTION OF AGENDA**

A. Board Action to adopt agenda.

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

No disruptive conduct shall be permitted at any Board meeting. Persistence in disruptive conduct shall be grounds for summary termination, by the President, of that person's privilege of address.

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

- A. Regular Meeting of July 14, 2015; Regular Meeting of August 11, 2015.  
B. Board Action to approve and file minutes.

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

- A. Accounts Payable for September 2015  
B. Preliminary Revenue and Expense Summary for the Year Ended June 30, 2015.  
C. Cash and Investment Reports for August 2015  
D. ALT Zone and CDS Summary for June 2015  
E. Board Action to accept and adopt financial reports

**6. PRESIDENT'S REPORT**

**7. BOARD REPORTS**

**8. GENERAL MANAGER'S REPORT**

**9. FINANCE COMMITTEE REPORT**

**10. PROFESSIONAL SERVICES AGREEMENT WITH GEORGE SANDERS**

**A. Discussion** – George Sanders Professional Services Agreement to assist the District with engineering work pertaining to the ALT Treatment Plant, CABY grant project, and other projects requiring engineering expertise in an amount not to exceed \$75,000.

**B. Possible Board Action** – Approve sole source Professional Services Agreement with George Sanders.

**11. FINANCE COMMITTEE APPOINTMENTS**

**A. Discussion** – Consideration of two Finance Committee candidates, Dennis Goodenow and Pat Snelling, to fill a vacancy on the Finance Committee.

**B. Possible Board Action** – Select one candidate to fill the remaining position on the Finance Committee and adopt Resolution 2015-10 confirming appointments to the Finance Committee.

**12. APPROVE FY 2015/2016 ORGANIZATIONAL CHART WITH TWO NEW POSITIONS**

**A. Discussion** – The current organizational chart has only two water distribution operator positions to maintain 75,000 acres of service area consisting of 200 miles of mains. Staff is recommending the addition of two more positions for a total of four water distribution operators.

**B. Possible Board Action** – Approve the FY 2015/2016 Organizational Chart.

**13. APPROVAL OF BIDS FOR PURCHASE OF VACUUM TRAILER AND UTILITY TRUCK**

**A. Discussion** – At the August 11, 2015 Board meeting, the Board approved the purchase of one vacuum trailer and the 48-month capital lease-purchase of a utility truck. Three bids each were obtained for the vacuum trailer as well as for the utility truck.

**B. Possible Board Action** – Approve the selection of 1) Ditch Witch Equipment Company for the purchase of the vacuum trailer, and 2) Hoblit Chrysler Jeep Dodge, Inc. for the 48-month capital lease-purchase of the utility truck.

#### **14. GDPUD DESIGNATED AND RESTRICTED FUNDS**

- A. Discussion** – On August 11, 2015, the Board requested an explanation of Fund restrictions and if not restricted, their designations.
- B. Possible Board Action** – Direct staff to work with Finance Committee to set designation parameters on Funds 10, 12, 19, 24, 30, and 37 and to finalize the fund listing (10 through 52) with its corresponding restriction and/or designation.

#### **15. ALT TREATMENT UPDATE**

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

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

#### **17. CLOSED SESSION**

- A. CONFERENCE WITH LEGAL COUNSEL** – Existing Litigation (Government Code Section 54956.9(d)(1) (Mecklenberg v GDPUD).
- B. CONFERENCE WITH LEGAL COUNSEL** – Anticipated Litigation. Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9: (one potential case).
- C. CONFERENCE WITH LEGAL COUNSEL** – Board to consider the appointment, employment, evaluation of performance, discipline or dismissal of a public employee pursuant to Government Code Section 54957 (b)(1).

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

#### **19. NEXT MEETING DATE AND ADJOURNMENT** – Next regular meeting October 13, 2015 at 2:00 PM at the Georgetown Divide Public Utility District office.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Wendell Wall by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on September 2, 2015.

# CONFORMED AGENDA

## REGULAR MEETING

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

TUESDAY, JULY 14, 2015  
2:00 P.M.

### MISSION STATEMENT

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

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

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

*The meeting was called to order at 2:00 PM. Directors present: Krizl, Capraun, Hanschild, Uso. Staff Present: General Manager Wendell Wall, Operations Manager Darrell Creeks, Office Manager Victoria Knoll. Legal Counsel: Robin Baral of Churchwell White. Director Krizl noted that Director Hoelscher was absent.*

#### 2. ADOPTION OF AGENDA

##### A. Board Action –

***Motion by Director Uso to amend and adopt the agenda so that Item #9 Quintette Presentation, will be heard after Item #4 Approval of Minutes, and Item #5 Financial Reports; second by Director Capraun.***

***Public Comment: None.***

***Vote: Motion carries.***

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

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

No disruptive conduct shall be permitted at any Board meeting. Persistence in disruptive conduct shall be grounds for summary termination, by the President, of that person's privilege of address.

*Pat Snelling commented on the difference between the financial aspect and the operational aspect of the District.*

*Jere Copeland, Local 1 Business Manager, thanked the Board for the MOU with the District's administrative employees, noting that it is the first full MOU this group has had in three years. Director Uso thanked the Union for working with the District to get the MOU completed.*

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

- A. Special Meeting of May 28, 2015; Regular Meeting of May 12, 2015; Special Meeting of April 27, 2015; Special Meeting of April 9, 2015: Special Meeting of April 8, 2015.
- B. Board Action to approve and file minutes.

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

***Public Comment:*** *Ray Kringle noted that his name is misspelled in some places.*

***Vote:*** ***Motion carries.***

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

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

- A. Accounts Payable for July 2015
- B. Expense Summary for May 2015
- C. Cash and Investment Reports for May 2015
- D. ALT Zone and CDS Summary for May 2015
- E. Board Action to accept and adopt financial reports

***Motion by Director Uso to accept and adopt the financial reports; second by Director Hanschild.***

***Public Comment:*** *None.*

***Vote:*** ***Motion carries.***

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

#### **6. PRESIDENT'S REPORT**

*Director Krizl mentioned a handout that was sent by SMUD.*

#### **7. BOARD REPORTS**

*Director Capraun reported that the El Dorado Water Agency is moving forward with taking ownership of the Fazio water, 7,500 acre feet.*

*John Duarte asked if GDPUD could offset its releases from Stumpy. Director Krizl noted that it is something that could be brought up at the Water Agency.*

*Pat Snelling requested that someone ask the Water Agency if GDPUD could sell that water for \$400 an acre foot.*

## **8. GENERAL MANAGER'S REPORT**

*GM Wall asked Operations Manager Darrell Creeks to provide an update on water production at ALT and Walton. Mr. Creeks reported that the District achieved a 39% reduction from the same period in 2013, in excess of the 32% reduction required by the State. He further noted that everything was in compliance last month, and that as of July 7 the lake level was at 10,460 acre feet, or 52% of capacity. Current releases from Stumpy on this date were measured at 32 CFS. Flow into Stumpy on this date was recorded at 3.5 CFS.*

*GM Wall continued with a report on the CABY Grant. The grant, through the Department of Water Resources (DWR), is one of multiple grants coordinated through the Nevada Irrigation District (NID). GDPUD will be working directly with NID in the administration of the funding and project submittals. NID is currently scheduling a CABY Grant kick-off meeting for July 21. GDPUD staff will be in attendance. The meeting will concentrate on the review of DWR grant requirements together with the review of individual project sponsor agreements. GM Wall read a letter from Nysa King, who will be administering the grant on behalf of NID, addressing grant requirements and compliance. GM Wall emphasized that in addition to matching funds, the District will need to provide bridge funds, because grant funds are disbursed in arrears, after the work has been completed.*

*Activities have recently begun on updating the website. Staff met with CCS Interactive the first week in July to discuss website design. Their designer has begun to design the website and will be consulting with staff going forward. Staff will keep the Board updated as work progresses. In the meantime, in order to keep the community informed of District and water issues, GDPUD will be launching an informational Facebook page as a public relations tool.*

*The District received a request from the Office of Congressman Tom McClintock to arrange space for the Congressman to speak to the community on matters relating to current legislation. In addition, the Congressman will dedicate time to answering questions from constituents on topics of their choice. The Georgetown Community Center has been reserved for this event on August 4. Members of the community are encouraged to attend.*

*GM Wall introduced the new Office Manager, Victoria Knoll, who started on June 29. Ms. Knoll stated that she moved to the area three years ago to be near her family. She has 25 years experience as a senior officer in various for-profit and not-for-profit organizations, both large and small.*

## **9. QUINTETTE SERVICE CORPORATION (QSC) PRESENTATION**

**A. Discussion** – Quintette Service District is a small, non-profit mutual water company in the community of Quintette. QSC has a sole source water supply which is a spring. Fred Heltzel, QSC Board President, and Stacy Snowman, QSC Board Member, will be discussing the current situation that Quintette is facing today and what they would be proposing for the future.

*Fred Heltzel provided a PowerPoint presentation regarding the Quintette Service District. Stacy Snowman gave a summary of where the Service District currently is and requested that GDPUD enter into talks with QSC regarding consolidation of the two districts.*

*Director Capraun suggested that QSC consult with the El Dorado County Water Agency.*

- B. Possible Board Action** – This presentation by Quintette Service Corporation is for information only.

*The Board directed staff to put together a Letter of Intent to work with QSC to meet the QSC timeline as much as possible.*

*John Duarte, from the audience, expressed concern regarding the word “intent” which might be construed to be a commitment to help, and suggested using the word “engagement” instead. Director Krizle stated that it is not a commitment of water or resources.*

## **10. ADOPTION OF BUDGET FOR FISCAL YEAR 2015-16**

- A. Discussion** – Discussion of proposed FY 2015-16 Budget. Some issues of concern are revenue shortfalls due to drought, deferred maintenance, and regulatory compliance issues that must be corrected.

*The materials contained within the budget packet closely follow the FY 2015-16 Budget Workshop that the District conducted on June 24, 2015 at the Pilot Hill Grange. Staff worked with the Finance Committee to discuss and to propose this budget. At the workshop staff presented a proposed balanced budget. Based on the current drought conditions, sales revenues are estimated to be reduced by the following: Residential – 5%; Commercial – 15%, and Irrigation – 46%. Ad Valorem property tax revenues are expected to be \$1,349,360 for the year.*

*Issues surrounding the budget for this year will be very challenging due to the fourth year of California drought conditions as well as previously deferred maintenance and compliance issues. Staff recommends the following:*

- 1) The \$268,500 carried forward from FY 2014-15 Budget be utilized to clean and restore two water storage tanks: Walton #1 and Walton #2 to comply with Water Resources Control Board (WRCB) directives to correct a variety of issues after WRCB performed an inspection of District facilities.*
- 2) Utilize the \$196,340 from the Capital Improvement Plan to purchase a vacuum trailer for \$42,000 for compliance and maintenance cost reduction purposes. This will enable the District to be in compliance with new State requirements as well as increase safety and reduce time spent in cleaning up leaks.*

*Director Uso requested that staff provide a cost-benefit analysis of any large item purchases.*

- 3) Purchase a Dodge 4500 or 5500 service truck for \$62,000 which will be utilized to transport the required materials and supplies needed for field repairs as well as to tow the vacuum trailer.*

*Director Uso requested that staff provide a procurement policy for the Board to look at going forward.*

- 4) *Purchase ten 2-inch pressure reducing valves at \$2,228 each (\$22,280) plus \$7,500 labor and materials to install, and ten 4-inch pressure reducing valves at \$3,000 (\$30,000) plus \$7,500 labor and materials to install.*
- 5) *A security assessment of general office, shop and yard, and the Walton Treatment Plant areas, the security and surveillance monitoring equipment, and equipment installation for \$25,000.*

*Director Uso asked that staff obtain an actual cost estimate and assessment and bring a report and cost back to the Board.*

*GM Wall drew attention to the budget highlights noting that revenues are down and that the CalPERS assessment is having a big impact on the budget. He then referred the Board to the Budget document in the agenda packet noting a correction on the Irrigation Revenue: where it is listed as \$100,000, it should actually be \$104,500, which would increase the total operating revenue by \$4,500. Staff recommends utilizing the \$268,500 carry-over from FY 2014-15 Capital Improvement to balance the FY 2015-16 Budget.*

*Director Capraun took issue with how the \$268,500 was shown on the budget. There was discussion regarding depreciation, reserves, capital expenditures, and operational expenses.*

**B. Possible Board Action – Approve and adopt FY 2015-16 Budget.**

***Motion by Director Uso to adopt an operating budget of \$3,397,300 and change Resolution 2015-09 to reflect the same; second by Director Hanschild.***

***Public Comment:*** *Johanna Friesen asked for clarification regarding the \$268,500 and \$196,340. John Duarte thanked the Board for persisting until they understood the documents they were looking at.*

***Vote: Motion carries.***

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

**11. ADOPTION OF RESOLUTION 2015-07 PROVIDING PROTEST PROCEDURES UNDER PROPOSITION 218 IN OPPOSITION TO FEES OR CHARGES FOR PROPERTY-RELATED SERVICES**

- A. Discussion –** To set a date and location for Prop 218 Protest Hearing and to provide protest procedures in opposition to charges.

*GM Wall gave a very brief background of California's Proposition 218 and summarized recent actions of the GDPUD Board as follows: Proposition 218 was passed by California voters in 1996 and significantly changed financing for local special districts. In general, the intent of Proposition 218 is to ensure that charges on property owners are subject to voter approval. Prior to enacting a property-related charge, a service agency such as the Georgetown Divide Public Utility District must hold a protest hearing of the record owners of the property.*



*On December 17, 2014, the District held a public workshop to discuss possible changes to rates under Proposition 218. A supplemental charge is being proposed to all treated water customers in order to fund a new water treatment plant.*

*At a regular Board meeting on January 13, 2015, the Board discussed the need for a rate increase to repay a low-interest loan which would fund the bulk of the replacement costs.*

*At a regular Board meeting on May 12, 2015 the Board discussed the amount of loan that the District would apply for, but required more information before coming to a decision.*

*A special meeting was held on May 28, 2015 to determine the amount of the loan. At this meeting, Mary Fleming of Rural Community Assistance Corporation (RCAC) provided a PowerPoint presentation illustrating the borrowing of \$9.0M, \$9.5M, and \$10.0M, how each amount would affect reserves, and what the repayment of each option would look like. The Board voted to apply for a \$10M loan.*

*At a regular Board meeting on June 9, 2015, the Board discussed three possible repayment options: a proportional option, based on consumption, a repayment option based on the size of the meter connection, and a flat rate option. The Board voted to go with the flat rate option in order to guarantee a funding source adequate to repay the loan. That charge would not exceed \$15.08 per month per customer and is subject to a protest hearing pursuant to the requirements of Proposition 218.*

*Proposition 218 requires the District to prepare a Notice of Hearing to be mailed to the impacted customers for their consideration. A draft notice is contained within this agenda item for review by the Board of Directors. Approval of this notice and direction to send the notice to customers served by the District will start the Proposition 218 process. Also contained within this agenda item is Resolution 2015-07 which provides the protest procedures in opposition to charges.*

*Director Capraun indicated a desire to make known to the public the exact number of protest votes that would be required to halt the 218 process. She also asked for clarification regarding exactly who would receive the notice and who would be eligible to vote. Mr. Baral responded that if this policy is adopted, in cases where the customer is not the parcel owner, both the customer as well as the parcel owner would be noticed, but only one vote per parcel would count, per Prop 218 requirement.*

- B. Possible Board Action** – Adopt Resolution 2015-07 and direct staff to mail the appropriate notice to the record owners of properties affected by the supplemental charge.

***Motion by Director Uso to approve Resolution 2015-07; second by Director Hanschild.***

*Director Krizl read comments from an email sent by Director Hoelscher as follows: 1) establish the number of negative votes required to stop the 218, 2) use an insert similar to one used by San Diego, 3) obtain a post office box to receive negative returns, 4) have the Auditor or Legal Counsel be the only one who can pick up the negative votes and bring them to the count.*

*Director Uso asked Legal Counsel if any of these things are commonly done. Legal Counsel responded that those things are not standard and, further, that normally the protest votes are sent to the Clerk of the Board, but that his office would be happy to*

receive and hold the votes on behalf of the Clerk to provide a level of comfort. There was discussion regarding the content of the notice and the resolution. Legal Counsel indicated that both documents followed legal requirements of Prop 218 and recommended keeping the content closely aligned with Prop 218 requirements and that these documents do follow those requirements.

**Motion amended by Director Uso to modify and adopt Resolution 2015-07 and the Notice so that protests votes will go to Churchwell White; second by Director Hanschild.**

**Public Comment:** Unidentified woman wanted to know who exactly would get the notice in the mail, because she is a renter, and the owner of the property lives in another town. After some discussion it was determined that the notices will be sent to both record owners as well as customers.

**Motion amended by Director Uso to modify and adopt Resolution 2015-07 and the Notice so that the Notice will be mailed to both the customer and the property owner and that protests votes will go to Churchwell White; second by Director Hanschild.**

Pat Snelling commented that in 2008 the total number of protest votes required was changed and that the persons counting the vote went into a back room and asked if that is going to happen at this 218 hearing. Director Uso responded that the normal procedure is that staff and board will be counting the vote and there is a provision that some representatives from the community can observe the counting. Legal Counsel noted that this provision is already included in the Resolution. Director Krizl noted that the Board would provide a firm number.

Ray Kringle asked about the close to 200 inactive accounts. Director Uso responded that per a conversation with Legal Counsel, it has been determined that those who are not billed are not eligible to vote.

Dennis Goodenow spoke in favor of sending the notice to both customer and the owner of record, but pointed out a potential drawback to having the protest votes delivered to Legal Counsel rather than the District office.

John Duarte spoke in favor of sending the protest votes to the Post Office.

**Vote: Motion carries.**

Ayes: Krizl, Capraun, Hanschild, Uso.

## **12. DIRECT CHARGES – FEES AND ASSESSMENTS FOR FY 2015-16**

**A. Discussion** – Annually, the District brings an ordinance and related documents required by the County to place District-related charges on the County's secured property tax bills. Ordinance 2015-01 is to lien the property of customers with delinquent balances as of June 30, 2015 and to place the annual charges for the District's assessment districts.

**B. Possible Board Action** – Adoption of Ordinance 2015-01.

**Motion by Director Capraun to adopt Ordinance 2015-01; second by Director Uso.**

**Public Comment:** None.

**Vote:** **Motion carries.**

Ayes: Krizl, Capraun, Hanschild, Uso.

### 13. FORMALIZE CURRENT FINANCE COMMITTEE

- A. Discussion** – The District currently does not have a policy in place which explains the rules and responsibilities of the Finance Committee.

*GM Wall noted that the District currently does not have a policy in place which explains the role and the responsibilities of the Finance Committee. At the April 14, 2015 Regular Board Meeting, Legal Counsel suggested that the Board formalize the current standing Finance Committee.*

*He referred to Resolution 2015-08, which sets forth the composition of the Committee, the policy for selecting members of the Committee, the rules of the Committee, and other matters pertaining to the Committee.*

**Possible Board Action** – Adopt a policy that explains the function of the committee and the vetting process.

**Motion by Director Uso to adopt Resolution 2015-08 and Selection Committee will consist of Directors Uso and Capraun; 2<sup>nd</sup> by Director Hanschild.**

*Directors Uso and Capraun volunteered to be on the selection committee*

**Public Comment:** *John Duarte expressed his opinion that each Board member should be able to appoint a member of the Finance Committee. There was some discussion on the method of appointment to the Finance Committee.*

*Ray Kringle commented on how the work of the Committee has evolved over time and recommended that the focus of the Committee should be more conceptual and leave details to the staff and that the Committee should report to the Board and not to the General Manager.*

*Pat Snelling commented regarding the Budget Committee and the Finance Committee.*

*Dennis Goodenow stated that staff needs manpower to help accomplish fiscal tasks and the Board needs independent assessment of what staff does. Director Krizl noted that the Committee is selected by the Board and makes recommendations to the Board, facilitated by staff.*

*Robin Baral noted that the Board giving directives to a committee outside of public meetings is problematic. Therefore, the discussion on the role of staff is instrumental, because the Board makes its deliberations and talks about District business in the open under the Brown Act. There has to be that link between staff working with the committee and then the committee presenting to the Board in public meeting that is transparent.*

**Vote:** **Motion carries.**

Ayes: Krizl, Capraun, Hanschild, Uso

*At this point, Director Krizl announced that the Board would take a five-minute break.*

#### **14. AUBURN LAKE TRAILS WATER TREATMENT PLANT**

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

*Engineering Consultant George Sanders referred Board members to the staff report for this item in the Agenda Packet, and provided some specific updates that had occurred since the packet was published, as follows:*

*In the first paragraph of the staff report regarding CEQA documents, GDPUD is now working directly with Peter Eriksen, US Fish and Wildlife. The 2014 site plan was not definitive and some detail has been added to the description.*

*Regarding funding, the loan figure of \$8M to \$8.5M should be revised to \$10M. The Prop 50 grant funding is no longer available to the District. The EPA grant is confirmed. The amount of District reserves to be tapped needs to be looked at in light of a higher loan amount, and potentially less should be required to come from reserves. Bid documents have been completed by Psomas, they have to be reviewed by the District, but they are pretty much ready to go. Under the heading "Other," all the items listed - Construction Management, Construction Staking, Soils Testing, Wildlife Biologist –will have to be contracted out, but they are not holding up the bidding process.*

*In addition, Mr. Sanders stated that he is going to contact Legal Counsel to see if a previous qualified bidders list can be utilized without having to create a new list.*

*Director Capraun commented that the bidders list is good, and those contractors can be solicited, but the District can solicit through the State's contractor bid site as well.*

- B. Possible Board Action** – Informational report only; no action required or taken.

#### **15. CABY GRANT – BRIDGE FUNDS**

- A. Discussion** – General Manager Wall will provide an update on the status of the CABY grant, including how grant funds are disbursed to grantees. Bridge funding will be required.

*GM Wall referred the Board to the staff report and noted that the work schedule looks very tight and that work will have to proceed very quickly. The District needs to hire a coordinator to manage the process. He then spoke to the need for bridge financing while waiting for grant funds to be disbursed, as well as the matching funds that are required. There followed some discussion regarding which fund or funds to take the money from and how to track or account for any funds moved or borrowed.*

- B. Possible Board Action** – Authorize source of bridge funding.

***Motion by Director Uso take the matching funds from the General Fund and the bridge funds from the Stumpy Fund; second by Director Hanschild.***

***Public Comment:*** *Dennis Goodenow recommended that staff bring a presentation of what the finances are, what the accounting system is, what the budgetary process is,*

*what the accounts mean, where the money comes from and where it goes, how much is in reserves, how much should and should not be in reserves. A full, experienced fiscal staff is needed, not just one person.*

**Vote: Motion carries.**

*Ayes: Krizl, Capraun, Hanschild, Uso*

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

**17. CLOSED SESSION**

- A. CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation. Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9: (three potential cases).
- B. CONFERENCE WITH LEGAL COUNSEL – Existing Litigation (Government Code Section 54956.9(d)(1) (Mecklenberg v GDPUD).
- C. CONFERENCE WITH LEGAL COUNSEL – Board to consider the appointment, employment, evaluation of performance, discipline or dismissal of a public employee pursuant to Government Code Section 54957 (b)(1).

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

*The Board returned to open session at 6:35 PM and reported that no action was taken in closed session.*

**19. NEXT MEETING DATE AND ADJOURNMENT** – The next regular meeting will take place on August 11, 2015 at 2:00 PM at the Georgetown Divide Public Utility District office.

*Meeting adjourned at 6:35 PM.*

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

Date \_\_\_\_\_

# CONFORMED AGENDA

## REGULAR MEETING

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

TUESDAY, AUGUST 11, 2015  
2:00 P.M.

### MISSION STATEMENT

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

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

**1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE** – *The meeting was called to order at 2:00 PM. Directors present: Hoelscher, Capraun, Hanschild, Uso. Staff present: General Manager Wendell Wall, Operations Manager Darrell Creeks, Office Manager Victoria Knoll. Legal Counsel: Barbara Brenner of Churchwell White. Director Hoelscher noted that Director Krizl was absent due to a recent surgery.*

**2. ADOPTION OF AGENDA**

**A. Board Action –**

***Motion by Director Uso to adopt the agenda; second by Director Hanschild.***

***Public Comment: None***

***Vote: Motion carries***

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

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

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*Johanna Friesen of Garden Valley spoke regarding to the Prop 218 notice.*

*Steven Proe of Greenwood commented regarding an email billing he received, echoed comments made by Ms. Friesen, and expressed concerns regarding the ditch providing two CD copies of a video he made of a 2006 ditch tour.*

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

- A. Regular Board Meeting of June 9, 2015.
- B. Board Action to approve and file minutes.

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

***Public Comment: None***

***Vote: Motion carries***

*Ayes: Capraun, Hanschild, Uso.*

*Abstain: Hoelscher*

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

- A. Accounts Payable for August 2015.
- B. Expense Summary for June 30, 2015 – Not available due to year end items.
- C. Cash and Investment Reports for June 30, 2015.
- D. ALT Zone and CDS Summary for June 30, 2015 – Not available due to year end items.
- E. Board Action to accept and adopt financial reports.

***Motion by Director Uso to adopt the financial reports; second by Director Hanschild.***

***Public Comment: None***

***Vote: Motion carries***

*Ayes: Capraun, Hanschild, Uso.*

*Noes: Hoelscher*

*Director Hoelscher explained his "No" vote stating that he felt he did not have enough time to review the financial reports prior to the meeting.*

#### **6. PRESIDENT'S REPORT – No report given.**

## **7. BOARD REPORTS**

*Director Capraun reported that she would follow up at the next El Dorado County Water Agency meeting regarding the request made by the Quintette Service District at the June 9, 2015 Board meeting.*

## **8. GENERAL MANAGER'S REPORT**

*At the request of General Manager Wall, Operations Manager Darrell Creeks reported on the District's water use for the previous month. Mr. Creeks reported that the district produced 41% less water in July than it did in July 2013. He further noted that everything was in compliance last month, and that as of August 3 the lake level was at 8,875 acre feet, or 44% of capacity. Current releases from Stumpy on this date were 15 CFS. Flow into stumpy on this date was recorded at 2.5 CFS.*

*GM Wall continued his report noting that the District has seen an overall increase in the loss of water due to theft, likely stimulated by the continued drought and the lack of available water in the area. Water theft often results in significant damage to district facilities due to improper use of hydrants, valves and meter tampering.*

*A review of the District files suggests there is a need to enact a policy that would set fines and specify other consequences for those individuals that steal water and cause damage to District facilities.*

*A draft "Theft of Service and Tampering Policy" is contained within the Agenda Packet. Prior to moving forward with the policy, the draft version will be submitted to Legal Counsel for review. Formal action on this policy would require Board action in the form of a resolution relating to the same. It is anticipated staff will bring the proposed policy and resolution forward for Board consideration at the September meeting.*

*Staff met with the Finance Committee at its regular meeting on August 3, 2015. An element of that meeting included a review of the proposed capitalization policy. In a discussion of that item, a proposal was presented by the Finance Committee to capitalize all fixed assets and equipment with a value in excess of \$3,000 and a calculated useful life of 3 to 40 years. Prior to adoption of this proposed policy, District staff will review all elements of the proposed policy and report back to the Finance Committee and the District Board at the September 8 Board meeting.*

*Staff attended a CABY Grant kick-off meeting on July 21. The meeting was held at Placer County Water Agency (PCWA) facilities located in Auburn. The Grant has now been executed, and the District will be working directly with the Nevada Irrigation District (NID) on the administrative components of this process. Our grant is one of several awarded by DWR and administered through NID. It is anticipated that the District will submit an invoice by September 30, 2015. That invoice will reflect the District expenses, as identified under Stage 1 (Direct Administration) costs. The invoice will include the administrative expenses of management, consultants, and Board members who have been involved in the project preparation of the grant.*

*Staff received confirmation from the County of El Dorado that the request for payment (SMUD) has been received. Receipt of the FY 2014-15 payment of \$108,615 is anticipated in August, and the FY 2015-16 payment of \$107,825 is expected to be received in October.*

*The FY 2013-14 Audit is scheduled to begin in September and will be done on time this year.*



Director Capraun asked about security. GM Wall reported that two proposals had been received and he is prepared to move forward with a security system for both the District office as well as the shop. Installation of a security system at the Walton Treatment Plant will be delayed due to the lack of wireless connection availability at the location. Director Capraun raised a concern regarding which account the money should come from for setting up the security system. Director Uso requested that the General Manager return to the next meeting with a funding source for the system.

## 9. FY 2015-16 CAPITAL BUDGET

- A. Discussion** – The presentation explaining items to be purchased and tasks to be completed within the 2015-16 Fiscal Year including recommended funding source.

*Office Manager Victoria Knoll presented a proposed FY 2015-16 Capital Budget.*

- B. Board Action** – Approve and adopt FY 2015-16 Capital Budget.

***Motion by Director Uso to approve and adopt Option #2 (which proposed leasing the truck) and to transfer \$335,000 from Stumpy Meadows fund to cover the capital expenses; second by Director Hanschild.***

***Public Comment:*** *Someone in the audience asked if any GDPUD employees had HAZMAT endorsement.*

***Vote: Motion carries***

*Ayes: Hoelscher, Hanschild, Uso.*

*Noes: Capraun*

*Director Capraun explained her "No" vote saying that she does not approve of taking money out of the Stumpy Meadows Reserve Fund without knowing where the money is coming from.*

## 10. GDPUD WATER RIGHTS PRESENTATION

- A. Discussion** – Discussion of Pre-1914 Entitlements, Applications, and Permits on Districts Water Rights; a brief history will be discussed.

*GM Wall provided a summary and brief history of the District's pre-1914 entitlements and its water rights applications and permits.*

- B. Receive and File**

## 11. RESTRUCTURING WORKFORCE

- A. Discussion** – Restructuring the workforce to better meet the work demands and comply with the required State Water Board staffing requirements and also hiring a full time person to operate and monitor the Zone.

*The District's current water distribution staffing level is inadequate to perform at the levels necessary to complete the many tasks required in water distribution operations. Only one lead person and two water distribution operators cover the entire water distribution system which consists of 200 miles of pipelines and encompasses more than 75,000 acres of service area. The water distribution system currently has an aging infrastructure and requires repairs, increased underground markings, and additional mandates required by regulatory agencies. In addition, the District would like to move forward with preventive maintenance programs, gate valve exercising, and fire hydrant exercising which will allow the District to plan maintenance as opposed to reacting to emergencies.*

*In order to meet the above requirements, two additional staff members are needed for water distribution. Blue Ribbon Personnel Services will provide temporary employees to fill the vacant positions for six months.*

*Martin Ceirante has been operating the Walton Treatment Plant in the capacity of Lead Operator since October 2014 and serves as the Water Resources Control Board required Chief Water Treatment Plant Operator title of record for the District.*

*The Zone requires a full time employee to perform septic inspections, pump station operation, and maintenance, CDS field operations, escrow inspections, and ground water sampling. The position is fully funded by Zone Fund 40. The employee's time will be charged against this fund.*

**B. Board Action – Approve Restructuring of Workforce.**

*The Board directed GM Wall to return with a new organizational chart which would include a CDS/Zone position to be acted on at the September 8, 2015 Board Meeting.*

**12. PROFESSIONAL SERVICE AGREEMENT WITH SIREN AND ASSOCIATES**

**A. Discussion – Siren and Associates agreement to assist the District with the regulatory compliance for both the Public Water and Onsite Waste Water Management Zone reporting and other duties not to exceed \$23,445.**

*The District is currently under contract with Siren & Associates to assist staff with regulatory compliance for both the Public Water and Onsite Wastewater Management Zone reporting as well as other duties.*

*The District has received a proposal from Siren & Associates to provide the necessary monitoring and reporting for both the Public Water System and Onsite Wastewater Management Zone and other duties for the 6-month period of August 12, 2015 through February 12, 2016 in an amount not to exceed \$23,445.*

*Director Capraun recommended that going forward the contract should be for one year rather than six months.*

**B. Board Action – Approve Professional Services Agreement with Siren and Associates.**

**Motion by Director Uso to approve the professional services agreement with Siren and Associates; second by Director Capraun.**

**Public Comment:** A member of the public expressed agreement with Director Capraun's recommendation to make the contract an annual contract in the future.

**Vote: Motion carries**

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

### **13. PROFESSIONAL SERVICE AGREEMENT WITH GEORGE SANDERS**

- A. Discussion** – George Sanders Professional Service Agreement to assist the District with engineering work pertaining to the ALT Treatment Plant, CABY Grant Project and other projects requiring engineering expertise not to exceed \$75,000.

*GM Wall noted that the contract included with the agenda packet was the wrong contract and the Sanders contract would be presented at the next Board Meeting on September 8, 2015.*

*Director Capraun raised some concerns regarding the components of the contract.*

*Steve Proe expressed concern that the contract was not being discussed at this meeting.*

*Don Waltz asked if the contract is a sole source contract. Ms. Brenner and Mr. Sanders both responded that it is sole source. Mr. Waltz then asked what the scope of the contract is and whether any construction management is included. Ms. Brenner responded that there is no construction management included in the contract.*

*The correct draft of the contract will be in the agenda packet for the September 8, 2015 Board Meeting.*

- B. Board Action** – Approve Professional Service Agreement with George Sanders.

*No action was taken. This item will be heard at the September 8, 2015 Board Meeting.*

### **14. ALT TREATMENT UPDATE**

- A. Discussion** – U.S. Department of Fish and Wildlife are reviewing plans of the Treatment Plant.

*George Sanders reported that the District is still working with US Fish and Wildlife. Mr. Sanders will be providing an upgraded site plan because USFWS requested more detail in the project description.*

*Steve Proe and Don Waltz asked for documentation regarding permit applications and noticing.*

- B. Receive and File**

### **15. FINANCE COMMITTEE APPOINTMENTS**

- A. Discussion** – Three Finance Committee candidates under consideration: Dennis Goodenow, Donna Bruss, and Pat Snelling.

*Director Uso reported that candidates were interviewed separately by Directors Capraun and Uso and that they are bringing their recommendations forward.*

*Donna Bruss is qualified with experience in finance. Dennis Goodenow is qualified with experience in policy. Pat Snelling is qualified with experience in agriculture and business.*

- B. Board Action** – Select two candidates to be members on the Finance Committee.

***Motion by Director Uso to appoint Donna Bruss; second by Director Hanschild.***

***Public Comment:*** Ray Kringle commented that he is eager to get additional members on the Committee as soon as possible and would support any or all of the three on the Committee.

*Steve Proe recommended that the Board change the Finance Committee policy to allow all three candidates to be on the Committee.*

***Vote: Motion carries.***

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

***Motion by Director Uso to appoint Dennis Goodenow; second by Director Hanschild.***

***Public Comment:*** Pat Snelling raised the question that if Dennis was appointed would that mean both positions are filled. Director Hanschild responded that that is how it works.

***Vote: Motion fails.***

*Ayes: Hanschild, Uso.*

*Noes: Hoelscher, Capraun.*

*The Directors agreed to table the other two names until the full Board can vote.*

***Motion by Director Capraun to appoint Pat Snelling; second by Director Uso.***

***Public Comment:*** None.

***Vote: Motion fails.***

*Ayes: Hoelscher, Capraun.*

*Noes: Hanschild, Uso.*

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

*Director Capraun requested a full accounting of all the accounts, how much is in each fund, where the depreciation has gone, and how much money the District has and how it is allotted.*

*Mr. Goodenow noted that the Finance Committee had made a presentation to the Board in June 2013 regarding how much was supposed to go to the reserve accounts, depreciation, and so forth. He said the data is available and just needs to be updated.*

*Finance Committee Chair Rick Gillespie requested that the definition of what Capital is needs to be addressed. GM Wall stated that it is in his GM report to return with that in September.*

**17. CLOSED SESSION**

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

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

*The Board returned to open session at 4:42 PM and reported that no action was taken in closed session.*

**19. NEXT MEETING DATE AND ADJOURNMENT** – The next regular meeting will be on September 8, 2015 at 2:00 PM at the Georgetown Divide Public Utility District office.

*The meeting adjourned at 5:42 PM.*

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Wendell Wall by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on August 6, 2015.

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

Date \_\_\_\_\_

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

# Memo

To: Board of Directors  
From: Sarah Wright, Administrative Aide  
Date: August 27, 2015  
Re: Early Pay Accounts Payable for September 8, 2015

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Please take note that the following checks were printed and mailed prior to August 28, 2015 to take advantage of early payment discounts or to comply with payment/ mailing deadline.

|                          |                                       |                            |
|--------------------------|---------------------------------------|----------------------------|
| <i>All Cycle</i>         | <i>Legal Shield</i>                   | <i>Sierra Coffee Serv.</i> |
| <i>AT&amp;T</i>          | <i>Kyle Madison</i>                   | <i>Sierra Disposal</i>     |
| <i>Caltronics</i>        | <i>MES Vision</i>                     | <i>Sierra Safety</i>       |
| <i>Carnahan Computer</i> | <i>Mobile Mini</i>                    | <i>Sierra Saw</i>          |
| <i>Churchwell White</i>  | <i>MJT Enterprise</i>                 | <i>State Water Board</i>   |
| <i>CLS Labs</i>          | <i>National Doc.</i>                  | <i>US Bank</i>             |
| <i>Corbin Willits</i>    | <i>NTU Tech.</i>                      | <i>Verizon</i>             |
| <i>De Lage Landen</i>    | <i>PG&amp;E</i>                       |                            |
| <i>Diamond Drilling</i>  | <i>Powernet Global</i>                |                            |
| <i>Divide Auto Parts</i> | <i>Premier Access</i>                 |                            |
| <i>Divide Supply</i>     | <i>Pro-Line cleaning</i>              |                            |
| <i>Ecorp</i>             | <i>Riebes Auto</i>                    |                            |
| <i>Georgetown Ace</i>    | <i>Robinson Sand &amp;<br/>Gravel</i> |                            |
| <i>Harris Industrial</i> |                                       |                            |
| <i>Harston Chiro.</i>    | <i>Robinson Enterprise</i>            |                            |

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**Accounts Payable --AUGUST 2015**

| <b>Name Description</b>  | <b>INV TOTAL</b> | <b>Account</b> | <b>TOTAL TO ACCTS</b> |
|--|------------------|----------------|-----------------------|
| <b>All Cycles--Miscellaneous Supplies</b>  | \$ 1,132.19      | 5146           |                       |
|  |                  | 5239           | \$ 58.03              |
|  |                  | 5238           | \$ 17.66              |
|  |                  | 5246           | \$ 178.97             |
|  |                  | 5280           | \$ 34.98              |
|  |                  | 5438           | \$ 628.61             |
|  |                  | 5446           | \$ 178.97             |
|  |                  | 5480           | \$ 34.97              |
| <b>AT&amp;T- Monthly Serv. 08/14/15-09/13/15</b>   | \$ 772.18        | 5344           | \$ 200.00             |
|  |                  | 5544           | \$ 166.06             |
|  |                  | 5644           | \$ 140.52             |
|  |                  | 6744           | \$ 199.09             |
|  |                  | 30-1226        | \$ 66.51              |
| <b>Caltronics-Copier contract-copy charges</b>   | \$ 383.36        | 5646           | \$ 383.36             |
| <b>Carnahan Computer Services- Server box</b>  | \$ 342.00        | 10-1159        |                       |
|  |                  | 5646           | \$ 342.00             |
| <b>Churchwell White - General Counsel, April &amp; May 2015</b>                                  | \$ 4,252.24      | 5636           | \$ 4,252.24           |
| <b>CLS Labs -- Water Testing- ALT Zone/CDS Influent Wastewater Sampling &amp; DBP Monitoring</b> | \$ 2,884.00      | 5384           |                       |
|  |                  | 5484           |                       |
|  |                  | 6784           | \$ 2,884.00           |
|  |                  | 6780           |                       |
| <b>Corbin Willits Systems Inc--Service Fees &amp; Consulting</b>                                 | \$ 337.38        | 5546           | \$ 168.69             |
|  |                  | 5646           | \$ 168.69             |
|  |                  | 5646-010       |                       |
| <b>De lage Landen-Copier &amp; Formax Stuffer Contract , August 2015</b>                         | \$ 472.29        | 5646           | \$ 472.29             |
| <b>Diamond Well Drilling Company-- Lab Testing</b>   | \$ 440.00        | 5384           | \$ 220.00             |
|  |                  | 5284           | \$ 220.00             |
| <b>Divide Auto Parts--Misc. Supplies</b>   | \$ 292.73        | 5146           |                       |
|  |                  | 5246           |                       |
|  |                  | 5346           |                       |
|  |                  | 5438           | \$ 45.27              |
|  |                  | 5646           |                       |
|  |                  | 6738           | \$ 247.46             |
| <b>Divide Supply--Misc. Supplies</b>   | \$ 50.96         | 5146           |                       |

|   |             |          |             |
|---|-------------|----------|-------------|
|   |             | 5146     |             |
|   |             | 5238     |             |
|   |             | 5239     |             |
|   |             | 5246     |             |
|   |             | 5338     |             |
|   |             | 5438     |             |
|   |             | 5446     |             |
|   |             | 5638     | \$ 50.96    |
|   |             | 6738     |             |
|   |             | 17-1414  |             |
| <b>Ecorp Consulting Group - Prof Serv Aug 2015</b>          | \$ 1,793.39 | 5128     | \$ 1,793.39 |
| <b>Georgetown Ace Hdw--Misc. Supplies</b>                   | \$ 7.93     | 5138     |             |
|   |             | 5238     |             |
|   |             | 5338     |             |
|   |             | 5438     |             |
|   |             | 5446     |             |
|   |             | 5638     | \$ 7.93     |
|   |             | 10-1414  |             |
| <b>Harris Industrial Gases-- 6 months lease</b>             | \$ 416.74   | 5239     | \$ 208.38   |
|   |             | 5439     | \$ 208.37   |
|   |             | 5338     |             |
|   |             | 5639     |             |
|   |             | 10-1412  |             |
|   |             | 5439     |             |
| <b>Harston Chiropractic--Staff DMV Physical</b>             | \$ 100.00   | 5484     | \$ 100.00   |
| <b>LegalShield</b>  | \$ 170.05   | 5190     | \$ 17.90    |
|   |             | 5290     | \$ 35.80    |
|   |             | 5390     | \$ 8.95     |
|   |             | 5490     | \$ 8.95     |
|   |             | 5590     | \$ 17.90    |
|   |             | 5690     | \$ 35.80    |
|   |             | 5690-010 | \$ 26.85    |
|   |             | 6790     | \$ 17.90    |
| <b>Kyle Madison--Reimburesment boots/pants</b>              | \$ 300.00   | 5438     | \$ 300.00   |
| <b>Medical Eye Services--Vision Prepay--August 2015</b>     | \$ 281.08   | 10-1157  | \$ 262.34   |
|   |             | 40-1157  | \$ 18.74    |
| <b>Meyers Fozi, LLP-- Prof Services</b>                     | \$ 562.98   | 5636     | \$ 562.98   |
| <b>MJT Enterprises, Inc.--Temporary Labor</b>               | \$ 2,063.52 | 5411     |             |
|   |             | 5511     | \$ 2,063.52 |
| <b>Mobile Mini, LLC--Storage Unit Rental 08/12-09/08/15</b> | \$ 173.62   | 5639     | \$ 173.62   |
| <b>Murchie's Smog &amp; Repair--Smog Inspections</b>        | \$ 247.00   | 5184     |             |
|   |             | 5380     | \$ 123.50   |
|   |             | 5484     |             |



|  |                     |         |                     |
|--|---------------------|---------|---------------------|
|  |                     | 5684    |                     |
|  |                     | 6780    | \$ 123.50           |
| <b>National Document Solutions, Letterhead</b>               | \$ 218.87           | 5544    |                     |
|  |                     | 5590    |                     |
|  |                     | 5640    | \$ 218.87           |
| <b>NTU Technologies, Inc.--Water Treatment Supplies</b>      | \$ 6,764.80         | 5338    | \$ 6,764.80         |
| <b>PG&amp;E--Utilities</b>                                   | \$ 370.95           | 5344    |                     |
|  |                     | 5444    | \$ 370.95           |
| <b>PowerNet Global Communications--Long Distance Service</b> | \$ 139.45           | 5644    | \$ 139.45           |
| <b>Premier Access--Dental Prepay Sept 2015</b>               | \$ 2,008.40         | 10-1157 | \$ 1,896.84         |
|  |                     | 40-1157 | \$ 111.56           |
| <b>Pro-Line Cleaning Services--Janitorial Services</b>       | \$ 250.00           | 5676    | \$ 250.00           |
| <b>Riebes Automotive--Misc Supplies</b>                      | \$ 374.05           | 5138    |                     |
|  |                     | 5238    | \$ 187.02           |
|  |                     | 5438    | \$ 187.03           |
| <b>Don Robinson Sand &amp; Gravel--Cut Back</b>              | \$ 611.41           | 5438    | \$ 611.41           |
| <b>Robinson Enterprise--Georgetown Gas &amp; Go - Fuel</b>   | \$ 1,753.32         | 5148    | \$ 185.89           |
|  |                     | 5248    | \$ 506.01           |
|  |                     | 5348    | \$ 108.03           |
|  |                     | 5448    | \$ 657.73           |
|  |                     | 5648    | \$ 70.94            |
|  |                     | 6748    | \$ 224.72           |
| <b>Sierra Coffee Service--Office Supplies</b>                | \$ 84.00            | 5640    | \$ 84.00            |
| <b>Sierra Disposal Service- Monthly fees</b>                 | \$ 305.63           | 5344    | \$ 188.08           |
|  |                     | 5644    | \$ 117.55           |
| <b>Sierra Safety--Safety Supplies</b>                        | \$ 798.19           | 5238    |                     |
|  |                     | 5438    | \$ 798.19           |
| <b>Sierra Saw--Miscellaneous Supplies</b>                    | \$ 65.77            | 5238    | \$ 65.77            |
| <b>State Water Resources Control Board</b>                   | \$ 50.00            | 5484    | \$ 50.00            |
| <b>US Bank Credit Card</b>                                   | \$ 816.79           | 5146    |                     |
| postage  |                     | 5540    | \$ 450.00           |
| office supplies  |                     | 5638    | \$ 366.79           |
| <b>Verizon Wireless--Utilities June - July 2015</b>          | \$ 372.72           | 5344    | \$ 27.60            |
|  |                     | 5444    | \$ 159.24           |
|  |                     | 5644    | \$ 159.24           |
|  |                     | 6744    | \$ 26.64            |
| <b>Total General Fund</b>                                    | <b>\$ 32,459.99</b> |         | <b>\$ 32,459.99</b> |

| <b>RETIREE FUND</b>   |                    |                 |             |
|---|--------------------|-----------------|-------------|
| <b>AARP Medicare Rx - August 2015</b>   | \$ 28.00           | 12-5668         | \$ 28.00    |
| <b>Blue Shield--Retirees Health Insurance- J. St Dennis. E. Leu &amp; J Leu</b> | \$ 3,757.34        | 12-1157         | \$ 3,757.34 |
| <b>Unitedhealthcare Ins - For D Schwagel, Aug 2015</b>                          |                    | Dec-68          |             |
| <b>Total Retiree Fund</b>   | <b>\$ 3,785.34</b> | <b>Fund #12</b> |             |

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

|   |                     |  |                     |
|---|---------------------|--|---------------------|
| <b>TOTAL ALL FUNDS IN GENERAL ACCOUNT</b> | <b>\$ 38,542.28</b> |  | <b>\$ 38,542.28</b> |
|---|---------------------|--|---------------------|

\*\*\*\*\*

Approved for Payment:

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
General Manager

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**Revenue Summary\***  
**For the Year Ended June 30, 2015**

| REVENUE CATEGORY                         | Budget 14-15       | To Date<br>7/1/14-6/30/15 | Balance         | % of Budget<br>Earned | N<br>o<br>t<br>e<br>s |
|--|--------------------|---------------------------|-----------------|-----------------------|-----------------------|
| <b>Operating Revenue:</b>                |                    |                           |                 |                       |                       |
| Residential Sales                        | \$1,285,000        | 1,236,738                 | 48,262          | 96.24%                | A                     |
| Commercial Sales                         | 217,000            | 184,510                   | 32,490          | 85.03%                | A                     |
| Irrigation Sales                         | 213,000            | 157,407                   | 55,593          | 73.90%                | B                     |
| Wastewater                               | 341,000            | 344,857                   | (3,857)         | 101.13%               | C                     |
| CA Waste Fee                             |                    |                           |                 |                       |                       |
| Zone Charges                             |                    |                           |                 |                       |                       |
| Zone Escrow Fees                         |                    |                           |                 |                       |                       |
| Septic Design Fees                       |                    |                           |                 |                       |                       |
| Soil Evaluations/Loans                   |                    |                           |                 |                       |                       |
| Penalties                                | 36,000             | 48,532                    | (12,532)        | 134.81%               | D                     |
| Other                                    | 1,000              | 4,122                     | (3,122)         | 412.20%               | E                     |
| <b>Total Operating Revenue</b>           | <b>\$2,093,000</b> | <b>1,976,166</b>          | <b>116,834</b>  | <b>94.42%</b>         |                       |
| <b>Non-Operating Revenue:</b>            |                    |                           |                 |                       |                       |
| Property Taxes-General                   | \$1,336,000        | 1,379,559                 | (43,559)        | 103.26%               | F                     |
| SMUD                                     | \$90,000           |                           |                 |                       |                       |
| Restricted Benefit Charges               | 10,000             | 0                         | 10,000          | 0.00%                 | G                     |
| Interest Income                          | 62,500             | 33,139                    | 29,361          | 53.02%                | H                     |
| Water Agency Cost Share                  | 32,500             | 12,572                    | 19,928          | 38.68%                |                       |
| Leases                                   | 47,000             | 49,356                    | -2,356          | 105.01%               |                       |
| Hydro                                    | 63,000             | 51,151                    | 11,849          | 81.19%                |                       |
| Other                                    | 1,000              | 8,819                     | (7,819)         | 881.87%               |                       |
| <b>Total Nonoperating Revenue</b>        | <b>\$1,642,000</b> | <b>1,534,596</b>          | <b>\$17,404</b> | <b>93.46%</b>         |                       |
| <b>Total Revenue Before Transfers In</b> | <b>\$3,735,000</b> | <b>3,510,762</b>          | <b>134,238</b>  | <b>94.00%</b>         |                       |
| Transfers In                             | 0                  |                           | 0               | -                     |                       |
| <b>Total Revenue After Transfers In</b>  | <b>\$3,735,000</b> | <b>3,510,762</b>          | <b>134,238</b>  | <b>94.00%</b>         |                       |

**NOTES:**

A - Revenue accrued through June 30, 2015

B - Represents irrigation revenue for July, August and Sept. 2014 and May and June 2015

C - Revenue of July 1, 2014 through June 30, 2015

D - Penalties through June 2015

E - Primarily connection and installation fees

F - Property Taxes based on County Estimate

G - Represents ordinance charges

H - The interest revenue represents interest on checking, savings, money markets, time deposits, LAIF and Kelsey and Pilot Hill Assessment Receivable Contracts

\*Subject to revision with actual audit.

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**Expense Summary\***  
**For the Year Ended June 30, 2015**

| Acct#                      | EXPENSE CATEGORY                | Budget<br>2014-2015 | Revised<br>2014-2015 | To Date<br>7/1/14-6/30/15 | Balance        | % of Budget<br>Spent |
|----------------------------|---------------------------------|---------------------|----------------------|---------------------------|----------------|----------------------|
| <b>Operating Expenses:</b> |                                 |                     |                      |                           |                |                      |
| 5010                       | Labor                           | 1,039,000           | 1,039,000            | 975,823                   | 63,177         | 94%                  |
| 5019                       | Overtime                        | 53,200              | 53,200               | 54,426                    | (1,226)        | 102%                 |
| 5017                       | Standby                         | 37,000              | 37,000               | 43,866                    | (6,866)        | 119%                 |
| 5011                       | Temporary Labor                 | 22,000              | 55,000               | 75,653                    | (20,653)       | 138%                 |
| 5014                       | PERS Benefits                   | 228,500             | 228,500              | 87,143                    | 141,357        | 38%                  |
| 5016                       | Payroll Taxes                   | 95,000              | 95,000               | 83,644                    | 11,356         | 88%                  |
| 5018/5071                  | Insurance: Health & Life Plans  | 300,000             | 300,000              | 221,124                   | 78,877         | 74%                  |
| 5020                       | Insurance: Worker's Comp.       | 70,000              | 70,000               | 76,130                    | (6,130)        | 109%                 |
| 5024                       | Dental/Optical District Plan    | 8,000               | 8,000                | 0                         | 8,000          | 0%                   |
| 5027                       | Audit                           | 15,000              | 15,000               | 15,000                    | 0              | 100%                 |
| 5028                       | Engineering-Studies             | 32,500              | 32,500               | 38,320                    | (5,820)        | 118%                 |
| 5034                       | Insurance: General & Special    | 52,500              | 52,500               | 58,147                    | (5,647)        | 111%                 |
| 5036                       | Legal--General                  | 70,000              | 70,000               | 80,839                    | (10,839)       | 115%                 |
| 5038                       | Materials and Supplies          | 145,000             | 145,000              | 164,687                   | (19,687)       | 114%                 |
| 5039                       | Rentals/ Durable/Lease          | 8,500               | 8,500                | 6,853                     | 1,647          | 81%                  |
| 5040                       | Office Supplies                 | 20,000              | 20,000               | 27,863                    | (7,863)        | 139%                 |
| 5041                       | Staff Development               | 6,000               | 6,000                | 1,076                     | 4,924          | 18%                  |
| 5042                       | Travel--Conference              | 2,000               | 2,000                | 1,808                     | 192            | 90%                  |
| 5044                       | Utilities                       | 205,000             | 205,000              | 180,119                   | 24,881         | 88%                  |
| 5046                       | Vehicle & Equipment Maintenance | 47,000              | 47,000               | 49,802                    | (2,802)        | 106%                 |
| 5048                       | Vehicle Operations              | 57,000              | 57,000               | 48,779                    | 8,221          | 86%                  |
| 5060                       | Bank Fees & Payroll Services    | 4,000               | 4,000                | 4,623                     | (623)          | 116%                 |
| 5068                       | Retiree Health Premiums         | 115,000             | 135,000              | 155,834                   | (20,834)       | 115%                 |
| 5070                       | Director Stipends               | 24,000              | 24,000               | 23,600                    | 400            | 98%                  |
| 5076                       | Building Maintenance            | 6,000               | 6,000                | 4,440                     | 1,560          | 74%                  |
| 5080                       | Outside Service/Consultants/CPA | 90,000              | 106,500              | 159,169                   | (52,669)       | 177%                 |
| 5084                       | Govt. Reg/Lab Fees              | 105,000             | 105,000              | 105,588                   | (588)          | 101%                 |
| 5090                       | Other: Recruitment              | 2,000               | 17,000               | 9,060                     | 7,940          | 53%                  |
| 5090                       | Other                           |                     |                      | 4,550                     | (4,550)        |                      |
| 5090                       | Other: County Tax Admin. Fees   | 37,800              | 37,800               | 19,065                    | 18,735         | 50%                  |
| 5089                       | Other: Memberships              | 16,500              | 16,500               | 16,076                    | 424            | 97%                  |
| 5091                       | Other: Elections                | 6,000               | 6,000                | 6,466                     | (466)          | -                    |
|                            | Contingency                     | 26,000              | 9,500                |                           | 9,500          | 0%                   |
|                            | <b>Total Operating Expense</b>  | <b>\$2,945,500</b>  | <b>\$3,013,500</b>   | <b>2,799,572</b>          | <b>213,928</b> | <b>93%</b>           |

| Acct# | EXPENSE CATEGORY                       | Budget<br>2014-2015 | Revised<br>2014-2015 | To Date<br>7/1/14-6/30/15 | Balance        | % of Budget<br>Spent |
|-------|--|---------------------|----------------------|---------------------------|----------------|----------------------|
|       | <b>Non-operating Expenses:</b>         |                     |                      |                           |                |                      |
| 7010  | Interest Expense                       | \$33,000            | \$33,000             | 43,675                    | (10,675)       | 132%                 |
|       | Debt Repayment                         | 110,500             | 110,500              | 169,450                   | (58,950)       |                      |
| 7090  | Other                                  | 9,000               | 9,000                | 5,819                     | 3,181          | 65%                  |
|       | Capital Improvements                   | 268,500             | 268,500              |                           |                |                      |
|       | <b>Total Non-operating Expenses</b>    | <b>\$421,000</b>    | <b>\$421,000</b>     | <b>218,944</b>            | <b>202,056</b> | <b>52%</b>           |
|       | <b>Total Expenses Before Transfers</b> | <b>\$3,366,500</b>  | <b>\$3,434,500</b>   | <b>3,018,516</b>          | <b>415,984</b> | <b>90%</b>           |
|       | <b>Total Expenses</b>                  | <b>\$3,366,500</b>  | <b>\$3,434,500</b>   | <b>3,018,516</b>          | <b>415,984</b> | <b>90%</b>           |
|       | <b>Net Income (Loss)</b>               | <b>\$368,500</b>    | <b>\$300,500</b>     | <b>\$492,246</b>          |                | <b>134%</b>          |

\*Subject to revision with actual audit.

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT  
STATEMENT OF CASH AND INVESTMENT BALANCES AUGUST 31, 2015**

|   | BEGINNING<br>BALANCE | CASH<br>RECEIPTS  | CASH DIS-<br>BURSEMENTS | TRANSFERS<br>IN (OUT) | ENDING<br>BALANCE |
|---|----------------------|-------------------|-------------------------|-----------------------|-------------------|
| 10 General Fund                                     | 1,567,312.54         | 117,713.86        | (210,567.21)            |                       | 1,474,459.19      |
| 12 Retiree  | 620,679.64           | 3,093.77          | (3,785.34)              |                       | 619,988.07        |
| 14 Stewart Mine                                     | 35,725.66            | 34.24             |                         |                       | 35,759.90         |
| 25 Bayne Road & Other Assessment Districts          | 62,983.32            | 34.88             |                         |                       | 63,018.20         |
| 16 Georgetown-Buckeye Water Improvement<br>District | 2.68                 |                   |                         |                       | 2.68              |
| 17 Water Development                                | 355,927.97           | 404.28            |                         |                       | 356,332.25        |
| 19 Stumpy Meadows Emergency<br>Reserve Fund (SMERF) | 2,206,200.10         |                   | (720.04)                |                       | 2,205,480.06      |
| 53 Pilot Hill North                                 | (7,480.80)           |                   |                         |                       | (7,480.80)        |
| 54 Pilot Hill South                                 | 46,567.65            | 101.08            |                         |                       | 46,668.73         |
| 51 Kelsey North                                     | 120,395.59           | 88.37             |                         |                       | 120,483.96        |
| 52 Kelsey South                                     | 211,969.56           | 177.78            |                         |                       | 212,147.34        |
| 29 State Revolving Fund                             | 50,935.67            | 2,308.68          | (2,296.95)              |                       | 50,947.40         |
| 30 Small Hydro Fund                                 | 505,131.45           | 544.46            | (66.51)                 |                       | 505,609.40        |
| 35 Environmental Protection Agency                  | (24,507.83)          |                   |                         |                       | (24,507.83)       |
| 37 Garden Valley Water Improvement District         | 106,924.78           | 116.86            |                         |                       | 107,041.64        |
| 39 Capital Facility Charges                         | 1,615,068.66         | 1,606.05          |                         |                       | 1,616,674.71      |
| 24 Replacement Reserve (required by USDA)           | 760,538.91           | 831.26            |                         |                       | 761,370.17        |
| 40 Auburn Lake Trails (ALT) Zone Fund               | 754,206.23           | 10,506.58         | (14,659.27)             |                       | 750,053.54        |
| 41 ALT Tank Replacement Loans & Repair Activity     | 43,928.20            | 48.10             |                         |                       | 43,976.30         |
| 42 ALT CDS Reserve Connection Fund                  | 180,421.13           | 160.51            |                         |                       | 180,581.64        |
|   | 9,212,931.11         | 137,770.76        | (232,095.32)            | 0.00                  | 9,118,606.55      |
| Totals by Type of Account:                          |                      | Rate Information: |                         |                       |                   |
| El Dorado Savings Bank Checking                     | 6,339.36             | 0.03%             |                         |                       |                   |
| El Dorado Savings Bank Savings                      | 2,009,450.11         | 0.16%             |                         |                       |                   |
| Wells Fargo State Revolving Fund Debt Accounts      | 32,029.26            |                   |                         | 0.00                  |                   |
| Wells Fargo Brokered Time Deposits                  | 200,000.00           | 2.00%             |                         |                       |                   |
| Local Agency Investment Fund                        | 6,870,787.82         | 0.28%             |                         |                       |                   |
| Grand Total   | \$9,118,606.55       |                   |                         |                       |                   |

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT  
STATEMENT OF CASH AND INVESTMENT BALANCES AUGUST 31, 2015**

| Accounting Basis Unrestricted, Designated and Restricted Funds Recap:                       | Estimated<br>2012-13 Budget | Calculated from<br>2011-12 Audited |                              |
|---|-----------------------------|------------------------------------|------------------------------|
| Unrestricted Undesignated Funds   | \$2,224,512.73              | 473,289                            | Two month operations expense |
| <i>Designated Funds are in Italics</i>  | 3,438,121.85                | 189,383                            | 10% Water Sales              |
| Restricted Funds are Shaded   | 3,455,971.97                |                                    |                              |
|   | \$9,118,606.55              |                                    |                              |
| District Designated Funds/Reserve Policy Funds Recap:                                       |                             |                                    |                              |
| Water - Operations  | 1,474,459                   |                                    |                              |
| Water - Cash Flow   | 211,000                     |                                    |                              |
| Water - Capital:  |                             |                                    |                              |
| Stumpy Meadows Emergency Reserve Fund   | 2,205,480                   |                                    |                              |
| Capital Facility Charges  | 1,616,675                   |                                    |                              |
| Replacement Reserve (required by USDA)  | 761,370                     |                                    |                              |
| Other reserves  | 438,869                     | 7,260,095                          | 50% Accumulated Depreciation |
| <b>Sub Total - Water</b>  | <b>7,978,000</b>            | <b>7,922,767</b>                   |                              |
| Debt Service  | 521,545                     | 525,352                            | Actual amounts               |
| Retiree Health  | 619,988                     | 547,639 *                          | Actual amount                |
| Hydroelectric   | 505,609                     | 343,869                            | Actual amount                |
| Wastewater - Operations   | 750,054                     | 45,978                             | Two month operations expense |
| Zone - Capital  | 5,000                       | 5,000                              | Amount set at \$5,000        |
| Community Disposal System - Capital   | 224,558                     | 250,211                            | 50% Accumulated Depreciation |
| <b>Sub Total - Wastewater/Zone</b>  | <b>307,000</b>              | <b>301,189</b>                     |                              |
|   | <b>\$9,118,607</b>          | <b>\$9,640,816</b>                 |                              |
| <b>Actual total reserves as of June 30, 2013</b>  |                             | <b>\$8,427,421</b>                 |                              |
| <b>Actual total reserves as of June 30, 2012</b>  |                             | <b>\$7,595,078</b>                 |                              |
| <b>Actual total reserves as of June 30, 2011</b>  |                             | <b>\$7,283,032</b>                 |                              |
| <b>Actual total reserves as of June 30, 2010</b>  |                             | <b>\$7,768,261</b>                 |                              |
| * June 30, 2012 GASB 45 calculation of liability estimates the liability to be \$1,704,000. |                             |                                    |                              |
| Approved:   |                             |                                    |                              |
| Treasurer   |                             |                                    |                              |
| General Manager   |                             |                                    |                              |

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

| Acct #                        | REVENUE CATEGORY                  | Budget 13-14   | To Date<br>7/1/14-6/30/15 | Balance        | % of Budget<br>Earned | Rough<br>Forecast | Forecast<br>Assumptions |
|-------------------------------|-----------------------------------|----------------|---------------------------|----------------|-----------------------|-------------------|-------------------------|
| <b>Operating Revenue:</b>     |                                   |                |                           |                |                       |                   |                         |
| 3192                          | Zone Charges                      | \$ 310,000     | \$ 310,661                | \$ (661)       | 100%                  | 621,322           | TIMES 2                 |
| 3193                          | Zone Escrow Fees                  | 30,000         | 32,996                    | (2,996)        | 110%                  | 65,993            | TIMES 2                 |
| 3194                          | Septic Design Fees                | 1,000          | 1,200                     | (200)          | -                     | 0                 |                         |
| 3195,6,7                      | Soil Evaluations/Loans/Repairs    | 0              |                           | 0              | -                     | 0                 |                         |
|                               | <b>Total Operating Revenue</b>    | <b>341,000</b> | <b>344,858</b>            | <b>(3,858)</b> | <b>101%</b>           | <b>687,315</b>    |                         |
| <b>Non-Operating Revenue:</b> |                                   |                |                           |                |                       |                   |                         |
| 4020                          | Interest Income                   | 1,000          | 922                       | 78             | -                     | 1,844             |                         |
| 4090                          | Reimbursement of Recording Fees   |                | 0                         | 0              | -                     | -                 |                         |
|                               | <b>Total Nonoperating Revenue</b> | <b>\$1,000</b> | <b>922</b>                | <b>\$78</b>    | <b>-</b>              | <b>1,844</b>      |                         |
|                               | <b>Total Revenue</b>              | <b>342,000</b> | <b>345,779</b>            | <b>(3,779)</b> | <b>101%</b>           | <b>689,159</b>    |                         |

| Acct#                      | EXPENSE CATEGORY                | Budget 13-14 | To Date<br>7/1/14-6/30/15 | Balance  | % of Budget<br>Earned | Rough<br>Forecast | Forecast<br>Assumptions |
|----------------------------|---------------------------------|--------------|---------------------------|----------|-----------------------|-------------------|-------------------------|
| <b>Operating Expenses:</b> |                                 |              |                           |          |                       |                   |                         |
| 5010                       | Labor                           | 132,000      | 43,008                    | 88,992   | 33%                   | 86,016            | Forecast                |
| 5019                       | Overtime                        | 0            |                           | 0        | -                     | 0                 |                         |
| 5017                       | Standby                         | 0            |                           | 0        | -                     | 0                 |                         |
| 5011                       | Temporary Labor                 | 0            |                           | 0        | -                     | 0                 |                         |
| 5014                       | PERS Benefits                   | 39,000       | 2,672                     | 36,329   | 7%                    | 5,343             |                         |
| 5015                       | Deferred Compensation           | 0            |                           | 0        | -                     | 0                 |                         |
| 5016                       | Payroll Taxes                   | 11,000       | 3,274                     | 7,726    | 30%                   | 6,547             |                         |
| 5018                       | Insurance: Health & Life        | 34,000       | 11,727                    | 22,273   | 34%                   | 23,454            |                         |
| 5020                       | Insurance: Worker's Comp.       | 4,000        | 5,862                     | (1,862)  | 147%                  | 11,724            |                         |
| 5024                       | Insurance: Dental/Optical       | 1,000        |                           | 1,000    | 0%                    | 0                 |                         |
| 5027                       | Audit                           |              | 1,200                     | (1,200)  | -                     | 4,800             |                         |
| 5028                       | Engineering-Studies             | 1,000        |                           | 1,000    | 0%                    | 0                 |                         |
| 5034                       | Insurance: General              | 6,000        | 5,281                     | 719      | 88%                   | 10,562            |                         |
| 5036                       | Legal--General                  | 4,000        |                           | 4,000    | 0%                    | 0                 |                         |
| 5038                       | Materials and Supplies          | 4,000        | 3,267                     | 733      | 82%                   | 6,534             |                         |
| 5039                       | Rentals/ Outsourced Maintenance | 2,000        |                           | 2,000    | 0%                    | 0                 |                         |
| 5040                       | Office Supplies                 | 3,000        | 2,186                     | 814      | 73%                   | 4,372             |                         |
| 5041                       | Staff Development               | 1,000        |                           | 1,000    | 0%                    | 0                 |                         |
| 5042                       | Travel--Conference              | 1,000        |                           | 1,000    | 0%                    | 0                 |                         |
| 5044                       | Utilities                       | 9,000        | 10,389                    | (1,389)  | 115%                  | 20,778            |                         |
| 5046                       | Vehicle & Equipment Maintenance | 4,000        | 3,504                     | 496      | 88%                   | 7,008             |                         |
| 5048                       | Vehicle Operations              | 6,000        | 5,552                     | 448      | 93%                   | 11,104            |                         |
| 5060                       | Bank Fees & Payroll Services    |              |                           | 0        | -                     | 0                 |                         |
| 5068                       | Retiree Health Premiums         |              |                           | 0        | -                     | 0                 |                         |
| 5070/5071                  | Director Remuneration           |              |                           | 0        | -                     | 0                 |                         |
| 5076                       | Building Maintenance            |              |                           | 0        | -                     | 0                 |                         |
| 5080                       | Outside Service/Consultants     | 6,000        | 26,097                    | (20,097) | 435%                  | 52,194            |                         |
| 5082                       | Public Information              |              |                           | 0        | -                     | 0                 |                         |
| 5084                       | Govt. Regulation/Lab Fees       | 43,000       | 32,633                    | 10,367   | 76%                   | 65,266            |                         |



|                                |                  |                  |                  |            |                  |
|--------------------------------|------------------|------------------|------------------|------------|------------------|
| 5090 Other                     | 0                | 18               | (18)             | -          | 36               |
| 5089 Other: Memberships        | 0                |                  | 0                | -          | 0                |
| 5091 Other: Elections          |                  |                  | 0                | -          | 0                |
| 5099 Study Amortization        |                  |                  | 0                | -          | 0                |
| 5094 Depreciation              | 34,000           | 28,266           | 5,734            | 83%        | 56,531           |
| <b>Total Operating Expense</b> | <b>345,000</b>   | <b>184,935</b>   | <b>160,065</b>   | <b>54%</b> | <b>372,269</b>   |
| <b>Net Income (Loss)</b>       | <b>(\$3,000)</b> | <b>\$160,845</b> | <b>\$163,845</b> |            | <b>\$316,890</b> |

\*Subject to revision with actual audit.

# Memo

To: Board of Directors

From: Wendell Wall, General Manager

Date: September 1, 2015

Re: General Manager's Report

Board Meeting of September 8, 2015; Agenda Item #8

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## **BACKGROUND / DISCUSSION**

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

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

The Auburn Lake Trails Water Treatment Plant produced 28.809 million gallons of potable water for the month of August. This equates to an average of 929,323 gallons per day. This flow is an increase of .392 million gallons from the month of July. The Walton Lake Water Treatment Plant produced 30.604 million gallons of potable water for the month of August. This equates to an average of 987,226 gallons per day. This flow is an increase of 2.591 million gallons from the month of July.

As of July of last year, the District is required to report to the State the amount of total potable water produced through the two plants (ALT and Walton) on a monthly basis and to compare that value with the demands of the prior year over the same reporting period. Records on file at the District show a reduction of 24% for the month of July, a reduction of 27% for the month of August, a reduction of 12% for the month of September, a reduction of 15% for the month of October, a reduction of 19% for the month of November, a reduction of 29% for the month of December, a reduction of 13% (reduction of 9% from 2013) for the month of January, an **increase** of 4% (reduction of 5% from 2013) for the month of February, an **increase** of 19% (increase of 2% from 2013) for the month of March, an **increase** of 3% (reduction of 24% from 2013) for the month of April, a reduction of 16% (reduction of 41% from 2013) for the month of May, a reduction of 22% (reduction of 39% from 2013) for the month of June, a reduction of 20% (reduction of 41% from 2013) for the month of July and for the month of August a reduction of 10% (reduction of 31% from 2013).

Copies of all production reports for the plants at Auburn Lake Trails and Walton Lake are included as an element of this report.

### **Water Quality**

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

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

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

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

### **Waste Water; Auburn Lake Trails**

Average daily flows in the Community Disposal System were 18,945 gallons per day. This value is far below the limit of 71,800 gallons per day as identified in the Waste Discharge Requirements.

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

### **Stumpy Meadows Reservoir**

The latest measurements collected at Stumpy Meadows Reservoir on August 26, 2015 showed a reservoir elevation of 4220 feet 7 inches, representing storage of 8,646 acre feet, or 43% of capacity. This represents a decrease in storage of approximately 334 acre feet over the prior month.

Current releases from Stumpy on this date were 7 CFS. Flow into stumpy on this date was recorded at 2.1 CFS.

### **Notice from California Water Resources Control Board**

On August 27, 2015 the California State Water Resources Control Board sent a notice to the District congratulating us for exceeding our required water conservation target, stating

The conservation efforts you and your customers have implemented are working, and your achievement has helped the state to exceed the 25% statewide conservation mandated in Governor Brown's April 1, 2015 Executive Order for the months of June and July 2015.

GDPUD customers are to be commended for their outstanding conservation efforts during this severe drought.

### **Theft of Water and Tampering of District Facilities**

A draft policy, relating to the theft of water, has been sent to Counsel for review and comment. It is anticipated this policy will come before this Board for discussion and possible action at the October regular meeting.

### **Finance Committee Meeting**

The next meeting of the Finance Committee is scheduled for September 21, 2015.

### **Drought Funding**

This item relates to the CABY Grant.

Staff is in the process of collecting data for billing of time accrued to date under the category of "Direct Administration Costs." Invoice to be submitted prior to September 30, 2015.

### **Website Update**

During the month of September, District staff will work with Contractor to load data onto several pages of the site. Materials under development on the new site are currently not available to the public. Staff anticipates launch of new website in mid to late October.

### **Proposition 218**

The public hearing relating to the proposed regulatory compliance charge is scheduled for September 14, 2015 from 6:00 PM to 9:00 PM. The hearing will be held at the Georgetown School, 6530 Wentworth Springs Road.

### **RCAC Rate Study – Proposition 218**

The District anticipates a subsequent 218 process which will address the cost of providing both treated and untreated water to customers.

RCAC has provided the District with assistance in the preparation of a rate study which addresses those costs associated with providing water service to District Customers. The information contained within this study is a key element in determining the actual cost of service. The process, undertaken by RCAC, was never finalized, to the stage of providing a written report.

The District is in receipt of a notice from Mary Fleming, of RCAC, that they will no longer be able to provide the District with further assistance in the preparation of the rate study. A key element of that notice reads as follows:

*"It is with regret I must inform you that RCAC does not have available resources to continue working with GDPUD on the second rate study and subsequent 218 process. Both myself and the RCAC engineer whose assistance was recently requested are fully engaged with other work commitments for the foreseeable future."*

### **Financials for Fiscal Year 2014-15**

Preliminary financial information for FY 2014-15 (ending June 30, 2015) is currently available, and has been included in this agenda. Staff is currently working to finalize the same to share at the regular meeting in October.

### **SMUD Payment**

Staff received confirmation from the County of El Dorado that the payments for both FY 2014-15 (\$108,615) and FY 2015-16 (\$107,825) have been mailed to the District.

### **Security – District Facilities**

Staff is currently reviewing options with vendors.

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

Audit is to begin September 8, 2015. Data collection is scheduled from September 8 through 11. This is often the beginning of a lengthy process to receive the final report and findings.

### **NPDES Permit**

As required by the State Water Resources Control Board, the District must file a *Notice of Intent Application for the Statewide General NPDES Permit for Drinking Water Systems* prior to September 1, 2015. That Notice of Intent was prepared by Staff and submitted to the State on August 26, 2015. The fee for filing that notice is \$500.00.

### **RECOMMENDATION**

Receive and file this report.

**Georgetown Divide Public Utility District**  
**Water Quality Division**  
**August-15**

**Walton Lake Water Treatment Plant**

**Water Quality for the month:**

**Finished Water**

|                                      | <u>Highest</u> | <u>Lowest</u> | <u>Average</u> |
|--------------------------------------|----------------|---------------|----------------|
| Combined Turbidity (NTU)             | 0.290          | 0.030         | 0.067          |
| Individual filter (NTU)              | 0.290          | 0.020         | 0.035          |
| Treated pH                           | 8.00           | 7.90          | 7.91           |
| Alkalinity (mg/l CaCO <sub>3</sub> ) | 10.00          | 6.00          | 8.00           |
| Hardness (mg/l CaCO <sub>3</sub> )   | 4.70           | 4.70          | 4.70           |
| Chlorine residual (mg/l)             | 1.20           | 1.15          | 1.19           |

**Raw Water**

|                 |       |      |      |
|-----------------|-------|------|------|
| Turbidity (NTU) | 10.20 | 0.82 | 2.00 |
| Temperature °F  | 65.4  | 59.7 | 63.2 |
| pH              | 7.40  | 7.00 | 7.15 |

**Chemical Use for the month:**

**Chemical Dosage = mg/l - ppm**

|                          |        |      |
|--------------------------|--------|------|
| Chlorine Gallons (12.5%) | 571.10 | 2.38 |
| Soda Ash Pounds          | 538.92 | 2.11 |
| Polymer Gallons          | 72.75  | 3.09 |

**Water Production for the month (gallons):**

|                          |        |            |
|--------------------------|--------|------------|
| Highest Day              | 17-Aug | 1,136,000  |
| Lowest Day               | 29-Aug | 813,000    |
| Average Daily Production |        | 987,226    |
| Total Monthly Production |        | 30,604,000 |

**Processed Water Used:**

**(gallons)**

**Raw Water:**

**(gallons)**

|                         |           |                            |            |
|-------------------------|-----------|----------------------------|------------|
| Backwash                | 812,000   | SCM                        | 160,110    |
| Filter to Waste         | 129,000   | Sink                       | 16,740     |
| Surface wash            | 42,412    | Total raw water used       | 176,850    |
| Total used for Backwash | 983,412   | % Total intake             | 0.6%       |
| % used for Backwash     | 3.2%      | Total water intake         | 31,838,337 |
| 1720e's, CL17, Fin. pH  | 44,826    | Total used in production   | 1,234,337  |
| Sampling Sink           | 29,249    | % Total used in production | 3.9%       |
| Total Fin. water used   | 1,057,487 |                            |            |
| % Finished water used   | 3.5%      |                            |            |

**Total Production hours**

533.7

**Total KW hours**

14,080

**Ave. hours per Day**

17.2

**Ave. KW hours per day**

454

**Ave. Gals. per hour**

57,343

**Ave. Gals per KW hr**

2,174

**Total Production Days**

31

**KW hours per Prod. hr.**

26.4

| <u>Chemical Inventory</u> | <u>Delivery Date</u> | <u>Amount Delivered</u> | <u>Remaining Inventory (# of Units)</u> | <u>Pump Tank Level</u> |
|---------------------------|----------------------|-------------------------|---|------------------------|
| Chlorine                  | 21-Aug               | 12-53 gal drums         | 10.25 drums                             | 202 gals.              |
| Soda Ash                  | 21-Aug               | 27-50# bags             | 32 bags                                 | 483 lbs.               |
| Polymer                   | 19-Aug               | 2-53 gal drums          | 3.5 drums                               | 22.25 gals.            |

**Maintenance and Duties Accomplished:**

|                      |                     |                     |                         |
|----------------------|---------------------|---------------------|-------------------------|
| Backwash, FTW        | Clean water traps   | Clean Y strainers   | DPD tests               |
| Mon. chem. Pmps, SCM | Pump station checks | Change charts       | Calc. PPM's             |
| Generator test       | Alka & Hard. Tests  | Cal. PH probes      | Change CL17 reagents    |
| Fill chemicals       | Record Temps        | Cal.1720e's         | Cal. 2100n Turbitimeter |
| Test Alarms          | Calc. Inst. flows   | Lube pumps & motors | Facility Maint.         |

**Weather:**

|                                       |                           |  |
|---------------------------------------|---------------------------|--|
| <b>High Temp. °F</b><br>101           | <b>Low Temp. °F</b><br>56 | <b>Average Temp.°F</b><br>78           |
| <b>Total Rain fall Inches</b><br>0.00 | <b>Highest Day</b>        | <b>One Day Rainfall Inches</b><br>0.00 |

**Major Events: Leaks, Complants, Equipment Failures, Power Outages and Etc...**

8/05 Short Filter runs on #1

8/10 Checking for filter media loss durring backwash. All cells on filter 1 appear to losing some anthracite media durring backwash and cell #2 surface wash not working.

8/12 Lowered backwash flow from 750 GPM to 650 GPM on filter #1 seems to improve media loss during backwash. Still no surface wash on cell #2 filter1 stuck valve?

8/16 High Turbidity alarm all filters broke through (Sunday Evening) backwashed to remedy.

8/19 Having an algea bloom in raw water causing problems with polymer dose. Running higher finished turbidity than usually not bad just higher than normal. Adjusting zero offset on SCM to try to correct dosage.

8/23 Garden hose and reel missing from plant, stolen?

8/27 Air line to Cell 4 filter 1 leaking in conduit in ceiling, switched out with spare. Cause frequent and long compressor runs.

8/28 extra run time and heat of air compressor caused some small leaks to appear on head of compressor disassembled and cleaned valves in head and reassembled to repair leaks.

8/30 Still fighting raw water problems and polymer dosage adjusting zero offset again.

8/31 Soda Ash solution leak near pump, broken ball valve. Replaced with good valve.

**Georgetown Divide Public Utility District**  
**Water Quality Division**  
**August-15**  
**Auburn Lake Trails Water Treatment Plant**

**Water Quality for the month:**

|                    | <u>Highest</u> | <u>Lowest</u> | <u>Average</u> |
|--------------------|----------------|---------------|----------------|
| Combined Turbidity | 0.140          | 0.030         | 0.035          |
| Individual filter  | 0.050          | 0.030         | 0.030          |
| Treated pH         | 8.50           | 8.00          | 8.15           |
| Alkalinity         | 14.00          | 8.00          | 11.00          |
| Hardness           | 7.00           | 7.00          | 7.00           |
| Chlorine residual  | 1.97           | 1.12          | 1.37           |

**Chemical Use for the month:**

**Chemical Dosage = Mg/l - ppm**

|                          |        |      |
|--------------------------|--------|------|
| Chlorine Gallons (12.5%) | 613.00 | 2.71 |
| Soda Ash Pounds          | 772.20 | 3.21 |
| Polymer Gallons          | 90.00  | 4.06 |

**Water Production for the month (gallons):**

|                          |            |
|--------------------------|------------|
| Highest Day              | 1,091,000  |
| Lowest Day               | 803,000    |
| Average Daily Production | 929,323    |
| Total Monthly Production | 28,809,000 |

**Processed Water Used:**

**(gallons)**

**Raw Water:**

**(gallons)**

|                         |         |                            |            |
|-------------------------|---------|----------------------------|------------|
| Backwash                | 756,000 | SCM                        | 120,000    |
| Filter to Waste         | 84,000  | Sink                       | 16,200     |
| Surface wash            | 33,507  | Total raw water used       | 136,200    |
| Total used for Backwash | 873,507 | % Total intake             | 0.5%       |
| % used for Backwash     | 3.0%    | Total water intake         | 29,874,642 |
| 1720e's, CL17, Fin. pH  | 43,380  | Total used in production   | 1,065,642  |
| Sampling Sink           | 12,555  | % Total used in production | 3.6%       |
| Total Fin. water used   | 929,442 |                            |            |
| % Finished water used   | 3.2%    |                            |            |

**Total Production Days**

30

**Raw Water**

|           | High | Low  | Average |
|-----------|------|------|---------|
| pH        | 7.20 | 6.80 | 6.95    |
| Turbidity | 3.46 | 0.95 | 1.54    |
| Temp F    | 75.0 | 70.5 | 72.7    |



| <u>Chemical Inventory</u> | <u>Delivery Date</u> | <u>Amount Delivered</u> | <u>Remaining Inventory (# of Units)</u> | <u>Pump Tank Level</u> |
|---------------------------|----------------------|-------------------------|---|------------------------|
| Chlorine                  | 8/21                 | 12 Drums                | 9 drums                                 | 261 gal.               |
| Soda Ash                  | 8/21                 | 27                      | 47 bags                                 | 335gal.                |
| Polymer                   | 8/19                 | 6 Drums                 | 5.25 drum                               | 29 gal.                |

**Maintenance and Duties Accomplished:**

|                      |                     |                     |                         |
|----------------------|---------------------|---------------------|-------------------------|
| Backwash, FTW        | Clean water traps   | Clean Y strainers   | DPD tests               |
| Mon. chem. Pmps, SCM | Pump station checks | Change charts       | Calc. PPM's             |
| Generator test       | Alka & Hard. Tests  | Cal. PH probes      | Change CL17 reagents    |
| Fill chemicals       | Record Temps        | Cal. 1720e's        | Cal. 2100n Turbitimeter |
| Test Alarms          | Calc. Inst. flows   | Lube pumps & motors | Facility Maint.         |

**Major events (leaks, complaints, equipment failure, power outages, etc.)**

8/20=Flushed combo line and cal. the 1720e.8/26=Added 6 gal. of coolant to the gen.8/27 new combo line and all new fittings.

# GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

P.O. Box 4240 6425 Main Street

Georgetown, CA 95634

Phone Number (530) 333-4356 Fax Number (530) 333-9442

## MEMORANDUM

To: Wendell Wall, General Manager  
From: Jeff Pulfer

September 1, 2015

Re: Water Quality Division –August Monthly Report

The following is a summary of all the inspections, zone monitoring, maintenance, repairs and other activities in the Zone for the month of August 2015:

### **Wastewater Disposal:**

As of, August 31, 2015 there are 1,005 developed lots with septic systems but only 1001 homes in ALT. The following activities have occurred in the Auburn Lake Trails Wastewater Disposal Zone during the month of August:

### **ALT Zone Activities:**

Wastewater Disposal Systems Finalled: 0

- Routine Inspections: 45
- Follow-up Inspections: 1
- Routine POA Inspections: 0
- Escrow Inspections: 9
- Homeowner Requests for Service: 1
- Construction Inspections: 3
- Plan review/Inspections: 0
- Re-testing of Lots: 0
- New Wastewater Disposal System Designs: 0
- Enforcement/correction notices sent: 12 and 57 door-hangers left at the owner's home.

### **ALT Zone Activities and Homeowner Requests for Service:**

- N/A
- New Pump Tank's =0
- CDS tank replacement: 0

### **ALT CDS Activities:**

- Number of CDS connections: 135
- Routine CDS Inspections: 82
- Follow-up CDS Inspections: 0
- CDS tanks replaced to date: 76
- Lots Video Camera Inspected: 0

- CDS tanks watertight tested or found leaking this month: 1 (lot 1861 and passed)
- New CDS tank: 0
- Routine Community Disposal Field Inspections: 4
- CDS Pump Station Inspections: 4

### **Monitoring Activities:**

#### **Groundwater Monitoring Wells:**

The second round of sampling was conducted on August 11, 2015 by GDPUD staff. The second Quarter Groundwater Report will be submitted to the State prior to the Nov. 1, 2015 regulatory deadline. The next sampling event is scheduled for November 2015.

#### **Training:**

- N/A

#### **ALT Regulatory Zone Reports:**

- The monthly SSO No Spill Certification was submitted electronically to DWR on September 1, 2015

#### **CDS Average Daily Flow & Average daily wastewater flow/home**

August 2014= 18,364 (137.0gpd/home) (.1"rain) Calculation from 8/4/14-9/2/14  
 September 2014= 18,308 (136.6gpd/home) (.99"rain) Calculation from 9/2/14-10/1/14  
 October 2014= 16,544 (123.46gpd/home) (3.94"rain) Calculation from 10/1/14-10/31/14  
 November 2014=21,772(162.48gpd/home) (3.96rain) Calculation from 10/30/14-12/1/14  
 December2014=46,597(347.74gpd/home) (13.94rain) Calculation from 12/1/14-12/31/14  
 January2015=25,256(188.48gpd/home) (0rain) Calculation from 12/31/14-2/2/15  
 February 2015=27,153(202.63gpd/home) (4.5in.rain) Calculation from 2/2/15-3/2/15  
 March2015=27,756(207.13gpd/home) (.74 in.rain) Calculation from 3/1/2015-4/1/2015  
 April2015=19,592(146.21gpd/home)(2.95in. rain) Calculation from 4/1/2015-5/1/2015  
 May2015=20,108(148.95gpd/home)(.69 in. rain) Calculation from 5/1/2015-6/1/2015  
 June2015=16,421(121.64gpd/home)(.64 in. rain) Calculation from 6/1/2015-7/1/2015  
 July 2015=16,587(122.87gpd/home)(.04 in. rain) Calculation from 7/1/2015-8/1/2015  
 August 2015=18,945(140.34gpd/home)(0in. rain) Calculation from 8/1/2015-9/1/2015  
 WDR limit is 71,800 gallons/day.



# Memo

To: Board of Directors  
From: Wendell Wall, General Manager  
Date: September 1, 2015  
Re: Professional Services Agreement with George Sanders, Civil Engineer  
Board Meeting of September 8, 2015; Agenda Item #10

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## **BACKGROUND/DISCUSSION**

The District has a need for assistance in the areas of engineering design and construction services on a variety of projects. The most significant is the Auburn Lake Trails (ALT) Water Treatment Plant project. Assistance is needed on the ALT project for coordination through the bidding and construction phases. Other areas of need include proposed work along portions of the ditch water conveyance system, as identified within the CABY Grant, together with a variety of small water related repair and replacement projects.

This sole source Professional Services Agreement would be with George Sanders, Civil Engineer, for an amount not to exceed \$75,000. A majority of the funding for this agreement would be through current reserves dedicated to the Auburn Lake Trails Treatment Plant and the CABY Grant. Mr. Sanders has provided the District with technical assistance on a variety of project needs and is most familiar with the Auburn Lake Trails Water Treatment Plant Project.

## **RECOMMENDATION**

Approve Professional Services Agreement between the District and George W. Sanders, Civil Engineer, for an amount not to exceed \$75,000.

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**PROFESSIONAL SERVICES AGREEMENT**

With

**George W. Sanders, Civil Engineer**

For

**PROFESSIONAL ENGINEERING SERVICES**

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement"), made and entered into this 8<sup>th</sup> day of September, 2015 ("Effective Date") by and between GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT ("District") and George W. Sanders, Civil Engineer, ("Consultant"). District and Consultant may each be referred to individually as "Party" or collectively as "Parties" in this Agreement. There are no other parties to this Agreement.

**RECITALS**

A. District seeks to hire an independent contractor to assist the District in a variety of civil engineering design and construction needs. Consultant's work activities, under this Agreement, will focus on, but not be limited to, project related activities associated with the Auburn Lake Trails Water Treatment Plant Project ("ALT Treatment Plant") and the Cosumnes American Bear Yuba Integrated Regional Water Management Plan grant ("CABY Grant") (collectively, "Services"); and

B. Consultant represents that he is duly licensed as a Civil Engineer, in the State of California, with experience in the design and construction fields; and

C. Consultant previously worked for District in a number of positions including Interim General Manager, and that previous work in addition to Consultants other work experience provides Consultant with the skills and knowledge necessary to do the required work; and

D. District shall retain Consultant's Services subject to the restrictions set forth in this Agreement and those established under Government Code section 7522.56, providing guidelines for retired annuitants to continue working for a California Public Employees' Retirement System ("CalPERS") contracting agency such as the District.

**NOW THEREFORE**, District and Consultant, for the consideration hereinafter set forth, agree as follows:

#### SECTION 1- RECITALS

The recitals set forth above (“Recitals”) are true and correct and are hereby incorporated into and made part of this Agreement by this reference. In the event of any inconsistency between the Recitals and Sections 1 through 18 of this Agreement, Sections 1 through 18 shall prevail.

#### SECTION 2 - SCOPE OF WORK

Consultant agrees to provide the Services, as directed by the General Manager, relating to as needed engineering design and construction activities.

#### SECTION 3 - TERM

District and Consultant agree that this contract shall be in effect for a one-year period beginning September 8, 2015 and ending June 30, 2016 (“Term”). Consultant shall not exceed Nine Hundred Sixty (960) working hours for the District during the CalPERS fiscal year of July 1, 2015 through June 30, 2016.

#### SECTION 4 - COMPENSATION

A. District agrees to pay and Consultant agrees to accept on a time and materials basis an amount not to exceed \$75,000, for completion of the Services identified in the Scope of Work (Section 2). The Services shall be compensated at a rate of \$80.00 per hour plus mileage at \$0.56/mile or the Federal rate. The total amount is not to exceed \$75,000 unless amended by both parties in writing.

B. The Consultant shall submit billing invoices to the District identifying number of hours and the specific services provided.

C. The granting of any payment by District, or the receipt thereof by Consultant, or any inspection, review, approval or oral statement by any representative of District, or State certification, shall not, in any way, waive, limit, or replace any certification or approval procedures normally required or lessen the liability of Consultant to re-perform or replace unsatisfactory Service, including but not limited to cases where the unsatisfactory character of such Service may not have been apparent or detected at the time of such payment, inspection, review or approval.

D. Nothing in this Agreement shall constitute a waiver or limitation of any right or remedy, whether in equity or at law, which District may have pursuant to this

Agreement or any applicable law. All rights and remedies of District, whether under this Agreement or applicable law, shall be cumulative.

#### SECTION 5 - TERMINATION OF CONTRACT

Either Party may terminate this Agreement or any part thereof at any time upon ten (10) days written notice to the Consultant. In the event of any such termination, the Consultant is to be fairly compensated for all work performed to the date of termination, and the District shall be entitled to all work performed.

If the District fails to pay the Consultant within sixty (60) days of the date provided for any payments hereunder, the District agrees that the Consultant shall have the right to consider such default a breach of this Agreement, and Consultant may terminate its duties under this Agreement upon ten (10) days written notice.

#### SECTION 6 - NOTICE OF DETRIMENTAL INFORMATION

The Consultant shall promptly notify the District of the discovery of any information that could be detrimental to the successful completion of the Services. The Consultant shall provide in writing to the District said detrimental information within 24 hours of the time of discovery. The District shall then promptly review such detrimental information and notify the Consultant to proceed with or terminate the remainder of the Services to be performed.

#### SECTION 7 - MISCELLANEOUS PROVISIONS

A. Consulting Standard: The Consultant represents and warrants to the District that it is fully experienced and properly qualified to perform Services called for herein. Consultant further agrees that he/she will follow the current, prevailing, generally accepted practice of the consulting profession to make findings, render opinions, prepare factual presentations, and provide professional advice and recommendations regarding the Services rendered under this Agreement.

B. Consultant is Independent Contractor: The Consultant shall finance its own operations hereunder, with the exception of District provided office space, shall operate as an independent contractor and not as an agent or employee of the District, and nothing in this Agreement shall be construed to be inconsistent with this relationship or status. The District shall provide the Consultant with office space, located within the District office, located at 6425 Wentworth Springs Road, Georgetown, CA 95634, dedicated for the sole purpose of conducting District business.

C. Consultant's Records: The Consultant shall maintain and make available for inspection by the District and its auditors accurate records of its costs,



disbursements, and receipts with respect to any Services under this Agreement that is to be compensated for on the basis of the Consultant's costs. Such inspections may be made during regular office hours at any time until six (6) months after the final payment under this Agreement is made to the Consultant.

D. Ownership of Data and Reports: All reports and all data compiled and used in the performance of this Agreement shall be the property of the District.

E. Responsibility for Changes in Work: If the District makes any changes in the work performed by the Consultant hereunder which affect the Consultant's Services, District shall waive any and all liability arising out of such changes as against the Consultant, and the District shall assume full responsibility for such changes, unless the District has given the Consultant prior notice and has received from the Consultant written consent for such changes.

F. Arbitration: All questions between the Parties as to their rights and obligations under this Agreement are subject to arbitration if agreed to by both Parties. In case of any dispute, either Party may request arbitration by submitting a written request for arbitration to the other Party. If the other Party agrees to arbitration, the disputed matter shall be referred to and decided by two competent persons who are experts in the subject matter of the dispute, one to be selected by the District and the other by the Consultant. In case these two experts cannot agree, they shall select a third arbitrator and the decision of any two of them shall be binding on both Parties.

G. Assignment: This contract shall be binding upon the heirs, successors, executors, administrators and assigns of the Parties; however, no assignment or subcontract by one Party shall be valid without the prior written consent of the other Party.

H. Invalidity of Contract Provisions: Should any provision of this contract be found or deemed to be invalid, this Agreement shall be construed as not containing such provision, and all other provisions which are otherwise lawful shall remain in full force and effect, and to this end, the provisions of this contract are declared to be severable.

I. Place of Making and Performance of Contract: This contract shall be deemed to have been made in El Dorado County, California and the Services required to be performed in El Dorado County, California.

J. Financial Disclosure: The Consultant shall make all disclosures required by the District's conflict of interest code in accordance with the Consultant category designated by the District, unless the District's General Manager determines in writing that the Consultant's duties are more limited in scope than is warranted by the

Consultant category and that a narrower disclosure category should apply. The Consultant also agrees to make disclosure in compliance with the District's conflict of interest code if, at any time after the execution of this Agreement, Consultant's duties under this Agreement warrant greater disclosure by the Consultant than was originally contemplated. The Consultant shall make disclosures in the time, place and manner set forth in the District's conflict of interest code and as directed by the District.

K. Retired Annuitant Requirements: By signing this Agreement, Consultant certifies that there has been a One Hundred Eighty (180) gap day between the date of retirement and the Effective Date. Consultant also certifies that he/she has not received any unemployment insurance payment from any public employer within the twelve (12) months prior to the Effective Date of this Agreement.

#### SECTION 8 - CONFORMITY WITH LAW AND SAFETY

Consultant shall observe and comply with all applicable laws, ordinances, codes and regulations of governmental agencies, including federal, state, municipal and local governing bodies having jurisdiction over any or all of the scope of Services, including all provisions of the Occupational Safety and Health Act of 1979 as amended, all California Occupational Safety and Health Regulations, the California Building Code, the American with Disabilities Act, any copyright, patent or trademark law and all other applicable federal, state, municipal and local safety regulations, appropriate trade association safety standards, and appropriate equipment manufacturer instructions. All Services performed by Consultant must be in accordance with these laws, ordinances, codes and regulations. Consultant's failure to comply with any laws, ordinances, codes or regulations applicable to the performance of the Services hereunder may constitute a breach of contract. Should the District discover a violation of any of the applicable laws, ordinances, codes or regulations referred to herein, the District shall give written notice of such violation to Consultant, and Consultant shall have a reasonable time to cure such violation. In cases where standards conflict, the standard providing the highest degree of protection shall prevail.

If a death, serious personal injury or substantial property damage occurs in connection with the performance of this Agreement, Consultant shall immediately notify the District's General Manager by telephone. If any accident occurs in connection with this Agreement, Consultant shall promptly submit a written report to District, in such form as the District may require. This report shall include the following information: (a) name and address of the injured or deceased person(s); (b) name and address of Consultant's subcontractor, if any; (c) name and address of Consultant's liability insurance carrier; and (d) a detailed description of the accident, including whether any of District's equipment, tools or materials were involved.

SECTION 9 - INDEMNIFICATION BY CONSULTANT

Consultant agrees to indemnify the District and its elected and appointed councils, boards, commissions, officers, agents, employees, and representatives from any and all claims, costs, and liability for claims of damage, for any property damage or personal injury, including death, which may arise as a result of any negligent or grossly negligent acts or omissions by Consultant or Consultant's contractors, subcontractors, agents, or employees in connection with the Agreement.

SECTION 10 - NOTICES

Any notices required to be given pursuant to this Agreement shall be deemed to have been given by their deposit, postage prepaid, in the United States Postal Service, addressed to the parties as follows:

To District: Wendell B. Wall M.P.A.  
General Manager  
GDPUD  
P.O. Box 4240  
6425 Main Street  
Georgetown, CA 95634

With a courtesy copy to: Barbara A. Brenner, Esq.  
Churchwell White LLP  
1414 K Street, 3rd Floor  
Sacramento, CA 95814

To Consultant: George W. Sanders  
Civil Engineer  
P.O. Box 1937  
Placerville, CA 95667

Nothing hereinabove shall prevent either District or Consultant from personally delivering any such notices to the other.

SECTION 11 - JURISDICTION

Except as otherwise specifically provided, this Agreement shall be administered and interpreted under the laws of the State of California. Jurisdiction of litigation arising from this Agreement shall be in California. In the event of a dispute, venue in any court action shall be the County of El Dorado.

## SECTION 12 - INTEGRATION

This agreement, together with its specific references, attachments and exhibits constitutes the entire Agreement of District and Consultant as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing signed by both Parties.

## SECTION 13 - NON-DISCRIMINATION

In connection with the performance of Consultant pursuant to this Agreement, Consultant will not willfully discriminate against any employee or applicant for employment because of race, color, religion, gender, sexual orientation, sex, age, disability, genetic information, marital status, amnesty, ancestry, national origin, or status as a covered veteran in accordance with applicable federal or state statutes. Consultant will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, gender, sexual orientation, sex, age, disability, genetic information, marital status, amnesty, ancestry, national origin, or status as a covered veteran. Such action shall include, but not be limited to, the following: employment, upgrading or promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

## SECTION 14 - WAIVER

No covenant, term, or condition or the breach thereof shall be deemed waived, except by written consent of the Party against whom the waiver is claimed, and any waiver of the breach of any covenant, term, or condition shall not be deemed to be a waiver of any preceding or succeeding breach of the same or any other covenant, term, or condition.

## SECTION 15 - AUTHORITY

All Parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement and the names, titles, and capacities herein stated on behalf of any entities, persons, states, or firms represented or purported to be represented by such entities, persons, states or firms and that all former requirements necessary or required by the state or federal law in order to enter into the Agreement have been fully complied with. Further, by entering into this Agreement, either Party hereto shall have breached the terms or conditions of any other contract or agreement to which such Party is obligated, which such breach would have a material effect hereon.

SECTION 16 - DRAFTING AND AMBIGUITIES

Each Party acknowledges that it has reviewed this Agreement with its own legal counsel, and based upon the advice of that counsel, freely entered into this Agreement. Each Party has participated fully in the review and revision of this Agreement. Any rule of construction that ambiguities are to be resolved against the drafting party does not apply in interpreting this Agreement.

SECTION 17 - COUNTERPARTS

This Agreement may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

SECTION 18 - ATTORNEY'S FEES AND COSTS

If any action at law or in equity, including action for declaratory relief, is brought to enforce or interpret provisions of this Agreement, the prevailing Party shall be entitled to reasonable attorney's fees and costs, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which such Party may be entitled.

IN WITNESS WHEREOF, the Parties hereto have executed and entered into this Agreement the day and year first above written.

District:

Consultant:

By: \_\_\_\_\_  
Wendell B. Wall M.P.A  
General Manager

By: \_\_\_\_\_  
George W. Sanders  
Civil Engineer

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Norm Krizl  
President

Date: \_\_\_\_\_

# Memo

To: Board of Directors

From: Wendell Wall, General Manager

Date: September 1, 2015

Re: Finance Committee Appointment

Board Meeting of September 8, 2015; Agenda Item #11

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## **BACKGROUND / DISCUSSION**

At the August 11, 2015 Regular Board Meeting, three names were presented to the GDPUD Board of Directors to be considered for appointment to the Finance Committee. Donna Bruss was approved unanimously with four votes, President Norman Krizl being absent.

Neither Dennis Goodenow nor Pat Snelling, the two remaining candidates, could be confirmed as the Board was deadlocked on each candidate. The Board agreed to bring this item back to the September 8, 2015 regular Board Meeting where the full Board could vote on the final candidate to serve on the Finance Committee.

## **RECOMMENDATION**

Staff recommends Board approval of a fifth member to serve on the Finance Committee and adoption of Resolution 2015-10 confirming appointments to the Finance Committee.

**RESOLUTION NO. 2015-10**  
**OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**CONFIRMING APPOINTMENTS TO THE FINANCE COMMITTEE**

**WHEREAS**, at its regular meeting on July 14, 2015, the Board memorialized the membership, duties, responsibilities, and other matters pertaining to the Finance Committee (the "Committee") by Resolution No. 2015-08; and

**WHEREAS**, the Committee shall be composed of no fewer than three (3) and no more than five (5) members; and

**WHEREAS**, at the time the Committee was memorialized by the Board the names and expiration of terms of the three existing Committee members were acknowledged and confirmed; and

**WHEREAS**, at that time two vacancies existed on the Committee; and

**WHEREAS**, the policy of the Committee requires appointment of Committee members to be confirmed by resolution; and

**WHEREAS**, at its regular meeting on August 11, 2015, Donna Bruss was appointed to the Committee; and

**WHEREAS**, at its regular meeting on September 8, 2015, \_\_\_\_\_ was appointed to the Committee,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS AS FOLLOWS:**

**SECTION 1.** The Georgetown Divide Public Utility District Board of Directors hereby confirms the appointments of Donna Bruss and \_\_\_\_\_ to the Finance Committee. The current members of the Finance Committee and the ending dates of their current terms are shown on "Exhibit A," which is attached hereto and incorporated herein by reference as if set forth in full.

**SECTION 2.** This Resolution shall take effect immediately upon adoption. This Resolution shall remain in full force and effect until rescinded by a subsequent Resolution of the Board of Directors.

PASSED AND ADOPTED at a regularly held meeting of the Board of Directors of the  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT this eighth day of September, 2015.

AYES:

NOES:

ABSENT:

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Norman Krizl, President  
Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

ATTEST:

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



**EXHIBIT A**

**Current Finance Committee Members and  
Expiration of Their Terms of Office**

|                |               |
|----------------|---------------|
| Rick Gillespie | June 30, 2016 |
| Ray Kringle    | June 30, 2016 |
| Dane Wadlé     | June 30, 2017 |
| Donna Bruss    | June 30, 2017 |
| _____          | June 30, 2017 |

## **CERTIFICATION**

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2015-10 duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on the 8<sup>th</sup> day of September 2015.

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Wendell Wall, General Manager

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

# Memo

To: Board of Directors  
From: Wendell Wall, General Manager  
Date: September 1, 2015  
Re: Organizational Chart  
Board Meeting of September 8, 2015; Agenda Item #12

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## **BACKGROUND / DISCUSSION**

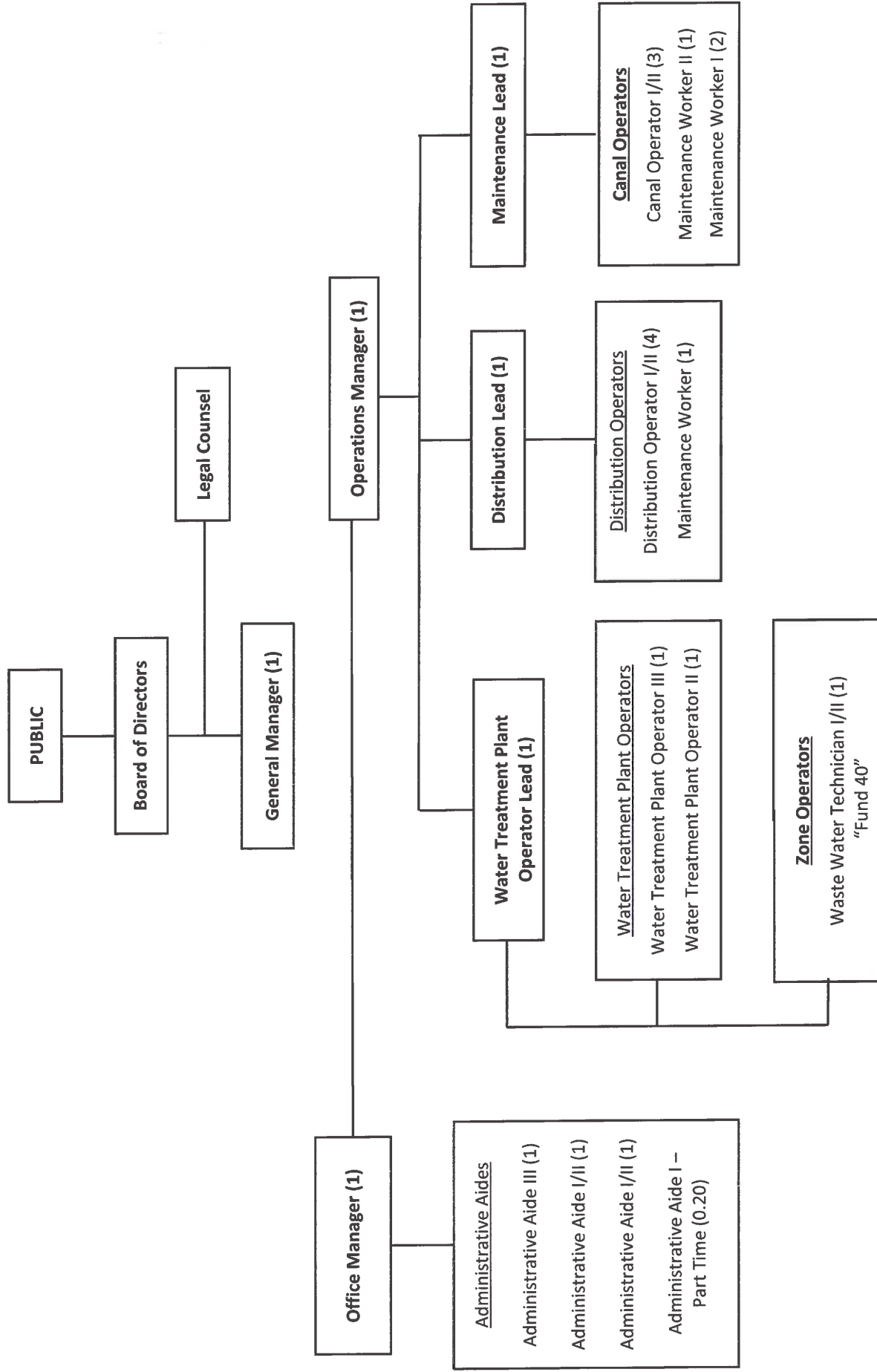
The District's current water distribution staffing level is inadequate to complete the many tasks required in water distribution operations. Only one lead person and two water distribution operators cover the entire water distribution system which consists of 200 miles of pipelines and encompasses more than 75,000 acres of service area.

The water distribution system currently has an aging infrastructure and requires repairs, increased underground markings, and additional mandates required by regulatory agencies. In addition, the District would like to move forward with preventive maintenance programs, and with gate valve and fire hydrant exercising programs. Two current employees who possess their Grade II Water Distribution Operator certification will be promoted. These two operators will also join the on-call rotations for after-hours call-outs and emergencies.

## **RECOMMENDATION**

Staff recommends Board approval of the FY 2015-16 Organizational Chart, with the addition of two new water distribution operator positions.

# GGDPUD Proposed Organizational Chart FY 2015-16



# Memo

To: Board of Directors

From: Victoria Knoll, Office Manager

Date: September 1, 2015

Re: Approval of Bids for Purchase of Vacuum Trailer and Utility Truck  
Board Meeting of September 8, 2015; Agenda Item #13

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## **BACKGROUND / DISCUSSION**

At the August 11, 2015 Board meeting, the Board approved the purchase of one vacuum trailer and the 48-month capital lease-purchase of a utility truck. Three bids were obtained for the vacuum trailer as well as the utility truck. The following are quotes received on the Vacuum Excavation Trailer and the Utility Truck. All trailers are manufactured by Ditch Witch and the price differences are due to dealer pricing. The utility trucks all offer a government municipal capital lease program and have comparable specifications.

### **FX30 Vacuum Excavation System:**

*Ditch Witch Equipment Co., Inc. West Sacramento:* \$45,132.36

**TOTAL:** **\$45,132.36**

*Ditch Witch Northwest:* \$47,594.44

Freight Charge: \$ 2,000.00

**TOTAL:** **\$49,594.44**

*Bay Area Trenchers, Inc.:* \$51,594.44

Freight Charge: \$ 350.00

**TOTAL:** **\$51,944.44**

**Utility Truck:**

|   |                    |
|---|--------------------|
| <i>Hoblit Chrysler Jeep Dodge, Inc.</i>             | \$54,285.00        |
| 2015-2016 Capital Lease Payment (10 mo): \$1,228/mo | <b>\$12,281.30</b> |
| <br>  |                    |
| <i>Crown Motors:</i>                                | \$62,273.40        |
| 2015-2016 Capital Lease Payment (10 mo): \$1,413/mo | <b>\$14,130.00</b> |
| <br>  |                    |
| <i>Ron DuPratt Ford:</i>                            | \$66,976.10        |
| 2015-2016 Capital Lease Payment (10 mo): \$1,549/mo | <b>\$15,490.90</b> |

**RECOMMENDATION**

Staff recommends Board approval of the selection of 1) Ditch Witch Equipment Company for the purchase of the vacuum trailer, with a cost of \$45,123.36 and 2) Hoblit Chrysler Jeep Dodge, Inc. for the 48-month capital lease-purchase of a utility truck as described at a monthly lease of \$1,228.

# Memo

To: Board of Directors

From: Victoria Knoll, Office Manager

Date: September 1, 2015

Re: Designated and Restricted Funds

Board Meeting of September 8, 2015; Agenda Item #14

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## **BACKGROUND / DISCUSSION**

### **Restricted:**

On August 11, 2015, the Board requested an explanation of Fund restrictions and if not restricted, their designations. The following is a brief description of the restriction and/or designation.

The Stewart Mine (14), Bayne Rd. (25), State Revolving Fund (29), Kelsey North and Kelsey South (51) & (52) were established as debt sinking funds. Assessment fees are deposited and loan payments are made through each fund. The assessment fees are paid in advance of the loan payments, leaving balances in the cash account of each of the debt funds.

The Capital Facility Charges Fund (39) was funded through new hookup charges, and Resolution 2007-04 and Ordinance 07-09 established the fees and charges as well as the uses of those charges. The Water Development Fund (17) was part of the Capital Facility Charge Fund (39) and was established through Resolution 2007-04 and Ordinance 07-09.

The ALT Zone Fund (40), (41) and (42) were established for the operation of the ALT waste water system. Fees are generated from customers within the zone and the fee is included in their bi-monthly bill. Fund (42) is paid from new connections.

### **Designated:**

Fund 10 is designated as the Water Fund, sometimes called General Fund and sometimes referred to as the Operating Fund. All operating revenues and

expenses are posted in this fund. If there is an operating surplus, the surplus remains in this fund. The Board can decide what minimum amount should remain in this fund in order to cash flow operations. The fund is at its lowest on December 31, a month before ad valorem tax is funded, (at an average of \$900,000).

The SMERF 19 Fund was established in 1959 as a requirement of the USBR loan, which required a reserve be kept until the loan was paid in full, which occurred in March 2008. At that time, the Board should have designated how they wanted the fund to be utilized. The USBR set a minimum reserve amount of \$85,000 and no maximum limit. At this time, the Board can designate the funds and set minimum and maximum parameters.

The USDA Replacement Reserve (24) was established in 2011 when the Board anticipated obtaining an \$8,000,000 loan for the ALT plant and a reserve was set up as GDPUD's portion of the obligation. The loan was never obtained and now the fund is undesignated and the Board should set a designation with a minimum and maximum amount.

The Garden Valley Improvement District was originally a special assessed district and the fund was a sinking fund for servicing debt. The debt was paid in full and the account currently holds a residual of \$106,925. The Board can now designate uses of the fund.

### **RECOMMENDATION**

All of the funds designated by Board action can be re-designated with information of high-low limits, triggers of use, as well as funding sources. Staff at this time recommends that the Board direct the Finance Committee to work with staff to set designation parameters on Funds 10, 12, 19, 24, 30, and 37. Staff also recommends that the Board direct the Finance Committee to finalize the fund listing (10 through 52) with its corresponding restriction and/or designation.



# Memo

To: Board of Directors

From: Wendell Wall, General Manager

Date: September 1, 2015

Re: Auburn Lake Trails Water Treatment Plant

Board Meeting of September 8, 2015; Agenda Item #15

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## **BACKGROUND / DISCUSSION**

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

**US Fish & Wildlife** – Staff continues to work with this Federal Agency in an effort to secure its final approval. Recent submittals include an updated Project Description and Site Plan.

**Foothill Associates – Environmental Document** – Staff is in receipt of a proposal from Foothill Associates to provide the biological surveys as identified under mitigation measures. These surveys would include a Raptor Survey, a Pond Turtle Survey, a Red-Legged Frog Survey, and a Special-Status Plant Survey, together with Worker Awareness Training. The total cost of this work is estimated at \$12,270. Staff anticipates moving forward with a contract, for Board action, in October.

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

**State Water Board (WRCB) Environmental Document** – The review of the revised site plan, a revision prompted by the change in design, was completed in September 2014 by Foothill Associates and submitted to the State in October 2014. Staff has been in contact with the State on multiple occasions. Review has been completed by State with final approval pending response from Federal Fish & Wildlife. The State has indicated that we can bid the project without Federal approval but cannot award the contract. This may be a controlling factor for construction.

**State Water Board (WRCB) Plan Review** – The review of the plans has been ongoing for more than a year. To date the District has received no response. It is likely this activity will move forward once the District has completed the Prop 218 process and the State funding (loan) is in place. This is likely not a controlling factor for construction. Staff anticipates WRCB review and approval to be completed once funding is secure.

**Utility Reviews and Design** – Staff is in receipt of a contract agreement from PG&E for their portion of the construction work associated with the extension of the facilities. This item will be brought forward for Board action at the October Board meeting. This activity appears to be on schedule and is not a controlling factor for construction.

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

- District Reserves....approx \$1,000,000. This funding is currently in place.
- EPA Grant.....approx \$1,081,599 in grant funds. The District has made a request to extend these grant funds. The federal agency has the authority to approve or deny the request. Staff is currently working with EPA to extend. Funding may be in jeopardy.
- State Loan....The loan amount has been identified under prior Board action at \$10,000,000. Loan approval is subject to activity on the Prop 218 proposed supplemental surcharge.

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

**Other** – Prior to construction, the District will need to contract for outside services in the areas of Construction Management, Construction Staking (Surveying), and Materials Testing (Soils and Concrete).

## **RECOMMENDATION**

Possible Board Action