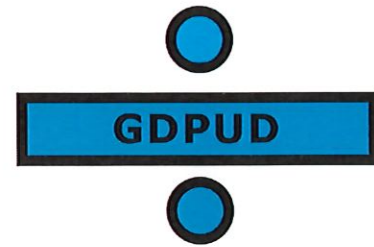


# CONSENT CALENDAR

ITEM 5.G.

REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF APRIL 14, 2020  
AGENDA ITEM NO. 5.G.



**AGENDA SECTION:** NEW BUSINESS

**SUBJECT:** FISCAL YEAR 2019-2020 MID YEAR BUDGET TO ACTUAL  
REVIEW

**PREPARED BY:** Christina Cross, Management Analyst

**APPROVED BY:** Jeff Nelson, PE, Interim General Manager

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**BACKGROUND**

The attached reports provide a comparison of approved operating budget to actual revenues and expenditures for the First half of Fiscal Year 2019-2020. Material differences are explained in the staff report.

**DISCUSSION**

Revenues

At the end of Fiscal Year (FY) 2019/2020's second quarter, total water operating fund 10 revenues, including property taxes, leases, and interest, are at 36% of the budgeted amount. This percentage appears skewed because property tax revenues, which account for 33.33% of the annual revenue budget, were not received during the first or second quarter; once property taxes are received, it is expected that operating fund 10 revenues will be within range of budget. Treated (residential, commercial, and construction) water sales are at 55% of budget, and irrigation water sales are at 56% of budget. Due to the District's billing cycles for treated and irrigation water, this represents income from one of six annual treated water billing cycles (July/August), and three of five months of irrigation water bills (July, August, September).

Total wastewater operating fund revenues are at 59% of the budgeted amount. This includes monthly zone charges, escrow fees, and design fees. The monthly zone charge revenues are 33% of the annual budgeted amount. Since monthly zone charges are billed ahead, this corresponds to four months of monthly zone charges (July/August and September/October November/December).

Expenditures

At the end of this FY's second quarter, water operating fund expenditures are at 53% of the budgeted amount, and wastewater operating fund expenditures are at 37% of the budgeted amount.

Most operating expenditures during the first and second quarters are within expected ranges for this point in the fiscal year.

**FISCAL IMPACT**

Mid-Year operating revenues are within the expected ranges for this time of year.

**CEQA ASSESSMENT**

This action is not a CEQA Project.

**RECOMMENDED ACTION**

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) receive and file this report.

**ATTACHMENTS**

1. Fiscal Year 2019-2020 Mid-Year Budget Report for Revenues
2. Fiscal Year 2019-2020 Mid-Year Budget Report for Expenditures

**ATTACHMENT 1**

**FY19/20 MID-YEAR BUDGET REPORT FOR REVENUES**

REPORT.: 02/28/20  
 RUN...: 02/28/20 TIME: 15:43  
 Run By.: Christina Cross

Georgetown Divide PUD  
 Budget Report for Revenues by FUND  
 For Calendar Period.: 12-19 Fiscal.: 06-20

PAGE: 002  
 ID #: GLRR  
 CTL.: GEO

FUND #: 10

Name: Water Fund

Revenue Description	Year-to-Date Proforma Budget	Year-to-Date Amended Budget	Current Actual	Year-to-Date Actual	Pct (%)	Budget Remaining
3010 Water Sales-Res	0.00	2,900,000.00	371,041.47	1,333,128.70	-46.0	1,566,871.30
3020 Water Sales-Com	0.00	0.00	35,203.60	180,677.60	.0	-180,677.60
3030 Water Sales-Cst	0.00	10,000.00	0.00	6,541.00	-65.4	3,459.00
3040 Water Sales-Irr	0.00	436,179.00	0.00	245,901.22	-56.4	190,277.78
3060 Installation	0.00	9,653.00	0.00	2,530.00	-26.2	7,123.00
3090 Other Operating	0.00	0.00	1.00	16.60	.0	-16.60
4020 Interest	0.00	-52,100.00	2,070.05	26,220.15	50.3	-78,320.15
4025 UNREALIZED G/L	0.00	0.00	0.00	-3,194.87	.0	3,194.87
4030 Penalties	0.00	46,000.00	9,063.24	26,071.98	-56.7	19,928.02
4040 Lease/Media One	0.00	89,551.00	7,731.33	43,925.31	-49.1	45,625.69
4050 Property Taxes	0.00	1,720,000.00	0.00	0.00	.0	1,720,000.00
4095 MISC INCOME	0.00	0.00	0.00	1,703.53	.0	-1,703.53
4998 unreconciled***	0.00	0.00	0.00	-131.00	.0	131.00
DEPT Subtotal ----->	0.00	5,159,283.00	425,110.69	1,863,390.22	-36.1	3,295,892.78
FUND TOTAL	0.00	5,159,283.00	425,110.69	1,863,390.22	-36.1	3,295,892.78

REPORT.: 02/28/20  
 RUN...: 02/28/20 TIME: 15:43  
 Run By.: Christina Cross

Georgetown Divide PUD  
 Budget Report for Revenues by FUND  
 For Calendar Period.: 12-19 Fiscal.: 06-20

PAGE: 003  
 ID #: GLRR  
 CTL.: GEO

FUND #: 12		Name: RETIREE FUND					
Revenue Description	Year-to-Date Proforma Budget	Year-to-Date Amended Budget	Current Actual	Year-to-Date Actual	Pct (%)	Budget Remaining	
4020 Interest	0.00	0.00	0.00	1,923.59	.0	-1,923.59	
4025 UNREALIZED G/L	0.00	0.00	0.00	-539.17	.0	539.17	
4090 Other/lease	0.00	0.00	3,687.37	20,987.61	.0	-20,987.61	
DEPT Subtotal ----->	0.00	0.00	3,687.37	22,372.03	.0	-22,372.03	
FUND TOTAL	0.00	0.00	3,687.37	22,372.03	.0	-22,372.03	

REPORT.: 02/28/20  
 RUN...: 02/28/20 TIME: 15:43  
 Run By.: Christina Cross

Georgetown Divide PUD  
 Budget Report for Revenues by FUND  
 For Calendar Period.: 12-19 Fiscal.: 06-20

PAGE: 013  
 ID #: GLRR  
 CTL.: GEO

FUND #: 40		Name: Zone Fund						
Revenue Description		Year-to-Date Proforma Budget	Year-to-Date Amended Budget	Current Actual	Year-to-Date Actual	Pct (%)	Budget Remaining	
3192	Zone Charges	0.00	150,500.00	24,970.32	99,373.58	-66.0	51,126.42	
3193	ZONE-ESCROW FEE	0.00	28,000.00	1,300.00	8,060.00	-28.8	19,940.00	
3194	Septic Design	0.00	3,000.00	0.00	2,460.00	-82.0	540.00	
4020	Interest	0.00	9,000.00	0.00	4,464.10	-49.6	4,535.90	
4025	UNREALIZED G/L	0.00	0.00	0.00	-1,210.06	.0	1,210.06	
DEPT	Subtotal ----->	0.00	190,500.00	26,270.32	113,147.62	-59.4	77,352.38	
FUND TOTAL		0.00	190,500.00	26,270.32	113,147.62	-59.4	77,352.38	

REPORT.: 02/28/20  
 RUN...: 02/28/20 TIME: 15:43  
 Run By.: Christina Cross

Georgetown Divide PUD  
 Budget Report for Revenues by FUND - Summary Report  
 For Calendar Period.: 12-19 Fiscal.: 06-20

PAGE: 018  
 ID #: GLRR  
 CTL.: GEO

Revenue Description	Year-to-Date Proforma	Year-to-Date Budget	Current Actual	Year-to-Date Actual	Pct (%)	Budget Remaining
08 SMUD FUND	0.00	110,900.00	0.00	1,038.81	-.9	109,861.19
10 Water Fund	0.00	5,159,283.00	425,110.69	1,863,390.22	-36.1	3,295,892.78
12 RETIREE FUND	0.00	0.00	3,687.37	22,372.03	.0	-22,372.03
14 STEWART MINE FD	0.00	0.00	0.00	96.45	.0	-96.45
17 WATER DEVE.FUND	0.00	0.00	0.00	1,304.60	.0	-1,304.60
19 SMERFUND	0.00	0.00	0.00	3,373.54	.0	-3,373.54
20 ALT Fund	0.00	648,923.00	110,080.63	333,252.68	-51.4	315,670.32
24 CAPITAL REPLACE	0.00	0.00	0.00	1,542.49	.0	-1,542.49
29 STATE REV FUND	0.00	0.00	40.07	329.29	.0	-329.29
30 Hydro Fund	0.00	60,000.00	1,488.05	30,432.45	-50.7	29,567.55
37 GARDEN VALLEY	0.00	0.00	0.00	232.25	.0	-232.25
39 CAP FAC CHARGE	0.00	0.00	0.00	4,582.56	.0	-4,582.56
40 Zone Fund	0.00	190,500.00	26,270.32	113,147.62	-59.4	77,352.38
41 CDS M & O Fund	0.00	0.00	0.00	126.60	.0	-126.60
42 CDS RESRV EXP.	0.00	0.00	0.00	545.75	.0	-545.75
43 CAPITAL RESERVE	0.00	0.00	0.00	2,481.49	.0	-2,481.49
51 KELSEY NORTH	0.00	0.00	0.00	334.49	.0	-334.49
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Total of all FUNDS	0.00	6,169,606.00	566,677.13	2,378,583.32	-38.6	3,791,022.68
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**ATTACHMENT 2**

**FY19/20 MID-YEAR BUDGET REPORT FOR EXPENDITURES**

FUND #:	Name:	Year-to-Date Prof Budget	Year-to-Date Amended Budget	Encumbrance Balance	Current Actual	Year-to-Date Actual	Pct (%)	Unencumbered Balance
FUND #: 10	Name: Water Fund							
5010	5100 Super & Labor Srce of Supply	0.00	143232.00	0.00	11143.75	52079.29	36.4	91152.71
5013	5100 PERS UAL Srce of Supply	0.00	10856.00	0.00	0.00	10855.56	100.0	0.44
5014	5100 P.E.R.S. Srce of Supply	0.00	13691.00	0.00	1018.98	5574.63	40.7	8116.37
5016	5100 Payroll Taxes Srce of Supply	0.00	14323.00	0.00	806.13	5000.54	34.9	9322.46
5017	5100 Standby Srce of Supply	0.00	6630.00	0.00	0.00	5200.00	78.4	1430.00
5018	5100 Insurance - H&L Srce of Supply	0.00	49150.00	0.00	2840.85	16127.25	32.8	33022.75
5019	5100 Overtime Srce of Supply	0.00	8891.00	0.00	850.06	7296.76	82.1	1594.24
5020	5100 Insurance - W.C Srce of Supply	0.00	4825.00	0.00	1587.26	3346.75	69.4	1478.25
5038	5100 Mat.& Supp. Srce of Supply	0.00	12594.00	0.00	1396.69	3896.87	30.9	8697.13
5041	5100 Staff Develop Srce of Supply	0.00	1500.00	0.00	0.00	0.00	.0	1500.00
5044	5100 Utilities Srce of Supply	0.00	9498.00	0.00	53.68	321.93	3.4	9176.07
5046	5100 Veh. Maint. Srce of Supply	0.00	8000.00	0.00	160.83	1805.87	22.6	6194.13
5048	5100 Vehicle - Oper Srce of Supply	0.00	6200.00	0.00	435.83	3717.41	60.0	2482.59
5080	5100 Outside Serv Srce of Supply	0.00	10000.00	0.00	-6870.87	9490.55	94.9	509.45
5084	5100 Government Reg Srce of Supply	0.00	56300.00	0.00	0.00	55824.42	99.2	475.58
5089	5100 Memberships Srce of Supply	0.00	616.00	0.00	0.00	433.75	70.4	182.25
5095	5100 CAPITAL ACQ Srce of Supply	0.00	39500.00	0.00	0.00	31542.41	79.9	7957.59
DEPT 5100	Subtotal ----->	0.00	395806.00	0.00	13423.19	212513.99	53.7	183292.01
5010	5200 Super & Labor T&D Raw Water	0.00	295792.00	0.00	32117.04	127130.03	43.0	168661.97
5011	5200 Wages-Part time T&D Raw Water	0.00	5000.00	0.00	0.00	0.00	.0	5000.00
5013	5200 PERS UAL T&D Raw Water	0.00	211683.00	0.00	0.00	211683.42	100.0	-0.42
5014	5200 P.E.R.S. T&D Raw Water	0.00	28274.00	0.00	2861.53	13832.52	48.9	14441.48
5016	5200 Payroll Taxes T&D Raw Water	0.00	29579.00	0.00	2264.34	12007.00	40.6	17572.00
5017	5200 Standby T&D Raw Water	0.00	5237.00	0.00	0.00	9120.00	174.1	-3883.00
5018	5200 Insurance - H&L T&D Raw Water	0.00	101500.00	0.00	6826.64	43386.92	42.7	58113.08
5019	5200 Overtime T&D Raw Water	0.00	18360.00	0.00	1574.24	13672.32	74.5	4687.68
5020	5200 Insurance - W.C T&D Raw Water	0.00	9964.00	0.00	3233.93	6993.57	70.2	2970.43
5038	5200 Mat.& Supp. T&D Raw Water	0.00	20416.00	0.00	1276.45	5728.30	28.1	14687.70
5039	5200 Materials - Oth T&D Raw Water	0.00	0.00	0.00	0.00	657.90	.0	-657.90
5040	5200 Office Supplies T&D Raw Water	0.00	100.00	0.00	0.00	0.00	.0	100.00
5041	5200 Staff Develop T&D Raw Water	0.00	1500.00	0.00	0.00	0.00	.0	1500.00
5044	5200 Utilities T&D Raw Water	0.00	1357.00	0.00	107.36	643.86	47.4	713.14
5046	5200 Veh. Maint. T&D Raw Water	0.00	10000.00	0.00	330.49	3049.05	30.5	6950.95
5048	5200 Vehicle - Oper T&D Raw Water	0.00	15500.00	0.00	775.70	8890.58	57.4	6609.42
5080	5200 Outside Serv T&D Raw Water	0.00	1700.00	0.00	800.00	2500.00	147.1	-800.00
5084	5200 Government Reg T&D Raw Water	0.00	0.00	0.00	0.00	48.27	.0	-48.27
5089	5200 Memberships T&D Raw Water	0.00	0.00	0.00	0.00	108.25	.0	-108.25
5095	5200 CAPITAL ACQ T&D Raw Water	0.00	60900.00	0.00	0.00	1081.78	1.8	59818.22
DEPT 5200	Subtotal ----->	0.00	816862.00	0.00	52167.72	460533.77	56.4	356328.23
5010	5300 Super & Labor Water Treatmnt	0.00	189635.00	0.00	20890.93	104492.35	55.1	85142.65
5013	5300 PERS UAL Water Treatmnt	0.00	54278.00	0.00	0.00	54277.80	100.0	0.20
5014	5300 P.E.R.S. Water Treatmnt	0.00	18126.00	0.00	2387.93	10733.07	59.2	7392.93
5016	5300 Payroll Taxes Water Treatmnt	0.00	18963.00	0.00	1890.42	8770.47	46.3	10192.53
5017	5300 Standby Water Treatmnt	0.00	10473.00	0.00	1840.00	8120.00	77.5	2353.00
5018	5300 Insurance - H&L Water Treatmnt	0.00	65073.00	0.00	6950.49	31105.18	47.8	33967.82
5019	5300 Overtime Water Treatmnt	0.00	11771.00	0.00	5406.59	21440.46	182.1	-9669.46
5020	5300 Insurance - W.C Water Treatmnt	0.00	6388.00	0.00	1528.63	2974.27	46.6	3413.73
5038	5300 Mat.& Supp. Water Treatmnt	0.00	67763.00	0.00	3465.03	38383.40	56.6	29379.60
5039	5300 Materials - Oth Water Treatmnt	0.00	10000.00	0.00	0.00	0.00	.0	10000.00
5040	5300 Office Supplies Water Treatmnt	0.00	300.00	0.00	0.00	0.00	.0	300.00
5041	5300 Staff Develop Water Treatmnt	0.00	1500.00	0.00	0.00	0.00	.0	1500.00
5044	5300 Utilities Water Treatmnt	0.00	179464.00	0.00	12636.77	117561.26	65.5	61902.74
5046	5300 Veh. Maint. Water Treatmnt	0.00	7000.00	0.00	169.67	748.87	10.7	6251.13
5048	5300 Vehicle - Oper Water Treatmnt	0.00	6500.00	0.00	2138.84	9347.42	143.8	-2847.42
5076	5300 Bldg. Maint. Water Treatmnt	0.00	2000.00	0.00	0.00	0.00	.0	2000.00
5080	5300 Outside Serv Water Treatmnt	0.00	8300.00	0.00	2067.50	2067.50	24.9	6232.50
5084	5300 Government Reg Water Treatmnt	0.00	60080.00	0.00	1893.06	19263.22	32.1	40816.78
5089	5300 Memberships Water Treatmnt	0.00	0.00	0.00	0.00	433.75	.0	-433.75
5095	5300 CAPITAL ACQ Water Treatmnt	0.00	30000.00	0.00	0.00	27309.90	91.0	2690.10
DEPT 5300	Subtotal ----->	0.00	747614.00	0.00	63265.86	457028.92	61.1	290585.08
5010	5400 Super & Labor T&D Treated Wtr	0.00	308133.00	0.00	41571.89	173824.53	56.4	134308.47
5013	5400 PERS UAL T&D Treated Wtr	0.00	37994.00	0.00	0.00	37994.46	100.0	-0.46
5014	5400 P.E.R.S. T&D Treated Wtr	0.00	29453.00	0.00	3885.23	17380.06	59.0	12072.94
5016	5400 Payroll Taxes T&D Treated Wtr	0.00	30813.00	0.00	3072.74	14533.76	47.2	16279.24
5017	5400 Standby T&D Treated Wtr	0.00	0.00	0.00	1840.00	8820.00	.0	-8820.00
5018	5400 Insurance - H&L T&D Treated Wt	0.00	105735.00	0.00	11050.01	52171.56	49.3	53563.44
5019	5400 Overtime T&D Treated Wtr	0.00	9126.00	0.00	2301.31	12739.29	66.6	6386.71
5020	5400 Insurance - W.C T&D Treated Wt	0.00	10380.00	0.00	2395.47	4696.25	45.2	5683.75
5038	5400 Mat.& Supp. T&D Treated Wtr	0.00	90736.00	0.00	1421.48	45542.48	50.2	45193.52
5039	5400 Materials - Oth T&D Treated Wt	0.00	0.00	0.00	0.00	1000.00	.0	-1000.00
5040	5400 Office Supplies T&D Treated Wt	0.00	300.00	0.00	0.00	0.00	.0	300.00
5041	5400 Staff Develop T&D Treated Wtr	0.00	2000.00	0.00	0.00	223.75	11.2	1776.25
5044	5400 Utilities T&D Treated Wtr	0.00	20379.00	0.00	470.78	3833.33	18.8	16545.67
5046	5400 Veh. Maint. T&D Treated Wtr	0.00	10000.00	0.00	862.26	4333.63	43.3	5666.37
5048	5400 Vehicle - Oper T&D Treated Wtr	0.00	22000.00	0.00	1407.24	12362.63	56.2	9637.37
5084	5400 Government Reg T&D Treated Wtr	0.00	12200.00	0.00	320.50	3630.78	29.8	8569.22
5089	5400 Memberships T&D Treated Wtr	0.00	0.00	0.00	0.00	781.75	.0	-781.75
5095	5400 CAPITAL ACQ T&D Treated Wtr	0.00	5500.00	0.00	0.00	2179.97	39.6	3320.03
DEPT 5400	Subtotal ----->	0.00	704749.00	0.00	70598.91	396048.23	56.2	308700.77
5010	5500 Super & Labor Customer Accts	0.00	135443.00	0.00	7116.44	42615.89	31.5	92827.11
5011	5500 Wages-Part time Customer Accts	0.00	0.00	0.00	2473.88	14727.82	.0	-14727.82
5013	5500 PERS UAL Customer Accts	0.00	10856.00	0.00	0.00	10855.56	100.0	0.44

FUND #:		Name: Water Fund		Encumbrance	Current	Year-to-Date	Pct(%)	Unencumbered
Expenditure Description		Year-to-Date	Year-to-Date	Balance	Actual	Actual		Balance
		Prof Budget	Amended Budgt					
5014	5500 P.E.R.S. Customer Accts	0.00	12946.00	0.00	603.04	3188.16	24.6	9757.84
5016	5500 Payroll Taxes Customer Accts	0.00	13544.00	0.00	480.78	2245.28	16.6	11298.72
5018	5500 Insurance - H&L Customer Accts	0.00	46476.00	0.00	2625.86	11919.20	25.6	34556.80
5019	5500 Overtime Customer Accts	0.00	8407.00	0.00	15.78	15.78	.2	8391.22
5020	5500 Insurance - W.C Customer Accts	0.00	4562.00	0.00	374.11	806.34	17.7	3755.66
5040	5500 Office Supplies Customer Accts	0.00	27015.00	0.00	2559.43	8428.25	31.2	18586.75
5041	5500 Staff Develop Customer Accts	0.00	1290.00	0.00	0.00	0.00	.0	1290.00
5044	5500 Utilities Customer Accts	0.00	6500.00	0.00	1634.93	4148.91	63.8	2351.09
5060	5500 Payroll Process Customer Accts	0.00	0.00	0.00	20.00	130.00	.0	-130.00
5080	5500 Outside Serv Customer Accts	0.00	20000.00	0.00	79.95	479.70	2.4	19520.30
5095	5500 CAPITAL ACQ Customer Accts	0.00	60000.00	0.00	2793.56	27476.22	45.8	32523.78
DEPT	5500 Subtotal ----->	0.00	347039.00	0.00	20777.76	127037.11	36.6	220001.89
5010	5600 Super & Labor	0.00	395891.00	0.00	55764.49	204630.08	51.7	191260.92
5011	5600 Wages-Part time	0.00	20000.00	0.00	1862.00	862.80	43.4	11317.20
5013	5600 PERS UAL	0.00	200828.00	0.00	0.00	200827.86	100.0	0.14
5014	5600 P.E.R.S.	0.00	37842.00	0.00	4756.11	19991.31	52.8	17850.69
5015	5600 I.C.M.A.	0.00	7750.00	0.00	951.92	4230.80	54.6	3519.20
5016	5600 Payroll Taxes	0.00	39589.00	0.00	3752.81	16969.46	42.9	22619.54
5018	5600 Insurance - H&L	0.00	135849.00	0.00	2642.58	31857.44	23.5	103991.56
5019	5600 Overtime	0.00	24573.00	0.00	0.00	117.64	.5	24455.36
5020	5600 Insurance - W.C	0.00	13336.00	0.00	648.18	1285.16	9.6	12050.84
5027	5600 Audit	0.00	21945.00	0.00	0.00	10300.00	46.9	11645.00
5034	5600 Insurance - Gen	0.00	76126.00	0.00	0.00	79001.84	103.8	-2875.84
5036	5600 Legal	0.00	200000.00	0.00	2329.17	73462.45	36.7	126537.55
5038	5600 Mat.& Supp.	0.00	5568.00	0.00	348.52	1391.97	25.0	4176.03
5039	5600 Materials - Oth	0.00	2520.00	0.00	211.21	1478.47	58.7	1041.53
5040	5600 Office Supplies	0.00	37900.00	0.00	2276.50	11530.86	30.4	26369.14
5041	5600 Staff Develop	0.00	6200.00	0.00	0.00	1065.00	17.2	5135.00
5042	5600 Travel	0.00	12220.00	0.00	871.76	5975.46	48.9	6244.54
5044	5600 Utilities	0.00	31814.00	0.00	2420.87	12065.66	37.9	19748.34
5048	5600 Vehicle - Oper	0.00	0.00	0.00	0.00	151.97	.0	-151.97
5060	5600 Payroll Process	0.00	9400.00	0.00	1882.94	12126.58	129.0	-2726.58
5063	5600 BANK FEES	0.00	6000.00	0.00	0.00	16.00	.3	5984.00
5070	5600 Director Remun	0.00	24000.00	0.00	2000.00	11234.60	46.8	12765.40
5076	5600 Bldg. Maint.	0.00	5000.00	0.00	265.00	1867.21	37.3	3132.79
5080	5600 Outside Serv	0.00	146080.00	0.00	7380.87	21068.36	14.4	125011.64
5084	5600 Government Reg	0.00	0.00	0.00	0.00	4098.18	.0	-4098.18
5089	5600 Memberships	0.00	24450.00	0.00	13.93	19617.43	80.2	4832.57
5090	5600 Other	0.00	3000.00	0.00	-150.42	2773.85	92.5	226.15
5095	5600 CAPITAL ACQ	0.00	65000.00	0.00	2793.57	27476.24	42.3	37523.76
7010	5600 Interest	0.00	0.00	0.00	20.81	175.39	.0	-175.39
7011	5600 PRINCIPLE EXP	0.00	0.00	0.00	1210.07	7198.88	.0	-7198.88
7021	5600 Environmental	0.00	0.00	0.00	0.00	150.00	.0	-150.00
DEPT	5600 Subtotal ----->	0.00	1552881.00	0.00	94252.89	792818.95	51.1	760062.05
7025	7100 Other Const Act Dist.Non.Op.Ex	0.00	0.00	0.00	0.00	3082.50	.0	-3082.50
FUND TOTAL		0.00	4564951.00	0.00	314486.33	2449063.47	53.6	2115887.53

REPORT.: 02/28/20  
 RUN...: 02/28/20 TIME: 15:44  
 Run By.: Christina Cross

Georgetown Divide PUD  
 Budget Report for Expenditures by FUND  
 For Calendar Period.: 12-19 Fiscal.: 06-20

PAGE: 004  
 ID #: GLER  
 CTL.: GEO

FUND #: 12

Name: RETIREE FUND

Expenditure Description	Year-to-Date Prof Budget	Year-to-Date Amended Budgt	Encumbrance Balance	Current Actual	Year-to-Date Actual	Pct(%)	Unencumbered Balance
5068 5600 Retiree Bene	0.00	102000.00	0.00	7416.61	45909.06	45.0	56090.94
FUND TOTAL	0.00	102000.00	0.00	7416.61	45909.06	45.0	56090.94

REPORT.: 02/28/20  
 RUN...: 02/28/20 TIME: 15:44  
 Run By.: Christina Cross

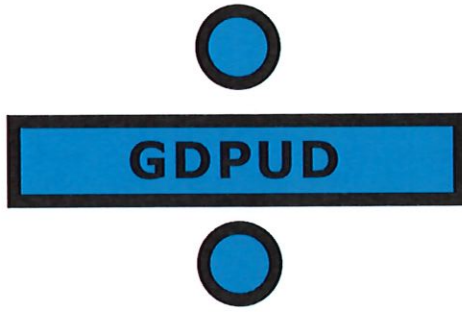
Georgetown Divide PUD  
 Budget Report for Expenditures by FUND  
 For Calendar Period.: 12-19 Fiscal.: 06-20

PAGE: 011  
 ID #: GLER  
 CTL.: GEO

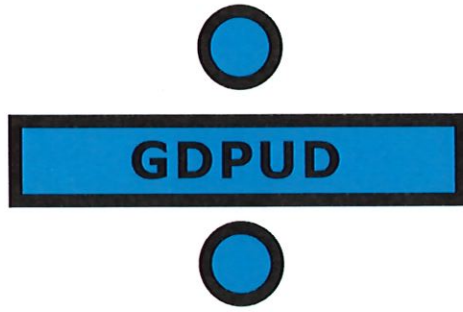
FUND #: 40

Name: Zone Fund

Expenditure Description	Year-to-Date Prof Budget	Year-to-Date Amended Budget	Encumbrance Balance	Current Actual	Year-to-Date Actual	Pct (%)	Unencumbered Balance
5010 6700 Super & Labor Zone	0.00	105022.00	0.00	6879.27	31977.05	30.4	73044.95
5013 6700 PERS UAL Zone	0.00	16283.00	0.00	0.00	16283.34	100.0	-0.34
5014 6700 P.E.R.S. Zone	0.00	10039.00	0.00	727.84	2980.13	29.7	7058.87
5016 6700 Payroll Taxes Zone	0.00	10502.00	0.00	575.48	2689.45	25.6	7812.55
5018 6700 Insurance - H&L Zone	0.00	36038.00	0.00	1560.77	9397.51	26.1	26640.49
5019 6700 Overtime Zone	0.00	6519.00	0.00	1679.54	1725.92	26.5	4793.08
5020 6700 Insurance - W.C Zone	0.00	3538.00	0.00	391.95	785.14	22.2	2752.86
5034 6700 Insurance - Gen Zone	0.00	5250.00	0.00	0.00	4647.62	88.5	602.38
5038 6700 Mat.& Supp. Zone	0.00	14074.00	0.00	731.30	1629.35	11.6	12444.65
5039 6700 Materials - Oth Zone	0.00	2750.00	0.00	0.00	0.00	.0	2750.00
5040 6700 Office Supplies Zone	0.00	2000.00	0.00	293.93	1274.20	63.7	725.80
5041 6700 Staff Develop Zone	0.00	1500.00	0.00	0.00	0.00	.0	1500.00
5044 6700 Utilities Zone	0.00	18300.00	0.00	1775.08	5995.70	32.8	12304.30
5046 6700 Veh. Maint. Zone	0.00	2000.00	0.00	0.00	220.97	11.0	1779.03
5048 6700 Vehicle - Oper Zone	0.00	4500.00	0.00	361.75	2293.28	51.0	2206.72
5080 6700 Outside Serv Zone	0.00	15720.00	0.00	59.00	1165.60	7.4	14554.40
5084 6700 Government Reg Zone	0.00	43350.00	0.00	3102.68	27838.44	64.2	15511.56
5089 6700 Memberships Zone	0.00	616.00	0.00	0.00	433.75	70.4	182.25
DEPT 6700 Subtotal ----->	0.00	298001.00	0.00	18138.59	111337.45	37.4	186663.55
FUND TOTAL	0.00	298001.00	0.00	18138.59	111337.45	37.4	186663.55



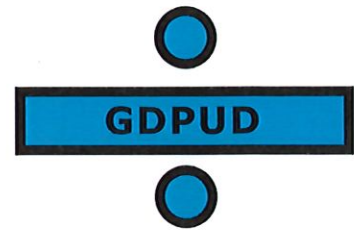
INFORMATIONAL ITEMS



**INFORMATIONAL**  
ITEM 6.B.

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REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF APRIL 14, 2020  
AGENDA ITEM NO. 6.B.



**AGENDA SECTION:** STAFF REPORT - GENERAL MANAGER

**SUBJECT:** General Managers Monthly report

**PREPARED BY:** Jeff Nelson, Interim General Manager

**APPROVED BY:** Jeff Nelson, PE, General Manager

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**BACKGROUND**

General Manager's Report

**SUMMARY OF ACTIVITIES**

**COVID 19 UPDATE:** Staff has taken the following actions in response to the COVID 19 situation:

- **District office** - The District Office has been closed to the public, and is no longer accepting cash payments.
- **Office staff** – We have developed a work schedule that minimizes the number of staff in the District office at one time. Staff have laptop computers that have a VPN installed allowing them to access the District harddrive while at home. When in the office, staff sanitize their work stations when arriving at the office and before departing. In addition all common areas of the office are sanitized every night. In addition, everyone who enters the District office through the side door are asked to use hand sanitizer when they enter the office and practice social distancing at all times.
- **Field Staff** – Field staff activities are arranged to minimizing social contact. Field crews have taken District vehicles home so they do not have to come to the District yard before going to the field.
- **Conference calls and video meetings** – Staff are utilizing teleconferencing and videoconferencing whenever possible. Senior staff meetings are held twice a week utilizing Zoom.
- **District phone system** – Staff have been working with our telephone system provider to update the District's phone system to increase efficiency in responding to rate payer calls.
- **ALT septic inspections** – Staff are adapting the way septic inspections are being conducted. For example, staff will no longer be knocking on residents doors to let them know they will be checking their septic system, or leaving flyers on door knobs. Staff have sent out notices to affected rate payers regarding this change in procedures.
- **Emergency Response Plan** – Staff have completed a COVID 19 Risk Minimalization and Outbreak Response Plan for the District. This plan was modelled after other



plans we have obtained from agencies in the region. Adam will elaborate during his report.

- **Tracking Costs** – Staff (Christina) have set up a separate cost center so we can track all costs related to responding to the COVID 19 situation; hopefully all, or most, of these costs will be eligible for reimbursement.
- **Board meetings** – Staff have been working with Counsel to arrange for the next few Board meetings to be held via teleconferencing systems.
- **RWA meeting** – I participated, via teleconference in an emergency Regional Water Authority meeting focused on how different Districts in the area are responding to the COVID-19 situation. There was over 20 different water districts and agencies represented on the call. The above actions are consistent with what other Districts in the region are doing.
- **Commending staff** – I would like to let the Board know that I am very impressed with how staff have responded to this situation. Everyone is pitching in, showing commitment, and getting their work done. I hope you will join me in showing appreciation for their efforts.

**New staff** – Laney English (Admin Aide 1) and Kelly Molloy (Admin Aide 2/Board Clerk) have joined the District in the last month.

**District yard break-in and theft** – The District yard was broken into through a side gate on the east side of the building around 2:00 AM on Monday, March 23<sup>rd</sup>. A district truck along with a jacket and some boots/waders were stolen. The burglar drove the truck through the front gate knocking the gate off of its hinges. The El Dorado County Sheriff's office was called and took a report from staff. Staff repaired the gate that day. Staff are looking into potentially updating the District's security camera system.

**Several Power outages** – The District experienced several power outages in the past 4 weeks; one planned, two unplanned.

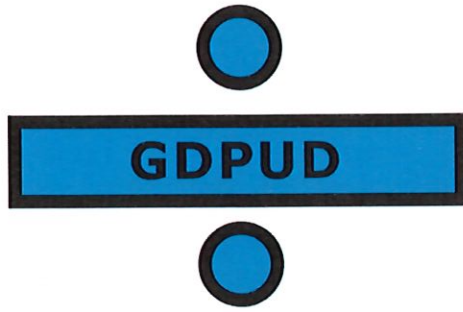
**Storm Impacts** – The recent storms resulted in the water supply ditch being blocked in several locations. It took staff nearly a week to remove the blockages.

### **UPCOMING ACTIVITIES**

Unless the Board directs me otherwise, and as I am an interim General Manager, and not full time, I will be focusing on the following items.

- **FY 20/21 Budget** - I will be working with Staff to complete a draft, final draft and finalize the District budget for fiscal year 2020/2021. The Finance Committee will be included in this process to the extent directed by the Board.
- **Potential Temporary Water Transfer** - If the Board so directs, I will be working with staff to explore the potential for a temporary water transfer.
- **Preparing for Irrigation season** - Staff are working to prepare the District irrigation water distribution system for the upcoming irrigation season.

- **Capital Improvement plan update** - I will continue to work with staff to update the District's capital improvement plan (CIP). The plan has not been updated since 2003. Typically, CIPs are updated about every 5 years.
- **Ongoing response to the COVID-19 situation** – District staff will continue to respond to this on-going situation to ensure a safe and uninterrupted water supply is available to our ratepayers.



**INFORMATIONAL**  
ITEM 6.C.

# GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

## Operations Manager's Report for March 2020

Presented to the GDPUD Board of Directors by Darrell Creeks, Operations Manager

April 14, 2020, AGENDA ITEM #6.C.

### Water Production for the Month of

#### March

#### Sweetwater Treatment Plant

13.388 million gallons  
431,870 gallons/day  
average

#### Walton Lake Water Treatment Plant

18.537 million gallons  
597,967 gallons/day  
average

### Water Quality Monitoring

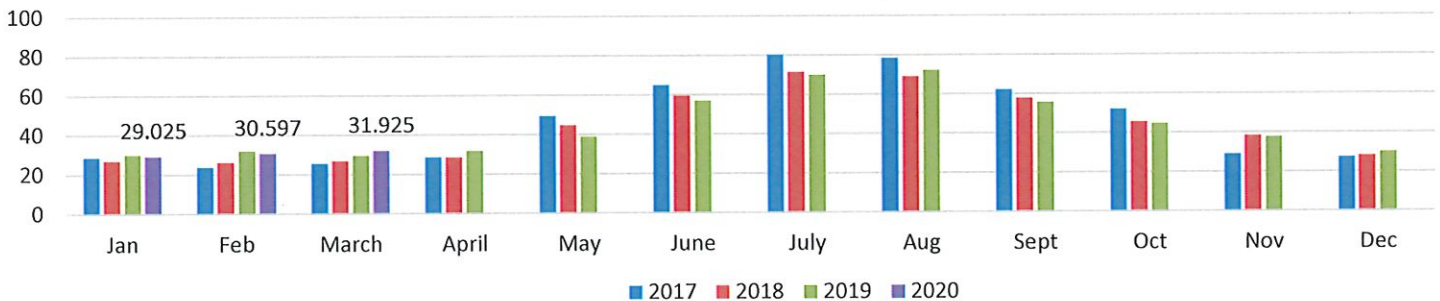
Monitoring has been completed and reports have been submitted to the State Water Resources Control Board.

- ✓ The treatment plants are in compliance with all drinking water standards,
- ✓ Distribution system monitoring results showed all samples absent/negative of any bacteriological contamination and adequate levels of disinfection through the system.

### Stumpy Meadows Volume (Acre-FT) March 20,000



### Chart Water Production (MG)



### Summary of Field Work Activities

#### Distribution Crew

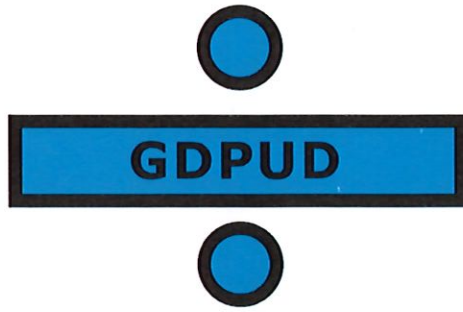
- ✓ Repaired leaks: 3 service leaks and 2 Main Breaks
- ✓ Repair/replace meters: 0
- ✓ Installed new service: 1 treated
- ✓ After Hours Callouts: 5
- ✓ Repaired 1 hydrant
- ✓ Exercised valves on Johntown Creek Road

#### Maintenance Crew

- ✓ Emergency snow and tree removal from Upper Canal
- ✓ Tree removal from all canals
- ✓ Cleaning Grizzlies and waste gates

### Georgetown Divide Public Utility District

6425 Main Street P.O. Box 4240, Georgetown, CA 95634 • (530) 333-4356 • [www.gd-pud.org](http://www.gd-pud.org)  
Jeff Nelson, PE, Interim General Manager • Darrell Creeks, Operations Manager



## INFORMATIONAL ITEMS

ITEM 6.D.

# GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

## Auburn Lake Trails Wastewater Management Zone Report for March 2020

Presented to the GDPUD Board of Directors

April 14, 2020

Zone activities are completed in accordance with California Regional Water Quality Control Board Central Valley Region, *Waste Discharge Requirements for Georgetown Divide Public Utility District Auburn Lake Trails On-Site Wastewater Disposal Zone Order No. R5-2002-0031*.

- **Community Disposal System (CDS) Lots - 137**
- **Individual Wastewater Disposal System Lots - 890**

### Field Activities

✓ Routine Inspections:	101
✓ Property Transfer Processing:	6 Initial 5 Follow Up
✓ New Inspection	
○ Homeowner	1
○ Construction	4
○ Plan Review	1
○ Watertight Test	1
✓ Weekly CDS Operational	4
○ New Wastewater System	0
○ New CDS Tank	0
○ New Pump Tank	2 (1651,811)

### Reporting

The monthly Sanitary Sewer Overflow (SSO) – *No Spill Certification* was submitted electronically to California Integrated Water Quality System (CIWQS) on April 2, 2020.

### Other Activities

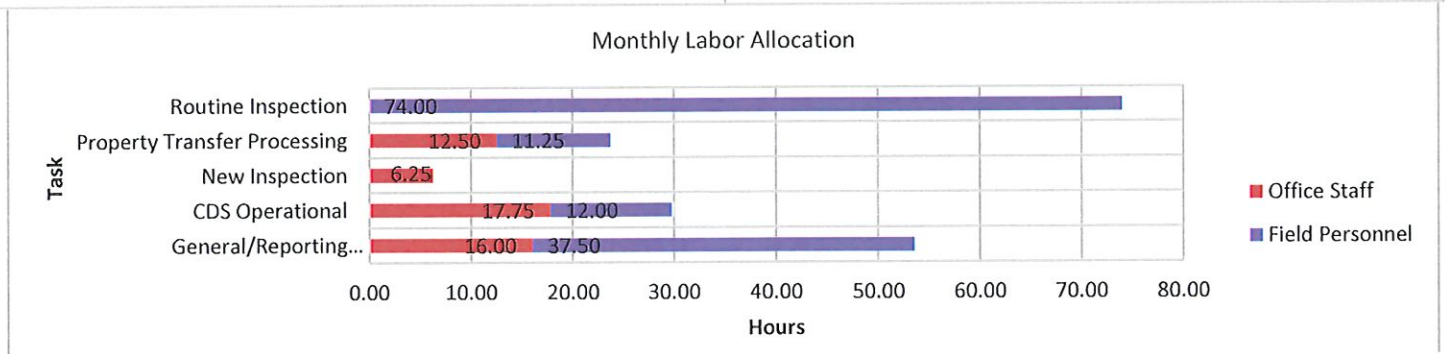
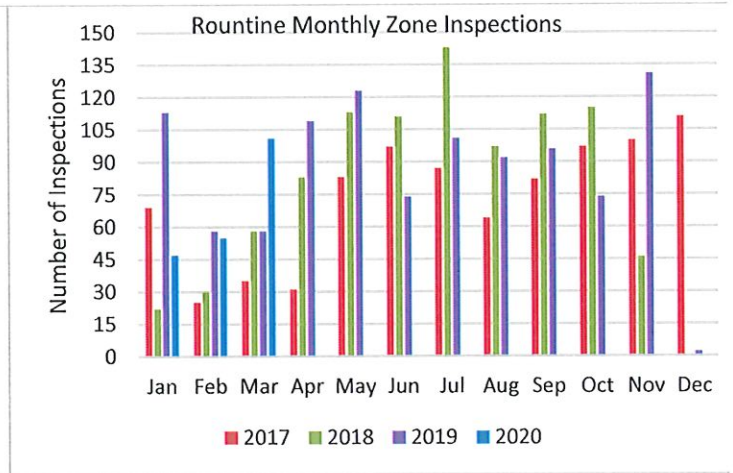
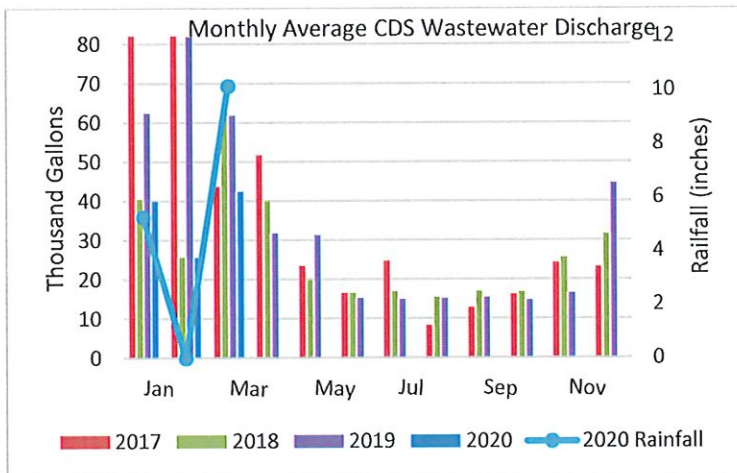
Coating of sewer maintenance hole, Confined space training, CDS Road grading

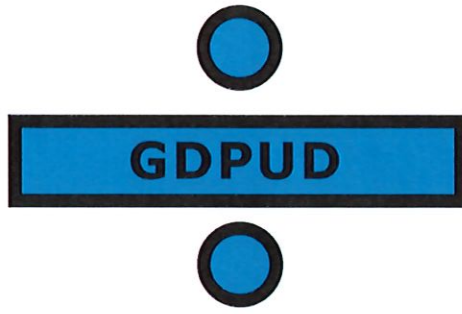
### CDS – Wastewater Discharge

1,314,900 gallons / 42,416 gallon/day average

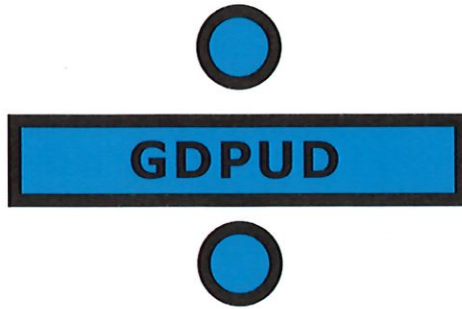
### Rainfall

10.15 inches





NEW BUSINESS

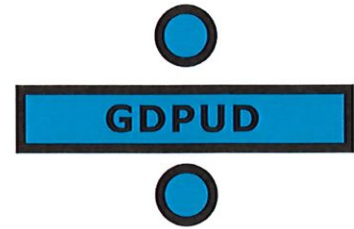


## NEW BUSINESS

ITEM 7.A.



**REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF APRIL 14, 2020  
AGENDA ITEM NO. 7.A.**



**AGENDA SECTION: NEW BUSINESS**

**SUBJECT: CONSIDERATION OF IRRIGATION APPLICATIONS FOR 2020**

**PREPARED BY:** Darrell Creeks, Operations Manager

**APPROVED BY:** Jeff Nelson, PE, Interim General Manager

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**BACKGROUND**

Ordinance 2005-01, An Ordinance Establishing Rules and Regulations for Irrigation Service in the Georgetown Divide Public Utility District, dictates the method of approving the irrigation applications received by the District. (See Attachment 1.) The Irrigation Applications are part of an annual process by which existing irrigation service accounts renew or modify their contracts with the Georgetown Divide Public Utility District, and new applications are considered for service on routes where available.

Applications are accepted every year between January 1 and March 1 for that calendar year's irrigation season. Ordinance 2005-01 states that applications will be considered for approval using the following priority system:

- Priority 1 – Parcels that received irrigation service during the immediately past irrigation season.
- Priority 2 – Parcels with most recent active irrigation service during the previous ten (10) irrigation seasons.
- Priority 3 – Applications for new irrigation service.

**DISCUSSION**

Staff received and reviewed all irrigation requests in accordance with the priorities established in Ordinance 2005-01. A summary, by Route, of the 2020 Irrigation Applications is included with this report as Attachment 2. The summary presents staff recommendations for the 2020 irrigation season.

In general, Staff is recommending that the Board approve Priority 1 applications for all routes, as well as approve all requests to reduce demand, and approve all Priority 2 and Priority 3 applications as long they do not exceed the 2003 flow for that route. The following table lists the 2003 demand, 2019 demand, and available demand for each route.

Route	2003 Demand (Miner's Inch)	2019 Demand (Miner's Inch)	2020 Demand (Miner's Inch)	Available (Miner's Inch)
080 – Upper-Lower	43.5	33	37.5	6
081 – Cool-Cherry Acres	45	41.5	37	8
082 – C-CA/Croft	19.5	18	17	2.5
083 – Cunningham	8	8	7.5	0.5
084 – Garden Valley	58.5	45	38	21
085 – GV/Greenwood	24	19.5	19	5
086 – Hocket Hollow	21	16	13	8
087 – Kelsey Ditch	84.5	81.5	79.5	5
088 – Kelsey Pipeline	7	6.5	6	1
089 – Main Ditch #1	66.5	66.5	63.5	4
090 – Main Ditch #2	113	68	63.5	49.5
091 – Pedro Hill Pipeline	8.5	6.5	6.5	2
092 – Pilot Hill Ditch	27	27	27	0
093 – Pilot Hill Pipeline	15.5	12	13	2.5
094 – Pilot Hill Estates	20	18	16	4
095 – Rattlesnake Bar	9.5	10.5	10.5	(-1)
096 – Spanish Dry Diggins	29	29	29	0
097 – Taylor Mine	32	29	26	6
<b>TOTALS</b>	<b>632</b>	<b>535.5</b>	<b>509.5</b>	<b>123.5</b>

As shown in the table, irrigation demand for 2020 is 26 miner inches less than the 2019 demand. This represents a 5% reduction in demand.

Irrigation water deliveries are planned to commence on May 1, 2020.

SERVICE APPEALS BY ROUTE

**The 2019 year was the first irrigation season in recent history where Staff began enforcing the policy that every active customer is required to submit an application by the March 1 deadline or risk losing service and priority.** The application period was from January 1 through March 1.

An ongoing checklist of active irrigation customers was updated daily by Staff, detailing who did or did not yet apply. As applications were received, every available method of contact was utilized to remind those active customers who had not submitted an application to submit one before the deadline date.

For the 2020 season applications were mailed out December 31, of 2019 and an all-call reminder went out on February 14, 2020.

The contact methods and their date of use are as follows:

- **December 31, 2019:** Active and Inactive Applications mailed to customers
- **February 14, 2020:** Phone call broadcast "Irrigation Application Reminder 2020" sent to all remaining active customers who had not yet turned in application

After all reminders were sent and all applications tallied, the following list are those customers who submitted their application after the deadline, appealing to keep their allotment from last year. The following list by route also contains the inactive customers who have applied for water on the same route as the active customers who are at risk of losing their water.

**Route 080**

Active Customer 080/0020-Upper Conduit, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 080/0055-Lower Conduit, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 080/0107-Upper/Lower Conduit, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

**Route 081**

Active Customer 081/0025-Cool-Cherry Acres Ditch, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 081/0050-Cool-Cherry Acres Ditch, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 081/0115-Cool-Cherry Acres Ditch, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 1/2 miners inches.

Active Customer 081/0120-Cool-Cherry Acres Ditch, GDPUD never received application from customer despite phone call reminder. Service revoked for nonpayment. Losing 1 miners inch.

**Route 083**

Active Customer 083/0045-Cunningham Pipeline, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1/2 miners inch.

**Route 084**

Active Customer 084/0005-Garden Valley Pipeline, GDPUD never received application from customer despite phone call reminder. Service revoked for nonpayment. Losing 1/2 miners inch.

Active Customer 084/0015-Garden Valley Pipeline, GDPUD never received application from customer despite phone call reminder. Service revoked for nonpayment. Losing 1 miners inch.

Active Customer 084/0060-Garden Valley Pipeline, GDPUD received application from customer on time but service is being revoked for nonpayment. Losing 1 miners inch.

Active Customer 084/0080-Garden Valley Pipeline, GDPUD never received application from customer despite phone call reminder. Service revoked for nonpayment. Losing ½ minors inch.

Active Customer 084/0090-Garden Valley Pipeline, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 3 miners inches.

Active Customer 084/0110-Garden Valley Pipeline, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 084/0175-Garden Valley Pipeline, requested to keep ½ miners inch, but application was submitted after the deadline of March 1<sup>st</sup> despite reminder phone call. Application was received in the mail with no explanation from the customer.

#### **Route 085**

Active Customer 085/0075-GV/GW Pipeline, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1/2 miners inch.

Active Customer 085/0085- GV/GW Pipeline, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1/2 miners inch.

#### **Route 086**

Active Customer 086/0035-Hocket Hollow Pipeline, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 2 miners inches.

#### **Route 087**

Active Customer 087/0015-Kelsey Ditch, requested to keep 1 miners inch, but application was submitted after the deadline of March 1<sup>st</sup> despite reminder phone call. Application was received in the mail with no explanation from the customer.

Active Customer 087/0040-Kelsey Ditch, requested to keep 1 miners inch, but application was submitted after the deadline of March 1<sup>st</sup> despite reminder phone call. District was contacted by customers POA, customer is elderly and under medical care and never received application or follow up phone call.

Active Customer 087/0075-Kelsey Ditch, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 087/0180-Kelsey Ditch, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 087/0216-Kelsey Ditch, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 087/0280-Kelsey Ditch, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 087/0315-Kelsey Ditch, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 2 miners inches.

### **Route 089**

Active Customer 089/0025-Main Ditch #1, GDPUD received application from customer but service revoked for nonpayment. Losing 1 miners inch.

Active Customer 089/0030-Main Ditch #1, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 2 miners inches.

Active Customer 0890085-Main Ditch #1, requested to keep 1 miners inch, no application has been submitted for the March 1<sup>st</sup> deadline despite a reminder phone call. Customer left voicemail on March 27<sup>th</sup> stating he was not sure if he sent in the application or not but wanted to keep the irrigation service. District left a follow up voicemail requesting that he send an email with his request. District has not yet received a follow up email.

Active customer 089/0092-Main Ditch #1, GDPUD received application from customer but service revoked for nonpayment. Losing 1 miners inch.

Active Customer 089/0110-Main Ditch #1, requested to keep 1 miners inch, but application was submitted after the deadline of March 1<sup>st</sup> despite reminder phone call. Customer sent an email on March 30<sup>th</sup> stating that a lot is happening and he didn't see that he received a notice that the application was due. Customer is at risk of losing 1 miners inches.

### **Route 090**

Active Customer 090/0018-Main Ditch #2, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 090/0075-Main Ditch #2, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 090/0110-Main Ditch #2, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 2 miners inches.

Active Customer 090/0162-Main Ditch #2, requested to keep 1 miners inch, but application was submitted after the deadline of March 1<sup>st</sup> despite reminder phone call. Customer stated the application went to an incorrect address.

### **Route 092**

Active Customer 092/0030-Pilot Hill Ditch, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 092/0039 Pilot Hill Ditch, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Inactive Customer 092/0060 applied for reactivating account with 1 miners inch.

Inactive Customer 101/0195 applied for reactivating account with 1 miners inch.

New Service applicant applied for 2 miners inches at APN#071-280-66

New Service applicant applied for 1 miners inch at APN#071-051-57

**Route 093**

Active Customer 093/0035-PH Pipeline, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1/2 miners inch.

Active Customer 093/0020-PH Pipeline, requested to keep 1/2 miners inch, but application was submitted after the deadline of March 1<sup>st</sup> despite reminder phone call.

**Route 094**

Active Customer 094/0030-PH Estates Pipeline, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 1/2 miners inches.

Active Customer 094/0045-PH Estates Pipeline, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

**Route 095**

Active Customer 101/0200-Rattlesnack Bar Pipeline, requested to keep 1/2 miners inch, but application was submitted after the deadline of March 1<sup>st</sup> despite reminder phone call.

**Route 097**

Active Customer 097/0040-Taylor Mine Ditch, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

Active Customer 097/0110-Taylor Mine Ditch, GDPUD never received application from customer despite phone call reminder. Customer is at risk of losing 1 miners inch.

**STAFF RECOMMENDATIONS**

Staff recommends the Board approve water service for all active customers who forgot to turn in an application or didn't turn it in on time except on route 092, Pilot Hill Ditch (which had competing applications). Staff recommendation to inactivate customers 092/0030 and 092/0039 and allocate water to other customers.

**FISCAL IMPACT**

This action is necessary to begin delivering and billing for irrigation water and results in irrigation water revenue. Due to a 26 miner's inch (5%) reduction in demand, revenue is estimated to be \$4,004 a month less than last season. If the board approves Staff recommendations, the customers who didn't turn an application in on time will receive their water also (adding 33.5 miners inches to the total which will be an increase of 15 minors inches from 2019 with an increase of \$2,310 a month over last season.

**CEQA ASSESSMENT**

This is not a CEQA project.

**RECOMMENDED ACTION**

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) adopt the attached Resolution approving 2020 Irrigation applications as listed in Attachment 2.

**ALTERNATIVES**

a) Request substantive changes to the Resolution for staff to implement; (b) Reject the Resolution.

**ATTACHMENTS**

1. Ordinance 2005-01
2. Summary of 2020 Irrigation Applications
3. Resolution 2020-XX

**AGENDA ITEM 7.A.**

ATTACHMENT 1

ORDINANCE 2005-01



## ORDINANCE 2005-01

### AN ORDINANCE ESTABLISHING RULES AND REGULATIONS FOR IRRIGATION SERVICE IN THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

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

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

#### SECTION 1. General Conditions:

(a) Control of System: District Works shall be under exclusive control and management of District personnel duly appointed by the Board of Directors.

(b) The District shall not be liable for interruption, shortage or insufficiency of irrigation water supply, or for any loss or damage occasioned thereby.

(c) The District shall not be liable for damage to person or property resulting directly or indirectly from privately owned conduits, meters or measuring devices.

(d) Irrigation water is used at the customer's own risk and the customer agrees to hold the District, its officers and employees free and harmless from liability and damages that may occur as the result of defective water quality, shortages, fluctuation in flow or pressure, interruptions in service or for failure to deliver water.

(e) Pumping of water by the customer is done at the customer's risk. The District assumes no liability for damage to pumping equipment or other damages as a result of turbulent water, shortages, excess of water or other causes.

(f) No purchaser of water from the District acquires a proprietary or vested right by reason of use. No purchaser acquires a right to resell water or to use for a purpose other than that for which it

was applied nor to use it on premises other than indicated on the application. The terms, conditions, priorities and allocation of irrigation service may be altered and amended by the Board of Directors. The District does not guarantee irrigation service customers the right to future service.

(g) The District expressly asserts the right to recapture, reuse and resell all waters originating from District Works.

(h) Ditchtenders and other agents of the District shall have access to all lands irrigated from its water system and to all conduits for the purpose of inspection, examination, measurements, surveys or other necessary purposes of the District with the right of installation, maintenance, control and regulation of all meters and other measuring devices, gates, turnouts and other structures necessary or proper for the measurement and distribution of water.

(i) No bridges, crossing, pipe or other structures shall be placed in or over a canal without written permission of the District. Maintenance of the canal crossings shall not be the District's responsibility but shall rest with the owner of the crossing. Where the owner fails to maintain the crossing, the District may perform the necessary repairs or removal at the expense of the owner. Notice of the District's intent will be given, if possible, to the owner prior to the work commencing.

(j) No rubbish, garbage, refuse, chemicals or animal matter from any source may be placed in or allowed to be emptied into any ditch, canal or reservoir of the District.

(k) District canals or reservoirs shall not be used for swimming or bathing.

(l) Livestock shall not be permitted to contaminate the water supply nor destroy or damage the canal system or use thereof. Property owners are liable for any damage due to livestock.

(m) No conveyance system shall cause a cross connection with the District's water system with any other source of water.

(n) No buildings, corrals or other structures, fences, trees, lines or bushes shall be permitted upon rights-of-way or use thereof be made in any way except by written authority of the District. Construction of

fences and/or gates is not permitted without written approval of the specifications by the General Manager.

(o) Violation of Rules and Regulations: Failure to comply with rules and regulations of the District shall be sufficient cause for terminating irrigation service as determined by the Board of Directors.

(p) Any person dissatisfied with any determination of the District management shall have the right to appeal to the Board of Directors.

(q) Amendments: The Board of Directors of the District may at their discretion alter, amend or add to these rules and regulations. The Board of Directors will follow applicable laws during this process.

## SECTION 2. Application for an Irrigation Service Account:

(a) No irrigation service will be rendered until a complete application for an Irrigation Service Account has been approved and is on file at the office of the District. Applications will be accepted between January 1<sup>st</sup> and March 1<sup>st</sup> for the impending irrigation season. The application for service shall state that the customer agrees to abide by the terms and conditions for service as established in the Irrigation Ordinance.

(b) Applications will be approved where the District Works have sufficient capacity to meet service requested. Applications will be considered for approval utilizing the following priority system:

- Priority 1. Applications for Irrigation Service to parcels that received irrigation service during the immediate past irrigation season.
- Priority 2. Applications for Irrigation Service to parcels with the most recent active Irrigation Service Account during the previous ten (10) irrigation seasons
- Priority 3. New applications for irrigation service to parcels that have been made after the 2003 irrigation season with priority established by the earliest season applied for. Applications and priority are specific to the section of ditch the parcel is located near.

Competing applications within the same priority level, will be determined by public lottery.

(c) Applications for an increase to service will receive Priority 3 status for the requested increase.

(d) Applications must in all cases be signed by the holder of title to the property requesting irrigation service. If the property requesting irrigation service is leased, two months of charges must be paid in advance. The landowner of leased property shall be responsible for all charges or assessments.

(e) Applications for an Irrigation Service Account to benefit a parcel of land that is not adjacent to the District Works must be accompanied by a legally recorded easement that allows the conveyance of water to the parcel requesting irrigation service. The easement shall grant the District the right of ingress and egress for inspection, installation and maintenance purposes.

(f) New applications for Out-of-District Irrigation Service Accounts will not be approved by the Board of Directors. An existing Out-of-District Irrigation Service Account that is inactive for two or more years will be deleted from the District's accounts and the service will be permanently removed.

### SECTION 3. Distribution of Water:

(a) The irrigation season shall generally be from May 1 through October 1 of each year. The Board of Directors shall consider changes to the irrigation season to respond to climactic conditions and may implement such changes by a majority vote.

(b) The District does not guarantee irrigation water under pressure from the District Works. Pressure requirements of the customer are the sole responsibility of the customer and the District shall not be liable for any damage to equipment used to provide pressure to the customer.

(c) Water is distributed under continuous flow. Water must be used continuously during all days and nights including holidays and Sundays and no allowances shall be made for failure to use water when it is made available. Failure to use water on schedule shall not entitle the customer to any rebate.

(d) Irrigation service is provided for the entire irrigation season. Customers shall pay for irrigation service for the entire irrigation season regardless of their interest or ability to use water.

(e) When interruptions to irrigation service due to failure of the District Works extend beyond five (5) days, proportionate adjustments for such water loss will be made.

(f) Irrigation customers shall pay a proportionate amount for irrigation service when the irrigation season is extended or shortened by the Board of Directors.

(g) Unauthorized connections or the taking of water in an amount greater than applied and paid for, by any means, is a misdemeanor under California Penal Code Section 498 and shall be subject to criminal prosecution under Section 498 and any other applicable laws. In addition, the District may bring a civil action for damages and may refuse future service to the parcel.

(h) Irrigation customers shall prevent any unnecessary or wasteful use of water. Should a customer permit wasteful use of water, the District may discontinue service if such condition is not corrected within five (5) days after giving the parcel owner written notice of intention to terminate service.

(i) No more than one parcel shall be served through each Irrigation Service Account except with the prior written approval of the Board of Directors. Any such approval shall be recorded against each parcel with the caveat that the agreement expires upon any change of ownership. Each Irrigation Service Account shall have independent service lines and sumps.

(j) The minimum irrigation service for each Irrigation Service Account shall be one miner's inch, from the open ditch system, and one-half miner's inch from the irrigation pipeline system. In the future, the District may consider reducing the minimum irrigation service to one-half miner's inch from the open ditch system and one-quarter miner's inch from the irrigation pipeline system.

(k) All pumped services shall utilize a sump provided by the customer and acceptable to the District.

(l) All Irrigation Service Accounts must have an appropriate measuring device which shall be installed by the District. The customer shall pay the cost thereof including costs of installation. The District shall approve the location of the measuring device.

(m) Customers receiving irrigation service who request a change in flow rate during the season shall be charged a fee set by the Board of Directors for the adjustment.

(n) Replacement of measuring devices shall be at the expense of the customer if the replacement is necessary due to abnormal wear or abuse.

(o) Alternate Boxes -The Board of Directors shall not approve any new applications for Alternate Boxes.

(p) Unusual costs incurred by the District to provide irrigation service shall be paid in full by the applicant or customer. An estimate of the expense shall be approved by the property owner prior to work commencing.

#### SECTION 4. Charges, Rates and Billings:

(a) The District will maintain a uniform rate schedule which may be changed from time to time upon action of the Board of Directors. The rate schedule, by reference, is attached hereto and made a part of these rules and regulations.

(b) Irrigation billings are made bi-monthly (every two months) in advance.

(c) All penalties shall be charged as outlined on the billings

(d) Disconnected irrigation service accounts shall pay a fee to re-establish service

(e) Irrigation service accounts requesting verification of flow will pay a fee if the delivered flow is within 10% of the contracted amount

#### SECTION 5. REPEAL

(a) Upon the effective date of this Ordinance 2005-\_\_ all previously adopted Ordinances pertinent to the Rules and Regulations for

Irrigation Service will be superceded and repealed, including, but not limited to, Ordinance 79-2, 79-8, 87-1, and 04-01.

PASSED AND ADOPTED at a regularly held meeting of the Board of Directors of the GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT this tenth day of May, 2005.

AYES: Bob Diekon, Norman Krizl, Doug Pickell, JoAnn Shepherd and Hy Vitcov

NOES: None

ABSENT: None



\_\_\_\_\_  
Bob Diekon, President  
Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

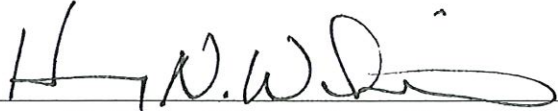
ATTEST:



\_\_\_\_\_  
Henry M. White, Clerk and ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

\*\*\*\*\*

I hereby certify that the foregoing is a full, true, and correct copy of Ordinance 2005-01 duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, El Dorado County, California, at a meeting duly held on the tenth day of May, 2005.

A handwritten signature in black ink, appearing to read "H. N. White", written over a horizontal line.

Henry N. White, Clerk and ex officio Secretary of the  
Georgetown Divide Public Utility District



**AGENDA ITEM 7.A.**

ATTACHMENT 2

SUMMARY OF 2020 IRRIGATION APPLICATIONS

2020 IRRIGATION SEASON REQUEST SUMMARY

Routes	2003 Demand MI	2019 Active Accounts	2019 Demand MI	Requested Changes and Priority	2020 Demand MI	Staff Recommendation
<b>Route 080: Upper-Lower Conduit</b>						
Priority 1 (P1)	43.5	29	33		37.5	Approve all P1 requests at 2003 flow.
Service Change Requests:						
	080/0020			-1" (P1)		Did not apply in 2020
	080/0055			-1" (P1)		Did not apply in 2020
	080/0107			-1" (P1)		Did not apply in 2020
	080/0125			+8 (P3)		Approve AB request to increase from 0 to 8" Activate account. (first applied 2019)
	080/0136			-0.5" (P1)		Approve request to reduce from 1" to 0.5"
<b>Route 081: Cool-Cherry Acres Ditch</b>						
Priority 1 (P1)	45	26	41.5		37	Approve all P1 requests at 2003 flow.
Service Change Requests :	None					
	081/0025			-1" (P1)		Did not apply in 2020
	081/0050			-1" (P1)		Did not apply in 2020
	081/0115			-1.5" (P1)		Did not apply in 2020
				-1" (P1)		Did not apply in 2020-Approve request. Irrigation service revoked
<b>Route 082: C-CA / Croft Pipeline---Ext. #144</b>						
Priority 1 (P1)	19.5	11	18		17	Approve all P1 requests at 2003 flow.
Service Change Requests:	082/0025			-1" (P1)		Approve request to reduce from 2" to 1"
<b>Route 083: Cunningham Pipeline</b>						
Priority 1 (P1)	8	9	8		7.5	Approve all P1 requests at 2003 flow.
Service Change Requests:	083/0045			-0.5" (P1)		Did not apply in 2020
<b>Route 084: Garden Valley Pipeline</b>						
Priority 1 (P1)	58.5	35	45		37.5	Approve all P1 requests at 2003 flow.
Service Change Requests :						
	084/0005			-0.5" (P2)		Did not apply in 2020-Approve request. Irrigation service revoked
	084/0015			-1" (P1)		Did not apply in 2020-Approve request. Irrigation service revoked
	084/0060			-1" (P1)		Approve request. Irrigation service revoked.
	084/0070			-0.5" (P1)		Approve request to reduce from 0.5 to 0"
	084/0080			-0.5" (P2)		Did not apply in 2020-Approve request. Irrigation service revoked
	084/0090			-3" (P1)		Did not apply in 2020
	084/0110			-1" (P1)		Did not apply in 2020
<b>Route 085: G.V. / Greenwood Road Pipeline</b>						
Priority 1 (P1)	24	25	19.5		19	Approve all P1 requests at 2003 flow.
Service Change Requests :						
	085/0075			-0.5" (P1)		Did not apply in 2020
	085/0085			-0.5" (P1)		Did not apply in 2020
	101/0150			+0.5" (P1)		Approve request to increase from 0.5" to 1". (first applied in 2019)
<b>Route 086: Hockett Hollow Pipeline---Ext. #179</b>						
Priority 1 (P1)	21	15	16			Z:\Budget\Of Budget\Ag Budget\Ag Budget\2020\04_14_7A_Irrigation Season 2020\2020 Summary Atk-2





**AGENDA ITEM 7.A.**

ATTACHMENT 3

RESOLUTION 2020-XX

**RESOLUTION NO. 2020-XX**

**OF THE BOARD OF DIRECTORS  
OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT  
APPROVING IRRIGATION APPLICATIONS FOR  
THE 2020 IRRIGATION SEASON**

**WHEREAS**, Ordinance 2005-01, An Ordinance Establishing Rules and Regulations for Irrigation Service in the Georgetown Divide Public Utility District, dictates the method of approving the irrigation applications received by the District; and

**WHEREAS**, the Irrigation Applications are part of an annual process by which existing irrigation service accounts renew or modify their contracts with the Georgetown Divide Public Utility District, and new applications are considered for service on routes where available; and

**WHEREAS**, applications are accepted every year between January 1 and March 1 for that calendar year's irrigation season; and

**WHEREAS**, Ordinance 2005-01 states that applications will be considered for approval using the following priority system:

- Priority 1 – Parcels that received irrigation service during the immediately past irrigation season
- Priority 2 – Parcels with most recent active irrigation service during the previous ten (10) irrigation seasons
- Priority 3 – Applications for new irrigation service;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT**

1. All applications to reduce a contracted amount that are consistent with Ordinance 2005-01 are approved. This action results in flows reduced from the 2003 Safe and Reliable Demand threshold, established by the Board.
2. The Board further approves all Priority 1 (P1) irrigation service accounts. This will assure that the flow in an established route will not exceed the Board established safe and reliable maximum flow.
3. The Board denies all Priority 2 (P2) and all Priority 3 (P3) requests that result in an increased flow for a specific route or are inconsistent with GDPUD Ordinance 2005-01.
4. These actions are summarized in the attached table.

**PASSED AND ADOPTED** by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the fourteenth day of April 2020, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

---

Dave Souza, President, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

*Attest:*

---

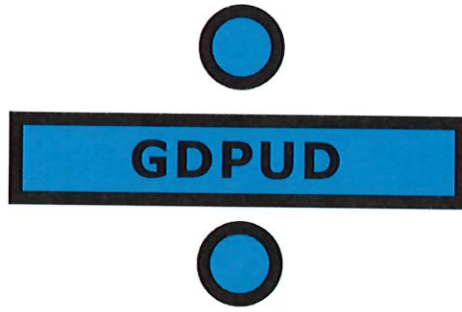
Jeff Nelson, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

### CERTIFICATION

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2020-XX duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this fourteenth day of April 2020.

---

Jeff Nelson, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT



**NEW BUSINESS**

ITEM 7.B.

[NOT USED]