

AGENDA
REGULAR MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634

TUESDAY, APRIL 9, 2019
2:00 P.M.

MISSION STATEMENT

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

- Provide reliable water supplies
 - Ensure high quality drinking water
 - Promote stewardship to protect community resources, public health, and quality of life
 - Provide excellent and responsive customer services through dedicated and valued staff
 - Ensure fiscal responsibility and accountability are observed by balancing immediate and long-term needs.
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Out of respect for the meeting and others in attendance, please turn off all cell phones or put in the silent mode.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item, provided they are first recognized by the presiding officer. The Board President will call for public comment on each agenda item. Those wishing to address the Board on a matter that is not on the agenda and within the jurisdictional authority of the District may do so during the Public Forum portion of the agenda. Please be aware of the following procedures for speaking during Public Forum or public comment sessions:

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6. Disruptive conduct shall not be permitted.
7. Persistence in disruptive conduct shall be grounds for removal of that person's privilege of address.

The Board President is responsible for maintaining an orderly meeting.

- 1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**
- 2. ADOPTION OF AGENDA**
- 3. PUBLIC FORUM (ONLY ITEMS THAT ARE NOT ON THE AGENDA)**
- 4. PROCLAMATIONS AND PRESENTATIONS**

5. **CONSENT CALENDAR** – Any member of the public may contact a Board member prior to the meeting to request that an item be pulled from the Consent Calendar.

A. Approval of Minutes

1. Special Meeting of March 12, 2019
2. Regular Meeting of March 12, 2019

B. Financial Reports

1. Statement of Cash Balances
2. Month-End Cash Disbursements Report

C. Supply and Demand Report

Possible Board Action: Receive and File.

D. Consideration of Director Garcia’s Attendance at CSDA Legislative Days

Possible Board Action: Adopt Resolution 2019-18

E. Authorization of Letter Supporting Backfill Funding for Paradise Irrigation District

Possible Board Action: Authorize letter of support.

F. Approving Use of Walton Lake for the 2019 Georgetown Kids Fishing Derby

Possible Board Action: Adopt Resolution 2019-19

G. Declaration of Projected Water Year as Normal Irrigation Season

Possible Board Action: Adopt Resolution 2019-20

6. INFORMATIONAL ITEMS

A. Board Reports

B. General Manager’s Report

C. Operation Manager’s Report

D. ALT Treatment Plant Update

7. NEW BUSINESS

A. Consideration of 2019 Irrigation Applications

Possible Board Action: Adopt Resolution 2019-22.

B. Confirmation of Finance Committee Appointments

Possible Board Action: Adopt Resolution 2019-25.

C. Approval of Professional Services Agreement for Communication/Outreach Consultant with *On the Mark Strategies, Inc.* in an Amount Not to Exceed \$48,000

Possible Board Action: Adopt Resolution 2019-23.

D. Approval of Directors' Attendance at ACWA Spring Conference

Possible Board Action: Adopt Resolution 2019-26.

E. Consideration of 2019 Election of Special District Representative to LAFCO

Possible Board Action: Rank the candidates and direct Staff to return the ballot to LAFCO before May 10, 2019.

F. Review Policy "Guidelines for Developing Board Position on Proposed Legislation" Adopted on January 9, 2018

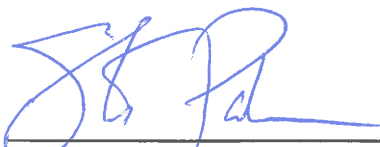
Possible Board Action: Review and provide direction

G. Approval of Amended Assessment District Closeout Report

Possible Board Action: Adopt Resolutions 2019-27 through 2019-32.

- 8. 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.
- 9. NEXT MEETING DATE AND ADJOURNMENT** – The next Regular Meeting will be on May 14, 2019, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

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 Steve Palmer 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 April 4, 2019.



Steven Palmer, PE, General Manager



Date

CONFORMED AGENDA – DRAFT

SPECIAL MEETING

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

**TUESDAY, MARCH 12, 2019
1:00 P.M.**

MISSION STATEMENT

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The Board President is responsible for maintaining an orderly meeting.

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

The meeting was called to order at 1:00 P.M.

Directors Present: Cynthia Garcia, David Halpin, Michael Saunders, David Souza, Dane Wadle.

*Staff Present: General Manager Steven Palmer; Board Assistant Diana Michaelson.
Legal Counsel: Barbara Brenner, Churchwell White, LLP.*

The Pledge of Allegiance was led by Director Halpin.

2. ADOPTION OF AGENDA

Motion by Director Souza to adopt the agenda. Second by Director Garcia.

Public Comment: *There was no public comment.*

Vote: *The motion carried unanimously*

3. PUBLIC FORUM

Steven Proe urged the Board to come to an agreement beneficial to the District regarding Item 4.A.

4. ADJOURN TO CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL

A. Existing Litigation – Pursuant to Paragraph (1) of Subdivision (d) of Government Code Section 54956.9: Jean Lee Choo Leow v. Georgetown Divide Public Utility District.

B. Existing Litigation – Pursuant to Paragraph (1) of Subdivision (d) of Government Code Section 54956.9: Georgetown Divide Taxpayers Association v. Georgetown Divide Public Utility District.

5. NEXT MEETING DATE AND ADJOURNMENT – Next Regular Meeting will be on March 12, 2019, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

The Board returned to open session at 2:03 P.M. Director Wadle reported that Item 4.B, Litigation with the Georgetown Divide Taxpayers Association, would continue after the Regular Board Meeting at which time the Board would go back into closed session.

Director Wadle further reported that the District had settled the lawsuit with Ms. Leow, Item 4.A, and asked Legal Counsel to discuss the basis of the settlement agreement provisions. Ms. Brenner reported that the District had entered into an agreement with Ms. Leow. Under the terms of the settlement, the District agreed to pay Ms. Leow \$30,000, Ms. Leow will dismiss the lawsuit that is still pending against the engineer and the contractor that did the work, and Ms. Leow will grant an easement to the District for the pipeline which will be recorded against the property. The District will be allowed to send a surveyor to survey the new easement, which will be 10 feet on each side of the Kaiser Siphon where it exists today.

(The Regular Board meeting was called to order at 2:07 P.M. and adjourned at 6:21 P.M.)

The Board returned to closed session at 6:23 P.M.

The Board returned to open session at 7:30 P.M. with no reportable action taken during second portion of closed session. The meeting adjourned at 7:30 P.M.

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 Steve Palmer 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 March 7, 2019.

Steven Palmer, PE, General Manager

Date

DRAFT

CONFORMED AGENDA – DRAFT

**REGULAR MEETING
JOINT MEETING OF
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT FINANCE COMMITTEE
AND
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

**TUESDAY, MARCH 12, 2019
2:00 P.M.**

MISSION STATEMENT

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The Board President is responsible for maintaining an orderly meeting.

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

The meeting was called to order at 2:07 P.M.

Directors Present: Cynthia Garcia, David Halpin, Michael Saunders, David Souza, Dane Wadle.

Staff Present: General Manager Steven Palmer; Operations Manager Darrell Creeks; Management Analyst Christina Cross; Board Assistant Diana Michaelson. Legal Counsel: Barbara Brenner, Churchwell White, LLP.

The Pledge of Allegiance was led by Director Saunders.

2. ADOPTION OF AGENDA

Director Wadle requested to remove item 7.C. from the agenda as the principal was not able to attend.

Director Saunders requested that item 7.G. be heard before 7.A. so the candidates would not have to stay for the entire meeting if they didn't want to.

Motion by Director Halpin to adopt the agenda as revised. Second by Director Garcia.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

3. PUBLIC FORUM (ONLY ITEMS THAT ARE NOT ON THE AGENDA)

*Adam Harston introduced himself and provided a document to the Board, which is included as **Attachment 1** to these Minutes. He spoke regarding the rate increase and asked for clarification of the documents he has seen in the RCAC report.*

Bonnie Neeley agreed with Mr. Harston on how the rates were calculated and spoke in favor of reducing rates.

Steven Proe agreed with the consensus of Mr. Harston on how rates were calculated.

Cherie Carlyon spoke regarding VDT, legal fees, and an email sent to the Board.

Val Stevens spoke concerning water rates.

4. PROCLAMATIONS AND PRESENTATIONS

There were no proclamations or presentations.

5. CONSENT CALENDAR – Any member of the public may contact a Board member prior to the meeting to request that an item be pulled from the Consent Calendar.

Director Wadle said he had received a request to pull item 5.C. Director Saunders requested that Items 5.A., 5.B.1, and 5.B.2 be pulled from the Consent Calendar. Barbara Brenner noted that effectively that left no Consent Calendar.

A. Approval of Minutes

Director Saunders noted that there were no minutes of the January 16, 2019 Strategic Planning Session. Mr. Palmer said that was correct, the Minutes were not yet available.

Ms. Brenner asked if there was an issue with the Minutes in the packet. There was not.

1. Special Meeting of February 12, 2019
2. Regular Meeting of February 12, 2019

Motion by Director Garcia to approve the Minutes. Second by Director Souza.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Absent

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed 4 – 1.

B. Financial Reports

1. Statement of Cash Balances

Director Saunders inquired regarding Assessment closeouts. The reports will be included once they are completed.

Director Garcia inquired regarding a \$2,000 discrepancy in Fund 10. Staff will look into it. She asked if there is any way to track hours in Fund 40 to compare to payroll, and if the hours can be added to the monthly Zone report.

Public Comment: There was no public comment.

Motion by Director Souza to approve Item 5.B.1. the Statement of Cash Balances. Second by Director Halpin.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye
Wadle: Aye

The motion passed unanimously.

2. Month-End Cash Disbursements Report

Director Souza inquired regarding laundry service for employee uniforms. Mr. Palmer said the District provides uniforms for the employees, which includes laundry service.

Director Garcia asked about a 46,000 check to the City of Sacramento. Mr. Palmer said that is a cost shared with other agencies for the Watershed Sanitary Survey every 5 years.

Public Comment: *Ms. Carlyon had questions regarding some individual checks.*

Motion by Director Halpin to approve the Month-End Cash Disbursements Report. Second by Director Garcia.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

C. Approval of Expense Reimbursement for Directors Garcia and Saunders to Attend CSDA Leadership Academy

Possible Board Action: Adopt Resolution 2019-16.

Mr. Palmer said this item was pulled from Consent because of additional information received from Directors Saunders and Garcia. He gave a brief report on the item, noting some changes that would adjust the costs.

Public Comment: *Bonnie Neeley asked for the dates of the conference.*

Motion by Director Halpin to adopt Resolution 2019-16. Second by Director Souza.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye

Wadle: Aye

The motion passed unanimously.

D. Mid-Year Budget Review

Possible Board Action: Receive and File.

Management Analyst Christina Cross presented the staff report.

Director Saunders inquired regarding overtime. Ms. Cross said that, overall, it is trending the same as last year.

Director Garcia asked if staff is watching trends and predicting where the District will be going in the third and fourth quarters. She also asked why this item did not first go to the Finance Committee. Mr. Palmer said that this has always been a consent item. It is only an update to the Board, nothing is being acted upon, no adjustments are being requested, so it isn't something that would typically go to the Finance Committee.

Public Comment:

Steven Proe inquired regarding the hydro plant and related overtime rates. Mr. Creeks explained how the hydro plant affects water flow in the ditch.

Ms. Carlyon commented regarding the wastewater expenditures and rates.

The report was received by the Board.

6. INFORMATIONAL ITEMS

A. Board Reports

Director Saunders reported that he had attended the Gold Country Special Districts conference recommended by CSDA. He reported on a meeting he attended that was hosted by the Sierra Institute for the CABY IRWM. He then commented regarding the District's policy on the legislative liaison position.

Director Garcia reported that there will be a town hall on March 16. She reported that the CSDA conference in July conflicts with the Board Meeting schedule. She participated in a CSDA webinar regarding fiscal year-end planning. CSDA Legislative Days is scheduled in May and she is interested in attending. Ms. Brenner added that ACWA does the same thing as well.

Director Wadle said that he will also be attending the CSDA Legislative Days in his CSDA professional capacity so there will be no charge to the District. He then reported that he attended a training at the Cameron Park Community Services District on the topic of board member liability and issues, at no cost to the District. With Director Saunders, he attended a local Divide Chamber meeting and provided an update on

what the District has been doing with some projects. He then listed topics for future Board meetings.

B. General Manager's Report

Mr. Palmer presented his report, especially noting that Water Resources Manager Adam Brown continues to coordinate with the CABY Regional Water Quality Group to ensure that the District can avail of future funding opportunities.

Director Garcia had questions regarding the process for drafting District policies and procedures. She inquired regarding the status of the financial software contract and the evaluation process.

Mr. Proe commented regarding costs associated with accepting grant money.

An audience member said the public would like to see policies prior to adoption. It was pointed out that all draft policies are included in the Board packet posted on the website prior to adoption.

Ms. Neeley asked for clarification of Mr. Proe's comments.

C. Operation Manager's Report

Mr. Creeks presented the Operations Manager's Report. He said that staff will be flushing as many fire hydrants as possible while Stumpy is spilling. He then showed some photos of the ditch after the snow storm a few weeks ago.

Mr. Brown presented the Zone Report.

D. ALT Treatment Plant Update

Engineering Consultant George Sanders gave a status report of work done at the plant in February and provided a slide show of recent photos. He reported on the status of the latest payments from the State Water Board.

Director Garcia inquired regarding the schedule. Mr. Sanders said he's looking at substantial completion by the end of March.

Ms. Carlyon inquired regarding the replacement of breakers for the blowers.

Mr. Proe commented regarding sedimentation and water flows through the ditch.

7. NEW BUSINESS

A. Approval of Finance Committee Appointments

Possible Board Action: Adopt Resolution 2019-24.

This item was agendized as Item 7.G. but was heard as the first item of New Business per Board action during adoption of the agenda.

Mr. Palmer presented the staff report. There are three vacancies on the Finance Committee and five applicants.

Director Wadle said that he had invited all the candidates to come to the Board meeting so that Board members would have the opportunity to ask questions before voting.

Director Garcia asked for clarification on the process of selecting the candidates since there are more candidates than vacancies. Director Wadle said that the Board would vote on each candidate.

Each of the candidates gave a brief statement as to why they felt qualified for the position. The Board had the opportunity to ask questions of each candidate.

Public Comment: *Mr. Proe commented regarding the number of members on the committee.*

Mr. Harston inquired regarding the application process and indicated interest in applying for one of the vacant positions.

Ms. Carlyon asked the Board to please appoint those with finance experience.

Rick Gillespie, Finance Committee Chair, stated that he had no objection to any of the candidates.

Director Saunders commented that there are currently not enough members on the committee.

Director Wadle stated his recommendation to fill the three positions with candidates Harms, McDonald, and Neeley.

Director Garcia said that her choices would not be the same as those recommended by Director Wadle and asked how they would decide on whom to appoint.

Director Wadle said that each candidate would be voted on, and the three with the highest votes would be appointed.

The names were written on the white board at the front of the room, and a tally was kept of the votes for each candidate. At the conclusion of the voting the results were as follows:

<i>Mae Harms</i>	<i>3</i>
<i>Mitch McDonald</i>	<i>4</i>
<i>Steve Miller</i>	<i>3</i>
<i>Bonnie Neeley</i>	<i>3</i>
<i>Don Waltz</i>	<i>2</i>

Following the vote, Ms. Brenner clarified that with four votes, Mitch McDonald would fill one vacancy, Don Waltz was eliminated with only two votes, and the remaining candidates were in a three-way tie for the remaining two positions, having received

three votes each. There was some discussion, and it was agreed by consensus to move forward with the appointment of Mr. McDonald and, furthermore, at the next Regular Board Meeting to consider the remaining candidates and any others who might apply in the interim.

Motion by Director Halpin to adopt Resolution 2019-24 appointing Mitch McDonald to the Finance Committee. Second by Director Souza.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

B. Approval of \$100,000 (0.8%) Increase to the General Manager's Change Order Authority for the Auburn Lake Trails Water Treatment Plant Project

Possible Board Action: Adopt Resolution 2019-17.

Mr. Sanders presented the staff report. There was some discussion by Board members.

Public Comment: Ms. Carlyon clarified that this amount is already included in the original budget.

Motion by Director Halpin to adopt Resolution 2019-17. Second by Director Garcia.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye

Halpin: Aye

Saunders: Aye

Souza: Aye

Wadle: Aye

The motion passed unanimously.

C. Approval of Tractor Loader Purchase from PAPE Machinery in an Amount not to Exceed \$100,000

Possible Board Action: Adopt Resolution 2019-18.

Mr. Creeks presented the staff report.

Director Garcia had several questions.

Public Comment:

Mr. Proe asked the Board to consider the budget and consider buying a used loader still under warranty.

Mr. Harston commented regarding costing out the benefit of owning versus renting.

Mike Thornbrough recommended buying used.

There was further discussion among Board members addressing budget parameters and cost saving options that could be investigated.

Motion by Director Halpin to approve Resolution 2019-18.

Motion died for lack of a Second.

Staff was directed to search for a used replacement instead and bring that back to the Board as an option instead of new.

D. Approval of Professional Services Agreement for Communication/Outreach Consultant with *On the Mark Strategies, LLC* in an Amount Not to Exceed \$48,000

Possible Board Action: Adopt Resolution 2019-19.

This item was pulled from the agenda for consideration at a future meeting.

E. Authorization of Water Smart Grant Application

Possible Board Action: Adopt Resolution 2019-20.

Mr. Brown presented the staff report.

Director Saunders commented that a 50/50 cost share is huge.

Director Souza asked if the grant will become available again, noting that 50/50 is tough.

Director Wadle commented that reliability of the main ditch is one of the District's key infrastructure needs; it is an expensive project, and any grant will have a significant cost share.

Director Halpin commented that if the ditch fails, the District is on the hook to fix it, with or without a grant. It is a critical infrastructure item, and rates were raised to deal with infrastructure needs. A 50/50 cost share saves the District money.

Director Garcia had questions regarding the budget and CIP projects. Mr. Palmer said that this project would not replace any of the approved CIP projects, that money is

available to fund the match if the District is awarded the grant, and the project would be in addition to the capital projects already planned and would be included in next year's budget.

Public Comment:

Ms. Carlyon suggested that the grant could be applied for but not accepted, since there's a deadline.

Director Saunders asked when the award will come through.

Mr. Proe expressed concerns about finding money to address emergencies and about environmental issues should the project go forward.

Director Garcia commented regarding schedules and planning. Mr. Palmer said this is the type of project that would be managed by a contract engineer or engineering manager on staff.

Motion by Director Halpin to adopt Resolution 2019-20. Director Wadle passed the gavel to Director Saunders. Second by Director Wadle.

Roll call vote was taken, and the vote was as follows:

Garcia: No
Halpin: Aye
Saunders: No
Souza: No
Wadle: Aye

The motion failed 2-3. The gavel returned to Director Wadle.

F. Adoption of Board Goals

Possible Board Action: Adopt Resolution 2019-21.

Mr. Palmer presented the staff report.

Referring to Objective A-5, Director Saunders commented that the public workshop on the irrigation ordinance has not yet been followed up. Mr. Palmer suggested that the wording be changed to "complete Board review."

Director Saunders referred to Objective B-5 clarifying that the Board was going to evaluate whether a contract engineer or a full-time engineer should be hired, based on the number of projects that would need to be managed.

Public Comment: Ms. Carlyon commented that the goal planning workshops need to stop.

Motion by Director Halpin to adopt Resolution 2019-21 as amended. Second by Director Souza.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: No
Wadle: Aye

The motion passed unanimously.

G. Establishment of Board Budget Committee, Providing Committee Role and Responsibilities, and Confirming Board Appointments to the Committee

Possible Board Action: Adopt Resolution 2019-22 and Resolution 2019-23.

Mr. Palmer presented the staff report.

Director Halpin objected to a Board Budget Committee comprised of only two Board members, preferring all five Board members to participate by calling special budget meetings.

Director Garcia objected to establishing a Board Budget Committee to do the work that a capable Finance Committee could do.

Director Saunders commented that the budget is the main tool used to shape the District, and all five Board members should be involved through public workshops.

Public Comment:

Ms. Carlyon asked for clarification of the budget preparation process.

Mr. Proe spoke in opposition to a Board Budget Committee of two Board members.

There was no motion on this item.

8. 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 Saunders provided a list of items he would like to see on future agendas (see **Attachment 2**). Before discussing the list, he said that as Board Treasurer he has been working on a template for the monthly Financial Reports. He asked the Board members to provide any input to him. His goal is to capture the questions that arise with the current format and finalize the draft template by next month and bring it to the Board for approval.*

Director Garcia commented regarding her concerns about 1) agenda topics being discussed prior to the posting of the agenda, and 2) getting her agenda topics put on agendas in a timely manner. She then commented regarding some phone calls she had received from irrigation customers.

Director Garcia said she will contact Mr. Palmer for an appointment to discuss VTD and legal fees.

She requested the following items for the April Board meeting: 1) CSDA Legislative Days, and 2) Review Finance Committee role, responsibilities and appointment process. She requested ALT Wastewater Rate Review be put on the agenda in the near future.

Attachment 3 is a document that Director Garcia requested to be placed in the record.

- 9. NEXT MEETING DATE AND ADJOURNMENT** – The next Regular Meeting will be on April 9, 2019, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

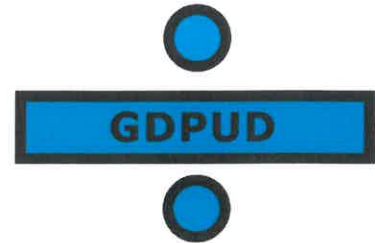
The meeting adjourned at 6:21 P.M., at which time the Board returned to its Special Closed Session Meeting.

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Steven Palmer, PE, General Manager

Date

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 5.B.1.**



AGENDA SECTION: CONSENT CALENDAR

SUBJECT: CASH BALANCES – FEBRUARY 2019

PREPARED BY: Christina Cross, Management Analyst *cc*

APPROVED BY: Steven Palmer, PE, General Manager *[Signature]*

BACKGROUND

The Cash Balances Report details the District's cash position as of the month end to demonstrate transparency and accountability of relevant financial data from which prudent fiscal decisions and policies are made. The Cash Balances Report is unlike a quarterly budget to actual report; its purpose is to report on ending cash balances and the related sources and uses of cash during the period.

DISCUSSION

The Cash Balance Report as of month ending February 28, 2019 shows the District's cash balances total \$9,936,459.92

Cash is held with the following institutions in the amounts of:

El Dorado Savings Bank - Checking	115,445.38
El Dorado Savings Bank - Savings	2,689,124.94
Local Agency Investment Fund (LAIF)	7,131,889.60
	\$ 9,936,459.92

Restricted cash balances are monies held in trust for a specific purpose and are not monies available for District use. The Wells Fargo Debt Service Fund is SRF Fiscal Agent cash account that is restricted for payments on the Walton Lake loan with the State Water Resources Control Board (SWRCB) through Wells Fargo Bank. This debt service fund is required by the SWRCB.

Restricted Cash:

Wells Fargo Debt Service Fund	\$44,403.62
-------------------------------	-------------

Cash balances are allocated based on the Fund for which the source of the monies is generated by or used from.

Fund	Balance	Cash Receipts	Payable	Payroll	Entries	Balance
SMUD FUND	196,097.33	0	0	0	0	196,097.33
CABY GRANT	-697,319.59	173,895.30	-1,260.00	0	0	-524,684.29
Water Fund	2,015,161.43	1,008,418.03	-35,899.80	-168,154.44	-1,580.34	2,817,944.88
RETIREE FUND	471,417.96	2,506.78	0	0	0	473,924.74
STEWART MINE FD	33,788.38	0	0	0	0	33,788.38
WATER DEVE.FUNC	411,733.56	0	0	0	0	411,733.56
SMERFUND	1,064,692.15	0	0	0	0	1,064,692.15
ALT Fund	704,448.07	0	-6,019.40	0	0	698,428.67
CAPITAL REPLACE	663,489.46	0	-514.5	0	0	662,974.96
BAYNE RD BND FD	46,070.07	0	0	0	0	46,070.07
STATE REV FUND	-21,704.91	0	-2,296.95	0	0	-24,001.86
Hydro Fund	688,783.02	1,654.59	0	0	0	690,437.61
Restricted P/L	-90,530.11	0	0	0	0	-90,530.11
GARDEN VALLEY	73,299.01	0	0	0	0	73,299.01
CAP FAC CHARGE	1,538,178.65	0	0	-522.33	0	1,537,656.32
Zone Fund	1,013,978.95	18,308.95	-199.42	-9,196.38	1,580.34	1,024,472.44
CDS M & O Fund	39,954.22	0	0	0	0	39,954.22
CDS RESRV EXP.	172,238.97	0	0	0	0	172,238.97
CAPITAL RESERVE	469,277.64	0	0	0	0	469,277.64
KELSEY NORTH	113,875.27	0	0	0	0	113,875.27
KELSEY SOUTH	56,237.08	0	0	0	0	56,237.08
PILOT HILL NO.	-7,480.80	0	0	0	0	-7,480.80
PILOT HILL SO.	53.68	0	0	0	0	53.68
	8,955,739.49	1,204,783.65	-46,190.07	-177,873.15	0	9,936,459.92

Sources of cash during the month were from recurring utility payments, lease payments, and retiree health reimbursements in the amount of \$1,204,783.65. The details of the uses of cash during the month can be seen on the approved check register in the amount of \$46,190.07. Additional uses of cash during the month not in the check register include payroll disbursements, PERS Unfunded Liability payments and bi-weekly retirement contributions in the amount of \$177,873.15.

Fund	Description	Balance	Debits	Credits	Balance
29	SRF FISCAL AGENT ACCOUNTS \$	42,040.73	\$ 2,362.89	\$ -	44,403.62

Restricted cash balances are monies held in trust for a specific purpose and are not monies available for District use. SRF Fiscal Agent restricted cash is for the fiscal administration of the Walton Lake loan with the State Water Resources Control Board (SWRCB) through the Wells Fargo Debt Service Fund.

FISCAL IMPACT

No fiscal impact.

CEQA ASSESSMENT

Not a CEQA Project.

RECOMMENDED ACTION

Staff recommends the Board of Directors receive and file for month ending February 28, 2019.

ALTERNATIVES

No alternatives.

ATTACHMENTS

1. Statement of Cash Flows February 2019
2. Month end Cash Disbursement Report February 2019
3. SRF Cash Balances February 2019

Georgetown Divide Public Utility District
Statement of Cash Flow

For Period February 1, 2019 through February 28, 2019

Fund Description	Beginning Balance	Cash In Cash Receipts	Accounts Payable	Payroll	Journal Entries	Ending Cash Balance
08 - SMUD Fund	196,097.33	0	0	0	0	196,097.33
09 - CABY Grant	(697,319.59)	173,895.30	(1,260.00)	0	0	(524,684.29)
10 - Water Fund	2,015,161.43	1,008,418.03	(35,899.80)	(168,154.44)	(1,580.34)	2,817,944.88
12 - Retiree Fund	471,417.96	2,506.78	0	0	0	473,924.74
14 - Stewart Mine Water Project Fund	33,788.38	0	0	0	0	33,788.38
17 - Water Development Fund	411,733.56	0	0	0	0	411,733.56
19 - STUMPY MDWS Emergency Fund	1,064,692.15	0	0	0	0	1,064,692.15
20 - ALT Fund	704,448.07	0	(6,019.40)	0	0	698,428.67
24 - Capital Replacement Fund	663,489.46	0	(514.50)	0	0	662,974.96
25 - Bayne Rd bond Fund	46,070.07	0	0	0	0	46,070.07
29 - State Revolving Fund	(21,704.91)	0	(2,296.95)	0	0	(24,001.86)
30 - Hydro Fund	688,783.02	1,654.59	0	0	0	690,437.61
35 - Restricted Pipeline Fund	(90,530.11)	0	0	0	0	(90,530.11)
37 - Garden Valley Maintenance Fund	73,299.01	0	0	0	0	73,299.01
39 - Cap Facility Charges ORD 2007-01	1,538,178.65	0	0	(522.33)	0	1,537,656.32
40 - Zone Fund	1,013,978.95	18,308.95	(199.42)	(9,196.38)	1,580.34	1,024,472.44
41 - CDS M&O Fund	39,954.22	0	0	0	0	39,954.22
42 - CDS Reserve Expansion Fund	172,238.97	0	0	0	0	172,238.97
43 - New Capital Reserve	469,277.64	0	0	0	0	469,277.64
51 - Kelsey North WAD 1989-1	113,875.27	0	0	0	0	113,875.27
52 - Kelsey South WAD 1989-4	56,237.08	0	0	0	0	56,237.08
53 - Pilot Hill North WAD 1989-2	(7,480.80)	0	0	0	0	(7,480.80)
54 - Pilot Hill South WAD 1989-3	53.68	0	0	0	0	53.68
Total Distributed Cash ----->	8,955,739.49	1,204,783.65	(46,190.07)	(177,873.15)	0	9,936,459.92

Cash in Eldorado Savings and LAIF

1000 - El Dorado Savings Bank General Checking	115,445.38
1010 - El Dorado Savings Bank Collections	2,689,124.94
1022 - LAIF	7,131,889.60
Total Cash ----->	9,936,459.92

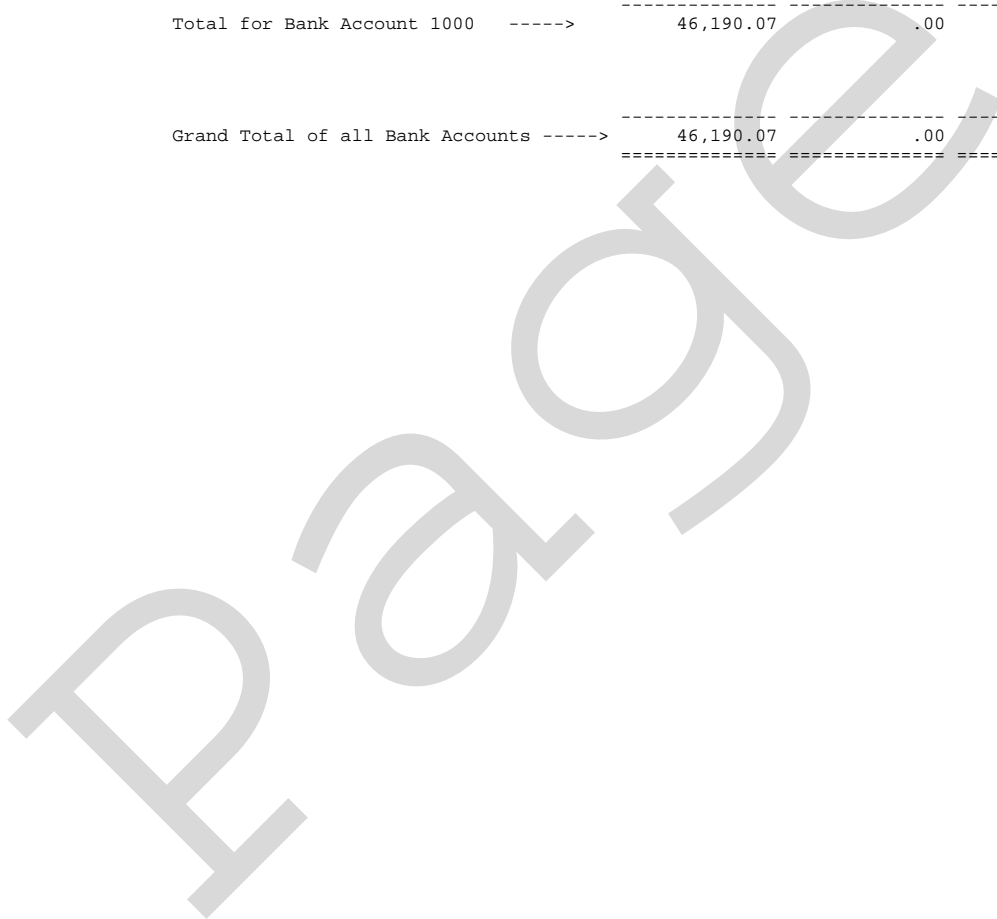
REPORT.: Apr 02 19 Tuesday
 RUN...: Apr 02 19 Time: 09:35
 Run By.: Christina Cross

Georgetown Divide PUD
 Month End Cash Disbursements Report
 Report for 02-19 BANK ACCOUNT 1000

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 5.B.1.
 Attachment 2
 Page 1 of 1

PAGE: 001
 ID #: PY-CD
 CTL.: GEO

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
02-19	029625	02/13/19	AFL01 (AMERICAN FAMILY LIFE INS)		1,495.68	.00	1,495.68	Automatic Generated Check
	029626	02/13/19	ICM02 (ICMA-R.T.-457 (ee))		1,386.08	.00	1,386.08	Automatic Generated Check
	029627	02/13/19	IUO01 (IUOE, LOCAL 39)		347.75	.00	347.75	Automatic Generated Check
	029628	02/13/19	IUO02 (PEU LOCAL #1)		237.89	.00	237.89	Automatic Generated Check
	029629	02/20/19	ADT01 (ADT SECURITY SERVICES)		42.08	.00	42.08	Automatic Generated Check
	029630	02/20/19	ADT01 (ADT SECURITY SERVICES)		161.46	.00	161.46	Automatic Generated Check
	029631	02/20/19	AME08 (AMERICAN MESSAGING)		10.73	.00	10.73	Automatic Generated Check
	029632	02/20/19	ARA01 (ARAMARK)		1,072.16	.00	1,072.16	Automatic Generated Check
	029633	02/20/19	CAR08 (CSI)		59.00	.00	59.00	Automatic Generated Check
	029634	02/20/19	CLS01 (CLS LABS)		1,153.46	.00	1,153.46	Automatic Generated Check
	029635	02/20/19	ELD16 (EL DORADO DISPOSAL SERVICE)		331.41	.00	331.41	Automatic Generated Check
	029636	02/20/19	FRE03 (FREEMAN, D'AIUTO, PIERCE)		86.00	.00	86.00	Automatic Generated Check
	029637	02/20/19	GEO12 (GEORGE SANDERS)		7,279.40	.00	7,279.40	Automatic Generated Check
	029638	02/20/19	HAR08 (KEITH HARSTON, DC)		100.00	.00	100.00	Automatic Generated Check
	029639	02/20/19	INT05 (INTERWEST CONSULTING GROUP)		262.50	.00	262.50	Automatic Generated Check
	029640	02/20/19	LSL01 (LANCE, SOLL & LUNGHARD, LLP)		2,315.00	.00	2,315.00	Automatic Generated Check
	029641	02/20/19	PAC02 (PACIFIC GAS & ELECTRIC)		10,229.64	.00	10,229.64	Automatic Generated Check
	029642	02/20/19	PAL01 (STEVE PALMER)		115.70	.00	115.70	Automatic Generated Check
	029643	02/20/19	RUL01 (RULE, BRIAN)		100.00	.00	100.00	Automatic Generated Check
	029644	02/20/19	SAN02 (Santander Leasing)		3,692.64	.00	3,692.64	Automatic Generated Check
	029645	02/20/19	VAV01 (VAVRINEK, TRINE, DAY & CO., LLP)		10,795.00	.00	10,795.00	Automatic Generated Check
	029646	02/20/19	WAL02 (WALKER'S OFFICE SUPPLY)		55.15	.00	55.15	Automatic Generated Check
	029647	02/20/19	WEL02 (WELLS FARGO BANK)		2,296.95	.00	2,296.95	Automatic Generated Check
	029648	02/20/19	\E001 (ELLIS, AMANDA)		592.67	.00	592.67	Automatic Generated Check
	029649	02/27/19	ICM02 (ICMA-R.T.-457 (ee))		1,386.08	.00	1,386.08	Automatic Generated Check
	029650	02/27/19	IUO01 (IUOE, LOCAL 39)		347.75	.00	347.75	Automatic Generated Check
	029651	02/27/19	IUO02 (PEU LOCAL #1)		237.89	.00	237.89	Automatic Generated Check
Total for Bank Account 1000 ----->					46,190.07	.00	46,190.07	
Grand Total of all Bank Accounts ----->					46,190.07	.00	46,190.07	



Report Date: 04/02/19
 Run Date...: 04/02/19 08:41
 Run by.....: Christina Cross

Georgetown Divide PUD
 G/L Trial Balance - Detail in the Order of FUN
 For All Accounts
 With a Mask of 29* 1115* ****

Beginning of.: February 1, 2019 (08-19) Thru Ending of.: February 28, 2019 (08-19)

G/L Account No									
Ctr	Cal.	Fiscl	Date	Jrnl	Line	Description		Debit	Credit
29	1115					STATE REV FUND SRF FISCAL AGENT ACCOUNTS			
						Balance February 1, 2019 (08-19)		42,040.73	
Feb 2019	08-2019		01/16/19	04-00	0016	Vendor WEL02 Invoice 02012019 Line 0001 WALTON LAKE ANNUAL RESERVE FEBRUARY 2019 WELLS FARGO BANK, NA		2,296.95	
Feb 2019	08-2019		04/02/19	00-02	0001	FEB INTEREST ALLOCATION		65.94	
** Budget not Applicable **							Activity ---->	2,362.89	.00
Balance February 28, 2019 (08-19)								44,403.62	
							REPORT TOTAL ---->	44,403.62	.00
							REPORT TOTAL for Detail Activity ---->	2,362.89	.00

AGENDA ITEM 5.B.2

Month End Cash Disbursements Report

Date...: Apr 4, 2019
 Time...: 10:08 am
 Run by.: Hannah Schnetz

Georgetown Divide PUD
 BOARD CHECK REVIEW

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 5.B.2.
 Cash Disbursement Report
 Page 1 of 8

Page: 1
 List: BOAR
 ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
029713	03/13/19	AFL01	AMERICAN FAMILY LIFE INS	Insurance - H&L	1495.68
Sub-Total: (1)					1495.68
Sub-Count: 1					
029714	03/13/19	ICM02	ICMA-R.T.-457 (ee)	Payroll withholding-ICMA	1386.08
Sub-Total: (1)					1386.08
Sub-Count: 1					
029715	03/13/19	IU001	IUOE, LOCAL 39	Union Dues Payable-LOCAL 39	347.75
Sub-Total: (1)					347.75
Sub-Count: 1					
029716	03/13/19	IU002	PEU LOCAL #1	UNION DUES-LOCAL 1	263.85
Sub-Total: (1)					263.85
Sub-Count: 1					
029717	03/26/19	ACW01	ACWA/JPIA	EXCESS CRIME PROGRAM 4/1/19-7/1/19	236.00
Sub-Total: (1)					236.00
Sub-Count: 1					
029718	03/26/19	ADT01	ADT SECURITY SERVICES	SECURITY SERVICE 03/20/19-04/19/19 8180 BALDERSTON	42.08
Sub-Total: (1)					42.08
Sub-Count: 1					
029719	03/26/19	ADT01	ADT SECURITY SERVICES	SECURITY SERVICE 03/21/19-04/20/19 6425 MAIN ST	161.46
Sub-Total: (1)					161.46
Sub-Count: 1					
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	303.37
029720	03/26/19	ALL01	ALLEN KRAUSE	PO#017958: TIRES & MOUNT FOR WELDING TRAILER	57.21
029720	03/26/19	ALL01	ALLEN KRAUSE	PO#017958: TIRES & MOUNT FOR WELDING TRAILER	57.21
029720	03/26/19	ALL01	ALLEN KRAUSE	PO#017958: TIRES & MOUNT FOR WELDING TRAILER	57.21
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	487.54
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	18.40
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	18.40
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	18.41
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	18.41
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	63.11
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	416.21
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	75.39
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	73.62
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	24.08
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	24.09
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	24.09
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	24.09
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	120.00
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	34.66
029720	03/26/19	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	34.66
Sub-Total: (1)					1950.16
Sub-Count: 20					
029721	03/26/19	AND01	ANDERSON'S SIERRA PIPE CO	PO#017990: TANK ADAPTER FOR DITCH	72.66
Sub-Total: (1)					72.66
Sub-Count: 1					
029722	03/26/19	ANS01	ANSWERING SPECIALISTS INC	MARCH 2019 ANSWERING SERVICE	79.95
Sub-Total: (1)					79.95
Sub-Count: 1					
029723	03/26/19	ARA01	ARAMARK	RESTROOM SERVICE	34.81
029723	03/26/19	ARA01	ARAMARK	FIRST AID SUPPLY	14.99
029723	03/26/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	10.88
029723	03/26/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	25.94
029723	03/26/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	10.04
029723	03/26/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	31.79
029723	03/26/19	ARA01	ARAMARK	UNIFORMS/LAUNDRY SERVICE	5.02
Sub-Total: (1)					133.47
Sub-Count: 7					
029724	03/26/19			BOOT REIMBURSEMENT FY 18-19 PER MOU	200.00

Date...: Apr 4, 2019
 Time...: 10:08 am
 Run by.: Hannah Schnetz

Georgetown Divide PUD
 BOARD CHECK REVIEW

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 5.B.2.
 Cash Disbursement Report
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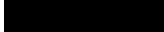


Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
Sub-Total: (1)					200.00
Sub-Count: 1					
029725	03/26/19			EMPLOYEE REIMBURSEMENT FOR TRAINING 3/12-3/14/19	468.62
Sub-Total: (1)					468.62
Sub-Count: 1					
029726	03/26/19	BEN04	BENNETT ENGINEERING SERVICES	Professional Services Agreement: November 13, 2018	6126.38
Sub-Total: (1)					6126.38
Sub-Count: 1					
029727	03/26/19	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE 4/1/19-4/30/19	326.10
029727	03/26/19	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE 4/1/19-4/30/19	326.10
029727	03/26/19	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE 4/1-4/30/19	256.65
029727	03/26/19	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE 4/1/19-4/30/19	326.10
Sub-Total: (1)					1234.95
Sub-Count: 4					
029728	03/26/19	CAL16	CALTRONICS BUSINESS SYSTEMS CO	KONICA COPIER CONTRACT 02/14/19-03/13/19	643.18
Sub-Total: (1)					643.18
Sub-Count: 1					
029729	03/26/19			PANTS REIMBURSEMENT CALENDAR YEAR 2019 PER MOU	100.00
Sub-Total: (1)					100.00
Sub-Count: 1					
029730	03/26/19	CAP04	CAPITAL RUBBER CO. LTD.	PO#017962: DIST - RUBBER FOR GARDEN PARK TANK	117.78
Sub-Total: (1)					117.78
Sub-Count: 1					
029731	03/26/19	CEI01	CEIRANTE, MARTIN	BOOTS REIMBURSEMENT FY 18-19 PER MOU	97.41
Sub-Total: (1)					97.41
Sub-Count: 1					
029732	03/26/19	CHU02	CHURCHWELL WHITE, LLP	GENERAL COUNSEL SERVICES	2901.10
029732	03/26/19	CHU02	CHURCHWELL WHITE, LLP	LEOW CLAIM	1657.00
029732	03/26/19	CHU02	CHURCHWELL WHITE, LLP	HR	87.50
029732	03/26/19	CHU02	CHURCHWELL WHITE, LLP	LABOR NEGOTIATIONS	206.40
029732	03/26/19	CHU02	CHURCHWELL WHITE, LLP	ALT ZONE 2018	309.60
029732	03/26/19	CHU02	CHURCHWELL WHITE, LLP	GDTA V. GDPUD	29883.20
029732	03/26/19	CHU02	CHURCHWELL WHITE, LLP	AMERICAN RIVER	80.00
029732	03/26/19	CHU02	CHURCHWELL WHITE, LLP	PRA	227.50
Sub-Total: (1)					35352.30
Sub-Count: 8					
029733	03/26/19	CLS01	CLS LABS	ROUTINE DIST. SYST. BACTERIA	44.10
029733	03/26/19	CLS01	CLS LABS	MOUND SAMPLING	940.80
029733	03/26/19	CLS01	CLS LABS	LT2 ESWTR RAWB	78.40
029733	03/26/19	CLS01	CLS LABS	MOUND SAMPLING	756.56
029733	03/26/19	CLS01	CLS LABS	ROUTINE DIST. SYST. BACTERIA	44.10
029733	03/26/19	CLS01	CLS LABS	MOUND SAMPLING	1134.84
029733	03/26/19	CLS01	CLS LABS	MOUND SAMPLING	1513.12
029733	03/26/19	CLS01	CLS LABS	MOUND SAMPLING	189.14
029733	03/26/19	CLS01	CLS LABS	GROUNDWATER MONITORING - CDS	3002.72
Sub-Total: (1)					7703.78
Sub-Count: 9					
029734	03/26/19	CWS01	CORBIN WILLITS SYS. INC.	VENDOR MISSED INVOICE FROM DEC 2016-SPECIAL REPORT	390.00
Sub-Total: (1)					390.00
Sub-Count: 1					
029735	03/26/19	DEL05	DELAGE LANDEN, INC	KONICA COPIER CONTRACT 03/01-03/31/19	228.20
029735	03/26/19	DEL05	DELAGE LANDEN, INC	FORMAX FOLDING MACHINE 03/01-03/31/19	185.65
Sub-Total: (1)					413.85
Sub-Count: 2					
029736	03/26/19	DIG01	DIGITAL DEPLOYMENT INC	STREAMLINE MONTHLY MEMBER FEE MARCH 2019	300.00
Sub-Total: (1)					300.00

Date...: Apr 4, 2019
 Time...: 10:08 am
 Run by.: Hannah Schnetz

Georgetown Divide PUD
 BOARD CHECK REVIEW

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 5.B.2.
 Cash Disbursement Report
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 List: BOAR
 ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
Sub-Count: 1					
029737	03/26/19	DIV05	PLACERVILLE AUTO PARTS, INC	Misc. Vehicle Maintenance, Materials & Supplies	16.08
Sub-Total: (1)					16.08
Sub-Count: 1					
029738	03/26/19	DWR01	DEPT. OF WATER RESOURCES	INTEREST DUE #E58320	3989.92
029738	03/26/19	DWR01	DEPT. OF WATER RESOURCES	PRINCIPAL AMOUNT #E58320	11407.81
Sub-Total: (1)					15397.73
Sub-Count: 2					
029739	03/26/19	ELD11	EL DORADO COUNTY	AQMD FEES	685.82
029739	03/26/19	ELD11	EL DORADO COUNTY	AQMD FEES	293.91
029739	03/26/19	ELD11	EL DORADO COUNTY	AQMD FEES	293.91
Sub-Total: (1)					1273.64
Sub-Count: 3					
029740	03/26/19	EMP02	EMPLOYEE RELATIONS, INC	PRE-EMPLOYMENT BACKGROUND CHECK	117.50
Sub-Total: (1)					117.50
Sub-Count: 1					
029741	03/26/19	ENV01	ENVIRO TECH SERVICES COMPANY,	PO#017985: MYRON L ULTRAMETER FOR ZONE	1191.83
Sub-Total: (1)					1191.83
Sub-Count: 1					
029742	03/26/19	FER01	FERRELLGAS	6425 MAIN ST PROPANE	422.27
029742	03/26/19	FER01	FERRELLGAS	ALT WATER TRTMNT PLNT PROPANE	1264.28
029742	03/26/19	FER01	FERRELLGAS	Utilities-PROPANE ALT	527.37
029742	03/26/19	FER01	FERRELLGAS	Utilities-PROPANE ALT	408.42
029742	03/26/19	FER01	FERRELLGAS	Utilities-PROPANE OFFICE	431.91
029742	03/26/19	FER01	FERRELLGAS	Utilities-PROPANE ALT	1573.12
029742	03/26/19	FER01	FERRELLGAS	Utilities-PROPANE ALT	418.17
029742	03/26/19	FER01	FERRELLGAS	Utilities-PROPANE ALT	679.43
029742	03/26/19	FER01	FERRELLGAS	Utilities-PROPANE OFFICE	611.09
029742	03/26/19	FER01	FERRELLGAS	Utilities-PROPANE ALT	830.95
Sub-Total: (1)					7167.01
Sub-Count: 10					
029743	03/26/19	FOO01	FOOTHILL ASSOCIATES	AUBURN LAKE TRAILS CEQA/NEPA UPDATE	72.50
Sub-Total: (1)					72.50
Sub-Count: 1					
029744	03/26/19	FRE03	FREEMAN, D'AIUTO, PIERCE	INVERSE CONDEMNATION CLAIM	1569.28
Sub-Total: (1)					1569.28
Sub-Count: 1					
029745	03/26/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	43.95
029745	03/26/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	52.52
029745	03/26/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	137.19
029745	03/26/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	137.20
029745	03/26/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	5.23
029745	03/26/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	2.51
029745	03/26/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	73.97
029745	03/26/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	46.10
029745	03/26/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	34.69
029745	03/26/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	7.50
029745	03/26/19	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	17.66
Sub-Total: (1)					558.52
Sub-Count: 11					
029746	03/26/19	GEO03		CERTIFIED MAIL POSTAGE 1/22/19	7.25
029746	03/26/19	GEO03		CERTIFIED MAIL POSTAGE 1/28/19	7.35
029746	03/26/19	GEO03		COUNTY ADMIN FEE 2/11/19	50.00
029746	03/26/19	GEO03		CERTIFIED MAIL POSTAGE 2/27/19	7.35
Sub-Total: (1)					71.95
Sub-Count: 4					
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	48.25
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	24.39
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	43.95
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	108.76
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	42.17

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029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	9.21
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	37.43
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	48.25
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	133.48
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	133.48
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	35.33
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	28.07
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	28.08
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	28.08
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	48.25
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	40.73
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	51.96
029747	03/26/19	GEO04	DIVIDE SUPPLY ACE HARDWARE	Misc. Materials & Supplies for treated water and	24.66
Sub-Total: (1)					914.53
Sub-Count: 18					
029748	03/26/19	GEO05	GEORGETOWN PRE-CAST, INC.	PO#017977: RISER & D-BOX LID FOR OFFICE SEPTIC	48.26
Sub-Total: (1)					48.26
Sub-Count: 1					
029749	03/26/19	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	450.00
029749	03/26/19	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	5698.80
Sub-Total: (1)					6148.80
Sub-Count: 2					
029750	03/26/19	GRA01	GRAINGER, INC.	PO#017963: TRUCK #32 CORDLESS COMBO KIT	158.13
029750	03/26/19	GRA01	GRAINGER, INC.	PO#017963: TRUCK #32 CORDLESS COMBO KIT	158.14
029750	03/26/19	GRA01	GRAINGER, INC.	PO#017963: TRUCK #32 CORDLESS COMBO KIT	158.14
029750	03/26/19	GRA01	GRAINGER, INC.	PO#017964: DIST. DELAY TIMERS - IRISH PUMP STATION	172.47
029750	03/26/19	GRA01	GRAINGER, INC.	PO#017965: TOOLS FOR DIST.	348.03
Sub-Total: (1)					994.91
Sub-Count: 5					
029751	03/26/19	HAN09	HANSFORD ECONOMIC CONSULTING	WASTEWATER RATE STUDY FEBRUARY 2019	2484.40
Sub-Total: (1)					2484.40
Sub-Count: 1					
029752	03/26/19	HAR03	HARRIS INDUSTRIAL GASES	PO#017960: MAT. & SUPPLIES FOR DITCH & DIST.	91.53
029752	03/26/19	HAR03	HARRIS INDUSTRIAL GASES	PO#017960: MAT. & SUPPLIES FOR DITCH & DIST.	91.54
029752	03/26/19	HAR03	HARRIS INDUSTRIAL GASES	PO#017960: MAT. & SUPPLIES FOR DITCH & DIST.	91.54
029752	03/26/19	HAR03	HARRIS INDUSTRIAL GASES	1 YEAR LEASE 01/2019-01/2020	90.00
029752	03/26/19	HAR03	HARRIS INDUSTRIAL GASES	1 YEAR LEASE 01/2019-01/2020	90.00
Sub-Total: (1)					454.61
Sub-Count: 5					
029753	03/26/19	HDS01	HD SUPPLY WATERWORKS, LTD	PO#017971: WATER JUGS FOR SERVICE TRUCKS	124.18
029753	03/26/19	HDS01	HD SUPPLY WATERWORKS, LTD	PO#017971: WATER JUGS FOR SERVICE TRUCKS	124.18
029753	03/26/19	HDS01	HD SUPPLY WATERWORKS, LTD	PO#017971: WATER JUGS FOR SERVICE TRUCKS	124.18
Sub-Total: (1)					372.54
Sub-Count: 3					
029754	03/26/19	HOL03	HOLT OF CALIFORNIA	FINC45027 01/30/19 & FINC45434 02/27/19	5.87
029754	03/26/19	HOL03	HOLT OF CALIFORNIA	FINC45027 01/30/19 & FINC45434 02/27/19	5.87
029754	03/26/19	HOL03	HOLT OF CALIFORNIA	FINC45027 01/30/19 & FINC45434 02/27/19	5.87
Sub-Total: (1)					17.61
Sub-Count: 3					
029755	03/26/19	HOM01	HOME DEPOT CREDIT SERVICE	PO#017973: TOOLS & SUPPLIES FOR TRUCK #32 & SHOP	65.99
029755	03/26/19	HOM01	HOME DEPOT CREDIT SERVICE	PO#017973: TOOLS & SUPPLIES FOR TRUCK #32 & SHOP	65.99
029755	03/26/19	HOM01	HOME DEPOT CREDIT SERVICE	PO#017973: TOOLS & SUPPLIES FOR TRUCK #32 & SHOP	66.00
Sub-Total: (1)					197.98
Sub-Count: 3					
029756	03/26/19	INT05	INTERWEST CONSULTING GROUP	PROFESSIONAL SERVICES FOR 02/01-02/28/19	525.00
Sub-Total: (1)					525.00
Sub-Count: 1					
029757	03/26/19			BOOTS REIMBURSEMENT FY 18-19 PER MOU	173.19
Sub-Total: (1)					173.19
Sub-Count: 1					

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029758	03/26/19	MJT01	MJT ENTERPRISES, INC.	02/25/19-03/03/19	597.80
029758	03/26/19	MJT01	MJT ENTERPRISES, INC.	02/25/19-03/03/19	568.40
029758	03/26/19	MJT01	MJT ENTERPRISES, INC.	02/25/19-03/03/19	205.80
029758	03/26/19	MJT01	MJT ENTERPRISES, INC.	02/25/19-03/03/19	19.60
029758	03/26/19	MJT01	MJT ENTERPRISES, INC.	03/04/19-03/10/19	916.30
029758	03/26/19	MJT01	MJT ENTERPRISES, INC.	03/04/19-03/10/19	254.80
029758	03/26/19	MJT01	MJT ENTERPRISES, INC.	03/04/19-03/10/19	284.20
Sub-Total: (1)					2846.90
Sub-Count: 7					
029759	03/26/19	MOB01	MOBILE MINI, LLC-CA	STORAGE RENTAL 03/20/19-04/16/19	197.79
Sub-Total: (1)					197.79
Sub-Count: 1					
029760	03/26/19	MOU02	MOUNTAIN DEMOCRAT	ANNUAL SUBSCRIPTION 12 MONTH 04/08/2019-04/08/2020	111.54
Sub-Total: (1)					111.54
Sub-Count: 1					
029761	03/26/19	NAT04	NATIONAL DOCUMENT	PO#017966: BILLING SUPPLIES & CASH RECEIPT BOOKS	1964.53
Sub-Total: (1)					1964.53
Sub-Count: 1					
029762	03/26/19	NOR07	NOR-CAL EQUIPMENT RENTALS	PO#017993: SNOWBLOWER RENTAL FOR WALTON TP	134.69
Sub-Total: (1)					134.69
Sub-Count: 1					
029763	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	7727208388-0 WALTON	3127.49
029763	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	0967683154-9 ALT	8719.45
Sub-Total: (1)					11846.94
Sub-Count: 2					
029764	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	9644745072-5	55.77
029764	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	1383483826-3	61.41
029764	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	8019291332-7	32.05
029764	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	9592050405-7	21.59
029764	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	7269328928-1	19.05
029764	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	9103062795-3	364.51
029764	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	0800178691-5	48.25
029764	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	2102211877-8	181.99
029764	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	7804325001-4	9.51
029764	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	2060545213-3	874.19
029764	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	2060545213-3	291.40
029764	03/26/19	PAC02	PACIFIC GAS & ELECTRIC	6228064022-8	1086.95
Sub-Total: (1)					3046.67
Sub-Count: 12					
029765	03/26/19	PAC06	PACE SUPPLY 23714-00	Misc. Materials & Supplies for Distribution	2802.62
Sub-Total: (1)					2802.62
Sub-Count: 1					
029766	03/26/19	PED02	PETER PEDRI	SNAKED OUT OFFICE SERVICE LINE: CLEANED & FLUSHED	130.00
Sub-Total: (1)					130.00
Sub-Count: 1					
029767	03/26/19	POL01	POLLARD WATER	PO#017969: FLUORIDE COLORIMETER FOR NEW ALT PLANT	522.31
029767	03/26/19	POL01	POLLARD WATER	PO#017969: STENNER PUMP FOR NEW ALT PLANT PROJECT	638.08
029767	03/26/19	POL01	POLLARD WATER	PO#017969: EYESALINE CONCENTRATE FOR SHOP & WTP	23.24
029767	03/26/19	POL01	POLLARD WATER	PO#017969: EYESALINE CONCENTRATE FOR SHOP & WTP	23.24
029767	03/26/19	POL01	POLLARD WATER	PO#017969: EYESALINE CONCENTRATE FOR SHOP & WTP	23.24
029767	03/26/19	POL01	POLLARD WATER	PO#017969: EYESALINE CONCENTRATE FOR SHOP & WTP	139.42
029767	03/26/19	POL01	POLLARD WATER	PO#017976: FLUORIDE REAGENTS FOR NEW ALT PLANT	109.40
029767	03/26/19	POL01	POLLARD WATER	PO#017976: SAMPLE BOTTLES FOR NEW ALT PLANT	128.70
029767	03/26/19	POL01	POLLARD WATER	PO#017987: COLORMETER FOR TRUCK #30 DISTRIBUTION	471.97
029767	03/26/19	POL01	POLLARD WATER	PO#017976: B/O FLUORIDE REAGENTS FOR NEW ALT PLANT	54.70
Sub-Total: (1)					2134.30
Sub-Count: 10					
029768	03/26/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE APRIL 2019	136.03
029768	03/26/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE APRIL 2019	310.93
029768	03/26/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE APRIL 2019	116.60
029768	03/26/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE APRIL 2019	310.94
029768	03/26/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE APRIL 2019	233.20

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029768	03/26/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE APRIL 2019	1997.11
029768	03/26/19	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE APRIL 2019	116.60
Sub-Total: (1)					3221.41
Sub-Count: 7					
029769	03/26/19	PRO04	PAUL FUNK	CLEANING SERVICES FOR MARCH 2019	265.00
Sub-Total: (1)					265.00
Sub-Count: 1					
029770	03/26/19	PSO01	PSOMAS	PROFESSIONAL SERVICES FROM 02/01/19-02/28/19	3435.00
Sub-Total: (1)					3435.00
Sub-Count: 1					
029771	03/26/19	RIE01	RIEBES AUTO PARTS,LLC	PO#017931: OIL & FILTER FOR JOHN DEER EXCAVATOR	70.53
029771	03/26/19	RIE01	RIEBES AUTO PARTS,LLC	PO#017933: #30 FUEL TANK WIRING & WELDING TRAILER	126.31
029771	03/26/19	RIE01	RIEBES AUTO PARTS,LLC	PO#017939: FUEL FILTERS FOR UP COUNTRY&DITCH UNITS	14.25
029771	03/26/19	RIE01	RIEBES AUTO PARTS,LLC	PO#017939: FUEL FILTERS FOR UP COUNTRY&DITCH UNITS	14.26
029771	03/26/19	RIE01	RIEBES AUTO PARTS,LLC	PO#017950: PREM AW 32 HYD FL 5G FOR DIST.	111.52
029771	03/26/19	RIE01	RIEBES AUTO PARTS,LLC	PO#017967: WELDING TRAILER SUPPLIES	74.06
029771	03/26/19	RIE01	RIEBES AUTO PARTS,LLC	PO#017967: WELDING TRAILER SUPPLIES	74.06
Sub-Total: (1)					484.99
Sub-Count: 7					
029772	03/26/19	RIV02	RIVER CITY RENTALS	PO#017979:Excavator Rental-TreeRemoval Upper Ditch	2050.00
Sub-Total: (1)					2050.00
Sub-Count: 1					
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	T & D RAW WATER FUEL USAGE ALLOCATION	662.89
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	WATER TREATMENT FUEL USAGE ALLOCATION	226.77
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	T & D TREATED WTR FUEL USAGE ALLOCATION	607.94
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	ZONE FUEL USAGE ALLOCATION	181.19
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	UPCOUNTRY FUEL USAGE ALLOCATION	242.25
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	ADMIN. FUEL USAGE ALLOCATION	.00
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	T & D RAW WATER FUEL USAGE ALLOCATION	3.16
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	WATER TREATMENT FUEL USAGE ALLOCATION	3.16
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	T & D TREATED WTR FUEL USAGE ALLOCATION	3.17
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	ZONE FUEL USAGE ALLOCATION	3.17
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	UPCOUNTRY FUEL USAGE ALLOCATION	3.16
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	ADMIN. FUEL USAGE ALLOCATION	.00
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	T & D RAW WATER FUEL USAGE ALLOCATION	5.49
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	WATER TREATMENT FUEL USAGE ALLOCATION	5.49
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	T & D TREATED WTR FUEL USAGE ALLOCATION	5.49
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	ZONE FUEL USAGE ALLOCATION	5.49
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	UPCOUNTRY FUEL USAGE ALLOCATION	5.49
029773	03/26/19	ROB02	ROBINSON ENTERPRISES	ADMIN. FUEL USAGE ALLOCATION	.00
Sub-Total: (1)					1964.31
Sub-Count: 18					
029774	03/26/19	ROC02	KENNETH D. WELSH	9" STEEL TRIM BLADES SET & SHARPENED X21 @7.50ea	78.75
029774	03/26/19	ROC02	KENNETH D. WELSH	9" STEEL TRIM BLADES SET & SHARPENED X21 @7.50ea	78.75
Sub-Total: (1)					157.50
Sub-Count: 2					
029775	03/26/19	SAN02	Santander Leasing	INTEREST	53.39
029775	03/26/19	SAN02	Santander Leasing	PRINCIPAL	1177.49
Sub-Total: (1)					1230.88
Sub-Count: 2					
029776	03/26/19	SIE10	SIERRA SAFETY	PO#017984: SAFETY EQUIPMENT - UPCNTRY, DITCH, DIST	55.33
029776	03/26/19	SIE10	SIERRA SAFETY	PO#017984: SAFETY EQUIPMENT - UPCNTRY, DITCH, DIST	55.33
029776	03/26/19	SIE10	SIERRA SAFETY	PO#017984: SAFETY EQUIPMENT - UPCNTRY, DITCH, DIST	55.33
Sub-Total: (1)					165.99
Sub-Count: 3					
029777	03/26/19	TIR01	TIREHUB, LLC	PO#017932: TIRES FOR WTP UNITS #31 & #34	1536.68
029777	03/26/19	TIR01	TIREHUB, LLC	PO#017980: TIRES FOR #2 TRUCK	917.29
Sub-Total: (1)					2453.97
Sub-Count: 2					
029778	03/26/19	UNI06	UNITEDHEALTHCARE INSURANCE CO	PREPAID HEALTH INSURANCE [REDACTED] 4/1-4/30/19	156.75
Sub-Total: (1)					156.75
Sub-Count: 1					

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029779	03/26/19	USA03	USA BLUE BOOK	PO#017968: DIST SIGNS & HOSES FOR FLUSHING/PUMPING	539.42
029779	03/26/19	USA03	USA BLUE BOOK	PO#017968: HOSE FOR HYDRANT FLUSHING	179.05
029779	03/26/19	USA03	USA BLUE BOOK	PO#017970: DECHLORINATION SUPPLY FOR NEW ALT PLANT	357.19
029779	03/26/19	USA03	USA BLUE BOOK	PO#017981: DIST. PRESSURE GAUGE; PUMP HOSE ADAPTER	110.24
Sub-Total: (1)					1185.90
Sub-Count: 4					
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY AMAZON		119.96
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY SOUTHWEST AIRLINES		145.96
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY JOINT POWERS INSURANCE		190.00
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY USA BLUE BOOK		51.25
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY CALL-EM-ALL		212.50
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY MICROSOFT		16.00
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY MICROSOFT		16.00
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY MICROSOFT		84.00
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY CA ONSITE WATER ASSOCIATION		500.00
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY ENR MEMBERSHIP 3 YEARS		78.00
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY BAREBONES WORKWEAR		146.51
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY BAREBONES WORKWEAR		146.51
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY BAREBONES WORKWEAR		146.51
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY BAREBONES WORKWEAR		146.51
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY BAREBONES WORKWEAR		146.51
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY BAREBONES WORKWEAR		146.51
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY GFOA		45.00
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY FEDEX		209.14
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY DRI CRASHPLAN COMPUTER BACKUP		2.49
029780	03/26/19	USB05	U.S. BANK CORPORATE PAYMENT SY STAMPS.COM		15.99
Sub-Total: (1)					2565.35
Sub-Count: 20					
029781	03/26/19	VAV01	VAVRINEK, TRINE, DAY & CO., LL	INCREASE Change Order Issued 02/01/19	705.00
Sub-Total: (1)					705.00
Sub-Count: 1					
029782	03/26/19	WEL02	WELLS FARGO BANK	APRIL 2019 WALTON LAKE ANNUAL RESERVE	2296.95
Sub-Total: (1)					2296.95
Sub-Count: 1					
029783	04/02/19	ALL04	ALL ELECTRIC MOTORS	PO#017997: MOTOR & PUMP MAINTENANCE	1258.51
Sub-Total: (1)					1258.51
Sub-Count: 1					
029784	04/02/19	ATT02	AT&T	Utilities-PHONE 530-333-4356 918 9 03/14-04/13/19	266.56
029784	04/02/19	ATT02	AT&T	Utilities-PHONE 530-333-4356 918 9 03/14-04/13/19	399.86
029784	04/02/19	ATT02	AT&T	Utilities-PHONE 530-333-4356 918 9 03/14-04/13/19	399.86
029784	04/02/19	ATT02	AT&T	Utilities-PHONE 530-333-9442 243 7 03/14-04/13/19	155.66
029784	04/02/19	ATT02	AT&T	Utilities-PHONE 530-333-1119 106 5 03/14-04/13/19	246.81
029784	04/02/19	ATT02	AT&T	Utilities-PHONE 530-885-6287 473 6 03/14-04/13/19	187.42
029784	04/02/19	ATT02	AT&T	Utilities-PHONE 234-343-7252 777 4 03/14-04/13/19	67.07
029784	04/02/19	ATT02	AT&T	Utilities-PHONE 234-371-7957 823 9 03/14-04/13/19	67.07
Sub-Total: (1)					1790.31
Sub-Count: 8					
029785	04/02/19	CLS01	CLS LABS	ROUTINE DIST. SYST. BACTERIA	44.10
029785	04/02/19	CLS01	CLS LABS	LT2 SWTR RAW B	78.40
Sub-Total: (1)					122.50
Sub-Count: 2					
029786	04/02/19	CWS01	CORBIN WILLITS SYS. INC.	MONTHLY CHARGE FOR APRIL 2019	573.20
Sub-Total: (1)					573.20
Sub-Count: 1					
029787	04/02/19	DIV05	PLACERVILLE AUTO PARTS, INC	Misc. Vehicle Maintenance, Materials & Supplies	68.60
029787	04/02/19	DIV05	PLACERVILLE AUTO PARTS, INC	Misc. Vehicle Maintenance, Materials & Supplies	68.60
029787	04/02/19	DIV05	PLACERVILLE AUTO PARTS, INC	Misc. Vehicle Maintenance, Materials & Supplies	68.60
029787	04/02/19	DIV05	PLACERVILLE AUTO PARTS, INC	Misc. Vehicle Maintenance, Materials & Supplies	96.04
Sub-Total: (1)					301.84
Sub-Count: 4					
029788	04/02/19	ECO01	ECORP CONSULTING, INC.	PROJECT 2016-186 PROF SVCS FROM 12/01/18-12/31/18	1983.30
029788	04/02/19	ECO01	ECORP CONSULTING, INC.	PROJECT 2016-186 PROF SVCS FROM 01/01/19-01/31/19	2462.25
029788	04/02/19	ECO01	ECORP CONSULTING, INC.	PROJECT 2016-186 PROF SVCS FROM 02/01/19-02/28/19	2738.02
Sub-Total: (1)					7183.57
Sub-Count: 3					

Date...: Apr 4, 2019
Time...: 10:08 am
Run by.: Hannah Schnetz

Georgetown Divide PUD
BOARD CHECK REVIEW

GDPUD Board Mtg. of 04/09/2019
AGENDA ITEM 5.B.2.
Cash Disbursement Report
Page 8 of 8

Page: 8
List: BOAR
ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
029789	04/02/19	FER01	FERRELLGAS	Utilities-PROPANE ALT	495.05
Sub-Total: (1)					495.05
Sub-Count: 1					
029790	04/02/19	KEY01	KEYS PLUS	PO#017989: LOCKS FOR WTP KEYS & WTP TRUCK UNITS	599.60
Sub-Total: (1)					599.60
Sub-Count: 1					
029791	04/02/19	MJT01	MJT ENTERPRISES, INC.	██████████ 03/11/19-03/17/19	607.60
029791	04/02/19	MJT01	MJT ENTERPRISES, INC.	██████████ 03/11/19-03/17/19	205.80
029791	04/02/19	MJT01	MJT ENTERPRISES, INC.	██████████ 03/11/19-03/17/19	303.80
Sub-Total: (1)					1117.20
Sub-Count: 3					
029792	04/02/19	MYE01	Myers and Sons	CONTRACTOR'S APPLICATION #23 PERIOD: 1/1-01/31/19	134469.94
Sub-Total: (1)					134469.94
Sub-Count: 1					
029793	04/02/19	POW01	POWERNET GLOBAL COMM.	Utilities-LONG DISTANCE 02/19/19-03/19/19	133.86
Sub-Total: (1)					133.86
Sub-Count: 1					
029794	04/02/19	VER01	VERIZON WIRELESS	530-333-3494	53.40
029794	04/02/19	VER01	VERIZON WIRELESS	530-333-3760	53.40
029794	04/02/19	VER01	VERIZON WIRELESS	530-333-3872	53.40
029794	04/02/19	VER01	VERIZON WIRELESS	530-333-3940	262.97
029794	04/02/19	VER01	VERIZON WIRELESS	530-333-3978	53.40
029794	04/02/19	VER01	VERIZON WIRELESS	530-333-7608	26.71
029794	04/02/19	VER01	VERIZON WIRELESS	530-457-7078	212.02
029794	04/02/19	VER01	VERIZON WIRELESS	530-957-3814	38.01
029794	04/02/19	VER01	VERIZON WIRELESS	530-957-4413	53.40
029794	04/02/19	VER01	VERIZON WIRELESS	530-957-5427	53.40
029794	04/02/19	VER01	VERIZON WIRELESS	530-957-5471	53.40
029794	04/02/19	VER01	VERIZON WIRELESS	530-957-5472	53.40
029794	04/02/19	VER01	VERIZON WIRELESS	530-957-5492	53.40
029794	04/02/19	VER01	VERIZON WIRELESS	530-957-8086	53.40
029794	04/02/19	VER01	VERIZON WIRELESS	530-957-8155	53.40
Sub-Total: (1)					1127.11
Sub-Count: 15					
029795	04/02/19	WOO03	WOOD ENVIRONMENT & INFRASTRUCT	PROFESSIONAL SERVICES THROUGH 03/01/19	2895.00
Sub-Total: (1)					2895.00
Sub-Count: 1					
Grn-Total:					298707.93
Ttl-Count: 296					

2018 WATER SUPPLY AND DEMAND SUMMARY

Georgetown Divide Public Utility District

March 22, 2019

GDPUD Board Mtg. of 04/09/2019

AGENDA ITEM 5.C.

Page 1 of 1

WATER SUPPLY			
Stumpy Meadows Project			
		Firm Yield, AF	12,200
DEMAND - Demand is comprised of sales, losses and latent demand components.			
Current Sales			
<i>Treated Water</i>			
	<u>Residential</u>	<u>Commercial</u>	<u>Total</u>
Accounts	3,665	155	3,820
Actual Usage, AF	1,110	189	1,299
Five Year Average Usage, AF	1,096	188	1,284
Construction Water Sold, AF			2.83
Treated Water Usage, AF			<u>1,302</u>
<i>Untreated Water</i>			
Active Irrigation Accounts		399	
Actual Irrigation Usage, AF			<u>4,256</u>
Water Use by Customers, AF			5,558
Estimated Operational Losses			
<i>Treated Water System</i> - Treatment & Conveyance, AF			302
<i>Other Operational Losses</i> (a), AF			<u>2,897</u>
Total Estimated Operation Losses, AF			3,199
Latent Demand (b)			
<i>Treated Water, AF</i>			
Inactive Meters	124		62
Existing Parcels	813		<u>407</u>
Total Latent Demand, AF			<u><u>469</u></u>
DEMAND AT FULL UTILIZATION, AF			9,225
REMAINING AVAILABLE WATER WITH FIRM YIELD OPERATION, AF			2,975

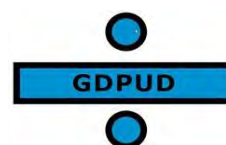
Notes:

AF = Acre Feet

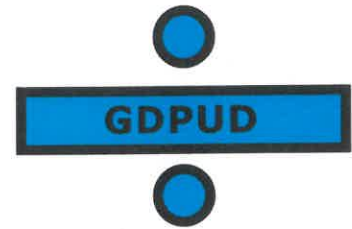
0.5 AF of usage is estimated for inactive meters and existing parcels.

a) = Conveyance and carriage losses.

b) = Represents estimated water usage, including an amount of water system losses for inactive meters, non-metered parcels within assessment districts, line extensions not yet metered using 0.5 AF of usage per meter or parcel.



**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 5.D.**



AGENDA SECTION: CONSENT

SUBJECT: CONSIDERATION OF DIRECTOR GARCIA'S REQUEST TO ATTEND CSDA LEGISLATIVE DAYS

PREPARED BY: Diana Michaelson, Board Assistant *dpm*

APPROVED BY: Steven Palmer, PE, General Manager *SP*

BACKGROUND

California Special Districts Association (CSDA) is a not-for-profit association formed in 1969 to promote good governance and improved core local services through professional development, advocacy, and other services for all types of independent special districts. In line with its mission to provide members with "the resources necessary to best serve their communities," CSDA will be hosting in May the 2019 Special Districts Legislative Days, an interactive and informative two-day legislative conference in Sacramento.

DISCUSSION

The conference will be held May 21-22, 2019. Information about the conference is included as Attachment 1. The conference affords attendees an opportunity to participate in pre-arranged meetings with State Legislators and staff. They will also hear directly from State leaders on topics affecting government finances, local services, and infrastructure. Attendees will receive briefings from legal experts and CSDA lobbyists on the newest laws and legal challenges to come out of Sacramento and will participate in in-depth policy breakout sessions.

In accordance with Board adopted District policy, training attendance and travel by Directors is paid on a reimbursement basis. Directors must pay for their own registration fees, hotels, travel, and meals, then request reimbursement after attending the conference or workshop and reporting back to the full Board. Cash advances or use of District credit cards for these purposes is not permitted. District Policies 4025 and 4090 are included as Attachment 2.

Director Garcia has expressed a desire to attend the conference. If other Directors wish to attend, the resolution can be amended accordingly.

FISCAL IMPACT

Training for Staff and Directors is included in the FY 2018/2019 District Budget. The cost to attend this workshop is \$275 (early registration before April 26; \$325 after April 26), with lunch provided by CSDA. Mileage would be reimbursed at \$0.58 per mile. (See Attachment 3.) The FY 2018/2019 budget did not anticipate attendance at this workshop. Since Staff is not

**Approve Expense Reimbursement for Director Garcia
to Attend CSDA Legislative Days**

Board Meeting of April 9, 2019
Agenda Item No. 5.D.

attending the California Rural Water Association Annual Expo this year as planned in the budget, this unanticipated expense can be absorbed without impacting the conference budget.

CEQA ASSESSMENT

This is not a CEQA project.

RECOMMENDED ACTION

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District adopt the attached Resolution approving expense reimbursement for Director Garcia to attend CSDA Legislative Days in Sacramento on May 21-22, 2019.

ALTERNATIVES

Reject the Resolution.

ATTACHMENTS

1. Conference Information
2. District Policies 4025 and 4090
3. 2019 IRS Reimbursement Rates
4. Resolution 2019-23



**California Special
Districts Association**
Districts Stronger Together

WOW
See who's
speaking @ the
lunch briefing!

SPECIAL DISTRICTS LEGISLATIVE DAYS

2 DAY EVENT: ADVOCACY & POLICY DAYS

Gain the edge on policy changes impacting your agency and exchange ideas with California's top decision-makers at the **2019 Special Districts Legislative Days**, an interactive and informative two-day legislative conference in our State's Capitol.



@CSDADISTRICTS
FACEBOOK.COM/CSDADISTRICTS
#DISTRICTSADVOCATE



GABRIEL PETEK
California Legislative Analyst



KEELY BOSLER
California Director of Finance

Don't miss the May 21 Lunch Briefing! Hear directly from California Legislative Analyst Gabriel Petek and California Director of Finance Keely Bosler regarding hot topics affecting government finances, local services, and infrastructure.

Tuesday, May 21 – **Advocacy Day**

Get updated on what's happening in the Capitol, then join special district leaders from throughout California to take action on the priority issues facing special districts.

7:30–8:30 A.M.

Registration and District NetWorks Café

at the Sacramento Convention Center
1400 J Street, Sacramento, CA 95814

Enjoy a light breakfast with your network's special district leaders

8:30–10:00 A.M.

Legislative Briefing

- Presentation of CSDA Legislator of the Year Award
- Capitol Office Visit Preparation

10:00 A.M.–12:30 P.M.

Capitol Office Visits – Round One

Participate in pre-arranged meetings with State Legislators and staff in their Capitol offices, followed by a private reception. Between office visits, attendees can grab a water bottle, rest legs, and hear insights from veteran Capitol staffers in a designated Capitol committee room.

12:30–2:30 P.M.

Lunch Briefing

Hear directly from State leadership on hot topics affecting government finances, local services, and infrastructure:

- Gabriel Petek, California Legislative Analyst
- Keely Bosler, California Director of Finance
- Debrief First Round of Capitol Office Visits

2:30–5:00 P.M.

Capitol Office Visits – Round Two

5:00–6:30 P.M.

Legislative Reception at Mayahuel

1200 K Street, Sacramento, CA 95814

Sponsored by

Special District Risk Management Authority (SDRMA)



Wednesday, May 22 – **Policy Day**

Gain insights from legal experts and CSDA lobbyists on the newest laws and legal challenges to come out of Sacramento.

8:00–9:30 A.M.

Policy Briefing with Breakfast

Get your fill on the major legislative and voter initiatives facing special districts. Gain insights from legal experts and CSDA lobbyists on the newest laws and legal challenges to come out of Sacramento.

9:30–11:30 A.M.

In-Depth Policy Breakouts

Expert practitioners present the most significant court rulings and legislative actions impacting special districts in 2019 and proposed for 2020.

State and Local Partnership on Disaster Prevention, Preparation, and Recovery

Mark Ghilarducci, Director, Governor's Office of Emergency Services

Learn from recent events in Oroville, Paradise, Sonoma, Santa Barbara, and elsewhere. We will detail best practices in working with OES and FEMA and overview the key policy and funding elements within the 2019-20 State Budget.

Special District Revenue Trials and Trends (MCLE Credit)

Lutfi Kharuf, Associate, Best Best & Krieger

Understand how developments in recent court decisions affect Prop 218 rate setting and explore what may be in store for local property tax revenues. We will discuss the ramifications of major legal cases, such as Upland, and pending ballot initiatives on commercial property taxes and voter thresholds. *This session qualifies for minimum continuing legal education by the State Bar of California in the amount of one (1) hour of General Participatory credit.*

Fallout from the Housing Crisis: RDAs, EIFDs, ADUs, DIFs, and More

Russell Powell, Senior Vice President, Economic & Planning Systems, Inc.

Discover the legislative ramifications of California's housing crisis and what it means for special districts providing communities with essential services and infrastructure. We will examine proposals to use, borrow against, and curtail local fees and taxes in an effort to promote housing and development.

11:30–11:45 A.M.

Closing Comments



SPECIAL DISTRICTS LEGISLATIVE DAYS

2 Day Event: Advocacy & Policy Days

GDPUD Board Mtg. of 04.09.2019
AGENDA ITEM 5.D
Attachment 1
Page 3 of 4

May 21-22, 2019
REGISTER & JOIN US IN SACRAMENTO



EARLY BIRD PRICING – REGISTER ON OR BEFORE APRIL 26, 2019

- **CSDA Member - \$275 Early Registration / \$325 Regular Registration**
- **Non-Member - \$365 Early Registration / \$440 Regular Registration**

Three Ways to Register

- **Online:** Visit legislatedays.csdanet.net
- **Fax number:** 916.520.2465. All faxed forms must include credit card payment.
- **Mail:** CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. Please include registration form and payment. Checks should be made payable to: California Special Districts Association.

Who qualifies for "member" rates?

All California Special Districts Association and Special District Risk Management Authority members.
 Not sure if you are a member? Simply contact Cathrine Lemaire at cathrinel@csda.net or call toll-free at 877-924-2732.
 It's not too late to become a CSDA member.

Registration includes the evening reception, legislative visits arranged by CSDA, written materials, and meals as indicated in the agenda. Payment must accompany registration in order to process.

<input type="checkbox"/> CSDA Member: \$275/EARLY BIRD	<input type="checkbox"/> Non-Member: \$365/EARLY BIRD	Total \$: <input type="text"/>
<input type="checkbox"/> CSDA Member: \$325/AFTER APRIL 26	<input type="checkbox"/> Non-Member: \$440/AFTER APRIL 26	

Name/Title:		
District:		
Address:		
City:	State:	ZIP:
Phone:	Fax:	
Email:		
Emergency Contact Name/Phone Number:		

LEGISLATIVE OFFICE VISITS
 CSDA will make every attempt to schedule meetings, for you and other attendees from your region, with your region's legislative representatives or staff. You will advocate as a group on the top issues facing special districts.

Yes, I want to participate in prearranged meetings in the Capitol. No, I do not want to participate in prearranged meetings in the Capitol.

PAYMENT

Check Visa MasterCard Discover American Express

Acct. name:	Acct. Number:
Expiration date:	Authorized Signature:

SPECIAL NEEDS

Vegetarian Other:

Cancellation Policy: Cancellations must be made in writing and received via fax, mail or email no later than three days prior to the event. All cancellations made within the specified time will be refunded less a \$75 processing fee.

Consent to Use Photographic Images: Registration and attendance at, or participation in, CSDA meeting and other activities constitutes an agreement by the registrant to CSDA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities.

Anti-Discrimination and Harassment Policy: CSDA is dedicated to a harassment-free event experience for everyone. Our Anti-Discrimination and Harassment Policy can be found under "CSDA Transparency" at www.csdanet.net/about-csda/who-we-are.



California Special Districts Association
 1112 I Street, Suite 200
 Sacramento, CA 95814

A proud California Special Districts Alliance partner.

GDPUD Board Mtg. of 04.09.2019
 AGENDA ITEM 5.D
 Attachment 1
 Page 4 of 4

PRSR STD
 U.S. Postage
PAID
 Permit No. 316
 Sacramento, CA

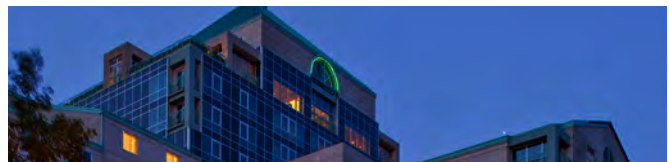
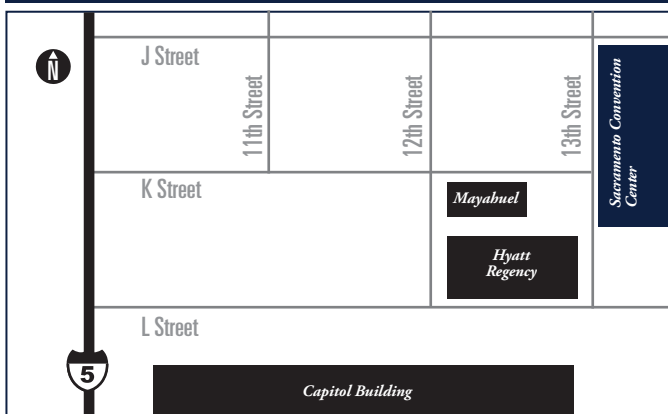


SPECIAL DISTRICTS LEGISLATIVE DAYS

2 Day Event: Advocacy & Policy Days

May 21-22, 2019
 REGISTER & JOIN US IN SACRAMENTO

Event Map



Hotel Information

Hyatt Regency Sacramento, 1209 L Street, Sacramento, CA 95814
 Room rate of \$206 single/double plus tax.
 Room rate includes complimentary standard wi-fi in guest rooms.
 Call 877.803.7534 and ask for the CSDA room rate.
 Room reservation cut-off is: April 29, 2019

Event Location - Sacramento Convention Center

1400 J Street, Sacramento, CA 95814

City Parking Information

For parking information, visit the City of Sacramento website at www.cityofsacramento.org.

POLICY TITLE: Expenditure Reimbursement

POLICY NUMBER: 4025

4025.1 Purpose. The purpose of this policy is to prescribe the manner in which District employees and directors may be reimbursed for expenditures related to District business.

4025.2 Scope. This policy applies to all employees and members of the Board of Directors and is intended to result in no personal gain or loss to an employee or director.

4025.3 Implementation. Whenever District employees or directors desire to be reimbursed for out-of-pocket expenses for item(s) or service(s) appropriately relating to District business, they shall submit their requests on a reimbursement form approved by the General Manager. Included on the reimbursement form will be an explanation of the District-related purpose for the expenditure(s), and receipts evidencing each expense shall be attached.

4025.4.1 General Manager will review and approve reimbursement requests. .
Reimbursement requests by the General Manager will be reviewed and approved by the Board.

4025.4.2 All expenses must be reasonable and necessary, and employees and Directors are encouraged to exercise prudence in all expenditures.

4025.4.3 The most economical mode and class of transportation reasonably consistent with scheduling requirements will be used. In the event a more expensive class of transportation is used, the reimbursable amount will be limited to the cost of the most economical class of transportation available. Reimbursement for use of personal vehicles will be at the applicable IRS-approved rate.

4025.4.4 Expenditures for food and lodging will be the same as the current State of California employee per diem guidelines.

POLICY TITLE: Training, Education and Conferences

POLICY NUMBER: 4090

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

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

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

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

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

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

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

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

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

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

Georgetown Divide Public Utility District | 2013

Policy Manual

GDPUD Board Mtg. of 4/9/2019
AGENDA ITEM 5.D.
Attachment 2
Page 3 of 3

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

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



IRS issues standard mileage rates for 2019

IR-2018-251, December 14, 2018

WASHINGTON — The Internal Revenue Service today issued the 2019 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2019, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 58 cents per mile driven for business use, up 3.5 cents from the rate for 2018,
- 20 cents per mile driven for medical or moving purposes, up 2 cents from the rate for 2018, and
- 14 cents per mile driven in service of charitable organizations.

The business mileage rate increased 3.5 cents for business travel driven and 2 cents for medical and certain moving expense from the rates for 2018. The charitable rate is set by statute and remains unchanged.

It is important to note that under the Tax Cuts and Jobs Act, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses. Taxpayers also cannot claim a deduction for moving expenses, except members of the Armed Forces on active duty moving under orders to a permanent change of station. For more details see Notice-2019-02.

The standard mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after using any depreciation method under the Modified Accelerated Cost Recovery System (MACRS) or after claiming a Section 179 deduction for that vehicle. In addition, the business standard mileage rate cannot be used for more than four vehicles used simultaneously. These and other limitations are described in section 4.05 of Rev. Proc. 2010-51.

Notice 2019-02, posted today on IRS.gov, contains the standard mileage rates, the amount a taxpayer must use in calculating reductions to basis for depreciation taken under the business standard mileage rate, and the maximum standard automobile cost that a taxpayer may use in computing the allowance under a fixed and variable rate plan.

RESOLUTION NO. 2019-18
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
AUTHORIZING REIMBURSEMENT OF CONFERENCE AND TRAVEL-RELATED
EXPENSES RELATED TO CALIFORNIA SPECIAL DISTRICTS ASSOCIATION
LEGISLATIVE DAYS FOR DIRECTOR CYNTHIA GARCIA

WHEREAS, the California Special Districts Association (“CSDA”) Legislative Days Conference is scheduled for May 21 and 22, 2019 in Sacramento, California; and

WHEREAS, CSDA promotes good governance and improved core local services through professional development, advocacy, and other services for all types of independent special districts; and

WHEREAS, the conference affords attendees an opportunity to participate in pre-arranged meetings with State Legislators and staff; and

WHEREAS, attendees will receive briefings from legal experts and CSDA lobbyists on the newest laws and legal challenges to come out of Sacramento and will participate in in-depth policy breakout sessions; and

WHEREAS, in accordance with Board adopted District Policy, conference attendance and travel by Directors is paid for on a reimbursement basis with conference attendees providing a report to the Board of Directors on conference activities; and

WHEREAS, Director Garcia has indicated a desire to attend the Legislative Days conference; and

WHEREAS, training for Staff and Directors is included in the FY 2018/2019 Budget; and

WHEREAS, the cost to attend this workshop is \$275 for early (by April 26) registration, with lunch provided by CSDA and mileage to be reimbursed at the 2019 IRS rate of \$0.58 per mile.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT reimbursements for conference and travel-related expenses for participation by Director Garcia in the CSDA Legislative Days conference are approved.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

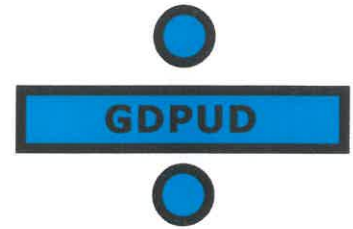
Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

CERTIFICATION

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2019-18 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 5.E.**



AGENDA SECTION: CONSENT

SUBJECT: AUTHORIZE LETTER SUPPORTING PARADISE IRRIGATION DISTRICT'S REQUEST FOR \$21,693,203 FROM THE STATE OF CALIFORNIA GENERAL FUND TO FUND OPERATIONS DURING THE RECOVERY OF THE TOWN

PREPARED BY: Steven Palmer, PE, General Manager

APPROVED BY: Steven Palmer, PE, General Manager

A blue ink signature of Steven Palmer, General Manager, written over the name in the "APPROVED BY" line.

BACKGROUND

Through the Association of California Water Agencies (ACWA) Legislative Committee, the Paradise Irrigation District (PID) has requested a letter from the District to the State supporting their request for assistance in recovering from the November 2018 Camp Fire.

DISCUSSION

The November 2018 Camp Fire decimated the Town of Paradise, including PID. Before the fire, PID served 10,500 connections in the Town of Paradise. Today PID has only 700 active connections. While Federal Emergency Management Agency, Office of Emergency Services, and insurance will fund the replacement and repair of PID infrastructure, they do not fund daily operating expenses. With the loss of nearly all its customers, PID does not have a funding source for operating expenses. Similar to Georgetown Divide Public Utility District, 95% of PID's cost of service is fixed.

PID has an annual operating budget of approximately \$7.2 million. They have \$3 million in reserves and are facing insolvency in less than six months.

In conjunction with Assemblyman James Gallagher and Senator Jim Nielsen, PID has submitted a request to the Governor for a one-time appropriation of \$21,693,203 from the State General Fund for three fiscal years of operating and maintenance costs.

FISCAL IMPACT

There is no fiscal impact to the District resulting from this action.

CEQA ASSESSMENT

This is not a CEQA project.

RECOMMENDED ACTION

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) authorize the General Manager or Board President to submit a letter of support as requested by PID.

ATTACHMENTS

1. PID Request to Governor
2. Draft Letter Supporting PID

COMMITTEES
VICE CHAIR: WATER, PARKS AND WILDLIFE
AGRICULTURE
APPROPRIATIONS
GOVERNMENTAL ORGANIZATION

E-MAIL
Assemblymember.Gallagher@assembly.ca.gov

Assembly California Legislature



JAMES GALLAGHER
ASSEMBLYMEMBER, THIRD DISTRICT

GDPUD Board Mtg. of 04/09/2019
AGENDA ITEM 5.E.
Attachment 1
Page 1 of 4

FAX (916) 319-2103

DISTRICT OFFICES
1130 CIVIC CENTER BOULEVARD, SUITE F
YUBA CITY, CA 95993
(530) 671-0303
FAX (530) 671-0308

2060 TALBERT DRIVE, SUITE 110
CHICO, CA 95928
(530) 895-4217
FAX (530) 895-4219

March 1, 2019

Governor Gavin Newsom
State Capitol, Governor's Office
Sacramento, CA 95814

Re: Backfill Funding for Paradise Irrigation District

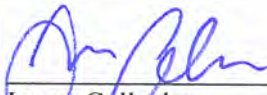
Dear Governor Newsom:

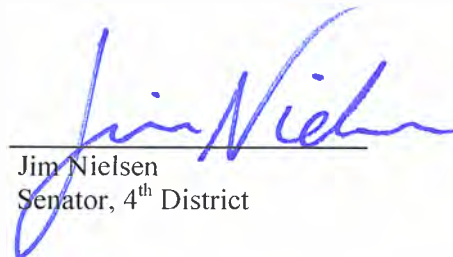
We respectfully request your support for a one-time appropriation of \$21,693,203 from the General Fund to the Paradise Irrigation District (PID) to allocate toward the District's operations and maintenance costs over the next three fiscal years. PID is a special district providing water service to the town of Paradise. PID was hit hard by the Camp Fire in 2018 and faces a significant reduction in operating capital for the next few years (see attachments). Although PID currently has approximately \$3 million held in reserves, it anticipates facing insolvency in less than 6 months without State action.

The district has explored funding opportunities to address damaged infrastructure and water quality issues, however, no funding avenues are currently available for maintenance and operations costs. Even though the district currently serves a smaller population, PID's cost of service is mostly (over 95%) fixed.

Providing a short-term funding solution to allow the district to develop long-term funding models will ensure that the residents returning to Paradise will not have to worry about access to clean, safe drinking water. Backfilled revenues by the State ensure that the men and women who work for and service the District – the majority of whom were also affected by the fire – will be able to maintain their employment and provide a measure of economic stability to the region.

Respectfully,


James Gallagher
Assemblyman, 3rd District


Jim Nielsen
Senator, 4th District

Encl. 1- PID Background
Encl. 2- PID Revenue Needs
Encl. 3- PID Operating Expenses

Cc:
Keely Bosler, Director, Department of Finance
Members, Senate Committee on Budget and Fiscal Review
Members, Assembly Committee on Budget



PARADISE IRRIGATION DISTRICT

6332 Clark Road, Paradise CA 95969 | Phone (530)877-4971 | Fax (530)876-0483

Revenue Backfill Request

Background

Paradise Irrigation District (PID) is a local public agency formed in 1916 and operating under Division 11 of the California Water Code. It is governed by a five-member elected Board of Directors and has powers and purposes attendant to a government agency. PID serves only drinking water to the homes and businesses within the Town of Paradise, despite its “irrigation” name.

Before the November 8, 2018 Camp Fire, PID provided drinking water to approximately 10,500 customer connections. Today, approximately 1,500 connections remain; however, only about 700 of those connections are active given various reasons, including damage to PID’s infrastructure and use limitations given water quality concerns.

Revenue Backfill Request – \$21,693,203.00

The unprecedented Camp Fire has left PID in financial crisis without enough revenue to meet ongoing operational expenses. The cost to replace and repair PID’s infrastructure will be addressed through FEMA/CalOES and PID’s insurance provider. The State’s recent approval of a three-year property tax backfill for Butte County (AB 72, February 13, 2019) does not address PID’s financial crisis because its revenue is predominantly (+90%) derived from customer fees, not property taxes. The attached revenue worksheet shows PID’s budgeted revenue for operations and resulting shortfall totaling \$21,693,203.00. Like AB 72, PID’s backfill request would be appropriated this fiscal year and then prorated out over a total of three fiscal years.

PID’s Operational Costs Are Mostly Fixed

PID’s cost of service is mostly (over 95%) fixed, meaning its cost to store, treat and deliver water to 1 customer connection is roughly the same as it is for 10,500 connections. PID’s operational expenses do not decrease because it is serving water to fewer connections. The attached cost worksheet shows PID’s budgeted costs pre-Fire and post-Fire in greater detail.

Parallel Processes – PID in the Future

PID recognizes that its financial challenges will likely extend beyond the requested three-year backfill. For that reason, it is actively analyzing ways to address its financial situation so that it can be positioned to reliably serve drinking water to the residents and businesses of Paradise in the future. Current concepts being discussed include PID wholesaling treated water through more expansive regional intertie projects or deliveries to water users to help achieve groundwater sustainability under the Sustainable Groundwater Management Act. PID will also be at the forefront of efforts to harden its water system to make it more resilient to the threat of climate change and the reality of larger and more dangerous wildfires.

The requested three year backfill is essential to keep PID solvent and to afford it time and resources to address this unprecedented catastrophe.

**Paradise Irrigation District CAMP Fire Revenue Needs
February 2019**

The information below shows PID's 2018/19 budgeted water rate revenue, 2019/20 budgeted water rate revenue, which included an approved (Proposition 218) rate increase and 2020/21 budgeted water rate revenue.

Pre-Fire					
Description	Customers	2018/19 Budget	2019/20 Budget	2020/21 Budget	Total Revenue
Service Charge	10,500	5,148,252	5,646,258	5,646,258	16,440,768
Quantity Charge	10,500	2,833,600	2,833,600	2,833,600	8,500,800
Penalty Charges	10,500	65,000	65,000	65,000	195,000
Total Annual Water Rate Revenue		8,046,852	8,544,858	8,544,858	25,136,568

Below is the post-CAMP fire revenue projections based on 1,500 customers.

Post-Fire					
Description	Customers	2018/19 Budget	2019/20 Budget	2020/21 Budget	Total Revenue
Service Charge	1,500	705,240	773,460	773,460	2,252,160
Quantity Charge	1,500	388,164	388,164	388,164	1,164,493
Penalty Charges	1,500	8,904	8,904	8,904	26,712
Total Annual Water Rate Revenue		1,102,308	1,170,528	1,170,528	3,443,365

Below is the annual loss of revenue due to the Camp Fire

Annual Loss due to CAMP fire					
Description	Customers	2018/19 Budget	2019/20 Budget	2020/21 Budget	Total Revenue
Service Charge	1,500	4,443,012	4,872,798	4,872,798	14,188,608
Quantity Charge	1,500	2,445,436	2,445,436	2,445,436	7,336,307
Penalty Charges	1,500	56,096	56,096	56,096	168,288
Total Annual Water Rate Revenue Loss		6,944,544	7,374,330	7,374,330	21,693,203

**Paradise Irrigation District Post-CAMP Fire Operating Expenses
 February 2019**

PID's annual operating expenses are over 95% fixed. PID has two surface water reservoirs and a treatment plant that requires 24-hour staffing. PID also has 171 miles of distribution pipes that are 90% feed by gravity.

Below is an expense comparison from pre-fire to post fire.

Pre-Fire Budgeted Expense			
	FY 2018/19 Budget	FY 2019/20 Budget	Post Fire Estimate
Salary and Benefits	4,462,340	4,631,009	3,730,870
Materials and Supplies	852,500	916,450	500,000
Outside Services	521,520	443,420	1,750,000
Utilities	286,285	284,385	284,385
Insurance	105,339	105,339	105,339
Board	61,049	40,375	40,375
Total Operating Expense	6,289,032	6,420,977	6,410,969
Debt Service	963,307	963,677	963,667
	<u>7,252,339</u>	<u>7,384,654</u>	<u>7,374,636</u>

Pre-Fire and Post Fire expense differences:

1. Salaries and Benefits have decreased due to the post-fire reduction in personnel from early retirement of long-term employees and other employees leaving the area for personal reasons. Despite the need, PID has not backfilled these positions because it is actively trying to keep its long-term expenses to a minimum.
2. Materials and Supplies expenses will decrease due to operational maintenance costs shifting to disaster recovery expenses that will be reimbursed through FEMA/OES.
3. Outside Services will increase due to the lack of regular full-time employees. For example, PID must hire outside consultants to assist it with engineering, GIS, project management, contract management and many other services that it cannot currently perform in-house with limited staffing.

PID currently has approximately \$3,000,000 in reserves that it is using to maintain operations. Based on these estimates, and unless the requested backfill is approved, PID will be insolvent in less than 6 months.



April 9, 2019

Senator Jim Nielsen
State Capitol, Room 5064
Sacramento, CA 95814-4900

Assemblyman James Gallagher
P.O. Box 942849
Sacramento, CA 94249-0003

RE: SUPPORT FOR BACKFILL FUNDING FOR PARADISE IRRIGATION DISTRICT

Dear Senator Nielsen and Assemblyman Gallagher:

The Georgetown Divide Public Utility District writes to support backfill funding for Paradise Irrigation District (PID). The one-time appropriation of \$21,693,203.00 from the General Fund is essential and necessary to keep PID operating while Paradise recovers and rebuilds from the November 2018 Camp Fire.

The Camp Fire devastated the Town of Paradise, which mirrors PID's service area. Pre-fire, PID served approximately 10,500 customer connections in the Town of Paradise. Today, approximately 1,500 of those connections remain, but only about 700 are currently active given infrastructure damage and other issues. Funding for PID's infrastructure damage and Fire-related water quality issues are being addressed through FEMA/OES and insurance proceeds. However, there is no current funding source to sustain PID's operational expenses given the overwhelming property losses suffered by PID's customers. Even though PID currently serves a smaller population, PID's cost of service is mostly (over 95%) fixed.

Maintaining PID as a viable public agency water supplier is vital to the recovery and rebuilding effort in Paradise. This short-term funding solution allows PID to continue to focus its efforts on Fire recovery, will allow time for it to develop long-term funding models as Paradise rebuilds over the coming years, and will ensure that the men and women who work for PID and serve the community – most of whom were also affected by the Fire – will be able to maintain their employment.

Sincerely,

Dane Wadle
President
Board of Directors

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2018
AGENDA ITEM NO. 5.F.**



AGENDA SECTION: CONSENT CALENDAR

**SUBJECT: APPROVING USE OF WALTON LAKE FOR THE 2019
GEORGETOWN KIDS FISHING DERBY**

PREPARED BY: Darrell Creeks, Operations Manager

APPROVED BY: Steven Palmer, PE, General Manager

Two handwritten signatures in blue ink are present. The first signature is above the name "Darrell Creeks" and the second is above the name "Steven Palmer".

BACKGROUND

The US Forest Service has requested the District's support for the 2019 Georgetown Kids Fishing Derby by allowing the use of Lake Walton. They have also requested that individuals not associated with the Derby refrain from fishing at the lake between noon on Thursday, May 30, and 1:30 pm on Saturday, June 1, while their staff prepares for the Derby and during the event. The District has supported this activity for many years and has found the US Forest Service's preparation and clean-up after the fishing derby to be satisfactory.

DISCUSSION

Resolution 2019-18 approves the use of Lake Walton for the Georgetown Kids Fishing Derby and authorizes the District staff to request individuals not associated with the Derby to refrain from fishing in Lake Walton between noon on Thursday, May 30, and 1:30 PM on Saturday, June 1, 2019.

FISCAL IMPACT

There is no fiscal impact requiring a budget adjustment.

CEQA ASSESSMENT

This is not a CEQA project.

RECOMMENDED ACTION

Staff recommends that the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) adopt Resolution 2019-18 approving the use of Walton Lake for the 2019 Georgetown Kids Fishing Derby.

ATTACHMENTS

1. Resolution 2019-19

RESOLUTION NO. 2019-19
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
APPROVING THE USE OF WALTON LAKE FOR THE
2019 GEORGETOWN KIDS FISHING DERBY

WHEREAS, the US Forest Service has requested the support of the Georgetown Divide Public Utility District for the 2019 Georgetown Kids Fishing Derby by allowing the use of Walton Lake; and

WHEREAS, the communities of the Divide enjoy the opportunity for youngsters to compete at Lake Walton in the Annual Georgetown Kids Fishing Derby; and

WHEREAS, much effort on the part of local agencies, businesses, and individuals goes into making the Derby a fulfilling and successful event for the children; and

WHEREAS, Lake Walton is stocked with fish by the US Forest Service immediately before the Derby for the benefit of the children participating in the Derby; and

WHEREAS, individuals fishing immediately before the Derby may take advantage of the fish stock which have been arranged and intended for the children.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT that the request by the US Forest Service for the use of Lake Walton for the 2019 Georgetown Kids Fishing Derby is approved and that individuals not associated with the Derby are requested to refrain from fishing in Lake Walton between noon on Thursday, May 30, 2019, and 1:30 P.M. on Saturday, June 1, 2019.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer, 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 2019-19 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM 5.G.**



AGENDA SECTION: CONSENT CALENDAR

SUBJECT: DECLARATION OF PROJECTED WATER YEAR

PREPARED BY: Darrell Creeks, Operations Manager

A blue ink signature of Darrell Creeks, written in a cursive style.

APPROVED BY: Steven Palmer, PE, General Manager

A blue ink signature of Steven Palmer, written in a cursive style.

BACKGROUND

Ordinance 2005-01 establishes rules and regulations for irrigation service in the Georgetown Divide Public Utility District. Section 3, Distribution of Water, states that 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 majority vote.

DISCUSSION

Stumpy Meadows Reservoir is full, and Staff sees no climactic conditions which would impact the ability of the District to deliver irrigation water. Therefore, Staff is projecting a normal five-month season.

FISCAL IMPACT

There is no fiscal impact.

CEQA ASSESSMENT

This is not a CEQA project.

RECOMMENDED ACTION

Staff recommends that the Board of Directors declare the irrigation season to be from May 1 through October 1, 2019.

ATTACHMENTS

1. Resolution 2019-20

RESOLUTION NO. 2019-20
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
DECLARING THE 2019 PROJECTED WATER YEAR

WHEREAS, Ordinance 2005-01, establishes rules and regulations for irrigation service in the Georgetown Divide Public Utility District, and Section 3, Distribution of Water, states that the irrigation season shall generally be from May 1 through October 1 of each year; and

WHEREAS, The Board of Directors shall consider changes to the irrigation season to respond to climactic conditions and may implement such changes by majority vote; and

WHEREAS, Stumpy Meadows Reservoir is full, and Staff sees no climactic conditions which would impact the ability of the District to deliver irrigation water; and

WHEREAS, Staff is projecting a normal five-month season.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT 2019 will be a normal water year.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer, 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 2019-20 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 6.B.**



AGENDA SECTION: INFORMATIONAL ITEMS

SUBJECT: GENERAL MANAGER'S REPORT

PREPARED BY: Steven Palmer, PE, General Manager

A handwritten signature in blue ink, appearing to be "S. Palmer", is written over the printed name of the General Manager.

LEGISLATIVE UPDATE

- **AB 1486 – Would Require Local Agencies to Offer First Right of Refusal Before Selling or Leasing Land**
 - Substantially similar to AB 2065 (Ting, 2018) which the District opposed last year.
 - Would require special districts and other public agencies to offer a right of first refusal to affordable housing developers, schools, and park agencies before leasing, selling, or otherwise “conveying” any of the agency’s land.
 - Would prevent prudent efforts to lease or otherwise protect land for important community purposes, such as buffer land surrounding a water or wastewater treatment facility, energy generation plant, or airport, as well as the long-term lease of district property that will be needed for future infrastructure.
 - Call for action from CSDA on March 26, 2019 – oppose unless amended.
 - Letters requested by April 4, 2019.
 - Timing did not allow for full Board of Directors consideration.
 - Position is consistent with District legislative policy principles of preserve local control and promote fiscal stability.
 - Attached letter was submitted on April 3, 2019. (Attachment 1)
 - Position and correspondence were reviewed and approved by the General Manager and Board designated liaison, President Wadle.
 - Position and correspondence were emailed to Board and presented in this report.

- **SB 669 – Safe Drinking Water Trust**
 - ACWA issued the attached Outreach Alert (Attachment 2)
 - Two upcoming hearings on April 10, 2019 and April 23, 2019
 - District submitted a letter of support on February 25, 2019

PROJECTS

- **Treated Water Line Replacement and Main Canal Reliability Projects**
 - Design underway
- **Automated Meter Reading and Meter Replacement Project**
 - Reviewing finance application with State

- Irrigation Ordinance Update
 - First Workshop on September 20
 - Second Workshop on October 16
 - Staff working to update based on direction from Second Workshop
- Wastewater Fee Review
 - Public workshop was held on January 16
 - Board workshop pending

UPCOMING BOARD ITEMS

April

- Wastewater Fee Update

May

- Draft Fiscal Year 2019/2020 Operating Budget
- Draft Five Year Capital Improvement Plan
- Social Media Policy
- Professional Services Agreement for Review of Capital Replacement Program
- Agreement for Annual Chemical Purchases
- Approve Plans and Authorize Bid for Main Canal Reliability
- Accounting/Finance Software Contract
- Review Legislative Policy

June

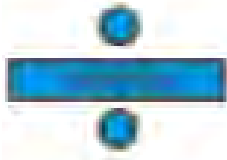
- Draft Fiscal Year 2019/2020 Operating Budget
- Draft Five Year Capital Improvement Plan

Future

- Update Leakage Consideration Policy
- Late Fee Policy Update
- Board Policy Updates
- Personnel Manual
- Capital Facility Charge Update
- District Fee Update
- Irrigation Ordinance Update
- Approve Plans and Authorize Bid for Treated Water Line Replacement
- Review Finance Committee Role and Responsibility

ATTACHMENTS

1. AB 1486 Letter
2. Outreach Alert



GEORGETOWN DIVIDE
Public Utility District

P.O. BOX 1340

GEORGETOWN, CALIFORNIA 95834-4340

PHONE (530) 303-4300

FAX (530) 303-0442

gd-pud.org

GDPUD Board Mtg. of 04/09/2019
AGENDA ITEM 6.B.
Attachment 1
Page 1 of 1

April 3, 2019

The Honorable Phil Ting
California State Assembly
State Capitol
Sacramento, CA 95814

RE: Assembly Bill 1486 (Ting) – Oppose Unless Amended [As Introduced February 2, 2019]

Dear Assembly Member Ting:

The Georgetown Divide Public Utility District (GDPUD) is respectfully opposed to Assembly Bill 1486 unless it is amended to address our concerns. AB 1486 requires public agencies to offer their land for development before leasing their property. GDPUD is a public utility district in El Dorado County with approximately 4,000 customers, encompassing approximately 15,000 residents. For this year, GDPUD has a \$6,000,000 annual operating budget, and a five-year capital improvement plan valued at \$10,000,000. GDPUD has a staff of approximately 25 employees that are responsible for the operation and maintenance of a 20,000 acre-foot drinking water reservoir, two water treatment plants, 200 miles of water pipelines, 10 storage tanks, 70 miles of irrigation canals and ditches, two state regulated dams, and two miles of sewer pipelines.

AB 1486 requires special districts and other local agencies to offer the right of first refusal to affordable housing developers, schools, and parks before selling, leasing, or otherwise conveying their land. The new requirements in the bill are problematic for many public agencies that have valid reasons to lease or otherwise protect land they own, such as buffer land surrounding a wastewater plant, or the long-term lease of cemetery district property that will be needed for future interments.

Under AB 1486, attempting to lease land in support of an agency's governmental function would trigger the requirements for the disposal of surplus land. As written, AB 1486 would require agencies to offer up property which may be incompatible for use for housing, schools, or parks. AB 1486 would also make it more difficult to protect an agency's land for a future governmental use.

We respectfully request AB 1486 be amended to limit the scope of the bill to the sale of surplus land and not include property for lease. Our opposition is not a challenge to the need for affordable housing, but a validation of the need for local flexibility when it comes to proper governmental land use management.

For these reasons, GDPUD respectfully opposes AB 1486 unless it is amended.

Sincerely,

Steven Palmer
General Manager

CC: Tara Gamboa-Eastman, Office of Assembly Member Phil Ting [Tara.Gamboa-Eastman@asm.ca.gov]
Assembly Member Frank Bigelow
Rylan Gervase, Legislative Representative, California Special Districts Association [rylang@cgsda.net]

From: [ACWA](#)
To: [Steven Palmer](#)
Subject: Outreach Alert: Members Urged to Testify and Send Letters in Support of SB 669 (Caballero) – Safe Drinking Water Trust
Date: Monday, April 1, 2019 5:23:28 PM



Click [here](#) to view it in your browser.



SAFE DRINKING WATER TRUST | DRINKING WATER TAX

April 1, 2019

Outreach Alert: Members Urged to Testify and Send Letters in Support of SB 669 (Caballero) - Safe Drinking Water Trust

Members are Encouraged to Attend Two Senate Hearings and Provide Letters of Support to the Senate Governmental Organization Committee

ACWA is urging members to testify in support of SB 669 (Caballero) at two upcoming committee hearings and provide a support letter to the Senate Governmental Organization Committee.

SB 669 would create a Safe Drinking Water Trust that would help community water systems in disadvantaged communities provide access to safe drinking water. ACWA and the California Municipal Utilities Association (CMUA) are sponsoring the bill.

Take Action Now

ACWA is requesting that member agencies take the following actions immediately:

1. Testify at Upcoming Hearings. Please plan to have an agency representative testify in support of SB 669 at the following two hearings:

1. Senate Environmental Quality Committee, Wednesday, [April 10](#), 9:30 a.m. The hearing will start in State Capitol Room 113 and move to Room 3191 upon adjournment of another meeting in that room. This hearing could go into the afternoon.
2. Senate Governmental Organization Committee, Tuesday, [April 23](#), 9:30 a.m. in Room 4203. (The need for testimony at this hearing assumes passage on April 10.)

Please forward the name of the person(s) who will be giving brief testimony (e.g., name, agency name, and position) at the hearings to ACWA State Legislative Analyst Soren Nelson

at sorenn@acwa.com.

2. Send a Support Letter for SB 669 to the Senate Governmental Organization Committee

Members. A [sample support letter](#) is available for your use. Please send the letters using the following fax numbers by close of business on April 16.

Contact	Fax Number
Senator Bill Dodd (Chair)	(916) 651-4903
Senator Scott Wilk (Vice Chair)	(916) 651-4921
Senator Benjamin Allen	(916) 651-4926
Senator Bob Archuleta	(916) 651-4932
Senator Andreas Borgeas	(916) 651-4908
Senator Steven Bradford	(916) 651-4935
Senator Ling Ling Chang	(916) 651-4929
Senator Cathleen Galgiani	(916) 651-4905
Senator Steven M. Glazer	(916) 651-4907
Senator Jerry Hill	(916) 651-4913
Senator Ben Hueso	(916) 651-4940
Senator Brian W. Jones	(916) 651-4938
Senator Jim Nielsen	(916) 651-4904
Senator Anthony J. Portantino	(916) 651-4925
Senator Susan Rubio	(916) 651-4922
Senator Scott D. Wiener	(916) 651-4911
Senator Anna Caballero	(916) 651-4912
Consultant Brian Duke	(916) 445-5258
Senate Republican Caucus Consultant Richard Paul	(916) 414-3681

3. Send Your Agency’s SB 669 Support Letter to Your Local Senator(s) and Assembly Member(s)

via a Fax. If you haven’t sent a support letter yet to your local legislator, please do so using the contact information on the California Legislature’s [website](#).

4. Contact Your Senator(s) and Assembly Member(s) by phone. Explain why your agency opposes the proposed statewide water tax and supports the Safe Drinking Water Trust in SB 669 as the better approach. [Talking points](#) are available for your use.

5. Send an Electronic Copy of Your Letters to ACWA. Please send electronic copies of your letter to outreach@acwa.com and sorenn@acwa.com.

Toolkit

In addition to the immediate requested actions listed above, ACWA urges its members to use the following updated materials to help educate key audiences about how the proposed Safe Drinking Water Trust would work and the potential negative impacts of the proposed tax.

- **Educate Key Audiences.** Talk to your customers, news media, local leaders and other key

stakeholders about the investments your agency has made to ensure safe drinking water in your community and why these types of investments are often financially out of reach for disadvantaged communities. ACWA has updated the informational website www.WaterTaxFacts.org and created a new website focused on the Trust at www.SafeDrinkingWaterTrust.org that can be used in your educational efforts.

- **Pass a Board Resolution.** ACWA members interested in adopting a resolution in support of SB 669 (the Safe Drinking Water Trust) may use this [sample resolution](#).
- **Educate Using Social Media and Other Platforms.** ACWA members are encouraged to share educational messages on their social media accounts, websites, newsletters, or other platforms. ACWA has created [sample social media posts](#) for your use.

These tools and other resources have been posted on ACWA’s website at www.acwa.com/trust. Log-in is required to access members-only tools.

Background

The Trust would be created in the State Treasury and funded with General Fund dollars during a state budget surplus year. The principal would be invested and the net income from the Trust would be transferred to a Safe Drinking Water Fund, which the State Water Resources Control Board would administer.

This proposal would create a durable funding source for costs associated with operation and maintenance (O&M) and consolidation efforts and would complement existing federal and state funding sources for capital costs. The record budget surplus for the 2019-’20 fiscal year makes this the perfect time to create and fund the Trust.

This solution is a better approach than the statewide water tax, which is being proposed by Gov. Gavin Newsom through budget trailer bill language (very similar to the 2018 budget trailer bill language). A statewide water tax is also proposed in AB 217 (E. Garcia). ACWA urges members to continue opposition to the proposed water tax.

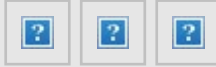
On March 26, AB 217 (E. Garcia) passed out of the Assembly Environmental Safety and Toxic Materials Committee. ACWA was among those who testified at the committee hearing in opposition to the proposed water tax.

Questions

For questions about SB 669 (the Safe Drinking Water Trust) or opposition to a statewide water tax, please contact ACWA Deputy Executive Director for Government Relations [Cindy Tuck](#) at (916) 441-4545.

For questions about the toolkit items, please contact ACWA Director of Communications [Heather Engel](#) at (916) 441-4545.



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910 K Street, Suite 100, Sacramento, CA 95814

We hope you enjoy receiving email notices and updates from ACWA. At any time you can click [here](#) to unsubscribe or to change your subscription preferences.

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Operations **Manager's** Report for April 2019

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

April 9, 2019, AGENDA ITEM #6.C.

Water Production for the Month of

March

Auburn Lake Trails Water Treatment Plant

12.110 million gallons
390,645 gallons/day average

Walton Lake Water Treatment Plant

17.239 million gallons
556,096 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, with the exception of the ALTWTP which is currently under a SWRCB Compliance Order. To comply with this Order, a new plant is under construction.
- ✓ 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)

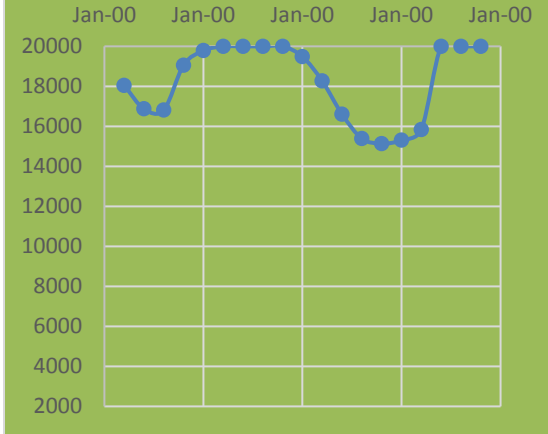
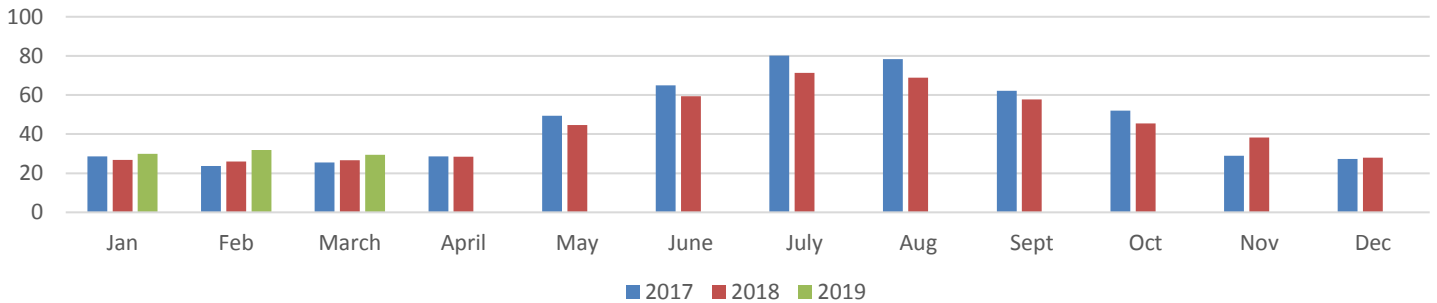


Chart Water Production (MG)



Summary of Field Work Activities

Distribution Crew

- ✓ Repaired leaks: 7 service leaks and 1 main leak
- ✓ Repair/replace meters: 5
- ✓ Installed new service: 1 treated
- ✓ Performed Maintenance on Pressure Reducing Stations
- ✓ Repaired Hydrant on Greenwood RD
- ✓ Started Hydrant Flushing Program

Maintenance Crew

They have spent a lot of time walking ditch and clearing debris from grizzlies and other areas due to wind and rain. Preparing for irrigation season.

Georgetown Divide Public Utility District

6425 Main Street P.O. Box 4240, Georgetown, CA 95634 • (530) 333-4356 • www.gd-pud.org
Steven Palmer, PE, General Manager • Darrell Creeks, Operations Manager

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Auburn Lake Trails Wastewater Management Zone Report for March 2019

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

April 12, 2019, AGENDA ITEM #6.C.

Auburn Lake Trails Wastewater Management Zone (Zone)

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 - 885**

Field Activities

- ✓ Routine Inspections: 58
- ✓ Special Inspections:
 - Escrow – 8
 - Homeowner – 2
 - Construction – 2 (Lot 667 and 805)
 - Plan Review – 0
 - Watertight Test – 2
- ✓ Construction:
 - New Wastewater System – 0
 - New Community Disposal System Tank – 0
 - New Pump Tank – 1 (Lot 667)
- ✓ Quarterly groundwater and surface water sampling were completed.

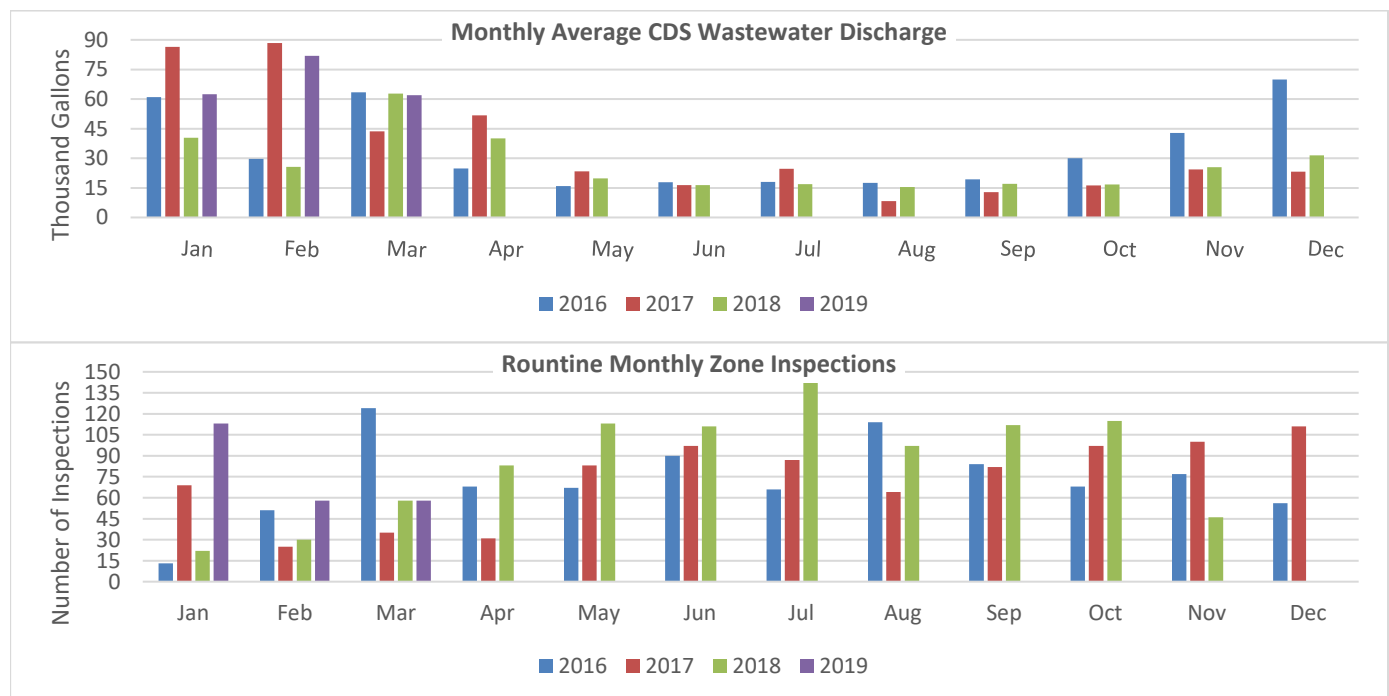
Community Disposal System – Wastewater Discharge

1.9822 million gallons
61,900 gallons/day average

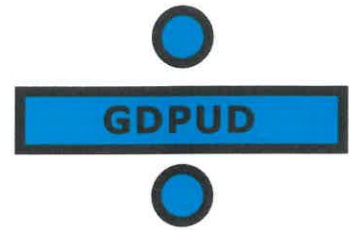
Rainfall
6.89 inches

Reporting

The monthly Sanitary Sewer Overflow (SSO) – *No Spill Certification* was submitted electronically to California Integrated Water Quality System (CIWQS) on April 1, 2019.



**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 6.D.**



AGENDA SECTION: INFORMATIONAL ITEMS

SUBJECT: ALT WATER TREATMENT PLANT PROJECT UPDATE

PREPARED BY: George Sanders, Engineering Consultant

APPROVED BY: Steven Palmer, PE, General Manager

Handwritten signatures in blue ink. One signature is positioned above the "APPROVED BY" line, and another is positioned to the right of the "PREPARED BY" line.

Introduction

This is a summary of the various work activities at the ALT Water Treatment Plant for the month of March. The Project Update flyer, to be posted on the District's website and Facebook, identifies a project percentage completion of 96% and is included as Attachment 1 within this report.

In addition to the construction work performed by Myers & Sons, the District is also under contract with NEXGEN for Construction Management, PSOMAS for Engineering Support, Youngdahl Consulting Group for Material Testing, and Foothill Associates for CEQA compliance. There were no work activities during this reporting period associated with Youngdahl Consulting Group and Foothill Associates.

Construction Activities

Construction activities at the site, during this reporting period are summarized below:

Testing of Filter Units

Representatives from WesTech coordinated the testing and setup of their filter controls with the electricians. This included identifying deficiencies and making the necessary corrections. Portions of this effort allowed the operators to gain additional hands-on training.

Fire Alarm System

The electricians completed the installation of the fire alarm system. The operational components of the system were tested, inspected and approved by the El Dorado County Fire Marshall.

Standby Generator

The operators were trained in the operation of the standby generator. Key elements of the training are documented in a video.

Chemical Testing for Volatiles

Water samples were collected by the contractor and submitted to the lab for testing of the presence of volatile substances.

Chemical Deliveries

Chemical deliveries were made and stored in the new chemical storage area within the filter building in preparation for the startup and testing of the filter units.

Schedule

A recent update to the monthly schedule, as provided by the Contractor, has identified the 7-day operational test of the system and the mechanical performance testing of the filters to be performed during the first week in April. This will include operation of the water treatment process through SCADA. The District and NEXGEN continue to work with the Contractor in the development of CPM schedule which identifies all work activities through the end of the project.

Project Funding:

This is a recap of the primary funding sources dedicated to this project.

FUNDING SOURCE	EPA Grant	SWRCB SRF Loan Agreement	Local Match	TOTAL PROJECT AMOUNT
AMOUNT	1,433,600	10,000,000	891,626	\$12,325,226

Budget

Project expenses since the beginning of construction are compared to budget and summarized in the table below. Projected expenditures remain within the approved project budget.

PHASE	EXPENDED TO DATE	BUDGET
Construction	\$9,986,972	\$ 11,249,000
Construction Engineering, Construction Management, and Environmental	\$ 931,831	\$ 1,076,226
TOTALS	\$10,918,803	\$ 12,325,226

State SRF Payment Requests

The State Water Resources Control Board (SWRCB) Loan Agreement provides for \$9,350,000 for Construction and \$650,000 for Construction Management/Administration for a total loan amount of \$10,000,000. Below is a log of disbursement claims submitted by the District to SWRCB for State Revolving Fund (SRF) disbursements, the payments that have been received to date, and the claims that are pending.

LOG OF SWCRB SRF PAYMENTS RECEIVED									
Claim #	Date of Payment	Construction	CM/Adm	Amount	Claim #	Date of Payment	Construction	CM/Adm	Amount
1	6/26/17	1,101,614	55,527	1,157,141	11	4/18/18	744,230	21,877	766,107
2	8/17/17	439,850	0	439,850	12	5/22/18	329,492	65,515	395,007
3	9/22/17	0	68,457	68,457	13	6/14/18	255,916	0	255,916
4	10/6/17	540,675	0	540,675	14	8/16/18	509,295	4,345	513,640
5	11/8/17	403,060	94,065	497,125	15	9/24/18	192,102	144,824	336,926
6	12/15/17	550,310	0	550,310	16	10/17/18	240,040	9,416	249,456
7	1/26/18	952,916	94,404	1,047,320	17	12/7/18	210,349	30,680	241,029
8	2/21/18	218,722	0	218,722	18	12/7/18	94,094	0	94,094
9	2/23/18	350,605	0	350,605	19	1/8/19	206,317	0	206,317
10	3/30/18	830,366	60,890	891,256	20	12/12/18	230,335	0	230,335
Total Disbursements Received to Date							\$ 8,400,288	\$650,000	\$9,050,288

PENDING SRF PAYMENT REQUESTS SUBMITTED					
Claim #	Date Submitted	Construction	CM/Adm	Amount	Comments
21	2/12/19	68,712	0	68,712	The District received notification from the SWCRB project manager that the Division of Financial Assistance is currently transitioning their accounting system to a new statewide system. These outstanding claims have been reviewed, but there may be additional delays in payment by their accounting section.
22	2/15/19	134,470	0	134,470	
23	3/12/19	43,605	0	43,605	
Total Claims Pending		\$ 246,787	0	\$246,787	

Contract Change Orders

At the March meeting of the Board of Directors, the Board approved a \$100,000 increase to the General Manager's cumulative change order authority to a total of \$250,000.

Change Order #8 in the amount of \$8,761 and #9 in the amount of \$23,283 have been fully executed. Change Order #7 is currently on hold pending signature from the Contractor. The amount of this Change Order is \$13,018.

The Contract Change Orders are summarized as follows:

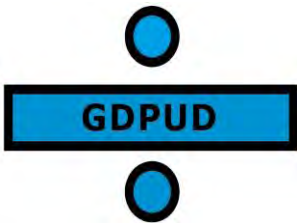
Approved and Pending Change Orders to Date			
Change Order #	Date Approved	Description	Amount
1	8/24/17	Misc. changes due to unforeseen site conditions and clarifications to Plans & Specifications.	\$39,772
2	3/13/17	Misc. changes due to unforeseen site conditions and clarifications to Plans & Specifications resulting in a credit.	(970)
3	11/2/17	Corrects original project completion date due to weather-related impacts.	0
4	1/10/18	Additional work required to provide stable subgrade for sludge drying beds.	12,184
5	6/04/18	Additional work related to pipe supports and drywall.	20,922
6	12/13/18	Additional work related to painting and paving.	56,146
7	<i>Pending</i>	SCADA equipment/communication changes, and programming.	13,018
8	4/3/19	Modifications to the HVAC control panels together with changes to the control panel for the motor drive system in the backwash water tank.	8,761
9	4/3/19	Installation of heat trace systems and insulation on the soda ash solution feed piping and storage tank as described in Work Change Directive 14.	23,283
		TOTAL	\$173,116

Power Point Presentation

Information contained in this report will be supplemented with project-related photos. This concludes the ALT update for work activities during the month of March. Staff remains available to answer questions.

ATTACHMENTS

1. Project Update Flyer #23



Georgetown Divide Public Utility District

Update No. 23
March 31, 2019

AUBURN LAKE TRAILS WATER TREATMENT PLANT

Agenda Item 6.D.

6425 Main Street, P.O. Box 4240, Georgetown, CA 95634
www.gd-pud.org ♦ (530) 333-4356 ♦ Steven Palmer, PE, General Manager

PROJECT UPDATE


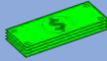


UPCOMING ACTIVITIES:

- Filters – Testing of filter units
- Electrical – Filter Building
- SCADA System
- Landscaping & Fencing
- Operator Training
- Performance Testing

COMPLETED ACTIVITIES:

- Raw Water Siphon
- Filter Building
- Chlorine Contact Basin with Baffles
- Raw Water Pump Station
- Backwash Water Recovery Tank
- Site Paving

CONTRACT UPDATE

Original Contract Amount	10,249,000
Change Order #1	39,772
Change Order #2	[970]
Change Order #3	No Cost
Change Order #4	12,184
Change Order #5	20,922
Change Order #6	56,146
Change Order #7 (Pending)	0
Change Order #8	8,761
Change Order #9	23,283

Contract Amount:
\$10,409,098

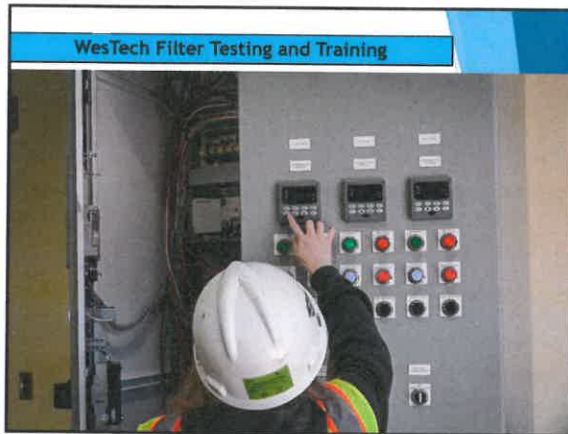
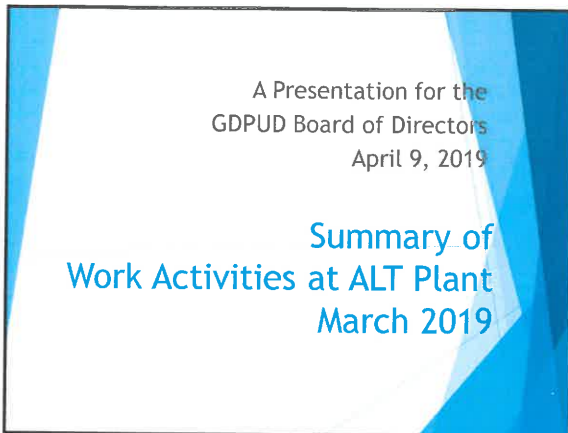
Expended thru March 2019 **\$9,986,972**

Percent Complete **96%**

Anticipated Completion Date **Early 2019**

Issue Notice to Proceed	M
Mobilization & Demolition	A
Complete Raw Water Siphon	M
First Concrete Pour - Filter Building	J
Complete Earthwork	J
Complete Chlorine Contact Basin	A
Erect Raw Water Pump Station Bldg.	S
Complete Concrete Filter Building	O
Filters Placed in Building	N
Erect Filter Building	D
Filters and Outside Electrical	J
Filters Installed and Site Work	F
Electrical Inside and Outside	M
Electrical Inside and Outside	A
Electrical Outside and Filters	M
Electrical Raw Water Pump Station	J
Electrical Filter Building	J
Complete Filter Installation & Sludge Beds	A
Complete Site Work & Raw Water Pump Station	S
Complete Filter Building & Backwash Basin	O
Site Improvements	N
SCADA System	D
Finish Electrical Systems	J
SCADA Training	F
Operator Training	M
Performance Training	A
PROJECT 100% COMPLETE	Early 2019

PROJECT CONSTRUCTION SCHEDULE:





PROJECT FUNDING		
EPA Grant		1,433,600
SWRCB SRF Loan		10,000,000
Local Match		891,626
TOTAL PROJECT FUNDING		\$ 12,325,226
PROJECT BUDGET		
Phase	Expended to Date	Budget
Construction	9,986,972	11,249,000
Construction Engineering, Construction Management, Environmental	931,831	1,076,226
TOTALS	10,918,803	\$12,325,226
SRF DISBURSEMENTS		
Total Disbursements Received to Date		9,050,288
Total Claims Pending		246,787
TOTAL CLAIMS SUBMITTED		\$ 9,297,075

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 7.A.**



AGENDA SECTION: NEW BUSINESS

SUBJECT: CONSIDERATION OF IRRIGATION APPLICATIONS FOR 2019

PREPARED BY: Hannah Schnetz, Administrative Aide II

HS

APPROVED BY: Steven Palmer, PE, General Manager

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 2019 Irrigation Applications is included with this report as Attachment 2. The summary presents staff recommendations for the 2019 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)	2018 Demand (Miner's Inch)	2019 Demand (Miner's Inch)	Available (Miner's Inch)
080 – Upper-Lower	43.5	32.5	34.5	9
081 – Cool-Cherry Acres	45	45	43.5	1.5
082 – C-CA/Croft	19.5	18.5	18	1.5
083 – Cunningham	8	8	8	0
084 – Garden Valley	58.5	49.5	45.5	13
085 – GV/Greenwood	24	20.5	20.5	3.5
086 – Hocket Hollow	21	18	16	5
087 – Kelsey Ditch	84.5	84	84.5	0
088 – Kelsey Pipeline	7	6.0	6.5	0.5
089 – Main Ditch #1	66.5	66.5	66.5	0
090 – Main Ditch #2	113	78	68.5	44.5
091 – Pedro Hill Pipeline	8.5	8	6.5	2
092 – Pilot Hill Ditch	27	27	27	0
093 – Pilot Hill Pipeline	15.5	13	12	3.5
094 – Pilot Hill Estates	20	19.5	18	2
095 – Rattlesnake Bar	9.5	10.5	10.5	(-1)
096 – Spanish Dry Diggins	29	29	29	0
097 – Taylor Mine	32	29	29	3
TOTALS	632	562.5	544	89

As shown in the table, irrigation demand for 2019 is 18.5 miner inches less than the 2018 demand. This represents a 3% reduction in demand.

Irrigation water deliveries are planned to commence on May 1, 2019.

SERVICE APPEALS BY ROUTE

The 2019 year is 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. See Attachment 3.

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

- **December 31, 2018:** Active and Inactive Applications mailed to customers (see Attachment 4)

- **January 11, 2019:** Email blast to everyone on our MailChimp list, Title: "2019 Irrigation Season Applications Now Being Accepted"
- **February 13, 2019:** Email blast to everyone on our MailChimp list, Title: "GDPUD Board Approves a Freeze in Treated Water and Irrigation Water Rates"
- **February 15, 2019:** Phone call broadcast "Irrigation Application Reminder 2019" sent to all remaining active customers who had not yet turned in application
- **February 19, 2019:** Phone call broadcast "Reattempt: Irrigation Application Reminder 2019" sent to all remaining active customers who had not yet turned in application
- **February 20, 2019:** Manual phone calls to all customers who had not yet turned in an application and were not reached during our phone broadcast "Reattempt"
- **February 27, 2019:** Email blast to everyone on our MailChimp list, Title: "2019 Irrigation Season Applications CLOSING SOON"
- **February 27, 2019:** Email reminder to all remaining active customers' emails on file, Title: "Urgent – Need Irrigation Application before March 1st 2019"
- **February 27, 2019:** Manual phone calls to all remaining customers on "List of Applications NOT YET RECEIVED as of 02-27-19"
- **March 19, 2019:** Manual phone calls to remaining 13 customers who had not turned in their applications, reminding that no changes could be made, but application should be turned in for appeal if customer desired to appeal for current allotment of water.

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.

Route 080 – Lower Conduit

Active Customer 080/0055 – Requested to keep 1 miner's inch, but application was submitted after the deadline of March 1 despite reminder via email and phone call.

Since there is water available in this route, staff recommends the Board approve the requests.

Route 081 – CCA Ditch

Active Customer 081/0065 – The District never received application from customer, despite reminder via multiple phone calls, in addition to resending application per customer request.

Since there is water available in this route, staff recommends the Board allocate 1 miners inch based on prior year service. Staff will continue working to confirm the customer's request for water.

Route 085 – Garden Valley/Greenwood Pipeline

Active Customer 085/0140 – The District never received application from customer, despite reminder via multiple phone calls. Since there is water available in this route, staff recommends

the Board allocate 1/2 miners inch based on prior year service. Staff will continue working to confirm the customer's request for water.

Route 087 – Kelsey Ditch

Active Customer 087/0216 – The District never received application from customer, despite reminder via multiple phone calls. Customer is at risk of losing 1 miners inch.

Active Customer 087/0360 – The District never received application from customer, despite reminder via multiple phone calls. Customer is at risk of losing 1 miners inch.

Staff recommends that the Board inactivate customers 087/0216 and 087/0360 and allocate that water to other customers as presented in Attachment 1. This would bring the total amount of inches back to maximum flow.

Route 089 – Main Ditch #1

Active Customer 089/0030 – Requested to keep 2 miner's inch, but application was submitted after the deadline of March 1 despite reminder via multiple phone calls and email.

Active Customer 089/0092 – Requested to keep 1 miner's inch, but application was submitted after the deadline of March 1 despite reminder via multiple phone calls.

Staff recommends the Board approve the above listed requests since there is water available on this route.

Route 090 – Main Ditch #2

Active Customer 090/0270 – Requested to switch from active to inactive service, giving up 1 miners inch. Customer submitted emailed cancellation request after the deadline. Staff recommends the Board approve this request.

Route 092 – Pilot Hill Ditch

Active Customer 092/0055 – Requested to keep 1 miner's inch, but application was submitted after the deadline of March 1st despite reminder via multiple phone calls. He claimed he mailed application early on and did not know it was not received, due to an outdated phone number on file.

Staff recommends the Board approve the request from 092/0055 to continue existing service.

Route 094 – Pilot Hill Estates

Active Customer 094/0030 – Requested to keep 1 miner's inch, but application was submitted after the deadline of March 1st despite reminder via email and phone call.

Staff recommends the Board approve the request from 094/0030 to continue existing service since there is water available on this route.

Route 095 – Rattlesnake Bar

Active Customer 095/0015 – Requested to keep 2 miner's inches, but application was submitted after deadline of March 1 despite reminder via email, phone call, and doorhanger.

Staff recommends the Board approve the request from 095/0015 to continue existing service.

Route 096 – Spanish Dry Diggins

Active Customer 096/0030 – The District never received application from customer, despite reminder via multiple phone calls, in addition to resending application per customer request. Staff will continue to follow up. Customer verbally stated he does want water.

Staff recommends the Board approve the request from 096/0030 since there is water available on this route.

FISCAL IMPACT

This action is necessary to begin delivering and billing for irrigation water and results in irrigation water revenue. Due to an 18.5 miner's inch (3%) reduction in demand, revenue is estimated to be \$2,852 less than 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 2019 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 2019 Irrigation Applications
3. 2019 Irrigation Application Reminders
4. Active Application and Inactive Application Forms
5. Resolution 2019-22

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 1st and March 1st 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



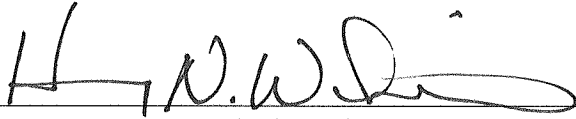
Bob Diekon, President
Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

ATTEST:



Henry N. 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.



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

2019 IRRIGATION SEASON REQUEST SUMMARY

Routes	2003 Demand MI	2017 Active Accounts	2018 Demand MI	Requested Changes and Priority	2019 Demand MI	Staff Recommendation
Route 080: Upper-Lower Conduit						
Priority 1 (P1)	43.5	27	32.5		34.5	Approve all P1 requests at 2003 flow.
Service Change Requests:	080/0020			+1" (P3) +1" (P3)		Approve AB request to increase from 0 to 1.0". Activate account. (first applied 2019) Approve APN 062-521-21 application for new service. (first applied 2019)
Route 081: Cool-Cherry Acres Ditch						
Priority 1 (P1)	45	26	45		43.5	Approve all P1 requests at 2003 flow.
Service Change Requests :	081/0085 081/0110			-0.5" (P1) -1" (P1)		Approve request to reduce from 1.5" to 1" Approve request to reduce from 3" to 2"
Route 082: C-CA / Croft Pipeline—Ext. #144						
Priority 1 (P1)	19.5	11	18.5		18	Approve all P1 requests at 2003 flow.
Service Change Requests:	082/0040			-0.5" (P1)		Approve request to reduce from 1" to 0.5"
Route 083: Cunningham Pipeline						
Priority 1 (P1)	8	9	8		8	Approve all P1 requests at 2003 flow.
Service Change Requests:	None					
Route 084: Garden Valley Pipeline						
Priority 1 (P1)	58.5	35	49.5		45.5	Approve all P1 requests at 2003 flow.
Service Change Requests :	084/0005 084/0025 084/0140 084/0145 101/0130			+0.5" (P3) -1.5" (P1) -0.5" (P1) -0.5" (P1) -2" (P1)		Approve AB request to increase from 0 to 0.5". Activate account. (first applied 2019) Approve request to reduce from 2" to 0.5". Approve request to reduce from 0.5" to 0". Approve request to reduce from 1" to 0.5". Approve request to reduce from 10" to 8".
Route 085: G.V. / Greenwood Road Pipeline						
Priority 1 (P1)	24	26	20.5		20.5	Approve all P1 requests at 2003 flow.
Service Change Requests :	None					

2019 IRRIGATION SEASON REQUEST SUMMARY									
Routes	2003 Demand MI	2017 Active Accounts	2018 Demand MI	Requested Changes and Priority	2019 Demand MI	Staff Recommendation			
Route 092: Pilot Hill Ditch									
Priority 1 (P1)	27	16	27	+1" (P3)	27	Approve all P1 requests at 2003 flow.			
Service Change Requests :	101/0195			+1" (P3)		Deny AB request. Results in increased flow. (first applied 2010)			
				+1" (P3)		Deny APN 071-280-66 application for new service. (first applied 2015)			
				+1" (P3)		Deny APN 071-051-57 application for new service. (first applied 2019)			
Route 093: Pilot Hill Pipeline									
Priority 1 (P1)	15.5	17	12.5	-0.5" (P1)	12	Approve all P1 requests at 2003 flow.			
Service Change Requests :	093/0105			-0.5" (P1)		Approve request to reduce from 1" to 0.5"			
Route 094: Pilot Hill Estates Pipeline--Max 1 1/2"									
Priority 1 (P1)	20	15	19.5	-0.1" (P1)	18	Approve all P1 requests at 2003 flow.			
Service Change Requests :	094/0020			-0.5" (P1)		Approve request to reduce from 1.5" to 0.5"			
				-0.5" (P1)		Approve request to reduce from 1" to 0.5"			
Route 095: Rattlesnake Bar Rd. Pipelines									
Priority 1 (P1)	9.5	10	10.5	+0.5" (P3)	10.5	Approve all P1 requests at 2003 flow.			
Service Change Requests :	101/0200			+0.5" (P3)		Deny request. Results in increased flow. (first applied 2013)			
Route 096: Spanish Dry Diggins Ditch									
Priority 1 (P1)	29	15	29	-1" (P1)	29	Approve all P1 requests at 2003 flow.			
Service Change Requests :	096/0055			+1" (P3)		Approve request to reduce from 1" to 0"			
				+1" (P3)		Approve AB request to increase from 0 to 1.0". Activate account.(first applied 2019)			
Route 097: Taylor Mine Ditch									
Priority 1 (P1)	32	25	29		29	Approve all P1 requests at 2003 flow.			
Service Change Requests :	None								
TOTALS	632.0	398	561		544.0				
	Water is available in the following routes prior to the start of the 2018 season:								
		Route 80	9	Route 88	0.5				
		Route 81	1.5	Route 90	44.5				
		Route 82	1.5	Route 91	2				
		Route 84	13	Route 93	3.5				
		Route 85	3.5	Route 94	2				
		Route 86	5	Route 97	3				

Irrigation 2019

Application

Reminders

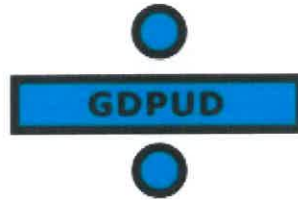
Support

- Manual calls
- MailChimp
- Recorded calls
- Emails

2019 Irrigation Season Applications

[Campaign Preview](#) [HTML Source](#) [Plain-Text Email](#) [Details](#)

Campaign URL	https://mailchi.mp/75e200863b5e/2019-irrigation-season-applications-now-being-accepted
Delivery date & time	Fri, Jan 11, 2019 4:31 pm
From name	Georgetown Divide Public Utility District
From email	accountspayable@gd-pud.org
Subject line	2019 Irrigation Season Applications Now Being Accepted
Preview text	
Recipients	Sent to list: Georgetown Divide Public Utility District

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Georgetown Divide Public Utility District

Applications are now being accepted for irrigation water service during the 2019 Irrigation Season.

In order to receive irrigation water service for the 2019 season (May 1, 2019 to September 30, 2019) all persons wanting irrigation service must submit an application. This includes existing irrigation water customers and former/inactive customers. If you do not complete this form, the District will discontinue your irrigation water service and may allocate your seasonal irrigation water to someone else.

Applications must be received by the District prior to March 1, 2019.

All existing and former/inactive customers should have already received their 2019 Seasonal Irrigation Service Applications in the mail. If you are an existing irrigation customer and have not received your 2019 Seasonal Irrigation Service Application, please contact the District as soon as possible.

If you do not currently have service, but are interested in establishing irrigation water service, please contact the District office at 530-333-4356 for details. Irrigation water allocations are available this year, so all interested parties are encouraged to contact the District.



Accounts Payable

From: Mailchimp Support <confirm@mailchimp.com>
Sent: Wednesday, February 13, 2019 10:22 AM
To: Accounts Payable
Subject: Mailchimp Campaign Has Been Sent



Your campaign is on its way to your subscribers!

Subject Line	GDPUD Board Approves a Freeze in Treated Water and Irrigation Water Rates
Send Date	Feb 13, 2019 10:22 am
List Used	Georgetown Divide Public Utility District
Emails Sent	524

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Georgetown Divide Public Utility District

GDPUD Freezes Rates for Treated Water and Irrigation Water

On January 8, 2019, the Board of Directors of the Georgetown Divide Public Utility District authorized a freeze on treated and irrigation water rates at the 2018 rates. This authorization was formalized by Board resolution on February 12, 2019. The Board's recent action imposes this freeze at the Calendar Year 2018 rates for 12 months. The details of the rate freeze are summarized below:

- Effective with the January/February 2019 billing period, the monthly charges (billed bi-monthly) for treated water customers are established as follows:

Meter Size	Monthly Base Charge
5/8, 3/4, 1"	\$ 29.41
1.5"	\$ 98.02
2"	\$ 156.83
3"	\$ 313.66
4"	\$ 490.09

An ALT treatment plant supplemental charge of \$15.08 per month is also added to the base charge for all treated water customers.

- Effective with the January/February 2019 billing period, the usage rate for treated water customers will be \$0.0255 per cubic foot.
- Effective with the January/February 2019 billing period, the monthly charges for irrigation water customers are established as follows:

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Irrigation water is only delivered, and monthly charges are only billed, during the five (5) month irrigation season.

Questions can be directed to Steven Palmer, General Manager, at (530) 333-4356 or by email at spalmer@gd-pud.org.

###

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The freeze is effective until the end of the November/December 2019 billing period. After that the following rates will be in effect:

- Effective with the January/February billing period for each following year, the monthly charges (billed bi-monthly) for treated water customers are established as follows:

Meter Size	Monthly Base Charge		
	2020	2021	2022
5/8, 3/4, 1"	\$ 30.88	\$ 32.42	\$ 34.04
1.5"	\$ 102.92	\$ 108.07	\$ 113.47
2"	\$ 164.67	\$ 172.91	\$ 181.55
3"	\$ 329.34	\$ 345.81	\$ 363.10
4"	\$ 514.60	\$ 540.33	\$ 567.34

An ALT treatment plant supplemental charge of \$15.08 per month is also added to the above listed base charge for all treated water customers.

- Effective with the January/February billing period each following year, the usage rate for treated water customers are established as follows:

Usage Charge (per CF)		
2020	2021	2022
\$ 0.0268	\$ 0.0281	\$ 0.0295

- Effective with the January/February billing period each following year, the monthly charges for irrigation water customers are established as follows:

Meter Size	Monthly Base Charge (Irrigation Season Only)		
	2020	2021	2022
1/2"	\$ 84.80	\$ 93.20	\$ 102.60
Per each 1"	\$ 169.60	\$ 186.60	\$ 205.20

Irrigation water is only delivered, and monthly charges are only billed, during the five (5) month irrigation season.

Questions can be directed to Steven Palmer, General Manager, at (530) 333-4356 or by email at spalmer@gdpud.org.

###



Our mailing address is:

Georgetown Divide Public Utility District
 P.O. Box 4240
 6425 Main St
 Georgetown, Ca 95634

Accounts Payable

From: Customer Support <cs@call-em-all.com>
Sent: Friday, February 15, 2019 5:09 PM
To: Accounts Payable
Subject: [CALL-EM-ALL] Voice Broadcast Completed - Irrigation Application Reminder 2019 - for User
accountspayable@gd-pud.org

Your voice broadcast named "Irrigation Application Reminder 2019" has completed. Here are the results:

Voice Broadcast Results

All Calls: 172
Live Person: 59
Voice Mail: 86
Busy/NA: 26
Invalid Number: 1
Not Completed: 0

To see more details of this broadcast, log in at <https://www.call-em-all.com/login> and locate the broadcast on the home page.

We appreciate your business and hope that our service was helpful to you.

Questions or concerns? Try our searchable support site at <http://support.call-em-all.com> or contact us directly.

Thank You!

The Call-Em-All Team
accountsupport@call-em-all.com
877.226.3080

IRRIGATION APPLICATION ALL CALL MESSAGE SCRIPT 2019

GDPUD Board Mtg. of 04/09/2019
AGENDA ITEM 7.A.
Attachment 3
Page 9 of 29

Hello, this is a courtesy reminder from Georgetown Divide Public Utility District. We have not received your application for irrigation water. If we do not receive it in our office before 4:30 PM on March 1st, you will not receive irrigation water for the 2019 season, and you will lose your place on the list.

Your completed application can be delivered via email, fax, mail, or in person. Please call 530-333-4356 ext. 105 with any questions.

Irrigation Application Reminders 2011 ALL CALL RESULTS 2/15/11 2:00 PM

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 7.A.
 Attachment 3
 Page 10 of 29

Phone Number	First Name	Last Name
[REDACTED]	[REDACTED]	[REDACTED]

Call Status	Call Result	# of Attempts	Last Call Time	Rt/Svc
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Completed	Live Person	1	2/15/2019 17:01	800035
Completed	Dial Failed	1	2/15/2019 17:00	800045
Completed	No Answer	2	2/15/2019 17:07	800045
Completed	Live Person	1	2/15/2019 17:01	800055
Completed	No Answer	2	2/15/2019 17:07	800055
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Completed	Live Person	1	2/15/2019 17:01	800080
Completed	Answering Machine	1	2/15/2019 17:01	800085
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Completed	Answering Machine	1	2/15/2019 17:01	810030
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2 of 6

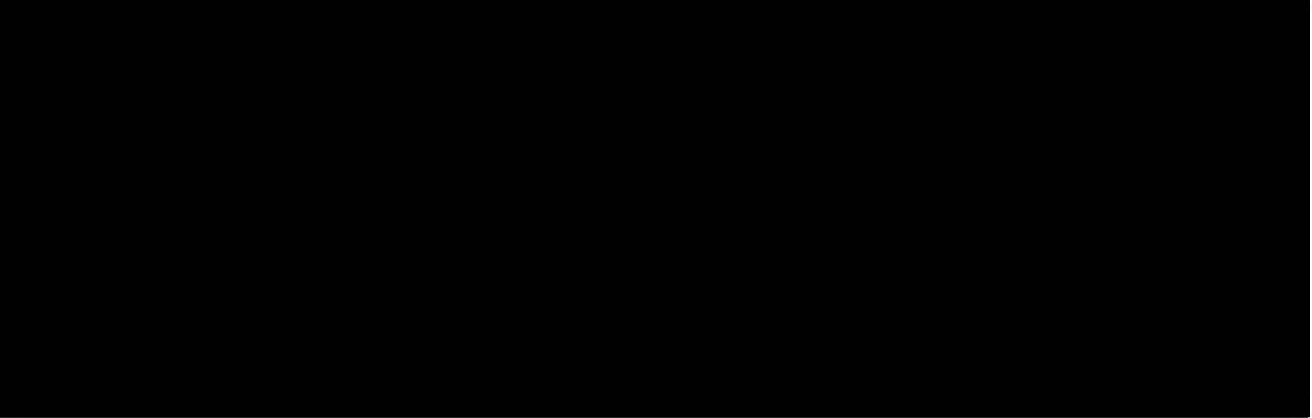
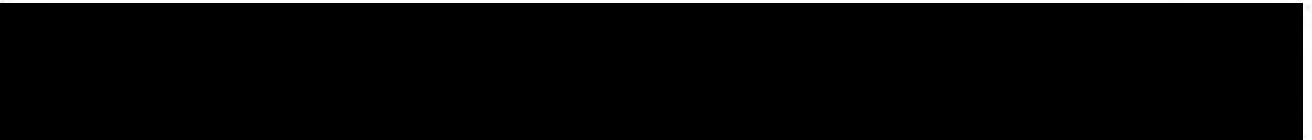
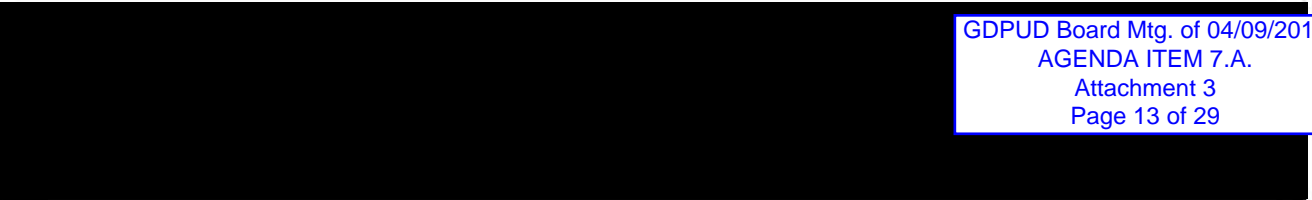
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2 of 6



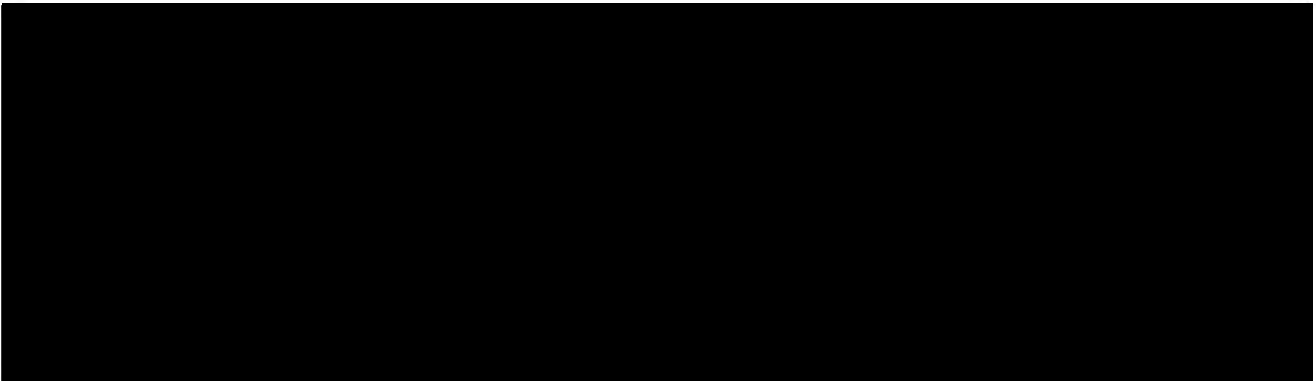
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Completed	Answering Machine	1	2/15/2019 17:01	870220
Completed	Live Person	1	2/15/2019 17:01	870240
Completed	Answering Machine	1	2/15/2019 17:01	870315
Completed	Answering Machine	1	2/15/2019 17:01	870315
Completed	Answering Machine	1	2/15/2019 17:01	870335
Completed	Answering Machine	1	2/15/2019 17:01	870343
Completed	Live Person	2	2/15/2019 17:06	870360
Completed	No Answer	2	2/15/2019 17:08	870360
Completed	Live Person	1	2/15/2019 17:01	880005
Completed	Answering Machine	1	2/15/2019 17:01	880025
Completed	Busy	2	2/15/2019 17:05	880025
Completed	No Answer	2	2/15/2019 17:07	880030
Completed	Answering Machine	1	2/15/2019 17:01	890015
Completed	Live Person	1	2/15/2019 17:00	890015
Completed	Answering Machine	1	2/15/2019 17:01	890025
Completed	No Answer	2	2/15/2019 17:07	890025
Completed	No Answer	2	2/15/2019 17:07	890030
Completed	Answering Machine	1	2/15/2019 17:02	890030
Completed	No Answer	2	2/15/2019 17:07	890035
Completed	Answering Machine	1	2/15/2019 17:01	890070
Completed	Answering Machine	1	2/15/2019 17:01	890090
Completed	Answering Machine	1	2/15/2019 17:02	890092
Completed	Answering Machine	1	2/15/2019 17:01	890107
Completed	Answering Machine	1	2/15/2019 17:01	890110
Completed	Answering Machine	1	2/15/2019 17:01	900010
Completed	Live Person	1	2/15/2019 17:00	900050
Completed	Answering Machine	1	2/15/2019 17:01	900055
Completed	Live Person	1	2/15/2019 17:01	900056
Completed	No Answer	2	2/15/2019 17:07	900075
Completed	Answering Machine	1	2/15/2019 17:01	900080
Completed	Live Person	1	2/15/2019 17:00	900085

3 of 6



Completed	Live Person	1	2/15/2019 17:00	900110
Completed	Live Person	1	2/15/2019 17:01	900115
Completed	Answering Machine	1	2/15/2019 17:01	900140
Completed	Live Person	1	2/15/2019 17:01	900145
Completed	Answering Machine	1	2/15/2019 17:02	900153
Completed	Answering Machine	1	2/15/2019 17:01	900162
Completed	Answering Machine	1	2/15/2019 17:01	900180
Completed	Answering Machine	1	2/15/2019 17:01	900190
Completed	Answering Machine	1	2/15/2019 17:02	900190
Completed	Answering Machine	1	2/15/2019 17:01	900210
Completed	Live Person	1	2/15/2019 17:00	900235
Completed	Live Person	1	2/15/2019 17:00	900245
Completed	Busy	2	2/15/2019 17:05	900245
Completed	Answering Machine	1	2/15/2019 17:01	900270
Completed	No Answer	2	2/15/2019 17:08	900280
Completed	Live Person	1	2/15/2019 17:01	910010
Completed	Answering Machine	1	2/15/2019 17:01	920010
Completed	Answering Machine	1	2/15/2019 17:01	920010
Completed	Answering Machine	1	2/15/2019 17:01	920020
Completed	Answering Machine	1	2/15/2019 17:01	920022
Completed	Answering Machine	1	2/15/2019 17:01	920039
Completed	Answering Machine	1	2/15/2019 17:01	920039
Completed	Answering Machine	1	2/15/2019 17:01	920039
Completed	Answering Machine	1	2/15/2019 17:01	920039
Completed	Answering Machine	1	2/15/2019 17:01	920039
Completed	Answering Machine	1	2/15/2019 17:01	920055
Completed	Answering Machine	1	2/15/2019 17:01	920055
Completed	Answering Machine	1	2/15/2019 17:01	920105
Completed	Live Person	1	2/15/2019 17:01	930010
Completed	Live Person	1	2/15/2019 17:01	930013
Completed	Live Person	1	2/15/2019 17:00	930035
Completed	Live Person	1	2/15/2019 17:00	930035
Completed	Live Person	1	2/15/2019 17:00	930050
Completed	No Answer	2	2/15/2019 17:07	930085
Completed	Answering Machine	1	2/15/2019 17:01	930095
Completed	Answering Machine	1	2/15/2019 17:01	930095
Completed	Live Person	1	2/15/2019 17:01	930100
Completed	Answering Machine	1	2/15/2019 17:01	930100
Completed	Answering Machine	1	2/15/2019 17:01	930105

4 of 6



Completed	Answering Machine	1	2/15/2019 17:02	930105
Completed	Live Person	1	2/15/2019 17:01	940005
Completed	Live Person	1	2/15/2019 17:01	940010
Completed	Answering Machine	1	2/15/2019 17:00	940020
Completed	Answering Machine	1	2/15/2019 17:01	940020
Completed	Live Person	1	2/15/2019 17:00	940030
Completed	Answering Machine	1	2/15/2019 17:01	940035
Completed	Live Person	1	2/15/2019 17:00	940035
Completed	Live Person	1	2/15/2019 17:00	940045
Completed	No Answer	2	2/15/2019 17:08	950015
Completed	Busy	2	2/15/2019 17:05	950035
Completed	Live Person	1	2/15/2019 17:00	950035
Completed	No Answer	2	2/15/2019 17:07	950045
Completed	Answering Machine	1	2/15/2019 17:02	960005
Completed	Live Person	1	2/15/2019 17:00	960015
Completed	Answering Machine	1	2/15/2019 17:01	960030
Completed	Live Person	1	2/15/2019 17:01	960045
Completed	Answering Machine	1	2/15/2019 17:01	960055
Completed	Answering Machine	1	2/15/2019 17:01	960075
Completed	Live Person	1	2/15/2019 17:01	970010
Completed	Live Person	1	2/15/2019 17:01	970025
Completed	Answering Machine	1	2/15/2019 17:01	970025
Completed	Live Person	2	2/15/2019 17:08	970040
Completed	No Answer	2	2/15/2019 17:07	970040
Completed	Live Person	1	2/15/2019 17:01	970070
Completed	Live Person	2	2/15/2019 17:06	970075
Completed	Live Person	1	2/15/2019 17:01	970085
Completed	No Answer	2	2/15/2019 17:07	970085
Completed	Answering Machine	1	2/15/2019 17:01	970107
Completed	No Answer	2	2/15/2019 17:06	970125
Completed	Answering Machine	1	2/15/2019 17:01	970135
Completed	No Answer	2	2/15/2019 17:07	970145
Completed	Answering Machine	1	2/15/2019 17:01	970150
Completed	Answering Machine	1	2/15/2019 17:02	1010130

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Completed	Live Person	1	2/15/2019 17:01	1010140
Completed	Answering Machine	1	2/15/2019 17:02	1010150
Completed	Answering Machine	1	2/15/2019 17:00	

6 or 6

RE-ATTEND: Irrigation Application Renewal 2019 WSI

Phone Number	First Name	Last Name
[REDACTED]	[REDACTED]	[REDACTED]

Call Status	Call Result	# of Attempts	Last Call Time	Route/Service
Completed	Dial Failed	1	2/15/2019 17:00	800045
Completed	No Answer	2	2/15/2019 17:07	800045
Completed	No Answer	2	2/15/2019 17:07	800055
Completed	No Answer	2	2/15/2019 17:07	800059
Completed	No Answer	2	2/15/2019 17:08	840080
Completed	No Answer	2	2/15/2019 17:06	840105
Completed	Busy	2	2/15/2019 17:05	850140
Completed	Busy	2	2/15/2019 17:07	870015
Completed	No Answer	2	2/15/2019 17:07	870154
Completed	No Answer	2	2/15/2019 17:07	870216
Completed	No Answer	2	2/15/2019 17:08	870360
Completed	No Answer	2	2/15/2019 17:05	880025
Completed	Busy	2	2/15/2019 17:07	880030
Completed	No Answer	2	2/15/2019 17:07	880030
Completed	No Answer	2	2/15/2019 17:07	890035
Completed	No Answer	2	2/15/2019 17:07	890075
Completed	No Answer	2	2/15/2019 17:05	900245
Completed	Busy	2	2/15/2019 17:08	900280
Completed	No Answer	2	2/15/2019 17:07	930085
Completed	No Answer	2	2/15/2019 17:08	950015
Completed	No Answer	2	2/15/2019 17:05	950035
Completed	Busy	2	2/15/2019 17:07	950045
Completed	No Answer	2	2/15/2019 17:07	970040
Completed	No Answer	2	2/15/2019 17:07	970085
Completed	No Answer	2	2/15/2019 17:06	970125
Completed	No Answer	2	2/15/2019 17:07	970145

Accounts Payable

From: Customer Support <cs@call-em-all.com>
Sent: Tuesday, February 19, 2019 9:36 AM
To: Accounts Payable
Subject: [CALL-EM-ALL] Voice Broadcast Completed - Reattempt: Irrigation Application Reminder 2019 - for User accountspayable@gd-pud.org

Your voice broadcast named "Reattempt: Irrigation Application Reminder 2019" has completed. Here are the results:

Voice Broadcast Results

All Calls: 27
Live Person: 2
Voice Mail: 1
Busy/NA: 21
Invalid Number: 3
Not Completed: 0

To see more details of this broadcast, log in at <https://www.call-em-all.com/login> and locate the broadcast on the home page.

We appreciate your business and hope that our service was helpful to you.

Questions or concerns? Try our searchable support site at <http://support.call-em-all.com> or contact us directly.

Thank You!

The Call-Em-All Team
accountsupport@call-em-all.com
877.226.3080

IRRIGATION APPLICATION ALL CALL MESSAGE SCRIPT 2019

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AGENDA ITEM 7.A.
Attachment 3
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Hello, this is a courtesy reminder from Georgetown Divide Public Utility District. We have not received your application for irrigation water. If we do not receive it in our office before 4:30 PM on March 1st, you will not receive irrigation water for the 2019 season, and you will lose your place on the list.

Your completed application can be delivered via email, fax, mail, or in person. Please call 530-333-4356 ext. 105 with any questions.

Reddempt List RESULTS: Irrigation Application Renewal 2019 All Call

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Phone Number	First Name	Last Name	Call Status	Call Result	# of Attempts	Last Call Time	Route/Service
		POWER, MIKE/CATHY	Completed	Answering Machine	1	2/19/2019 9:29	800059
			Completed	Busy	2	2/19/2019 9:32	850140
			Completed	Busy	2	2/19/2019 9:32	950035
			Completed	Dial Failed	1	2/19/2019 9:33	800045
			Completed	Dial Failed	1	2/19/2019 9:35	950015
			Completed	Dial Failed	1	2/19/2019 9:28	970125
			Completed	Live Person	1	2/19/2019 9:28	880030
			Completed	Live Person	1	2/19/2019 9:28	900245
			Completed	No Answer	2	2/19/2019 9:35	800045
			Completed	No Answer	2	2/19/2019 9:34	800055
			Completed	No Answer	2	2/19/2019 9:35	840080
			Completed	No Answer	2	2/19/2019 9:33	840105
			Completed	No Answer	2	2/19/2019 9:34	870015
			Completed	No Answer	2	2/19/2019 9:34	870154
			Completed	No Answer	2	2/19/2019 9:34	870216
			Completed	No Answer	2	2/19/2019 9:35	870360
			Completed	No Answer	2	2/19/2019 9:34	880025
			Completed	No Answer	2	2/19/2019 9:34	890025
			Completed	No Answer	2	2/19/2019 9:34	890030
			Completed	No Answer	2	2/19/2019 9:34	890035
			Completed	No Answer	2	2/19/2019 9:35	900075
			Completed	No Answer	2	2/19/2019 9:35	900280
			Completed	No Answer	2	2/19/2019 9:35	930085
			Completed	No Answer	2	2/19/2019 9:34	950045
			Completed	No Answer	2	2/19/2019 9:34	970040
			Completed	No Answer	2	2/19/2019 9:34	970085
			Completed	No Answer	2	2/19/2019 9:34	970145

RESTATEMENT List RESULTS: Immigration Application Reminder 2019 All Call 2/20/19

Phone Number	First Name	Last Name	Call Status	Call Result	# of Attempts	Last Call Time	Route/Service
			Completed	Answering Machine	1	2/19/2019 9:29	800059
			Completed	Busy - 5054 2-20-19 mlr	2	2/19/2019 9:32	850140
			Completed	Busy - turned in	2	2/19/2019 9:32	950035
			Completed	Dial Failed - disconnected	12/20/19	2/19/2019 9:33	800045
			Completed	Dial Failed - disconnected	1	2/19/2019 9:35	950015
			Completed	Dial Failed - disconnected	1	2/19/2019 9:28	970125
			Completed	Live Person	1	2/19/2019 9:28	880030
			Completed	Live Person	1	2/19/2019 9:28	900245
			Completed	No Answer - disconnected	2	2/19/2019 9:35	800045
			Completed	No Answer - no answer 2/20/19	1	2/19/2019 9:34	800055
			Completed	No Answer - will email	2	2/19/2019 9:35	840080
			Completed	No Answer - turned in	2	2/19/2019 9:33	840105
			Completed	No Answer - no answer	2	2/19/2019 9:34	870015
			Completed	No Answer - see notes	2	2/19/2019 9:34	870154
			Completed	No Answer - disconnected	2	2/19/2019 9:34	870216 - see notes
			Completed	No Answer - in 2/20/19	2	2/19/2019 9:35	870360
			Completed	No Answer - will p off	2	2/19/2019 9:34	880025
			Completed	No Answer - disconnected	2	2/19/2019 9:34	890025
			Completed	No Answer - will get back	2	2/19/2019 9:34	890030
			Completed	No Answer - disconnected	2	2/19/2019 9:34	890035
			Completed	No Answer - disconnected	2	2/19/2019 9:35	900075
			Completed	No Answer - disconnected	2	2/19/2019 9:34	900280
			Completed	No Answer - disconnected	2	2/19/2019 9:35	930085
			Completed	No Answer - disconnected	2	2/19/2019 9:34	950045
			Completed	No Answer - fighting w/ hymns - 1/2/19	2	2/19/2019 9:34	970040
			Completed	No Answer - turned in	2	2/19/2019 9:34	970085
			Completed	No Answer - in 2/20/19	2	2/19/2019 9:34	970145

RESTATEMENT 2/20/19

IRRIGATION APPLICATION ALL CALL MESSAGE SCRIPT 2019

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Hello, this is a courtesy reminder from Georgetown Divide Public Utility District. We have not received your application for irrigation water. If we do not receive it in our office before 4:30 PM on March 1st, you will not receive irrigation water for the 2019 season, and you will lose your place on the list.

Your completed application can be delivered via email, fax, mail, or in person. Please call 530-333-4356 ext. 105 with any questions.

Accounts Payable

From: Mailchimp Support <confirm@mailchimp.com>
Sent: Wednesday, February 27, 2019 2:34 PM
To: Accounts Payable
Subject: Mailchimp Campaign Has Been Sent



Your campaign is on its way to your subscribers!

Subject Line	2019 Irrigation Season Applications CLOSING SOON
Send Date	Feb 27, 2019 02:34 pm
List Used	Georgetown Divide Public Utility District
Emails Sent	523

[View Report](#)

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[View this email in your browser](#)



Georgetown Divide Public Utility District

2019 IRRIGATION WATER SERVICE APPLICATIONS DUE IN TWO DAYS!

All irrigation water service applications (EXISTING AND NEW CUSTOMERS) must be received prior to 4:30pm on March 1, 2019. If you do not submit the form by the deadline then you are in jeopardy of losing your irrigation water service

All existing and former/inactive customers should have already received their 2019 Seasonal Irrigation Service Applications in the mail. Completed applications can be delivered by email, fax, mail, or in person

In order to receive irrigation water service for the 2019 season (May 1, 2019 to September 30, 2019) ALL persons wanting irrigation service must submit an application. This includes existing irrigation water customers and former/inactive customers. If you do not complete this form, the District will discontinue your irrigation water service and may allocate your seasonal irrigation water to someone else.

If you are an existing irrigation customer and have not received your 2019 Seasonal Irrigation Service Application, please contact the District as soon as possible.

If you do not currently have service, but are interested in establishing irrigation water service, please contact the District office at 530-333-4356 for details. Irrigation water allocations are available this year, so all interested parties are encouraged to contact the District.



Our mailing address is:

Georgetown Divide Public Utility District
P.O. Box 4240
6425 Main St
Georgetown, Ca 95634

[Add us to your address book](#)

Want to change how you receive these emails?
You can [update your preferences](#) or [unsubscribe from this list](#).





List of Applications NOT YET RECEIVED as of 02-27-19

Cust ID #	Rt/Svc #	Name	Past Due \$	Phone 1	Phone 2	Email Address	NOTES:
800035			-				LM
800045			-				
800055			\$ [REDACTED]				TRANSFER TO Hannah Wed 1/29/19
800080			-			[REDACTED].com	Emailed 2/27/19
810014			-				Can't make it
810065			-				2/28 Emailed; funds in writing
820060			-			[REDACTED].com	Emailed 2/27/19
830045			-			[REDACTED].com	Emailed 2/27/19
840025			\$ [REDACTED]				
840040			-				
840060			-				
840120			-			[REDACTED].com	Emailed 2/27/19
840140			-			[REDACTED].com	Emailed 2/27/19
840175			-			[REDACTED].com	Called Book; wants to be inactive 2/27/19
850045			\$ [REDACTED]			[REDACTED].com	Emailed 2/27/19
850112			-				
850140			-			[REDACTED].edu	Emailed 2/27/19
870015			-				
870105			-				
870110			-				LM
870125			-				
870154			-				NS
870155			-				NS
870216			\$ [REDACTED]				
870360			-				LM
890025			\$ [REDACTED]			[REDACTED].com	Emailed 2/27/19
890030			-				
890035			-				
890092			-				LM
890107			-				DIC
900075			-				
900110			-				
900115			-			[REDACTED].net	Emailed 2/27/19

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Rt/Svc # Name Past Due \$ Phone 1 Phone 2 Email Address NOTES

[REDACTED]

LM
TRANSFER TO Hannah
Wed 1/29/19
Emailed 2/27/19
Can't make it
2/28 Emailed; funds in writing
Emailed 2/27/19
Emailed 2/27/19
Called Book; wants to be inactive 2/27/19
Emailed 2/27/19
Emailed 2/27/19
Emailed 2/27/19
LM
NS
NS
LM
Emailed 2/27/19
LM
DIC
Emailed 2/27/19

900140					
900162					
900190					
900270					
900280					
920039					
920055					
930105					
940030					
950015					
950045					
960005					
960015					
960030					
960055					
970025					
970040					
970125					
970135					
970150					

Raid App →

WAVE IA →

Raid App →

Raid App →

Raid App →

Raid App →

LM

Emailed 2/21/19

W.N.

Emailed 2/21/19

N.A.

Spoke w/

Emailed 2/21/19

DK

Emailed 2/21/19

DK

Emailed 2/21/19

Bring in

LM

LM

Bring in

Emailed 2/21/19

Emailed 2/21/19

Emailed 2/21/19

Emailed 2/21/19

Emailed 2/21/19

Emailed 2/21/19

Emailed 2/21/19

Emailed 2/21/19

Emailed 2/21/19

Emailed 2/21/19

She called her
 Company in
 2/25/19 to
 sign off



Wed 2/27/2019 2:13 PM

Hannah Schnetz

GDPUD: Urgent - Need Irrigation Application before March 1st 2019

To: 3

Bcc: 5

 This message was sent with High Importance.

URGENT: Irrigation Application NOT Received

Application MUST be in our office NO LATER than March 1st 2019 to keep irrigation water for 2019 season.

ATTENTION: Property Owner

Hello, this is a courtesy reminder from Georgetown Divide Public Utility District. We have NOT received your application for irrigation water. If we do not receive it in our office before 4:30 PM on March 1st, you will not receive irrigation water for the 2019 season, and you will lose your place on the list.

Your completed application can be delivered via:

Email: hschnetz@gd-pud.org

Fax: 530-333-9442

Or in person.

Please call 530-333-4356 ext. 105 with any questions.

Please feel free to contact the office if you need a copy of your application sent to you before the deadline.

Hannah Schnetz

Administrative Assistant II

Georgetown Divide PUD

PO Box 4240

Georgetown, CA 95634

PH: 530-333-4356 ext. 105

FAX: 530-333-9442

3/18/19

H client
H client
CUST WANTS TO
H client
H client
Resent App -

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CUST ID #	RTE/SVC #	CUSTOMER NAME	PHONE 1	PHONE 2	ADDRESS 1	ADDRESS 2	MI	BALANCE
[REDACTED]	800055	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	M1	\$ [REDACTED]
[REDACTED]	810065	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	S1	\$ [REDACTED]
[REDACTED]	850140	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	S1	\$ [REDACTED]
[REDACTED]	870110	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	S1	\$ [REDACTED]
[REDACTED]	870216	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	S1	\$ [REDACTED]
[REDACTED]	870360	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	S2	\$ [REDACTED]
[REDACTED]	890030	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	S1	\$ [REDACTED]
[REDACTED]	890092	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	S1	\$ [REDACTED]
[REDACTED]	900270	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	S1	\$ [REDACTED]
[REDACTED]	920055	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	1H	\$ [REDACTED]
[REDACTED]	940030	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	S2	\$ [REDACTED]
[REDACTED]	950015	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	S1	\$ [REDACTED]
[REDACTED]	960030	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	S1	\$ [REDACTED]

client

valid # spoke

Enabled

It will cause back over

550
 180

CUST ID #	RTE/SVC #
[REDACTED]	800055
[REDACTED]	810065
[REDACTED]	850140
[REDACTED]	870110
[REDACTED]	870216
[REDACTED]	870360
[REDACTED]	890030
[REDACTED]	890092
[REDACTED]	900270
[REDACTED]	920055
[REDACTED]	940030
[REDACTED]	950015
[REDACTED]	960030

CUSTOMER NAME
 [REDACTED]

PHONE 1
 [REDACTED]

PHONE 2
 [REDACTED]

[REDACTED]

@icm

[REDACTED]

@icm

Will be in for fill
 Sent application via email
 Sent email 71-302-05 x send out Door Hanger
 CIM 3118119 need application asap please
 Call Hannah + send in app

SID 2/28/20
 DE
 8685

@yakov.com Sent email wants to cancel

Active no app in
 [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]

Georgetown Divide Public Utility
P.O. Box 4240 - 6425 Main Street, Georgetown,
Phone (530) 333-4356 - Fax (530) 333-9442

December 31, 2018

To All Irrigation Service Customers,

The 2019 Irrigation Season will start in a few months and **you must submit this 2019 Seasonal Irrigation Service Application prior to March 1, 2019 if you want to continue service.** If you do not complete this form, the District will discontinue your service and may allocate your Seasonal Irrigation Water to someone else.

Please return the bottom half of this letter as soon as possible for it serves as your 2019 Seasonal Irrigation Service Application. Irrigation service is scheduled to begin May 1st.

Enclosed are the new 2019 rates, however the Board of Directors is reviewing the possibility of sustaining the 2018 rates instead. Until action is taken, the District will maintain the current procedure for irrigation application and billing using 2019 rates.

Sincerely,

HANNAH SCHNETZ
Administrative Assistant II



Georgetown Divide Public Utility District
2019 SEASONAL IRRIGATION SERVICE APPLICATION
Complete and return this portion to G.D.P.U.D. by March 1, 2019

Do you supply a pond with irrigation water? Yes No

Total acreage you manage: _____ Total acreage you irrigate: _____

Specify types of crops and number of acres of each that you raise: _____

Specify the type of stock: cattle, sheep, swine or other uses: _____

By signing and returning this form, I am renewing my contract for irrigation water for the 2019 season (May 1st through September 30th), in accordance with Ordinance 2005-01.

Owner Signature

Please check one
 No changes – same as last year
 Change in supply requested
From: _____ " To: _____ "

Please provide the following information to assist us in keeping our records up to date:

Phone Number: _____

E-mail Address: _____

Property Address: _____

Assessor's Parcel No.: _____

CUSTID# RTSVC# MI
LAST NAME, FIRST NAME
MAILING ADDRESS LINE 1
CITY, STATE ZIP CODE

Georgetown Divide Public Utility
P.O. Box 4240 - 6425 Main Street, Georgetown, CO 80440
Phone (530) 333-4356 - Fax (530) 333-9442

December 31, 2018

Dear Former Irrigation Service Customer,

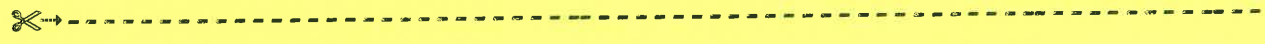
District records indicate that your parcel has received irrigation service in the past, and that service is no longer active. The 2019 irrigation season will start soon and now is the time to submit an application if you are interested in re-activating your irrigation service. There is a very limited capacity in the delivery system and the District may not be able to honor your request.

If you are interested, submit the application below and we will contact you by May 1st if there is water available for your use.

Enclosed are the new 2019 rates, however the Board of Directors is reviewing the possibility of sustaining the 2018 rates instead. Until action is taken, the District will maintain the current procedure for irrigation application and billing using 2019 rates.

Sincerely,

HANNAH SCHNETZ
Administrative Assistant II



Georgetown Divide Public Utility District
2019 SEASONAL IRRIGATION SERVICE APPLICATION
Complete and return this portion to G.D.P.U.D. by March 1, 2019

Would you supply a pond with irrigation water? Yes No

Total acreage you manage: _____ Total acreage you would irrigate: _____

Specify types of crops and number of acres of each that you raise: _____

Specify the type of stock: cattle, sheep, swine or other uses: _____

I would like to receive _____ miner's inch (es). By signing and returning this form, I am requesting irrigation water, if available, for the 2019 season, in accordance with Ordinance 2005-01. I understand that if I were to receive irrigation water it would be available by May 1st or thereafter, as determined by the Board of Directors.

Owner Signature

CUSTID# RTSVC#
LAST NAME, FIRST NAME
MAILING ADDRESS LINE 1
CITY, STATE ZIP CODE

Phone Number: _____

E-mail Address: _____

Property Address: _____

Assessor's Parcel No.: _____

RESOLUTION NO. 2019-22

**OF THE BOARD OF DIRECTORS
OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
APPROVING IRRIGATION APPLICATIONS FOR
THE 2019 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 ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer, 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 2019-22 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

IRRIGATION WATER ALLOCATIONS

Georgetown Divide Public Utility District
April 9, 2019

Timeline

December 31, 2018	Active and Inactive Applications mailed to customers
January 1, 2019	Application Submittal Period Opens
January 11, 2019	Email: "2019 Irrigation Season Applications Now Being Accepted"
February 13, 2019	Email: "GDPUD Board Approves a Freeze in Treated Water & Irrigation Water Rates"
February 15, 2019	Phone call broadcast "Irrigation Application Reminder 2019"
February 19, 2019	Phone call broadcast "Reattempt: Irrigation Application Reminder 2019"

Timeline

February 19, 2019	Manual phone calls to all customers who had not yet turned in an application and were not reached during phone broadcast
February 27, 2019	Email: "2019 Irrigation Season Applications CLOSING SOON" Email: "Urgent – Need Irrigation Application before March 1st 2019" Manual phone calls to all remaining customers on
March 1, 2019	Last day to submit applications
March 19, 2019	Manual phone calls to remaining 13 customers

Ordinance 2005-01

- Section 2(a)
 - Applications will be accepted between January 1st and March 1st for the impending irrigation season
- Section 2 (b)
 - Priority 1 – Parcels that received irrigation service during the immediately past irrigation season
 - Priority 2 – Parcels with the most recent active irrigation service during the previous ten (10) irrigation season
 - Priority 3 – Applications for new irrigation service

Late Applications

- Route 80 – Lower Conduit
 - 080/0055 - Request to continue 1 miner's inch received late
 - Water available – Staff recommendation to approve request
- Route 81 – CCA Ditch
 - 081/0065 – Application not received from existing customer.
 - No competing applications submitted this year.
 - Water available – Staff recommendation to allocate water
 - Staff will continue working to confirm customer desires water
- Route 85 – Garden Valley/Greenwood Pipeline
 - 085/0140 - Application not received from existing customer.
 - No competing applications submitted this year.
 - Water available – Staff recommendation to allocate water
 - Staff will continue working to confirm customer desires water

Late Applications

- Route 87 – Kelsey Ditch
 - 087/0216 & 087/0360 - Applications not received from existing customers
 - Competing applications were submitted this year.
 - Staff recommendation to inactivate customers 087/0216 and 087/0360 and allocate water to other customers
- Route 89 – Main Ditch #1
 - 089/0030 - Application to keep service received after March 1
 - No competing applications submitted this year.
 - Water available – Staff recommendation to allocate water

Late Applications

- Route 90 – Main Ditch #2
 - 090/0270- Application to reduce service by 1-inch received after March 1
 - Staff recommendation to approve request
- Route 92 – Pilot Hill Ditch
 - 092/0055 - Application to keep service received after March 1
 - Customer claims to have mailed application early on and did not know it was not received, due to outdated phone number
 - Staff recommendation to approve request.
- Route 94 – Pilot Hill Estates
 - 094/0030 - Application to keep service received after March 1
 - No competing applications submitted this year.
 - Water available – Staff recommendation to allocate water

Late Applications

- Route 95 – Rattlesnake Bar
 - 095/0015 - Application to keep service received after March 1
 - No competing applications submitted this year.
 - Water available – Staff recommendation to allocate water
- Route 96 – Spanish Dry Diggins
 - 096/0030 - Application not received from existing customer. Customer verbally stated he does want water.
 - No competing applications submitted this year.
 - Water available – Staff recommendation to allocate water
 - Staff will continue working to confirm customer desires water

Summary of Changes

Route	2017 Demand (MI)	2018 Demand (MI)	2019 Demand (MI)	2018-2019 Change
080-Upper/Lower	31.5	32.5	34.5	+2.0
081--CCA	45.0	45.0	43.5	-1.5
082--CCA/Croft	19.5	18.5	18.0	-0.5
084-Garden Valley	58.5	49.5	45.5	-4.0
086-Hocket Hollow	18.0	18.0	16.0	-2.0
087-Kelsey Ditch	84.0	84.0	84.5	+0.5
088-Kelsey Pipe	6.5	6.0	6.5	+0.5
090-Main Ditch #2	113.0	78.0	68.5	-9.5
091-Pedro Hill	8.0	8.0	6.5	-1.5
093-Pilot Hill Pipe	15.5	13.0	12.0	-1.0
094-Pilot Hill Estate	20.0	19.5	18.0	-1.5
All Others	195.0	190.5	190.5	0.0
Total	614.5	562.5	544.0	-18.5

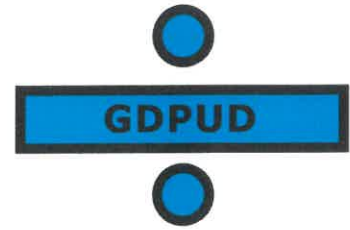
Summary of Changes

- Demand reduced by 18.5 miner’s inches from 2018
- Equivalent to 3% reduction in demand
- Revenue decrease of \$2,852 from 2018

Board Action

- Staff recommendation is to adopt the resolution approving 2019 irrigation applications as listed in the summary attached to the staff report

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 7.B.**



AGENDA SECTION: NEW BUSINESS

SUBJECT: CONFIRMING APPOINTMENTS TO THE FINANCE COMMITTEE

PREPARED BY: Diana Michaelson, Board Assistant *djm*

APPROVED BY: Steven Palmer, PE, General Manager *SP*

BACKGROUND

The Governing body ("Board") of the Georgetown Divide Public Utility District ("District") is authorized to appoint a Finance Committee. Committee members are charged with the responsibility to oversee areas related to financial matters and to provide recommendations on its findings and opinions to the Board. These duties and responsibilities are subject to review and amendments for intent and effectiveness. The District memorialized the membership, duties, and responsibilities of the Finance Committee most recently through Resolution 2018-14 (Attachment 1).

Vacancies exist on the Committee. Staff noticed for applications on January 3, 2019, and applications were received from five individuals. The Board President reviewed the candidates, and at the March 12, 2019 Regular Board Meeting recommended applicants for the Board to appoint.

At the time of the March 12, 2019 Board meeting, the Finance Committee had three vacant positions. Board members voted on the five candidates and the results were as follows:

Mae Harms – 3
Mitch MacDonald – 4
Steve Miller – 3
Bonnie Neeley – 3
Don Waltz – 2

The Board appointed Mitch MacDonald to fill one vacancy, eliminated Don Waltz with the lowest number of votes, and declared a three-way tie for the remaining two positions. The Board chose to break the tie at the April 9, 2019 meeting. The Board also wished to allow additional time for other potential candidates to apply for consideration before the April 9 meeting. Resolution 2019-24 appointing Mitch MacDonald is included as Attachment 2.

DISCUSSION

Subsequent to the Board action described above, candidate Neeley withdrew from consideration. At the time of publication of the Agenda Packet for the April 9, 2019 Board meeting, no additional applications have been received by staff.

After the Board selects the appointees to fill the two remaining vacancies, Resolution 2019-25 will be updated with those names, confirming the appointments. The Resolution is included as Attachment 3.

FISCAL IMPACT

There is no fiscal impact.

CEQA ASSESSMENT

This is not a CEQA project.

RECOMMENDED ACTION

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District adopt the attached Resolution confirming appointments to the Finance Committee.

ALTERNATIVES

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

ATTACHMENTS

1. Resolution 2018-14 Providing Role and Responsibilities of Finance Committee
2. Resolution 2019-24 Confirming the appointment of Mitch MacDonald to the Finance Committee
3. Resolution 2019-25 Confirming Appointments to the Finance Committee

RESOLUTION NO. 2018-14

**OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
PROVIDING ROLE AND RESPONSIBILITIES OF THE FINANCE COMMITTEE**

WHEREAS, the Georgetown Divide Public Utility District (“District”) Board of Directors (“Board”) previously memorialized the membership, duties, responsibilities, and other matters pertaining to the Finance Committee through Resolution 2017-25; and

WHEREAS, the Board seeks to rescind and replace Resolution 2017-25 to modify the role and responsibilities of the Finance Committee; and

WHEREAS, the Finance Committee will assist the Board in the review of financial information of the District and make recommendations to the Board for actions related to the District’s finances and budgeting; and

WHEREAS, the Board finds it to be in the best interest of the public to establish the Finance Committee’s role as set forth herein.

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

SECTION 1: Resolution 2017-25 is hereby rescinded and replaced with this Resolution 2018-11 and shall be of no further force or effect following the Board’s adoption of this Resolution 2018-11.

SECTION 2. The Finance Committee (“Committee”) shall be created as follows:

1. **Membership; Quorum.** The Committee shall be composed of no fewer than three (3) and no more than seven (7) members. A quorum shall consist of a simple majority of the total number of members currently appointed to the Committee.
2. **Selection of Committee Members.** The policy for selecting Committee members is shown in “*Exhibit A.*” which is attached hereto and incorporated herein by reference as if set forth in full.
3. **Role of the Committee.** The primary role of the Committee is to provide recommendations to the Board of Directors (“Board”) in response to proposals made by staff on matters related to the District’s finances. It shall be the responsibility of the Committee to:
 - a. Review annual operating budget proposed by staff and make recommendations to the Board.
 - b. Review long-range strategic financial planning proposed by staff and make recommendations to the Board.

- c. Review the audited annual financial statements and make recommendations to the Board.
 - d. Monitor District financial reports and investments and make any recommendations to the Board as requested by the Board.
 - e. Present all Committee identified financial goals and proposals to the Board for approval.
4. **Meetings.** The Committee shall meet at least quarterly, and more often if needed or requested by the Board. Meetings shall be held at the District's offices. The Rules of Operating Procedure are shown in "*Exhibit B.*" which is attached hereto and incorporated herein by reference as if set forth in full.
 5. **Terms.** The terms of the office shall be two (2) years. Committee members may be re-appointed to subsequent terms.
 6. **Vacancies.** Any vacancies shall be filled for the unexpired term by the Board of Directors.
 7. **Removal.** All Committee members serve at the will of the Board, and any member may be removed by an affirmative vote of three (3) members of the Board. There shall be no requirement to show cause for removal.
 8. **Officers.** The Committee shall designate from among its members a Chair, Vice- Chair, and Secretary. The Chair shall preside over the meetings, and in the Chair's absence the Vice-Chair shall preside. If both the Chair and the Vice-Chair are absent, the remaining members, if a quorum exists, shall select from among themselves a person to preside over the meeting. The Secretary (or another member if the Secretary is absent) shall prepare agendas and minutes of every meeting and shall be responsible for transmitting the agenda and the final copy of all minutes to the General Manager or designee. Items needing Board action shall be transmitted as soon as possible to the General Manager or designee for inclusion on the next available Board agenda.
 9. **Advisory Nature of the Committee.** The Committee is advisory in nature and shall report and be responsible to the Board of Directors. The Committee and its members have no authority to set policy, expend funds, or make obligations on behalf of the Board and/or the District.
 10. **Board Reports.** The Committee shall report on its activities to the Board at least quarterly, and more often if needed or requested by the Board. The Board Report can be either oral or written and shall include a description of the activities of the committee for the preceding period and any on-going or outstanding activities or tasks. Committee meeting minutes can be used to satisfy this requirement.
 11. **Board Liaison and Staff Support.** The Committee shall have the following Board and/or staff members to assist it with its work from time to time as may be necessary or

desired by the Committee and/or the Board: Board Treasurer who will serve as the Board Liaison, and a Staff Liaison designated by the General Manager. The Board Liaison and Staff Liaison shall (a) not be regular or ex officio members of the Committee; (b) not have the right to vote; and (c) not be counted for purposes of determining the presence of a quorum.

SECTION 3. 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 by the Board of Directors of the Georgetown Divide Public Utilities District at a meeting of said Board held on the 13th day of March, 2018, by the following vote:

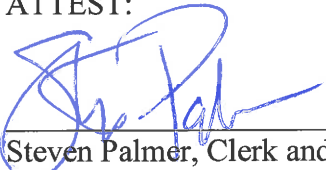
AYES: Halpin, Hanschild, Souza, Uso, Wadle

NOES:

ABSENT/ABSTAIN:

Londres Uso, President
Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT


ATTEST:



Steven Palmer, 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 2018-14 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 13th day of March, 2018.



Steven Palmer, Clerk and ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

EXHIBIT A

Policy for Selecting Finance Committee

- 1) Publish in a newspaper of general circulation in the District a notice of vacancy on the Committee and a desire to fill said vacancy.
- 2) The Board President will interview all applicants and return to the Board with recommendations for Committee appointment. All applicants will be eligible for the Board to appoint.
- 3) Alternatively, the Board President may elect to appoint a selection committee made up of two Board Members to interview applicants which will return to the Board with recommendation for Committee appointment. All applicants will be eligible for the Board to appoint.
- 4) The Committee will be made up of no less than three and no more than seven members.
- 5) The Board will confirm the selections by resolution.

EXHIBIT B

Finance Committee of the Georgetown Divide Public Utility District Rules of Operating Procedure

MEETINGS

- a) At any meeting of the Committee, the majority of the members currently appointed shall constitute a quorum for purposes of conducting business or meetings. Unless otherwise posted, a majority vote of those present and voting shall be sufficient to adopt any motion.
- b) All meetings of the Committee shall be open and public, and all persons shall be permitted to attend any meeting of the committee as provided by Government Code Section 54950 *et seq.*
- c) All meetings of the Committee shall be held in the GDPUD offices at 6425 Main Street, Georgetown, California 95634, unless there is a special need to hold a meeting at a different location.
- d) The proceedings of all meetings of the Committee shall be conducted in accordance with Robert's Rules of Order.
- e) Each Committee shall determine the order of business for the conduct of its meetings.
- f) Any meeting may be adjourned to a time and place stated in the Order of Adjournment. Less than a quorum may so adjourn from time to time. If all members are absent, the Secretary may declare the meeting adjourned to a stated time and place and shall cause such notice to be given in the same manner as for special meetings.
- g) Special meetings may be called at any time at the direction of the chairperson or by a majority of a Committee. Twenty-four hours advance written notice of special meetings shall be provided by the chairperson stating the time, place, and business to be transacted. The public shall be notified through the District's regular communications and procedures, in accordance with the Brown Act.
- h) At least 72 hours before a regular Committee meeting, the legislative body of the District, or its designee, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting. The agenda shall be filed with the Staff Liaison for posting outside the District offices.

- i) The Committee shall maintain meeting minutes, including a complete record of all transactions, findings, and determinations and present a full statement to the Board of Directors upon request. A signed copy of meeting minutes shall be filed with the Staff Liaison.
- j) The Board Liaison to the Committee shall be the Board Treasurer.
- k) The duties of the Board Liaison include presenting relevant data to the Board and arranging for the presentation of important progress on projects to the Board by the Committee chairperson.
- l) The Board Liaison's role will be advisory to the Committee, but the process is meant to be staff driven.
- m) The Board Liaison will not have a vote on the Committee.

RESOLUTION NO. 2019-24
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
CONFIRMING APPOINTMENTS TO THE FINANCE COMMITTEE

WHEREAS, the Georgetown Divide Public Utility District ("District") Board of Directors ("Board") memorialized the membership, duties, responsibilities, and other matters pertaining to the Finance Committee through Resolution 2018-14; and

WHEREAS, the Board seeks to confirm the appointments of members to the Finance Committee; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT Mitch McDonald and is are confirmed as appointees to the Finance Committee for a term of two (2) years, beginning March 12, 2019 and ending on March 11, 2021.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the twelfth day of March 2019, by the following vote:

AYES: Garcia, Halperin, Saunders, Souza, Wadle

NOES:

ABSENT/ABSTAIN:

Dane Wadle
Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer
Steven Palmer, 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 2019-24 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 twelfth day of March 2019.



Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

RESOLUTION NO. 2019-25
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
CONFIRMING APPOINTMENTS TO THE FINANCE COMMITTEE

WHEREAS, the Georgetown Divide Public Utility District (“District”) Board of Directors (“Board”) memorialized the membership, duties, responsibilities, and other matters pertaining to the Finance Committee through Resolution 2018-14; and

WHEREAS, the Board seeks to confirm the appointments of members to the Finance Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT _____ and _____ are confirmed as appointees to the Finance Committee for a term of two (2) years, beginning April 9, 2019 and ending on April 8, 2021.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer, 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 2019-25 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 7.C.**



AGENDA SECTION: NEW BUSINESS

SUBJECT: APPROVE A PROFESSIONAL SERVICES AGREEMENT FOR COMMUNICATIONS AND PUBLIC OUTREACH SERVICES WITH *ON THE MARK STRATEGIES, LLC* FOR AN AMOUNT NOT TO EXCEED \$48,000

PREPARED BY: Steven Palmer, PE, General Manager

APPROVED BY: Steven Palmer, PE, General Manager

A handwritten signature in blue ink, appearing to be "S. Palmer", is written over the name "Steven Palmer" in the "APPROVED BY" line.

BACKGROUND

Adopted Board of Director Goals for Fiscal Year 2019/2020, Objective A-2 is to “Engage an expert to develop an annual communication strategy that would consider tours, newsletters, social media, bill inserts, etc.”

In order to meet that Board Objective, Staff prepared a Request for Proposals (RFP) that included the following scope of services: develop an overall strategy and detailed annual plan including recommendations on social media, newsletters, press releases, and email campaigns; and implement the recommendations of the annual plan. For additional detail please refer to the RFP included as Attachment 1.

DISCUSSION

The RFP to select a consulting firm to provide communication and public outreach services was issued on September 28, 2018. In issuing the RFP and selecting a consultant, District Staff followed the professional services procurement policy that was adopted on February 13, 2018.

Four (4) proposals were received on October 18, 2018. Proposals were received from CV Strategies, FSB Core Strategies, MIG, Inc., and On the Mark Strategies.

A team of three District Staff reviewed the proposals for criteria listed in the RFP and ranked MIG, Inc. and On the Mark Strategies as the highest ranked proposers. District staff then held interviews with MIG, Inc. and On the Mark Strategies, and recommended On the Mark Strategies as the best qualified to provide these services to the District. On the Mark Strategies demonstrated similar experience, the ability to have a local presence, and a well thought out proposal that was tailored to fit well with the District’s needs. On the Mark Strategies’ proposal is included as Attachment 2.

The General Manager then opened and reviewed On the Mark Strategies fee proposal, and concluded that the level of effort, rates, and total amount are appropriate for the scope of work.

The following proposals and cost estimates were received by the District.

Firm	Fee Proposal
CV Strategies	\$ 45,000
FSB Core Strategies	\$ 47,600
MIG, Inc.	\$ 48,000
On the Mark Strategies	\$ 48,000

The signed Professional Services Agreement (PSA) is included as Attachment 3.

In addition to the scope identified in the RFP, the proposal from On the Mark Strategies identified several additional outreach items for the District: a web landing page; an informational video; a presentation that could be used at civic organizations; school outreach posters and tours; media advertisements; and a fact sheet/handout for community events.

Once the PSA is approved, the first step will be developing the communications strategy and annual public outreach plan. Developing and implementing the communications and outreach strategy will be a collaborative process between the Consultant and District Staff. On the Mark Strategies' proposal states that the strategy will identify:

1. Clear and measurable objectives with evaluation
2. Relevant audiences and available channels
3. Plan of activities and timetable
4. Communication risks and mitigation
5. Resources

The proposal also identifies the following steps that will be included in the annual outreach plan:

1. Define goals and objectives
2. Identify targets
3. Create a message
4. Package our message
5. Distribute our message; and
6. Evaluate the plan

FISCAL IMPACT

This work and the expenditure associated with this agreement were included in the adopted Fiscal Year 2018/2019 budget. A budget adjustment is not needed.

CEQA ASSESSMENT

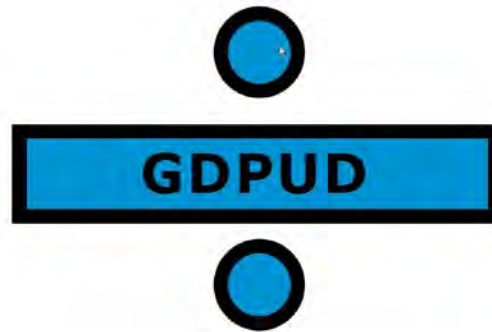
This is not a CEQA project.

RECOMMENDED ACTION

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) adopt the attached Resolution authorizing the General Manager to execute a Professional Services Agreement (Attachment 3) with On the Mark Strategies, LLC for an amount not to exceed \$48,000 for Communications and Public Outreach Services.

ATTACHMENTS

1. Request for Proposals
2. On the Mark Strategies Proposal
3. Professional Services Agreement
4. Resolution 2019-23 Authorizing a PSA with On the Mark Strategies, LLC



GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

REQUEST FOR PROPOSAL

Communications and Public Outreach

Responders to this Request for Proposals (RFP) must deliver one signed original, two (2) copies, and one electronic copy of the proposal.

Proposal Submission Deadline (date/time): October 18, 2018 at 3:00pm

Submit Proposal to: Georgetown Divide Public Utility District Office
6425 Main Street
PO Box 4240
Georgetown, CA 95634

REGISTERING YOUR EMAIL ADDRESS

FOR QUESTIONS CONCERNING THIS REQUEST FOR PROPOSAL:

Potential respondents who want to receive changes, additions, and deletions to the RFP, as well as a copy of all the questions and responses by the Georgetown Divide Public Utility District, should register online by following the link on the GDPUD website. The link to open RFPs is at the following website: http://gd-pud.org/#Bids_&_Proposals

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ATTACHMENTS

- A. Sample Professional Services Agreement

REQUEST FOR PROPOSAL Communications and Public Outreach

SECTION 1 — INTRODUCTION

The Georgetown Divide Public Utility District (GDPUD) is soliciting proposals from Consultants to provide professional communications and public outreach services. In general, the work will consist of developing an overall communications strategy, developing an annual public outreach plan, and overall responsibility for implementing that strategy and plan.

GDPUD will use a “Qualifications Based Selection” process in determining which Consultant to be selected for the contract. The process will include an evaluation and ranking of Consultants based on set evaluation criteria. Top ranking Consultants may be asked to participate in an oral interview.

GDPUD reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected.

Proposals submitted will be evaluated by individuals from GDPUD and/or outside agencies. During the evaluation process, GDPUD reserves the right, where it may serve GDPUD’s best interest, to request additional information from proposers, or to allow corrections of errors or omissions.

Submission of a proposal indicates acceptance by the firm of the conditions contained in this RFP, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between GDPUD and the firm selected. GDPUD reserves the right, without prejudice, to reject any or all proposals

1.1 General Description of RFP

This RFP describes the general Scope of Services, necessary RFP components, consultant selection process, and required format of the RFP, as well as a sample copy of GDPUD’s Professional Services Agreement.

1.2 RFP Schedule

Advertisement of RFP	September 25, 2018
Deadline for Questions	October 9, 2018
Response to Questions	October 12, 2018
Deadline for RFP Submittal	No later than 3:00 PM, October 18, 2018
Final Consultant Selection	Anticipated October 25, 2018

1.3 General Selection Process

GDPUD intends to select a Consultant based on demonstrated competence and qualifications for the types of services to be performed at a fair and reasonable price to the public. GDPUD will review all proposals and evaluate them according to the following criteria:

- Qualifications of Team
- Project Understanding and Innovation
- Work Plan / Scope of Work
- Project Schedule
- Similar Experience / References

Consultant may be either selected based on information included in the proposal or the Consultant may be requested to interview prior to final selection.

SECTION 2 — SCOPE OF SERVICES

The Consultant shall provide communications and public outreach services necessary to develop and implement an overall communications strategy and annual public outreach plan. GDPUD has budgeted \$48,000 this fiscal year to fund public outreach and communications. A typical scope is anticipated to include the following tasks:

Task 1: Communications Strategy and Public Outreach Plan

In conjunction with GDPUD staff develop an overall communication strategy and annual public outreach plan. GDPUD's objectives for communications and public outreach are to share information about GDPUD, its mission, and the value of clean water; inform customers regarding GDPUD activities; and communicate with customers about GDPUD improvement projects. GDPUD currently uses utility bills, phone calls, direct mail, website, Facebook page, and email notices by MailChimp to communicate with customers. The Communications Strategy and Annual Public Outreach Plan will address integrating these and other methods of communication. The consultant shall provide monthly schedule updates in conjunction with submittals of invoices.

Deliverables:

- Communications Strategy
- Annual Public Outreach Plan

Task 2: Social Media

Develop and maintain GDPUD's social media presence. Develop social media policy for Board adoption. GDPUD's social media presence currently consists of a Facebook page. The Facebook page is used to share information regarding water line breaks, upcoming meetings, and legislative issues. Currently, the General Manager has the primary responsibility for the content on the Facebook page.

Deliverables:

- Social media policy for Board adoption
- Recommendations on a social media strategy
- One year of social media postings consistent with the recommended strategy

Task 3: Newsletters

Develop recommendations on newsletter frequency. Prepare customer newsletters to be mailed to customers with their utility bill. Utility bills are mailed bi-monthly. Consultant shall work with GDPUD staff to develop concepts and content. GDPUD is not currently publishing newsletters.

Deliverables:

- Recommendations on newsletter frequency
- One year of printed newsletters consistent with recommendations

Task 4: Press Releases

Develop recommendations on press release frequency. Prepare press releases that are consistent with the recommendations. Consultant shall work with GDPUD staff to develop concepts and content. GDPUD currently issues electronic press releases for important upcoming meetings and announcements. The General Manager has the primary responsibility for preparing and issuing press releases.

Deliverables:

- Recommendations on press release frequency
- One year of electronic press releases consistent with recommendations

Task 5: Email Campaign

Develop recommendations on email campaign strategy. Prepare emails to customers to further objectives of Annual Public Outreach Plan. Consultant shall work with GDPUD staff to develop concepts and content. GDPUD has an email distribution list with approximately 500 email addresses. GDPUD uses MailChimp to send emails about upcoming meetings, water line breaks, and legislative issues. Currently, the General Manager has the primary responsibility for the email campaign.

Deliverables:

- Recommendations on email campaign
- One year of emails consistent with email campaign.

SECTION 3 — RFP SUBMITTAL REQUIREMENTS

The intent of these requirements is to assist proposers in the preparation of their proposal and to simplify the review process for GDPUD. One signed original, two (2) copies, and one electronic copy of the proposal must be received and date stamped by GDPUD no later than **October 18, 2018 at 3:00 PM**. If a proposal is sent by mail or other delivery system, the sender is totally responsible for the mail or delivery system delivering the proposal to GDPUD on or before the deadline.

Proposals shall be clearly marked "Request for Proposals for Communication and Public Outreach Services," and submitted to:

**Georgetown Divide Public Utility District
6425 Main Street
PO Box 4240
Georgetown, CA 95634**

Note: Late submittals or submittals delivered to the wrong location will be rejected.

GDPUD requires the proposer to submit a concise proposal clearly addressing all the requirements outlined in this RFP. The proposal must be signed by proposer's representative authorized to execute a contract between GDPUD and proposer. The proposal must include, at a minimum, the following sections; however, the proposer is encouraged to expand on the scope as needed:

A. Cover Letter

- List the name, address, and telephone number of the firm.
- Signed by an authorized representative of the consultant. The Consultant shall furnish documentation that the person signing the proposal is empowered with signatory authority for the Consultant. The form could be a Corporate Resolution.
- State the proposal is firm for a 90-day period from the proposal submission deadline.
- Provide the name, title, address and telephone number of the individual to whom correspondence and other contacts should be directed during the Consultant selection process.
- Provide the location of the Consultant's headquarters. In addition, provide the location of any local support offices, which will provide service to GDPUD.
- Acknowledge that the Consultant will provide the insurance and indemnification required per the attached Professional service agreement.

B. Project Team Information

Consultant must provide the names and positions of all staff proposed including staff for proposed sub-consultants. The proposal should also designate who will be the project manager in charge of the project, and who will be GDPUD's contact throughout the project. It is allowable for a single individual to fulfill multiple roles by the Consultant's staff.

C. Project Understanding and Innovation

Include visions or concepts for performing the services.

D. Work Plan / Scope of Work

Include a work plan/scope of work meeting the minimum requirements of the projects listed in the Scope of Services. Consultant is encouraged to modify or expand the minimum Scope of Services if they believe it is necessary to achieve the goals.

E. Sub-consultant & Work by Others

This section shall include a matrix showing the estimate of time (in hours) to perform the work, detailed by tasks, listed in the Scope of Work.

Identify any and all sub-consultant proposed to serve on the project, with background information for each and particular experience of key personnel, including project descriptions and resumes.

This section should describe all work not included in the proposal. Any work that is needed to complete the project that is not listed in the "Work Done by Others" will be considered part of the work provided by the Consultant and included in the proposal. Please include a list of tasks which the Consultant expects GDPUD staff to perform, information the Consultant expects GDPUD to provide, and an estimated amount of GDPUD staff time required for each task of the scope of work.

F. Relevant Experience and References

The Consultant must state the qualifications and experience of the proposed team, emphasizing the specific qualifications and experience acquired while providing services similar to those being sought by GDPUD, particularly for the Project Manager and other key project staff members assigned to the project. Except under circumstances beyond the Consultant's control, GDPUD will not accept substitutions of key members of the team put forth as part of the winning proposal.

For all staff members, describe their role giving not only their title but also the specific services they will perform and illustrate clearly the applicability of the individual's background, education, and experience to his or her assigned role.

Provide a brief description of at least three similar projects for which the Consultant has provided services during the past five years. For all referenced projects list the:

- Client (contact person, address and phone number)
- Project description and location
- Description of services by Consultant
- Total value of services provided by Consultant
- Consultant's project manager
- Key personnel involved
- Sub consultant employed

G. Fee Proposal

Include a fee proposal listing the total cost and the cost associated with each task. Fee proposal must include an hourly rates schedule and should be on a time and

materials, not to exceed basis. The rates quoted will remain in effect for the duration of the Agreement, unless approved by GDPUD. Rates shall be included for all employment categories necessary to perform the work outlined in this RFP in accordance with applicable State of California Industrial Labor Rate Standards.

SECTION 4 — SELECTION PROCESS AND EVALUATION CATEGORIES

Proposals submitted will be evaluated by individuals from GDPUD and/or outside agencies. During the evaluation process, GDPUD reserves the right, where it may serve GDPUD's best interest, to request additional information from proposers, or to allow corrections of errors or omissions.

4.1 Selection Criteria

GDPUD intends to select a Consultant based on demonstrated competence and qualifications for the types of services to be performed at a fair and reasonable price to the public. GDPUD will review all proposals and evaluate them according to the following criteria:

- Qualifications of team
- Project Understanding and Innovation
- Similar Experience / References
- Work Plan / Scope of Work
- Project Schedule

Consultant may be either selected based on information included in the proposal or the Consultant may be requested to interview prior to final selection.

SECTION 5 — GENERAL TERMS AND CONDITIONS

5.1 Limitation

This RFP does not commit GDPUD to award a contract, to pay any cost incurred in the preparation of the Consultant's RFP response, or to procure or contract for services or supplies. GDPUD is not responsible for proposals that are delinquent, lost, mismarked, and sent to an address other than that given above, or sent by mail or courier service. GDPUD reserves the right to accept or reject any or all RFP responses received because of this request or to cancel all or part of this RFP.

5.2 Public Records

All proposals shall become the property of GDPUD and will become public records and, as such, may be subject to public review.

5.3 Contract Agreement

GDPUD intends to award an agreement with an initial term of one year, subject to annual renewals for a maximum 3-year term. The agreement amount for the second and third years will be developed during each fiscal years budget process. Once a proposed contract agreement is accepted, the Consultant will be required to sign the Agreement for Consultant Services and submit all other required certifications and documentation within ten (10) calendar days of the Notice of Selection from GDPUD.

The contents of the submitted proposal will be relied upon and incorporated into the awarded contract and shall become a contractual obligation. Failure of the Consultant to agree to include the proposal as part of the contractual agreement will result in the cancellation of the award. GDPUD reserves the right to reject those parts that do not meet with the approval of GDPUD, or to modify the Scope of Services, as agreed by Consultant, in the final negotiated contract.

A sample agreement that will be used for this contract is included as Attachment A. GDPUD will require the selected Consultant to provide the indemnification and insurance required per the attached sample agreement. Consultant is advised to pay close attention to the indemnification and insurance requirements.

SECTION 6 — QUESTIONS

If you have any questions regarding this RFP, prior to October 9, 2018, please email:
Steven Palmer, General Manager
Email: spalmer@gd-pud.org

ATTACHMENT A

SAMPLE PROFESSIONAL SERVICES AGREEMENT

PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is made and entered into this ____ day of _____ 201__, (the “Effective Date”) by and between the Georgetown Divide Public Utilities District, a California Public Utilities District (“District”), and _____ (“Consultant”). District and Consultant may herein be referred to individually as a “Party” and collectively as the “Parties”. There are no other parties to this Agreement.

RECITALS

A. District has determined that consultant services are required for non-audit services to assist the District in reviewing and updating finance and accounting policies and procedures (the “Project”).

B. Consultant has submitted a proposal to District that includes a scope of proposed consultant services, attached hereto and described more fully in **Exhibit A** (“Services”).

C. Consultant represents that it is qualified, willing and able to provide the Services to District, and that it will perform Services related to the Project according to the rate schedule included in the scope of proposed consultant services attached hereto as **Exhibit B** (the “Rates”).

NOW, THEREFORE, in consideration of the promises and covenants set forth below, the Parties agree as follows:

AGREEMENT

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 20 of this Agreement, Section 1 through 20 shall prevail.

2. Consulting Services. Consultant agrees, during the term of this Agreement, to perform the Services for District in connection with the Project. Any request for services in addition to the Services described in **Exhibit A** will be considered a request for additional consulting services and not compensated unless the Parties otherwise agree in writing. No subcontract shall be awarded or an outside consultant engaged by Consultant unless prior written approval is obtained from District.

3. Compensation. District shall pay Consultant according to the fee schedule set forth in **Exhibit B** for a time and materials cost not to exceed _____, as full remuneration for the performance of the Services. Consultant agrees to maintain a log of time spent in connection with performing the Services. On a monthly basis, Consultant shall provide District, in reasonable and understandable detail, a description of the services rendered pursuant to the Services and in accordance with the Rates. If the work is satisfactorily completed, District shall pay such invoice within thirty (30) days of its receipt. If District disputes any portion of any invoice, District shall

pay the undisputed portion within the time stated above, and at the same time advise Consultant in writing of the disputed portion.

5. Term. This Agreement shall become effective on the Effective Date and will continue in effect until the Services provided herein have been completed, unless terminated earlier as provided in Section 6 or 7 below (the "Term").

6. Termination. District may terminate this Agreement prior to the expiration of the Term ("Termination"), without cause or reason, by notifying Consultant in writing of District's desire to terminate this Agreement (the "Termination Notice"). Upon receipt of a Termination Notice, Consultant shall immediately cease performing the Services. Consultant will be entitled to compensation, as of the date Consultant receives the Termination Notice, only for Services actually performed.

7. Termination for Cause. Notwithstanding Section 6 above, this Agreement may be terminated by District for cause based on the loss or suspension of any licenses, permits or registrations required for the continued provision of the Services, or Consultant's malfeasance. Termination of the Agreement for cause as set forth in this Section shall relieve District from compensating Consultant.

8. Confidential Information. Consultant understands and agrees that, in the performance of Services under this Agreement or in the contemplation thereof, Consultant may have access to private or confidential information that may be owned or controlled by District and that such information may contain proprietary or confidential details, the disclosure of which to third parties may be damaging to District ("Confidential Information").

Consultant shall not, either during or after the Term, disclose to any third party any Confidential Information without the prior written consent of District. If District gives Consultant written authorization to make any such disclosure, Consultant shall do so only within the limits and to the extent of that authorization. Such authorization does not guarantee that the District will grant any further disclosure of Confidential Information. Consultant may be directed or advised by the District's General Counsel on various matters relating to the performance of the Services on the Project or on other matters pertaining to the Project, and in such event, Consultant agrees that it will treat all communications between itself, its employees and its subcontractors as being communications which are within the attorney-client privilege.

9. Performance by Key Employee. Consultant has represented to District that _____ will be the person primarily responsible for the performance of the Services and all communications related to the Services. District has entered into this Agreement in reliance on that representation by Consultant.

10. Property of District. The following will be considered and will remain the property of District:

A. Documents. All reports, drawings, graphics, working papers and Confidential Information furnished by District in connection with the Services ("Documents").

Nothing herein shall be interpreted as prohibiting or limiting District's right to assign all or some of District's interests in the Documents.

B. Data. All data collected by Consultant and produced in connection with the Services including, but not limited to, drawings, plans, specifications, models, flow diagrams, visual aids, calculations, and other materials ("Data"). Nothing herein shall be interpreted as prohibiting or limiting District's right to assign all or some of District's interests in the Data.

C. Delivery of Documents and Data. Consultant agrees, at its expense and in a timely manner, to return to District all Documents and Data upon the conclusion of the Term or in the event of Termination.

11. Duties of District. In order to permit Consultant to render the services required hereunder, District shall, at its expense and in a timely manner:

A. Provide such information as Consultant may reasonably require to undertake or perform the Services;

B. Promptly review any and all documents and materials submitted to District by Consultant in order to avoid unreasonable delays in Consultant's performance of the Services; and

C. Promptly notify Consultant of any fault or defect in the performance of Consultant's services hereunder.

12. Representations of Consultant. District relies upon the following representations by Consultant in entering into this Agreement:

A. Qualifications. Consultant represents that it is qualified to perform the Services and that it possesses the necessary licenses, permits and registrations required to perform the Services or will obtain such licenses or permits prior to the time such licenses or permits are required. Consultant represents and warrants to District that Consultant shall, at Consultant's sole cost and expense, keep in effect or obtain at all times during the Term of this Agreement, any licenses, permits, and registrations that are legally required for Consultant to practice Consultant's profession at the time the Services are rendered.

B. Consultant Performance. Consultant represents and warrants that all Services under this Agreement shall be performed in a professional manner and shall conform to the customs and standards of practice observed on similar, successfully completed projects by specialists in the Services to be provided. Consultant shall adhere to accepted professional standards as set forth by relevant professional associations and shall perform all Services required under this Agreement in a manner consistent with generally accepted professional customs, procedures and standards for such Services. All work or products completed by Consultant shall be completed using the best practices available for the profession and shall be free from any defects. Consultant agrees that, if a Service is not so performed, in addition to all of its obligations

under this Agreement and at law, Consultant shall re-perform or replace unsatisfactory Service at no additional expense to District.

13. Compliance with Laws and Standards. Consultant shall insure compliance with all applicable federal, state, and local laws, ordinances, regulations and permits, including but not limited to federal, state, and county safety and health regulations. Consultant shall perform all work according to generally accepted standards within the industry. Consultant shall comply with all ordinances, laws, orders, rules, and regulations, including the administrative policies and guidelines of District pertaining to the work.

14. Independent Contractor; Subcontracting. Consultant will employ, at its own expense, all personnel reasonably necessary to perform the Services. All acts of Consultant, its agents, officers, employees and all others acting on behalf of Consultant relating to this Agreement will be performed as independent contractors. Consultant, its agents and employees will represent and conduct themselves as independent contractors and not as employees of District. Consultant has no authority to bind or incur any obligation on behalf of District. Except as District may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of District in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind District to any obligation whatsoever. Consultant is prohibited from subcontracting this Agreement or any part of it unless such subcontracting is expressly approved by District in writing.

15. Insurance. Consultant and all of Consultant's contractors and subcontractors shall obtain and maintain insurance of the types and in the amounts described in this paragraph and its subparagraphs with carriers reasonably satisfactory to District.

A. General Liability Insurance. Consultant shall maintain occurrence commercial general liability insurance or an equivalent form with a limit of not less than Two Million Dollars (\$2,000,000) per claim and Two Million Dollars (\$2,000,000) for each occurrence.

B. Workers' Compensation Insurance. Consultant shall carry workers' compensation insurance as required by the State of California under the Labor Code. Consultant shall also carry employer's liability insurance in the amount of One Million Dollars (\$1,000,000.00) per accident, with a One Million Dollar (\$1,000,000.00) policy limit for bodily injury by disease, and a One Million Dollar (\$1,000,000.00) limit for each employee's bodily injury by disease.

C. Automobile Insurance. Consultant shall carry automobile insurance for the vehicle(s) Consultant uses in connection with the performance of this Agreement in the amount of One Million Dollars (\$1,000,000.00) per occurrence for bodily injury and property damage.

D. Errors and Omissions Liability. Consultant shall carry errors and omissions liability insurance in the amount of no less than One Million Dollars (\$1,000,000.00) per occurrence or greater if appropriate for the Consultant's profession. Architects and engineers' coverage is to be endorsed to include contractual liability. Any deductibles or self-insured

retentions must be declared to and approved by the District. At the option of the District, either the insurer shall reduce or eliminate such deductibles or self-insured retentions with respect to the District, elected and appointed councils, commissions, directors, officers, employees, agents, and representatives (“District’s Agents”); or the Consultant shall provide a financial guarantee satisfactory to the District guaranteeing payment of losses and related investigations, claims administration and defense expenses.

E. Other Insurance Requirements. Within five (5) days of the Effective Date, Consultant shall provide District with certificates of insurance for all of the policies required under this Agreement (“Certificates”), excluding the required worker’s compensation insurance. Such Certificates shall be kept current for the Term of the Agreement and Consultant shall be responsible for providing updated copies and notifying District if a policy is cancelled, suspended, reduced, or voided. With the exception of the worker’s compensation insurance, all of the insurance policies required in this Agreement shall: (a) provide that the policy will not be cancelled, allowed to expire, or materially reduced in coverage without at least thirty (30) days’ prior written notice to District of such cancellation, expiration, or reduction and each policy shall be endorsed to state such; (b) name District, and District’s Agents as additional insureds with respect to liability arising out of Services, work or operations performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, occupied, or used by the Consultant, or automobiles owned, leased, or hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the District; (c) be primary with respect to any insurance or self-insurance programs covering District or District’s Agents and any insurance or self-insurance maintained by District or District’s Agents shall be in excess of Consultant’s insurance and shall not contribute to it; (d) contain standard separation of insured provisions; and (e) state that any failure to comply with reporting or other provisions of the policy including breaches of warranties shall not affect the coverage provided to the District.

16. Indemnification. Consultant hereby agrees to indemnify and hold harmless District, its agents, officers, employees and volunteers, against all liability, obligations, claims, loss, and expense (a) caused or created by Consultant, its subcontractors, or the agents or employees of either, whether negligent or not, pertaining to or related to acts or omissions of Consultant in connection with the Services, or (b) arising out of injuries suffered or allegedly suffered by employees of Consultant or its subcontractors (i) in the course of their employment, (ii) in the performance of work hereunder, or (iii) upon premises owned or controlled by District. Consultant’s obligation to defend, indemnify and hold District and its agents, officers, employees and volunteers harmless is not terminated by any requirement in this Agreement for Consultant to procure and maintain a policy of insurance.

17. Consequential Damages. Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement or the Services performed in connection with this Agreement.

18. Litigation. In the event that either Party brings an action under this Agreement for the breach or enforcement hereof, or must incur any collection expenses for any amounts due hereunder the prevailing Party in such action shall be entitled to its costs including reasonable attorney's fees, whether or not such action is prosecuted to judgment.

19. Notices. Any notice or communication required hereunder between District or Consultant must be in writing, and may be given either personally, by registered or certified mail (return receipt requested), or by Federal Express, UPS or other similar couriers providing overnight delivery. If personally delivered, a notice shall be deemed to have been given when delivered to the Party to whom it is addressed. Notices given by registered or certified mail shall be deemed to have been given and received on the first to occur of (a) actual receipt by any of the addressees designated below as the party to whom notices are to be sent, (b) on the date delivered as shown on a receipt issued by the courier, or (c) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at the addresses in this paragraph set forth below:

If to District: Georgetown Divide Public Utility District
P.O. Box 4240
6425 Main Street
Georgetown, CA 95634
Attention: General Manager

With courtesy copies to: Churchwell White LLP
1414 K Street, 3rd Floor
Sacramento, California 95814
Attention: Barbara A. Brenner, Esq.

If to Consultant:
Attention:

20. General Provisions.

A. Modification. No alteration, modification, or termination of this Agreement shall be valid unless made in writing and executed by all Parties.

B. Waiver. The waiver by any Party of a breach of any provision hereof shall be in writing and shall not operate or be construed as a waiver of any other or subsequent breach hereof unless specifically stated in writing.

C. Assignment. No Party shall assign, transfer, or otherwise dispose of this Agreement in whole or in part to any individual, firm, or corporation without the prior written consent of the other Party. Subject to the forgoing provisions, this Agreement shall be binding upon, and inure to the benefit of, the respective successors and assigns of the Parties.

D. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the state of California.

E. Venue. Venue for all legal proceedings shall be in the Superior Court of California for the County of El Dorado.

F. Partial Invalidity. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

G. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall be deemed a single agreement.

H. Severability. If any term, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, the remainder of this Agreement shall remain in effect.

I. Audit. District shall have access at all reasonable times to all reports, contract records, contract documents, contract files, and personnel necessary to audit and verify Consultant's charges to District under this Agreement.

J. Entire Agreement. This Agreement sets forth the entire understanding between the Parties as to the subject matter of this Agreement and merges all prior discussions, negotiations, proposal letters or other promises, whether oral or in writing.

K. Headings Not Controlling. Headings used in this Agreement are for reference purposes only and shall not be considered in construing this Agreement.

L. Time is of the Essence. Time is of the essence in this Agreement for each covenant and term of a condition herein.

M. Drafting and Ambiguities. Any rule of construction that ambiguities are to be resolved against the drafting party does not apply in interpreting this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the last day and date below written.

DISTRICT:

GEORGETOWN DIVIDE PUBLIC
UTILITIES DISTRICT, a California Public
Utilities District

By: _____
Steven V. Palmer, General Manager

Date: _____

Approved as to Form:

Barbara A. Brenner, General Counsel

CONSULTANT:

By: _____

Name: _____

Date: _____

EXHIBIT A

Services

EXHIBIT B

Rates

RFP for Communications and Public Outreach

Proposal by:



October 18, 2018





A. COVER LETTER

**Georgetown Divide Public Utility District Office
Attn: Steven Palmer, General Manager
6425 Main Street
PO Box 4240
Georgetown, CA 95634**

Dear Mr. Palmer,

On the Mark Strategies is pleased and excited to submit our proposal to the Georgetown Divide Public Utility District for communications and public outreach services. We are a state registered small business enterprise. Owner Mark DeSio is highly experienced in public involvement, having developed outreach strategy for hundreds of public works projects in California since 2000.

On the Mark Strategies is located in Sacramento at 665 4th Avenue, Sacramento, CA, 95818. That is our headquarters office. The phone number is (916) 616-3071. Our proposal is firm for a 90-day period from the proposal submission deadline. We will provide the insurance and indemnification required per the attached Professional service agreement. A copy of our articles of incorporation is included in the Appendix. As President of On the Mark Strategies, I am duly authorized to negotiate and contractually bind the company. Please don't hesitate to contact me with any questions. My email address is mark.desio@gmail.com.

Sincerely,

A handwritten signature in blue ink that reads "Mark J. DeSio". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Mark J. DeSio

B. PROJECT TEAM INFORMATION

“KEY” PERSONNEL



MARK DESIO, PROJECT MANAGER

A graduate of Chico State University with a bachelor’s degree in Information and Communications Studies, Mr. DeSio began his professional career in 1987 as a reporter for the Oroville Mercury-Register newspaper in California. A year later he moved on to the much-larger Redding Record Searchlight newspaper as its Tehama County Bureau Chief. He won several awards for agricultural reporting. From 1992-96 Mr. DeSio worked as an aide to a state senator and a U.S. congressman in Red Bluff before relocating to the Sacramento area to start a civil service career in communications in the federal and state governments. He was employed as a communications specialist with the U.S. Department of Agriculture in 1996-97 and then with the California Public Employees Retirement System from 1997-2000.

In 2000, Governor Gray Davis appointed Mr. DeSio to the Business, Transportation and Housing Agency as Assistant Secretary for Public Communications. He directed communications for 14 departments within the Agency, including the California Highway Patrol, California Department of Transportation, Department of Motor Vehicles, Office of Traffic Safety, and Housing and Community Development.



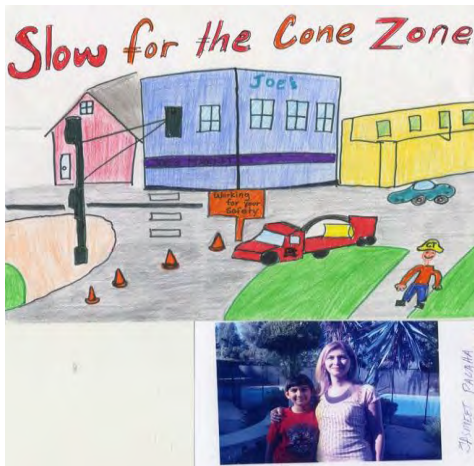
In 2005, Governor Arnold Schwarzenegger appointed Mr. DeSio to the California Department of Transportation as Deputy Director for External Affairs. At Caltrans, he developed the communications plan for the largest infrastructure project in the country – the seismic retrofit and replacement of the San Francisco-Oakland Bay Bridge. Mr. DeSio directed a media campaign for the Bay Bridge project that used innovative and diverse strategies for informing drivers and other target audiences about construction activities and major traffic impacts. The plan included operation of a public information office at the construction campus at Treasure Island, and development of communications materials. His outreach team created the Media Bar, an online repository of hi-resolution videos and photos for the media to use in their print, broadcast and online reporting. The project also became the first construction project ever featured on Google Earth, which the electronic media outlets loved because they could use it for their newscasts.

While at Caltrans Mr. DeSio wrote hundreds of communications plans for projects to be rolled out under Proposition 1B, the \$19.9 billion dollar transportation bond of 2006. He also helped craft the communications plan to implement Proposition 1C (Housing Emergency Shelter Trust Fund Act of 2006), which invested \$2.85 billion for housing and infrastructure programs to produce an estimated 118,000 housing units, 2,350 homeless shelter spaces, and infrastructure projects to help infill housing development such as water, sewer, parks, and transportation improvements. During 7+ years at Caltrans, Mr. DeSio developed and implemented the following multi-million dollar marketing campaigns:



1). Don't Trash California: This was a marketing campaign to reduce pollution that negatively affects storm-water runoff. Trash and especially cigarette butts are very harmful to the environment and Caltrans did many high-visibility activities to produce

behavior change. As part of this campaign, Mr. DeSio focused on recycling at Caltrans rest areas. This marketing effort called much-needed attention to recycling bins at the rest stops, helping to significantly increase recycling and encourage proper waste disposal. More than 100 million motorists visit California's 87 roadside rest areas every year. With the expanded recycling campaign, travelers were made aware of more opportunities to recycle while they are on the road. Previously, there had not been a widespread campaign that made it easy for travelers to recycle while at the same time discourage them from littering.



2). Slow for the Cone Zone: Mr. DeSio transformed what was at one time called the Give 'em a Brake marketing campaign and turned it into a nationally recognized public information campaign called Slow for the Cone Zone. He used new outreach tools such as poster contests and movie theater ads to draw a younger, new audience into the safety campaign. Deaths of Caltrans highway workers significantly dropped with these enhancements to the \$10 million social marketing campaign. One of the biggest

changes was to target young Latino men, who were found by research to be highest among the unsafe drivers. Sadly, Caltrans years later suspended the "Slow for the Cone Zone" campaign and three lives were lost within six months.



3. Amtrak-CA: This large-scale social marketing campaign emphasized the ability to work or relax on the train. Ridership dramatically increased, particularly on the Capitol Corridor route between Sacramento and the Bay

Area. The challenge of the campaign was convincing people to get out of their cars, which was overcome by partnering with BART and the destination communities to demonstrate the ease of getting from one place to another.

Mr. DeSio became a public outreach consultant in 2010. He was employed by CALTROP Corporation for three years before joining Circlepoint and working there from 2013-2016. He had worked with both firms on the Bay Bridge project while he was a Deputy Director at Caltrans. For both CALTROP and Circlepoint, Mr. DeSio pursued local agency contracts and then, upon securing the contracts, he managed teams to implement the work.

For CALTROP, he managed an outreach team that was working on multiple highway construction projects in Southern California. He also he directed outreach in the Central Valley for the Tulare County Association of Governments (TCAG). For TCAG he developed an outreach program for Measure R in Visalia that involved producing a transit guide and doing media and advertising promotion for various transit systems. He also organized an annual transit event. Mr. DeSio also managed an outreach program for the San Joaquin Council of Governments (SJCOG) and its Measure K projects in Stockton. With subcontractor MBR Studios of Denver, he developed a cutting-edge website with 3D animation and videos of construction projects occurring in San Joaquin County with Measure K funds. In addition to this, Mr. DeSio worked with local chambers of commerce and others in the business



community, as well as the media in the region, to raise awareness for the newly revamped SJCOG website.

For Oakland-based Circlepoint, Mr. DeSio developed a business plan that launched the company into the Southern California public outreach market. He created business goals, business plans, budget projections, and a strategic growth analysis.



In 2015-16, Mr. DeSio directed a healthcare education campaign for the U.S. Naval Medical Center San Diego, also known as Bob Wilson Naval Hospital and informally referred to as "Balboa Hospital." As part of the \$6.2 million process improvement initiative to strengthen the health of 400,000+ military beneficiaries, he created the Strategic Communications, Community Outreach, Health Promotion Content and Primary Care Transformation strategies for a military population health program serving San Diego County. Mr. DeSio managed a one-year \$500,000 budget for an aggressive health messaging campaign while facilitating external stakeholder relationships with 2-1-1, United Way, and San Diego Department of Health.



Also in 2015 he developed and implemented a bicycle marketing campaign for the Orange County Transportation Authority (OCTA). The Authority's Bicycle and Pedestrian Program was designed to promote bicycling in Orange County. The public outreach campaign involved rebranding of the OCTA bicycling programs, updating and redesigning informational materials, and promoting Bike Month participation.



Also in 2015, Mr. DeSio served as principal in charge for a utility undergrounding project for the Thousand Oaks Public Utility District. He was responsible for providing day-to-day professional, organizational, and/or logistical services and support; implemented local outreach efforts; translating technical information into layman's terms for inclusion into public outreach process; interacting with members of the public at the field level; and public organizing briefings, presentations, informational meetings, public hearings, and similar efforts. He also coordinated the development of informational, collateral, and presentation materials, as well as direct mailers and canvassing efforts, and responded to constituent inquiries.

Mr. DeSio was also the principal in charge for an outreach effort for the Midwestern Placer Regional Sewer Project in Lincoln. He supervised the work of a three-person team that did canvassing, social media, media relations, and constituent affairs.

Mr. DeSio returned to state government service in 2016 to help guide the much-maligned Board of Equalization (BOE) through a series of investigations of past



outreach practices, which were highly questionable. Mr. DeSio worked with Board Chair Fiona Ma and investigators to help identify deficient areas and to recommend improvements in operations. He developed a 2017-18 marketing and outreach plan for the BOE that was designed to reach businesses and taxpayers across California via workshops, seminars, webinars and other events and activities. Mr. DeSio informed the public of the BOE's outreach programs through its customer service centers, public service announcements, press releases, and marketing collateral. He also designed message platforms, conducted public outreach training, and led informational briefings.

Mr. DeSio provided marketing and communication counsel to the five elected BOE board members and to the executive management team. He directed the divisions of marketing, publications, public affairs outreach, two call centers, video production, and translation services. He served as the Board's lead media spokesperson.

Mr. DeSio left the Board in late 2017 to start his own public outreach company, On the Mark Strategies. He also spent all of 2018 writing a motivational book that is currently being published in New Jersey.

For the Georgetown Divide Public Utility District, Mr. DeSio will be responsible for meeting all the deliverables in the scope of work to the satisfaction of the District.



AMY BARON HATCH, GRAPHICS DIRECTOR AND WEB DESIGNER

Ms. Baron Hatch has 25 years experience in graphic design and web design. She worked for three years as a communication specialist for the Sweetwater Authority (Chula Vista, CA) and was responsible for design of all external and internal communications including newsletters, website, signage, flyers, brochures, public outreach materials, and photography.

She has also prepared newsletters, inserts, informational graphics, publications, logos and web sites for the Otay Water District, San Diego Redistricting Commission, and the City of San Diego. During her career as a graphic designer, Ms. Baron Hatch has created logos, websites, social media, marketing materials, and marketing strategies for many small- to medium-sized businesses. She has also volunteered in outreach and development for a non-profit where she created all of its communications, graphics, marketing, and outreach strategies. Additionally, Ms. Baron Hatch was a communications assistant for the Washington State School Directors Association, where she was responsible for design and preparation of electronic and print newsletters as well as all publications for members.



Ms. Baron Hatch enjoys creating clear and easy to understand visuals that communicate a company or agency's messages. She routinely coordinates with printers and other vendors to make sure that projects are coordinated and delivered on time and correctly. She holds a Bachelor's Degree in Advertising Arts from the San Diego Art Institute, and a Certificate in Multimedia Development from the University of California San Diego. For the Georgetown Divide Public Utility District, Ms. Baron Hatch will perform all graphic design and internet/website design.



KATIE NICHOLS, SOCIAL MEDIA DIRECTOR

Katie Nichols has 10 years of experience in communications and public outreach. She specializes in social media messaging, content placement, and targeting audiences. Ms. Nichols is also highly skilled in developing public information materials for web, print, public presentations and social marketing.



Ms. Nichols played a key role in two successful marketing campaigns for the U.S. Department of Agriculture (USDA): “Save Our Citrus” and the acclaimed European Grapevine Moth awareness campaign. She led the social media efforts for both USDA marketing campaigns, and helped develop the strategy for raising public awareness through media buys, meetings, and grassroots outreach. Her extensive project experience includes:

- Senior Project Associate, Citrus Heights Water District
- Senior Project Associate, Mt. View Sanitary District
- Senior Project Associate, San Joaquin River Restoration Program and EIS/EIR, U.S. Bureau of Reclamation
- Project Associate, Lower Sacramento Road Corridor Improvement Project, San Joaquin County Department of Public Works
- Social Media Director, California Transportation Foundation
- Social Media Associate, Save Our Citrus – Citrus Health Campaign, USDA/APHIS
- Project Associate, California High-Speed Rail Program EIR /EIS , California High-Speed Rail Authority
- Project Associate, European Grapevine Moth Awareness Campaign, USDA/APHIS
- Project Coordinator, DesertXpress High-Speed Train Project, Federal Railroad Administration

Ms. Nichols earned her Bachelor of Science degree in Public Relations from San Jose State University and she has a Master of Business Administration from Sacramento State University.

For the Georgetown Divide Public Utility District, Ms. Nichols will be responsible for social media strategy.



DAVID ANDERSON, MEDIA RELATIONS & WRITER

Mr. Anderson was a public information officer for the California Department of Transportation from 1999-2015. There he researched and prepared the department's responses to media inquiries and was a media spokesperson. He wrote and edited media releases and media advisories. He provided assistance for the department's 50+ public information officers statewide. He also served as editor of the department's employee newsletter.

From 1975-1998 he was a Professional Radio Broadcaster. Additionally, Mr. Anderson wrote freelance articles for the Milwaukee Journal, Cleveland Plain Dealer, Wisconsin (Madison) State Journal, and Sacramento News & Review.

For the Georgetown Divide Public Utility District Mr. Anderson will write press releases and interact with the media, as needed.



“OTHER” PERSONNEL



KAREN RECHER-SMITH, COPY EDITOR & WRITER

Karen Recher-Smith has more than 30 years of experience in writing and editing of various technical documents. As an editor at the Sacramento Union newspaper, she was known for her abilities to provide clean, clearly written text for the paper’s readers. Her subsequent career has focused on providing editing services for engineering firms on a variety of project types, including bridges, roads, interchanges, hospitals, schools, municipal buildings, essential services facilities, and more. Additionally, she has a great deal of experience in the development of RFP proposals for the Architect/Engineer/Contractor industry. For the Georgetown Divide Public Utility District Mrs. Recher-Smith will serve as a backup to Mr. Anderson. In that role she would help write and edit newsletters, publications, bill inserts and all graphic materials, as needed.



JAMES SABOL, OUTREACH SUPPORT

Mr. Sabol has 34 years of experience as an office technician. His skills include customer service, volunteer outreach at the California State Fair, printing, permit organization for the California Trucking Association, and responding to constituent inquiries. For the Georgetown Divide Public Utility District he will be available as needed to work at informational booths, assist at meetings, and to transport outreach materials.



BILL RITTER, ASSISTANT PROJECT MANAGER

Mr. Ritter is experienced in implementing community and media outreach projects as well as marketing and sales strategies for governmental agencies, corporations, non-profit organizations and public- and private sector clients. He has a proven track record of creating winning strategies to accomplish project communication goals and has extensive experience in providing political services, public outreach and community relations' services for various clients in northern California. He has designed public relations programs, political campaigns, organized publicity events,



facilitated meetings and worked with in-bound and out-bound trade and media delegations.

Mr. Ritter was formerly the tribal administrator-chief administrative officer for the Yoche Dehe Wintun Nation (formerly Rumsey Band of Wintun Indians). In that role he was responsible for community outreach and communication programs with neighboring residents as well as local, state and federal government agencies. His responsibilities also included managing all departments of tribal government: administration, accounting and budgeting, tribal member services, health and welfare services, facilities, tribal school, public safety and all on- and off-reservation non-casino properties.

C. PROJECT UNDERSTANDING AND INNOVATION



The Georgetown Divide Public Utility District (GDPUD) is seeking a consultant to provide communications and public outreach services necessary to develop and implement an overall communications strategy and annual public outreach plan.

On the Mark Strategies understands that an aging infrastructure is the #1 issue facing the District. More than 60 percent of the GDPUD infrastructure was installed prior to 1977. These facilities are either at or beyond their useful service life and, until a recent fee increase, the district has not had the cash or ability to borrow sufficient money to fund an adequate replacement program.

The GDPUD water system requires extensive investment, primarily in the replacement and repair of aging pipes and other equipment, in order to maintain a



safe and reliable system. Until now, the District has had insufficient reserve funds to pay for needed replacements and preventative maintenance; and previous water rates were too low to qualify for loans and grants. No adjustments to the rates had occurred since 2011.

Additionally, the District was the subject of a recent Grand Jury Investigation that concluded that the District needed to initiate a rate increase. On December 12, 2017, the GDPUD Board held a public hearing and adopted changes to its current treated water and irrigation water rates. After the vote, Board members were threatened with a recall vote.

GDPUD has also implemented a standardized system to eliminate tiered rates, based on American Water Works Association standards, to ensure that rates are proportional to the level of service provided to each customer. As a result of these changes, the 2,000 cubic foot water allowance was eliminated and all customers now see a Base Charge and a Water Use Charge on their water bills.

On the Mark Strategies understands that “justifying” the increase in rates to those who were (and still are) opposed to them will be a big component of our public outreach and communications effort. We will develop a communications strategy and public outreach plan that, in real time, shows how the increased water rates are helping to replace an aging infrastructure. In our messaging we will explain that communities thrive when there is a well-thought-out and funded infrastructure and capital replacement plan that helps to reliably deliver high-quality drinking water. As improvements are planned and built, On the Mark Strategies will make certain that the public knows about it every step of the way.

We will impress upon people that facility improvements will result in a reduction in water main breaks, which will bring about decreased service interruptions. So, for



example, when new water meters are installed, On the Mark Strategies will let customers know about it. We will also tell them that they should also expect to see improved billing accuracy as a result. A penny saved is money back in their pocket in the long run. A better water delivery system means a stronger community. We will thank people for their participation in making the community stronger.

On the Mark Strategies understands that the Georgetown Divide Public Utility District has been sharing information with its customers about its mission, its purpose, and the value of clean water. GDPUD has done this through:

- Utility bills
- Phone calls
- Direct mail
- Website
- Facebook
- Email notices by Mailchimp.

Our communications strategy and public outreach plan will build on what has already been started and will take it to the next level. We will also focus heavily on the infrastructure improvements that are coming, thanks to the recent increase in rates. On the Mark Strategies has a number of innovative visions and concepts for expanding the communications program that has already been started by GDPUD. These ideas include:

1. A “WATER RATES AT WORK” WEB LANDING PAGE

2. VIDEO

3. PROJECT PHOTOS

4. SPEAKERS’ BUREAU



5. SCHOOLS OUTREACH (POSTERS AND TOURS)

6. SPONSOR ADS / NEWSPAPER ADS

7. FACT SHEET / HANDOUT FOR COMMUNITY EVENTS

8. STAKEHOLDER PARTNERSHIPS

D. Work Plan / Scope of Work

TASK 0: KICK-OFF MEETING

Immediately after being awarded the contract, On the Mark Strategies will have a meeting with the District’s project team to go over and agree upon a proposed work plan/scope of work.

TASK 1: COMMUNICATIONS STRATEGY AND ANNUAL PUBLIC OUTREACH PLAN

Thirty days after being awarded the contract, On the Mark Strategies will provide the District with a communications strategy for your approval that will be used to follow our progress. The communications strategy will be a collaboration between our team and GDPUD staff. It will identify the following:

- Clear and measurable communications objectives with evaluation
- Relevant audiences and available channels
- A plan of activities and a timetable
- Communication risks and mitigation
- Resources – financial and people.

Once our communications strategy is approved, On the Mark Strategies will create an annual public outreach plan that delivers a specific message between the District and the public for mutual benefit. In this case, we recommend that the specific message will be along the lines of: “Water Rates at Work.” The annual public outreach plan will have six steps:

Step 1: Define goals and objectives.

- We like for our goals to be general statements that express a broad focus (i.e., increasing membership).
- We like for our objectives to be more specific and measurable (i.e., increasing membership by 20 percent in the next six months).

Step 2: Identify targets.

- Our target audience will be the group of people that we want to reach. We will break the audience down into small groups so that we can create a message that will resonate specifically with each group.

Step 3: Create a message.

- Once we understand who our target group is, On the Mark Strategies will craft a message designed to achieve our objective. The message will be specific and tied directly to something our target group values.

Step 4: Package our message.

- Packaging can have many forms, including a handout, video, advertisements, etc.

Step 5: Distribute our message.

- Once the message has been agreed upon, On the Mark Strategies will get the word out. With an eye towards cost and resources we will implement the most cost-effective ways to distribute the message.

Step 6: Evaluate the plan.

- By evaluating our annual outreach plan at the end of it, we can determine what worked or did not work and what adjustments need to be made for the future.



WHAT WE WILL DELIVER

- ✓ Communications Strategy
- ✓ Annual Public Outreach Plan

TASK 2: SOCIAL MEDIA

Subtask 2.1 - Social Media Policy

On the Mark Strategies will work with GDPUD to develop a functional social media policy to be adopted by its Board of Directors. This policy will include brand guidelines, roles, responsibilities, and conduct. This includes employee conduct on GDPUD's Facebook account, as well as their personal social media accounts. We will hold an in-person meeting for up to two hours with the client to discuss the goals and objectives of its social media program. This meeting will be held at the GDPUD office.

On the Mark Strategies will prepare a draft social media policy for GDPUD review. A final version will be available for the GDPUD staff to present to its Board of Directors for approval.

Assumptions:

- Up to two rounds of revisions on social media policy document
- Up to 1,000 word social media policy
- Up to two hour in-person meeting with client to discuss goals of social media

Deliverables:

- Social media policy document delivered in editable word document



Subtask 2.2 - Social Media Strategy

With information gathered from the initial social media meeting, On the Mark Strategies will prepare a written strategy for GDPUD for the upcoming year. This will outline a plan to maximize the results from GDPUD's social media activities.

Assumptions:

- One round of revisions on social media strategy document
- Up to 1,000 word social media strategy

Deliverables:

- Social media strategy document delivered in editable word document

Subtask 2.3 - Social Media Advertisements

In order to maximize the effectiveness of the messaging, On the Mark Strategies recommends investing time and money in building the Facebook audience. This should be done through paid ads on Facebook to reach GDPUD's customers.

On the Mark Strategies recommends investing \$750 in hard costs to purchase Facebook ads. We will develop the copy and graphics for these ads, and publish the ads to Facebook. We will also select the targeting for these ads to reach Facebook users in the GDPUD service area. The consultant will provide a brief report showing the results of the paid advertisement.

Assumptions:

- \$750 advertising budget from consultant budget. Additional ad money can be contributed by GDPUD.
- One round of edits on proposed ad



Deliverables:

- \$750 hard cost social media advertisements
- Advertising copy, graphics and placement
- Brief report of ad results

Subtask 2.4 - Social Media Postings

The consultant will conduct social media activities on behalf of GDPUD in accordance with the social media policy and strategy developed. Each month, the consultant will hold a 15-minute phone call with GDPUD to discuss upcoming important happenings that should be shared on social media.

On the Mark Strategies will write at least 15 social media posts per month for the GDPUD and coordinate the appropriate graphics/photos.

A minimum of two posts will be shared on other El Dorado County Facebook groups to increase the reach of GDPUD's messages.

On the Mark Strategies will draft the posts for the upcoming month, along with a publication calendar. This will be submitted to GDPUD by the 20th of the month for review and one round of edits. The consultant will be responsible for posting this content. Any other unplanned social media content will be the primary responsibility of GDPUD to write and post.



By the 5th of the subsequent month, the consultant will provide a report to GDPUD of key Facebook metrics such as impressions, engagements, etc.

Assumptions:

- One 15-minute phone call with staff per month to discuss any news items for the upcoming month that should be shared on social media (or email if preferred by client)
- Monthly posts and calendar will be submitted by the 20th of the previous month for review
- One round of revisions to monthly posts
- Up to 15 social media posts
- Up to two posts in other El Dorado County related Facebook groups
- Monthly report will be submitted by the 5th of the subsequent month
- GDPUD staff will take the lead on any non-scheduled posts, such as unplanned service alerts
- GDPUD will assist the consulting staff in acquiring photos, graphics and documents to accompany social media posts when appropriate.

WHAT WE WILL DELIVER

- ✓ Social media policy for Board Adoption
- ✓ Recommendations on a social media strategy
- ✓ One year of social media postings consistent with the recommended strategy

TASK 3: NEWSLETTERS

Currently, the GDPUD does not have a newsletter. On the Mark Strategies' graphic designer will develop one for you. We are recommending six newsletters, three that are



emailed electronically and three in hard-copy form that are mailed to customers with their utility bill. Our writer David Anderson and graphic designer Amy Baron Hatch will work with GDPUD staff to develop concepts and content.

WHAT WE WILL DELIVER

- ✓ Recommendations on newsletter frequency
- ✓ One year of printed newsletters consistent with recommendations

TASK 4: PRESS RELEASES & MEDIA OUTREACH

On the Mark Strategies has dedicated an experienced media professional, David Anderson, to work on this effort with GDPUD. He was a long-time public information officer for Caltrans. David will work with the Georgetown Gazette – Mountain Democrat to promote GDPUD news. He is good at getting media coverage of issues and activities using press releases, ads, and guest articles. David is also experienced at meeting with editorial boards. In addition to working with the local newspaper reporters and editors, he will contact local television and radio stations when there is news.

WHAT WE WILL DELIVER

- ✓ Recommendations on press release frequency
- ✓ One year of electronic press releases consistent with recommendations

TASK 5: EMAIL CAMPAIGN

Currently the District uses Email notices by Mailchimp. This is an extremely effective way of disseminating information, and we will continue to do so. As noted



in Task 3, On the Mark Strategies intends to issue three electronic newsletters, and we will use Mailchimp to do that.

We mentioned earlier that we have some innovative visions and concepts for expanding your communications program, one of which was to create a “Water Rates at Work” website landing page. From that page, we intend to give people the ability to sign up for email alerts. This should dramatically increase your number of email users.

Email campaigns need to be used cautiously because too many emails can turn people off and they tune out. So in our Task #0 kick-off meeting with GDPUD, we will want to discuss exactly how much we intend to email out to customers. When done properly email blasts can be very effective. Email is often the least expensive way to reach a larger number of individuals and entities. Using E-blasts is an efficient way to share water information. Our graphic designer Amy Baron Hatch will create an e-mail template that will automatically be optimized for both desktop and mobile email clients.

WHAT WE WILL DELIVER

- ✓ Recommendations on email campaign
- ✓ One year of emails consistent with email campaign

TASK 6: UTILITY BILL INSERTS

On the Mark Strategies is proposing one utility bill insert per month, for a total of 12. We recommend doing them in a way that engages customers: “Did You Know?” Here’s an example:



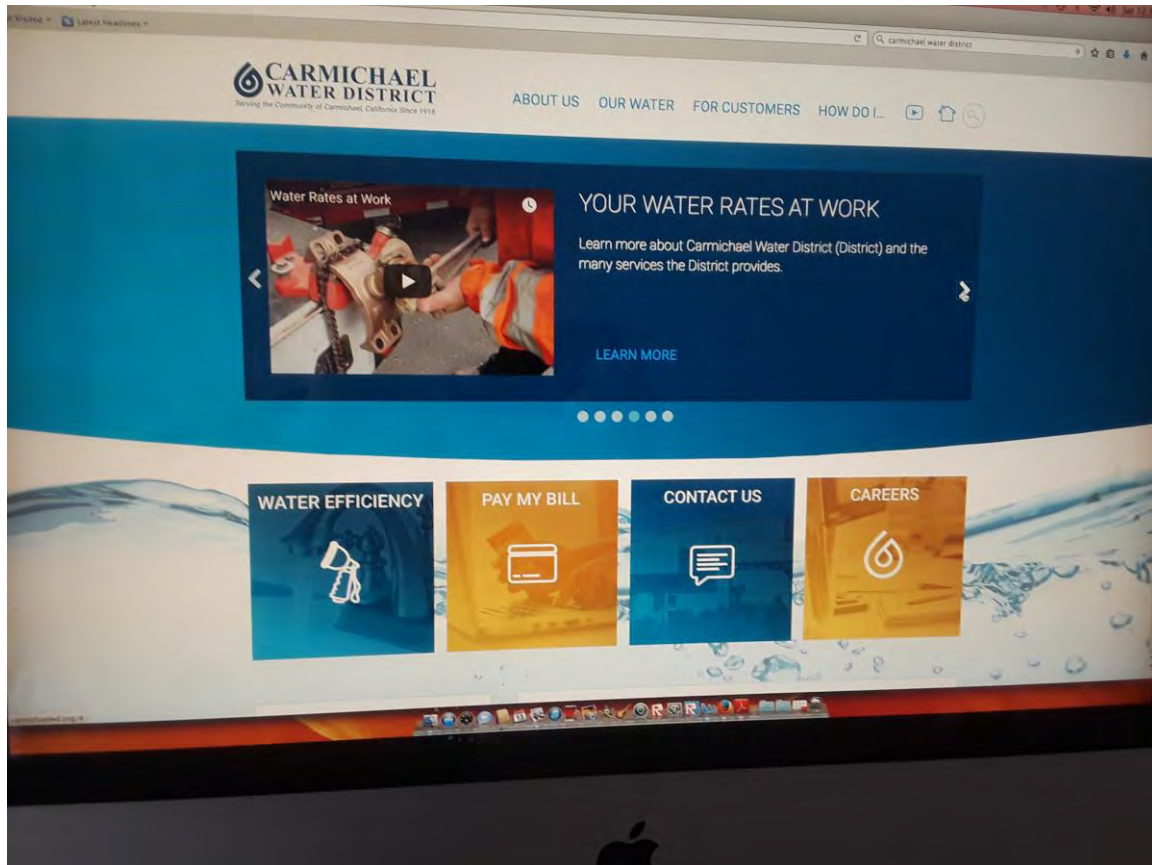
“Did you know drinking water can make you smarter?” While you may not know it, dehydration can reduce your ability to focus and concentrate on completing mental tasks. In fact, according to a study by the University of East London, a simple glass of water can help boost brain function by 14 percent.”

WHAT WE WILL DELIVER

- ✓ Camera-ready art for 12 monthly bill inserts

TASK 7: WEB LANDING PAGE

We would like to create a distinct page on the District website that is built with one goal in mind – telling the story about how the District’s facilities are being improved thanks to the new water rates. Below is how the Carmichael Water District is telling its story on its website:



WHAT WE WILL DELIVER

- ✓ A landing page that will feature infrastructure improvements

TASK 8: VIDEO

There's no better way to tell the story about capital improvements than with a video placed on the website landing page. On the Mark Strategies is prepared to produce a video that explains why the water system required extensive investment and how aging pipes are being replaced and repaired order to maintain a safe and reliable system. Again using the Carmichael Water District as an example, take a look at the video "Your Water Rates at Work" that it has posted on its website via YouTube:

<https://www.youtube.com/watch?v=wwbXue-6qm0>



WHAT WE WILL DELIVER

- ✓ A video of 3 minutes or less about the GDPUD “Water Rates at Work”

TASK 9: PROJECT PHOTOS

It’s true that a picture can tell a thousand words, which is why we are proposing to post your pictures of facility improvements on the new “Water Rates at Work” landing website. If the GDPUD prefers that we take professional photos, On the Mark Strategies can do so for an additional \$1,200 that is NOT currently part of our budget. Both graphic designer Amy Baron Hatch and social media director Katie Nichols are highly skilled at photography.

WHAT WE WILL DELIVER

- ✓ Post project photos to the “Water Rates at Work” website
- ✓ For an additional \$1,200 that is not currently part of our budget, we will take professional photos and post them on the website

TASK 10: SPEAKERS’ BUREAU

On the Mark Strategies would like to develop a PowerPoint presentation for the District’s Executive Director or other key personnel to use for speaking at local civic organizations like the Georgetown Divide Rotary Club, the Divide Chamber of Commerce, or the Georgetown Divide Business Association. The presentation would be modeled after the video in that it will explain the infrastructure projects planned and underway. “Water Rates at Work” will be the theme.

WHAT WE WILL DELIVER

- ✓ A PowerPoint presentation



TASK 11: SCHOOLS OUTREACH (POSTERS AND TOURS)

Students are often the best ambassadors for public works projects because they go home and tell their families all about it. On the Mark Strategies is proposing to design posters that can be placed in Georgetown classrooms.

We would also like to discuss with you the concept of having students tour the new Auburn Lake Trails Water Treatment Plant in Cool and Stumpy Meadows Reservoir, so they can see the big picture of where the water they use comes from and how it is treated. On the Mark Strategies would contact all the local schools to arrange for these tours.

WHAT WE WILL DELIVER

- ✓ Camera-ready artwork for posters (We can also print the posters, but for added cost. The amount of posters is currently unknown to us, so we cannot give an estimate at this time and have not budgeted the item)
- ✓ Contact local schools about tours

TASK 12: SPONSOR ADS (AND NEWSPAPER ADS)

There is no shortage of events happening “On The Divide,” and On the Mark Strategies believes we can reach a lot of people with the District’s message by sponsoring an ad in event programs. Also, placing the ad in local newspapers such as the Georgetown Gazette – Mountain Democrat will be viewed by many.

WHAT WE WILL DELIVER

- ✓ Camera-ready art so that ads can be placed in local event programs and in local newspapers



TASK 13: FACT SHEET / HANDOUT FOR COMMUNITY EVENTS

Sometimes there’s nothing better than good old-fashioned “table talk” with people. That’s why we advocate tabling at community events and distributing a fact sheet. We have not budgeted for members of our team to attend local events. However, we are capable of doing so but would need to discuss adjusting our budget or receiving extra funding. Events that would be good to attend are the Founder’s Day celebration, Pride of the Mountains Car Show, and the Parade of Life sponsored by the Georgetown Divide Rotary. The District may have personnel available to staff an information table at these events?

A fact sheet can also be provided to stakeholder groups at their meetings. Another idea we would like to explore is placing the fact sheet in local newspapers (just like ad inserts). There would be a small fee for this that we have NOT budgeted. We will definitely post the fact sheet on the GDPUD website.

WHAT WE WILL DELIVER

- ✓ Camera-ready fact sheet

TASK 14: STAKEHOLDER PARTNERSHIPS

One of the values of properly identifying stakeholders during Task #1 (Communications Strategy and Annual Public Outreach Plan) is that we will have a really good idea of who are the District’s key stakeholders. For example, the Georgetown Divide Business Association will undoubtedly be one of those stakeholders. On the Mark Strategies will contact these key stakeholder groups and ask them to either place our fact sheet on their own website or allow us to provide them with an article for their newsletters.

WHAT WE WILL DELIVER



- ✓ Contacts with key stakeholder groups

E. Sub-consultant & Work by Others

Matrix: estimate of time (in hours) to perform the work, detailed by tasks, listed in the Scope of Work.

- See budget

Sub-consultants: any and all sub-consultant proposed to serve on the project, with background information for each and particular experience of key personnel, including project descriptions and resumes.

- There are no sub-consultants on our team. However, if the District agrees with our recommendation to produce a video we have several vendor companies that we will contract with for service.

Work not included in the proposal: work that is needed to complete the project that is not listed in the “Work Done by Others” will be considered part of the work provided by the Consultant and included in the proposal.

- On the Mark Strategies agrees to this term.

Tasks we expect to be done by GDPUD: includes estimated amount of GDPUD staff time required for each task of the scope of work.

- All postage.
- All printing costs.
- Make printing arrangements.
- Dissemination of all direct mail, including hard-copy newsletters (Task #3 and bill inserts (Task 6). Consultant will provide camera-ready materials only.
- GDPUD staff to attend (Task 1) kick-off meeting with consultant team and provide direction on the proposed work plan/scope of work, including



identification of targets, assistance with message development, and evaluation of the annual plan.

- Input for (Task 3) social media messages.
- Input for (Task 4) newsletters. Specifically, we would like to collaborate with the District's project team on story ideas.
- Input for (Task 5) press releases. If there's news the District would like us to put out, we want to hear from you.
- Distribution of Email notices by Mailchimp, (Task 6). For privacy reasons On the Mark Strategies cannot launch emails to customers unless given the authority by GDPUD to do so. Otherwise, we will design eblast templates and content only.
- The District will make available a member of its team to participate as a speaker for (Task 11) speakers' bureau. Consultant provides PowerPoint presentation only. We also agree to arrange speaking engagements with concurrence by GDPUD.
- On the Mark Strategies will contact local schools and arrange tours, but the District will provide a member of its team for the actual on-site visits. Consultant will not attend tours.
- For school posters, On the Mark Strategies will contact local schools for interest and then provide camera-ready art to GDPUD. The District will print the posters and distribute them. However, for additional funds we will arrange to handle the printing and the distribution to classrooms.
- District will provide project photos for our team to post on the "Water Rates at Work" website landing site. However, for an additional \$1,200 On the Mark Strategies will take project photos and post them.
- GDPUD will make all customer-related phone calls, such as those dealing with complaints, inquiries, etc.



- Consultant will provide camera-ready art for fact sheets (Task #13) but GDPUD will arrange for printing and will cover the costs. For additional budget funds, On the Mark Strategies can handle print arrangements and cover the costs.
- Consultant can research whether the local newspaper will agree to insert the fact sheet in their paper, but GDPUD will pay for the service unless additional funding is made available to the consultant to do so.
- GPUD will provide its own staff at local events to hand out information. Consultant did not budget for that. However, for additional funds we will identify 3-6 events for our staff to attend and we will have an information table at those events.

F. Relevant Experience and References

Midwestern Placer Regional Wastewater Project City of Lincoln



The Midwestern Placer Regional Sewer Project (Regional Sewer) consolidated wastewater treatment for Placer County's Sewer Maintenance District No.1 (SMD 1) and facilitated compliance with water quality regulations and reduced water quality impacts on foothill streams. West Yost Associates was in charge of the \$41 million project that included construction of a new pump station in North Auburn, construction of a 13-mile, 22- to 24-inch, force main pipeline from SMD 1 facility to the City's trunk sewer, and improvements to the Lincoln Wastewater Treatment and Reclamation Facility (WWTRF) to provide for the increased flows from SMD 1. The project also included 2-miles of 14- and 16- inch reclaimed water pipeline from the Lincoln WWTRF.

As employees for Circlepoint, which was sub-contracted by West Yost to conduct public outreach, **Mark DeSio and Katie Nichols** worked in 2014-15 with the contractor, designer, neighbors and construction management team. Mark was the Principal in Charge for the \$125,000 project and Katie was the social media director and outreach associate. At the onset of construction, fliers were prepared. Every house that bordered the project perimeter was given a summary of the project that included the schedule, scope, and name and phone number of the project superintendent. They were encouraged to contact the contractor whenever they had questions or concerns.

Referral – Dianne Lee, Vice President of Marketing. (530) 792-3211



San Joaquin Council of Governments – Measure K Projects



[SR-99 Manteca Widening](#)

Measure K in Stockton and San Joaquin County helps to fund and deliver transportation projects throughout San Joaquin County. The work involves highways, roads, public transit and active transportation - like biking and walking. In addition to our local transportation sales tax, SJCOG works with local, regional, State, and Federal partners to make sure the most important projects get done.

As employees for CALTROP Corp. **Mark DeSio and Karen Recher Smith** wrote press releases and web content in 2013. Mark was the project manager for the \$200,000 project and he worked with sub-contractor MBR Studios to produce several videos that were placed on the Agency's website. The videos were done in 3-D with real-time animation so that motorists and the media could see what was happening with various highway construction projects.

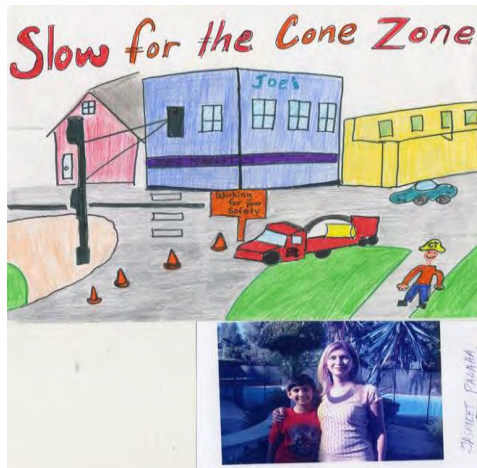
In addition to this, Mark worked with local chambers of commerce's and others in the business community, including the media in the region, to raise awareness for the newly revamped SJCOG website. Through partnerships, he was able to get others to place the SJCOG web address on their websites, which increased viewership dramatically.

Referral – Steve Dial, Deputy Executive Director/Chief Financial Officer. (209) 235-0584



SLOW FOR THE CONE ZONE / AMTRAK CA / DON'T TRASH CALIFORNIA – CALTRANS

As deputy director for external affairs at Caltrans (2003-2010) **Mark DeSio** led three multi-million dollar public outreach campaigns. **David Anderson** supported him by writing press releases and fielding press calls. **James Sabol** volunteered at the State Fair where Caltrans had a table display.



For “Slow for the Cone,” Mark used new outreach tools such as poster contests and movie theater ads to draw a new audience into the safety campaign. Deaths of Caltrans highway workers significantly dropped with the changes that Mark implemented to the \$10 million social

marketing campaign.

For Amtrak-California, which was a \$6 million public outreach effort, Mark emphasized the ease of being able to work or relax on the train, ridership dramatically increased, particularly on the Capitol Corridor route between Sacramento and the Bay Area.



“Don’t Trash California” was a \$10 million campaign. “Don’t Trash California” was an effort by Caltrans to reduce pollution that negatively affects storm-water runoff. Trash and especially cigarette butts are very harmful to the environment and Caltrans did many high-visibility activities to produce



behavior change.

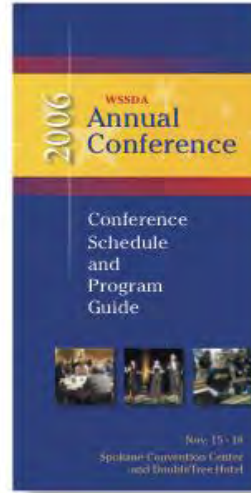
Referral – Randy Iwasaki, former Caltrans Director.
(916) 416-8602

Kris Balaji – Director of Public Works San Joaquin County (formerly Caltrans).
(916) 799-6779



*Amy Baron Hatch
 public agency samples*







G. Fee Proposal & Hourly Rate Schedule

Include a fee proposal listing the total cost and the cost associated with each task.

Fee proposal must include an hourly rates schedule and should be on a time and materials, not to exceed basis.

The rates quoted will remain in effect for the duration of the Agreement, unless approved by GDPUD. Rates shall be included for all employment categories necessary to perform the work outlined in this RFP in accordance with applicable State of California Industrial Labor Rate Standards.

On the Mark Strategies Hourly Rate Schedule:

Key Staff

Mark DeSio, Principal / Project Manager	\$115
Amy Baron-Hatch, Graphic/Web Director	\$75 + \$25 fee = \$100
Katie Nichols, Social Media Director	\$85 + \$25 fee = \$110
David Anderson, Writer / Media Relations	\$40 + \$25 fee = \$65

Other Staff

Bill Ritter, Assistant Project Manager	\$90 + \$25 fee = \$115
Karen Recher-Smith, Copy Editor	\$70 + \$25 fee = \$95
James Sabol, Outreach Support	\$50 + \$25 fee = \$75



Tasks	DeSio \$115	Baron Hatch \$100	Nichols \$110	Anderson \$65	Ritter \$115	Sabol \$75	Recher- Smith \$95	Total task cost
#0 Kick-off mtg.	4	4	4	4				\$1,560
#1 Comms strategy & annual public outreach plan	20							\$2,300
#2 Social media	8	8	116					\$14,480
#3 Newsletters	10	34		48				\$7,670
#4 Press releases & media outreach	10			48				\$4,270
#5 Email campaign		12						\$1,200
#6 Utility bill inserts	4	20						\$2,460
#7 Web landing page	2	20						\$2,230
#8 Video	5							\$575
#9 Project photos		4						\$400
#10 Speakers bureau (Powerpoint presentation)	4	8						\$1,260
#11 Posters & tours	1	8						\$915
#12 Ads	1	8						\$915
#13 Handout	1	8						\$915
#14 Stakeholder partnerships	10							\$1,150
Total Labor Hours:	80	134	120	100				434 hrs
Total Labor Costs	\$9,200	\$13,400	\$13,200	\$6,500				\$42,300
Hard Costs:								
#3 Social Media: \$750 for social media ads to create likes.								
#9 Video: \$4,000 quote from Video Vets								\$5,700
Supplies and Misc. \$950								
Grand total cost								\$48,000




G. APPENDIX

What follows is the On the Mark Strategies notification as a registered LLC with the State of California:

20

FILED TA
 Secretary of State
 State of California
 APR 19 2018
AV

	Secretary of State Articles of Organization Limited Liability Company (LLC)	LLC-1
<p>IMPORTANT — Read instructions before completing this form.</p> <p>Filing Fee — \$70.00</p> <p>Copy Fees — First page \$1.00; each attachment page \$0.50; Certification Fee - \$5.00</p> <p><i>Note:</i> LLCs may have to pay minimum \$800 tax to the California Franchise Tax Board each year. For more information, go to https://www.ftb.ca.gov.</p>		

IPC **This Space For Office Use Only**

1. Limited Liability Company Name (See Instructions – Must contain an LLC ending such as LLC or L.L.C. "LLC" will be added, if not included.)

On the Mark Strategies LLC

2. Business Addresses

a. Initial Street Address of Designated Office in California - Do not enter a P.O. Box	City (no abbreviations)	State	Zip Code
665 4th Avenue	Sacramento	CA	95818
b. Initial Mailing Address of LLC, if different than item 2a	City (no abbreviations)	State	Zip Code
same			

3. Service of Process (Must provide either Individual OR Corporation.)

INDIVIDUAL – Complete Items 3a and 3b only. Must include agent's full name and California street address.

a. California Agent's First Name (if agent is not a corporation)	Middle Name	Last Name	Suffix
James	J.	Falcone	Esq.
b. Street Address (if agent is not a corporation) - Do not enter a P.O. Box	City (no abbreviations)	State	Zip Code
300 Capitol Mall, Suite 1800	Sacramento	CA	95814

CORPORATION – Complete Item 3c. Only include the name of the registered agent Corporation.

c. California Registered Corporate Agent's Name (if agent is a corporation) – Do not complete Item 3a or 3b

4. Management (Select only one box)

The LLC will be managed by:

One Manager
 More than One Manager
 All LLC Member(s)

5. Purpose Statement (Do not alter Purpose Statement)

The purpose of the limited liability company is to engage in any lawful act or activity for which a limited liability company may be organized under the California Revised Uniform Limited Liability Company Act.

6. The Information contained herein, including in any attachments, is true and correct.

Mark A. DeSio
 Organizer sign here

Mark DeSio
 Print your name here

PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is made and entered into this ____ day of _____ 201__, (the “Effective Date”) by and between the Georgetown Divide Public Utilities District, a California Public Utilities District (“District”), and On the Mark Strategies, LLC (“Consultant”). District and Consultant may herein be referred to individually as a “Party” and collectively as the “Parties”. There are no other parties to this Agreement.

RECITALS

A. District has determined that consultant services are required for non-audit services to assist the District in reviewing and updating finance and accounting policies and procedures (the “Project”).

B. Consultant has submitted a proposal to District that includes a scope of proposed consultant services, attached hereto and described more fully in **Exhibit A** (“Services”).

C. Consultant represents that it is qualified, willing and able to provide the Services to District, and that it will perform Services related to the Project according to the rate schedule included in the scope of proposed consultant services attached hereto as **Exhibit B** (the “Rates”).

NOW, THEREFORE, in consideration of the promises and covenants set forth below, the Parties agree as follows:

AGREEMENT

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 20 of this Agreement, Section 1 through 20 shall prevail.

2. Consulting Services. Consultant agrees, during the term of this Agreement, to perform the Services for District in connection with the Project. Any request for services in addition to the Services described in **Exhibit A** will be considered a request for additional consulting services and not compensated unless the Parties otherwise agree in writing. No subcontract shall be awarded or an outside consultant engaged by Consultant unless prior written approval is obtained from District.

3. Compensation. District shall pay Consultant according to the fee schedule set forth in **Exhibit B** for a time and materials cost not to exceed \$48,000, as full remuneration for the performance of the Services. Consultant agrees to maintain a log of time spent in connection with performing the Services. On a monthly basis, Consultant shall provide District, in reasonable and understandable detail, a description of the services rendered pursuant to the Services and in accordance with the Rates. If the work is satisfactorily completed, District shall pay such invoice

within thirty (30) days of its receipt. If District disputes any portion of any invoice, District shall pay the undisputed portion within the time stated above, and at the same time advise Consultant in writing of the disputed portion.

5. Term. This Agreement shall become effective on the Effective Date and will continue in effect until the Services provided herein have been completed, unless terminated earlier as provided in Section 6 or 7 below (the “Term”).

6. Termination. District may terminate this Agreement prior to the expiration of the Term (“Termination”), without cause or reason, by notifying Consultant in writing of District’s desire to terminate this Agreement (the “Termination Notice”). Upon receipt of a Termination Notice, Consultant shall immediately cease performing the Services. Consultant will be entitled to compensation, as of the date Consultant receives the Termination Notice, only for Services actually performed.

7. Termination for Cause. Notwithstanding Section 6 above, this Agreement may be terminated by District for cause based on the loss or suspension of any licenses, permits or registrations required for the continued provision of the Services, or Consultant’s malfeasance. Termination of the Agreement for cause as set forth in this Section shall relieve District from compensating Consultant.

8. Confidential Information. Consultant understands and agrees that, in the performance of Services under this Agreement or in the contemplation thereof, Consultant may have access to private or confidential information that may be owned or controlled by District and that such information may contain proprietary or confidential details, the disclosure of which to third parties may be damaging to District (“Confidential Information”).

Consultant shall not, either during or after the Term, disclose to any third party any Confidential Information without the prior written consent of District. If District gives Consultant written authorization to make any such disclosure, Consultant shall do so only within the limits and to the extent of that authorization. Such authorization does not guarantee that the District will grant any further disclosure of Confidential Information. Consultant may be directed or advised by the District’s General Counsel on various matters relating to the performance of the Services on the Project or on other matters pertaining to the Project, and in such event, Consultant agrees that it will treat all communications between itself, its employees and its subcontractors as being communications which are within the attorney-client privilege.

9. Performance by Key Employee. Consultant has represented to District that Mark DeSio will be the person primarily responsible for the performance of the Services and all communications related to the Services. District has entered into this Agreement in reliance on that representation by Consultant.

10. Property of District. The following will be considered and will remain the property of District:

A. Documents. All reports, drawings, graphics, working papers and Confidential Information furnished by District in connection with the Services (“Documents”). Nothing herein shall be interpreted as prohibiting or limiting District’s right to assign all or some of District’s interests in the Documents.

B. Data. All data collected by Consultant and produced in connection with the Services including, but not limited to, drawings, plans, specifications, models, flow diagrams, visual aids, calculations, and other materials (“Data”). Nothing herein shall be interpreted as prohibiting or limiting District’s right to assign all or some of District’s interests in the Data.

C. Delivery of Documents and Data. Consultant agrees, at its expense and in a timely manner, to return to District all Documents and Data upon the conclusion of the Term or in the event of Termination.

11. Duties of District. In order to permit Consultant to render the services required hereunder, District shall, at its expense and in a timely manner:

A. Provide such information as Consultant may reasonably require to undertake or perform the Services;

B. Promptly review any and all documents and materials submitted to District by Consultant in order to avoid unreasonable delays in Consultant’s performance of the Services; and

C. Promptly notify Consultant of any fault or defect in the performance of Consultant’s services hereunder.

12. Representations of Consultant. District relies upon the following representations by Consultant in entering into this Agreement:

A. Qualifications. Consultant represents that it is qualified to perform the Services and that it possesses the necessary licenses, permits and registrations required to perform the Services or will obtain such licenses or permits prior to the time such licenses or permits are required. Consultant represents and warrants to District that Consultant shall, at Consultant’s sole cost and expense, keep in effect or obtain at all times during the Term of this Agreement, any licenses, permits, and registrations that are legally required for Consultant to practice Consultant’s profession at the time the Services are rendered.

B. Consultant Performance. Consultant represents and warrants that all Services under this Agreement shall be performed in a professional manner and shall conform to the customs and standards of practice observed on similar, successfully completed projects by specialists in the Services to be provided. Consultant shall adhere to accepted professional standards as set forth by relevant professional associations and shall perform all Services required

under this Agreement in a manner consistent with generally accepted professional customs, procedures and standards for such Services. All work or products completed by Consultant shall be completed using the best practices available for the profession and shall be free from any defects. Consultant agrees that, if a Service is not so performed, in addition to all of its obligations under this Agreement and at law, Consultant shall re-perform or replace unsatisfactory Service at no additional expense to District.

13. Compliance with Laws and Standards. Consultant shall insure compliance with all applicable federal, state, and local laws, ordinances, regulations and permits, including but not limited to federal, state, and county safety and health regulations. Consultant shall perform all work according to generally accepted standards within the industry. Consultant shall comply with all ordinances, laws, orders, rules, and regulations, including the administrative policies and guidelines of District pertaining to the work.

14. Independent Contractor; Subcontracting. Consultant will employ, at its own expense, all personnel reasonably necessary to perform the Services. All acts of Consultant, its agents, officers, employees and all others acting on behalf of Consultant relating to this Agreement will be performed as independent contractors. Consultant, its agents and employees will represent and conduct themselves as independent contractors and not as employees of District. Consultant has no authority to bind or incur any obligation on behalf of District. Except as District may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of District in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind District to any obligation whatsoever. Consultant is prohibited from subcontracting this Agreement or any part of it unless such subcontracting is expressly approved by District in writing.

15. Insurance. Consultant and all of Consultant's contractors and subcontractors shall obtain and maintain insurance of the types and in the amounts described in this paragraph and its subparagraphs with carriers reasonably satisfactory to District.

A. General Liability Insurance. Consultant shall maintain occurrence commercial general liability insurance or an equivalent form with a limit of not less than Two Million Dollars (\$2,000,000) per claim and Two Million Dollars (\$2,000,000) for each occurrence.

B. Workers' Compensation Insurance. Consultant shall carry workers' compensation insurance as required by the State of California under the Labor Code. Consultant shall also carry employer's liability insurance in the amount of One Million Dollars (\$1,000,000.00) per accident, with a One Million Dollar (\$1,000,000.00) policy limit for bodily injury by disease, and a One Million Dollar (\$1,000,000.00) limit for each employee's bodily injury by disease.

C. Automobile Insurance. Consultant shall carry automobile insurance for the vehicle(s) Consultant uses in connection with the performance of this Agreement in the amount of One Million Dollars (\$1,000,000.00) per occurrence for bodily injury and property damage.

D. Errors and Omissions Liability. Consultant shall carry errors and omissions liability insurance in the amount of no less than One Million Dollars (\$1,000,000.00) per occurrence or greater if appropriate for the Consultant's profession. Architects and engineers' coverage is to be endorsed to include contractual liability. Any deductibles or self-insured retentions must be declared to and approved by the District. At the option of the District, either the insurer shall reduce or eliminate such deductibles or self-insured retentions with respect to the District, elected and appointed councils, commissions, directors, officers, employees, agents, and representatives ("District's Agents"); or the Consultant shall provide a financial guarantee satisfactory to the District guaranteeing payment of losses and related investigations, claims administration and defense expenses.

E. Other Insurance Requirements. Within five (5) days of the Effective Date, Consultant shall provide District with certificates of insurance for all of the policies required under this Agreement ("Certificates"), excluding the required worker's compensation insurance. Such Certificates shall be kept current for the Term of the Agreement and Consultant shall be responsible for providing updated copies and notifying District if a policy is cancelled, suspended, reduced, or voided. With the exception of the worker's compensation insurance, all of the insurance policies required in this Agreement shall: (a) provide that the policy will not be cancelled, allowed to expire, or materially reduced in coverage without at least thirty (30) days' prior written notice to District of such cancellation, expiration, or reduction and each policy shall be endorsed to state such; (b) name District, and District's Agents as additional insureds with respect to liability arising out of Services, work or operations performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, occupied, or used by the Consultant, or automobiles owned, leased, or hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the District; (c) be primary with respect to any insurance or self-insurance programs covering District or District's Agents and any insurance or self-insurance maintained by District or District's Agents shall be in excess of Consultant's insurance and shall not contribute to it; (d) contain standard separation of insured provisions; and (e) state that any failure to comply with reporting or other provisions of the policy including breaches of warranties shall not affect the coverage provided to the District.

16. Indemnification. Consultant hereby agrees to indemnify and hold harmless District, its agents, officers, employees and volunteers, against all liability, obligations, claims, loss, and expense (a) caused or created by Consultant, its subcontractors, or the agents or employees of either, whether negligent or not, pertaining to or related to acts or omissions of Consultant in connection with the Services, or (b) arising out of injuries suffered or allegedly suffered by employees of Consultant or its subcontractors (i) in the course of their employment, (ii) in the performance of work hereunder, or (iii) upon premises owned or controlled by District. Consultant's obligation to defend, indemnify and hold District and its agents, officers, employees and volunteers harmless is not terminated by any requirement in this Agreement for Consultant to procure and maintain a policy of insurance.

17. Consequential Damages. Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits

or revenue, arising out of or in connection with this Agreement or the Services performed in connection with this Agreement.

18. Litigation. In the event that either Party brings an action under this Agreement for the breach or enforcement hereof, or must incur any collection expenses for any amounts due hereunder the prevailing Party in such action shall be entitled to its costs including reasonable attorney's fees, whether or not such action is prosecuted to judgment.

19. Notices. Any notice or communication required hereunder between District or Consultant must be in writing, and may be given either personally, by registered or certified mail (return receipt requested), or by Federal Express, UPS or other similar couriers providing overnight delivery. If personally delivered, a notice shall be deemed to have been given when delivered to the Party to whom it is addressed. Notices given by registered or certified mail shall be deemed to have been given and received on the first to occur of (a) actual receipt by any of the addressees designated below as the party to whom notices are to be sent, (b) on the date delivered as shown on a receipt issued by the courier, or (c) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at the addresses in this paragraph set forth below:

If to District: Georgetown Divide Public Utility District
P.O. Box 4240
6425 Main Street
Georgetown, CA 95634
Attention: General Manager

With courtesy copies to: Churchwell White LLP
1414 K Street, 3rd Floor
Sacramento, California 95814
Attention: Barbara A. Brenner, Esq.

If to Consultant: On the Mark Strategies
Attention: Mark DeSio, President
665 4th Avenue
Sacramento, California 95818

20. General Provisions.

A. Modification. No alteration, modification, or termination of this Agreement shall be valid unless made in writing and executed by all Parties.

B. Waiver. The waiver by any Party of a breach of any provision hereof shall be in writing and shall not operate or be construed as a waiver of any other or subsequent breach hereof unless specifically stated in writing.

C. Assignment. No Party shall assign, transfer, or otherwise dispose of this Agreement in whole or in part to any individual, firm, or corporation without the prior written consent of the other Party. Subject to the forgoing provisions, this Agreement shall be binding upon, and inure to the benefit of, the respective successors and assigns of the Parties.

D. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the state of California.

E. Venue. Venue for all legal proceedings shall be in the Superior Court of California for the County of El Dorado.

F. Partial Invalidity. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

G. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall be deemed a single agreement.

H. Severability. If any term, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, the remainder of this Agreement shall remain in effect.

I. Audit. District shall have access at all reasonable times to all reports, contract records, contract documents, contract files, and personnel necessary to audit and verify Consultant's charges to District under this Agreement.

J. Entire Agreement. This Agreement sets forth the entire understanding between the Parties as to the subject matter of this Agreement and merges all prior discussions, negotiations, proposal letters or other promises, whether oral or in writing.

K. Headings Not Controlling. Headings used in this Agreement are for reference purposes only and shall not be considered in construing this Agreement.

L. Time is of the Essence. Time is of the essence in this Agreement for each covenant and term of a condition herein.

M. Drafting and Ambiguities. Any rule of construction that ambiguities are to be resolved against the drafting party does not apply in interpreting this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the last day and date below written.

DISTRICT:

GEORGETOWN DIVIDE PUBLIC
UTILITIES DISTRICT, a California Public
Utilities District

By: _____
Steven V. Palmer, General Manager

Date: _____

CONSULTANT:

By: Mark J. Desio

Name: Mark Desio

Date: 3-5-19

Approved as to Form:

Barbara A. Brenner, General Counsel

EXHIBIT A

Services

EXHIBIT B

Rates

5. SCHOOLS OUTREACH (POSTERS AND TOURS)

6. SPONSOR ADS / NEWSPAPER ADS

7. FACT SHEET / HANDOUT FOR COMMUNITY EVENTS

8. STAKEHOLDER PARTNERSHIPS

D. Work Plan / Scope of Work

TASK 0: KICK-OFF MEETING

Immediately after being awarded the contract, On the Mark Strategies will have a meeting with the District's project team to go over and agree upon a proposed work plan/scope of work.

TASK 1: COMMUNICATIONS STRATEGY AND ANNUAL PUBLIC OUTREACH PLAN

Thirty days after being awarded the contract, On the Mark Strategies will provide the District with a communications strategy for your approval that will be used to follow our progress. The communications strategy will be a collaboration between our team and GDPUD staff. It will identify the following:

- Clear and measurable communications objectives with evaluation
- Relevant audiences and available channels
- A plan of activities and a timetable
- Communication risks and mitigation
- Resources – financial and people.

Once our communications strategy is approved, On the Mark Strategies will create an annual public outreach plan that delivers a specific message between the District and the public for mutual benefit. In this case, we recommend that the specific message will be along the lines of: "Water Rates at Work." The annual public outreach plan will have six steps:

**Step 1: Define goals and objectives.**

- We like for our goals to be general statements that express a broad focus (i.e., increasing membership).
- We like for our objectives to be more specific and measurable (i.e., increasing membership by 20 percent in the next six months).

Step 2: Identify targets.

- Our target audience will be the group of people that we want to reach. We will break the audience down into small groups so that we can create a message that will resonate specifically with each group.

Step 3: Create a message.

- Once we understand who our target group is, On the Mark Strategies will craft a message designed to achieve our objective. The message will be specific and tied directly to something our target group values.

Step 4: Package our message.

- Packaging can have many forms, including a handout, video, advertisements, etc.

Step 5: Distribute our message.

- Once the message has been agreed upon, On the Mark Strategies will get the word out. With an eye towards cost and resources we will implement the most cost-effective ways to distribute the message.

Step 6: Evaluate the plan.

- By evaluating our annual outreach plan at the end of it, we can determine what worked or did not work and what adjustments need to be made for the future.

WHAT WE WILL DELIVER

- ✓ Communications Strategy
- ✓ Annual Public Outreach Plan

TASK 2: SOCIAL MEDIA

Subtask 2.1 - Social Media Policy

On the Mark Strategies will work with GDPUD to develop a functional social media policy to be adopted by its Board of Directors. This policy will include brand guidelines, roles, responsibilities, and conduct. This includes employee conduct on GDPUD's Facebook account, as well as their personal social media accounts. We will hold an in-person meeting for up to two hours with the client to discuss the goals and objectives of its social media program. This meeting will be held at the GDPUD office.

On the Mark Strategies will prepare a draft social media policy for GDPUD review. A final version will be available for the GDPUD staff to present to its Board of Directors for approval.

Assumptions:

- Up to two rounds of revisions on social media policy document
- Up to 1,000 word social media policy
- Up to two hour in-person meeting with client to discuss goals of social media

Deliverables:

- Social media policy document delivered in editable word document



Subtask 2.2 - Social Media Strategy

With information gathered from the initial social media meeting, On the Mark Strategies will prepare a written strategy for GDPUD for the upcoming year. This will outline a plan to maximize the results from GDPUD's social media activities.

Assumptions:

- One round of revisions on social media strategy document
- Up to 1,000 word social media strategy

Deliverables:

- Social media strategy document delivered in editable word document

Subtask 2.3 - Social Media Advertisements

In order to maximize the effectiveness of the messaging, On the Mark Strategies recommends investing time and money in building the Facebook audience. This should be done through paid ads on Facebook to reach GDPUD's customers.

On the Mark Strategies recommends investing \$750 in hard costs to purchase Facebook ads. We will develop the copy and graphics for these ads, and publish the ads to Facebook. We will also select the targeting for these ads to reach Facebook users in the GDPUD service area. The consultant will provide a brief report showing the results of the paid advertisement.

Assumptions:

- \$750 advertising budget from consultant budget. Additional ad money can be contributed by GDPUD.
- One round of edits on proposed ad



Deliverables:

- \$750 hard cost social media advertisements
- Advertising copy, graphics and placement
- Brief report of ad results

Subtask 2.4 - Social Media Postings

The consultant will conduct social media activities on behalf of GDPUD in accordance with the social media policy and strategy developed. Each month, the consultant will hold a 15-minute phone call with GDPUD to discuss upcoming important happenings that should be shared on social media.

On the Mark Strategies will write at least 15 social media posts per month for the GDPUD and coordinate the appropriate graphics/photos.

A minimum of two posts will be shared on other El Dorado County Facebook groups to increase the reach of GDPUD's messages.

On the Mark Strategies will draft the posts for the upcoming month, along with a publication calendar. This will be submitted to GDPUD by the 20th of the month for review and one round of edits. The consultant will be responsible for posting this content. Any other unplanned social media content will be the primary responsibility of GDPUD to write and post.



By the 5th of the subsequent month, the consultant will provide a report to GDPUD of key Facebook metrics such as impressions, engagements, etc.

Assumptions:

- One 15-minute phone call with staff per month to discuss any news items for the upcoming month that should be shared on social media (or email if preferred by client)
- Monthly posts and calendar will be submitted by the 20th of the previous month for review
- One round of revisions to monthly posts
- Up to 15 social media posts
- Up to two posts in other El Dorado County related Facebook groups
- Monthly report will be submitted by the 5th of the subsequent month
- GDPUD staff will take the lead on any non-scheduled posts, such as unplanned service alerts
- GDPUD will assist the consulting staff in acquiring photos, graphics and documents to accompany social media posts when appropriate.

WHAT WE WILL DELIVER

- ✓ Social media policy for Board Adoption
- ✓ Recommendations on a social media strategy
- ✓ One year of social media postings consistent with the recommended strategy

TASK 3: NEWSLETTERS

Currently, the GDPUD does not have a newsletter. On the Mark Strategies' graphic designer will develop one for you. We are recommending six newsletters, three that are

emailed electronically and three in hard-copy form that are mailed to customers with their utility bill. Our writer David Anderson and graphic designer Amy Baron Hatch will work with GDPUD staff to develop concepts and content.

WHAT WE WILL DELIVER

- ✓ Recommendations on newsletter frequency
- ✓ One year of printed newsletters consistent with recommendations

TASK 4: PRESS RELEASES & MEDIA OUTREACH

On the Mark Strategies has dedicated an experienced media professional, David Anderson, to work on this effort with GDPUD. He was a long-time public information officer for Caltrans. David will work with the Georgetown Gazette – Mountain Democrat to promote GDPUD news. He is good at getting media coverage of issues and activities using press releases, ads, and guest articles. David is also experienced at meeting with editorial boards. In addition to working with the local newspaper reporters and editors, he will contact local television and radio stations when there is news.

WHAT WE WILL DELIVER

- ✓ Recommendations on press release frequency
- ✓ One year of electronic press releases consistent with recommendations

TASK 5: EMAIL CAMPAIGN

Currently the District uses Email notices by Mailchimp. This is an extremely effective way of disseminating information, and we will continue to do so. As noted



in Task 3, On the Mark Strategies intends to issue three electronic newsletters, and we will use Mailchimp to do that.

We mentioned earlier that we have some innovative visions and concepts for expanding your communications program, one of which was to create a “Water Rates at Work” website landing page. From that page, we intend to give people the ability to sign up for email alerts. This should dramatically increase your number of email users.

Email campaigns need to be used cautiously because too many emails can turn people off and they tune out. So in our Task #0 kick-off meeting with GDPUD, we will want to discuss exactly how much we intend to email out to customers. When done properly email blasts can be very effective. Email is often the least expensive way to reach a larger number of individuals and entities. Using E-blasts is an efficient way to share water information. Our graphic designer Amy Baron Hatch will create an e-mail template that will automatically be optimized for both desktop and mobile email clients.

WHAT WE WILL DELIVER

- ✓ Recommendations on email campaign
- ✓ One year of emails consistent with email campaign

TASK 6: UTILITY BILL INSERTS

On the Mark Strategies is proposing one utility bill insert per month, for a total of 12. We recommend doing them in a way that engages customers: “Did You Know?” Here’s an example:



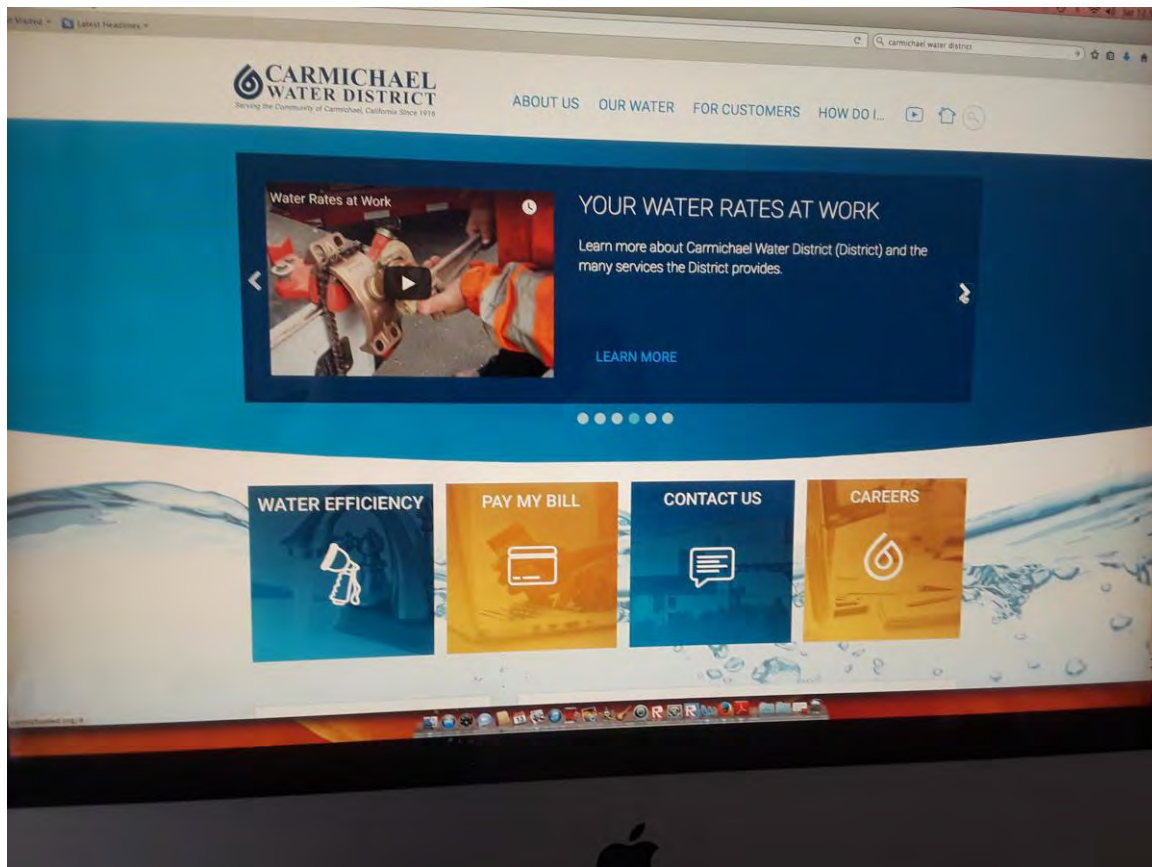
“Did you know drinking water can make you smarter? While you may not know it, dehydration can reduce your ability to focus and concentrate on completing mental tasks. In fact, according to a study by the University of East London, a simple glass of water can help boost brain function by 14 percent.”

WHAT WE WILL DELIVER

- ✓ Camera-ready art for 12 monthly bill inserts

TASK 7: WEB LANDING PAGE

We would like to create a distinct page on the District website that is built with one goal in mind – telling the story about how the District’s facilities are being improved thanks to the new water rates. Below is how the Carmichael Water District is telling its story on its website:



WHAT WE WILL DELIVER

- ✓ A landing page that will feature infrastructure improvements

TASK 8: VIDEO

There's no better way to tell the story about capital improvements than with a video placed on the website landing page. On the Mark Strategies is prepared to produce a video that explains why the water system required extensive investment and how aging pipes are being replaced and repaired order to maintain a safe and reliable system. Again using the Carmichael Water District as an example, take a look at the video "Your Water Rates at Work" that it has posted on its website via YouTube:

<https://www.youtube.com/watch?v=wwbXue-6qm0>

WHAT WE WILL DELIVER

- ✓ A video of 3 minutes or less about the GDPUD “Water Rates at Work”

TASK 9: PROJECT PHOTOS

It’s true that a picture can tell a thousand words, which is why we are proposing to post your pictures of facility improvements on the new “Water Rates at Work” landing website. If the GDPUD prefers that we take professional photos, On the Mark Strategies can do so for an additional \$1,200 that is NOT currently part of our budget. Both graphic designer Amy Baron Hatch and social media director Katie Nichols are highly skilled at photography.

WHAT WE WILL DELIVER

- ✓ Post project photos to the “Water Rates at Work” website
- ✓ For an additional \$1,200 that is not currently part of our budget, we will take professional photos and post them on the website

TASK 10: SPEAKERS’ BUREAU

On the Mark Strategies would like to develop a PowerPoint presentation for the District’s Executive Director or other key personnel to use for speaking at local civic organizations like the Georgetown Divide Rotary Club, the Divide Chamber of Commerce, or the Georgetown Divide Business Association. The presentation would be modeled after the video in that it will explain the infrastructure projects planned and underway. “Water Rates at Work” will be the theme.

WHAT WE WILL DELIVER

- ✓ A PowerPoint presentation



TASK 11: SCHOOLS OUTREACH (POSTERS AND TOURS)

Students are often the best ambassadors for public works projects because they go home and tell their families all about it. On the Mark Strategies is proposing to design posters that can be placed in Georgetown classrooms.

We would also like to discuss with you the concept of having students tour the new Auburn Lake Trails Water Treatment Plant in Cool and Stumpy Meadows Reservoir, so they can see the big picture of where the water they use comes from and how it is treated. On the Mark Strategies would contact all the local schools to arrange for these tours.

WHAT WE WILL DELIVER

- ✓ Camera-ready artwork for posters (We can also print the posters, but for added cost. The amount of posters is currently unknown to us, so we cannot give an estimate at this time and have not budgeted the item)
- ✓ Contact local schools about tours

TASK 12: SPONSOR ADS (AND NEWSPAPER ADS)

There is no shortage of events happening “On The Divide,” and On the Mark Strategies believes we can reach a lot of people with the District’s message by sponsoring an ad in event programs. Also, placing the ad in local newspapers such as the Georgetown Gazette – Mountain Democrat will be viewed by many.

WHAT WE WILL DELIVER

- ✓ Camera-ready art so that ads can be placed in local event programs and in local newspapers

TASK 13: FACT SHEET / HANDOUT FOR COMMUNITY EVENTS

Sometimes there's nothing better than good old-fashioned "table talk" with people. That's why we advocate tabling at community events and distributing a fact sheet. We have not budgeted for members of our team to attend local events. However, we are capable of doing so but would need to discuss adjusting our budget or receiving extra funding. Events that would be good to attend are the Founder's Day celebration, Pride of the Mountains Car Show, and the Parade of Life sponsored by the Georgetown Divide Rotary. The District may have personnel available to staff an information table at these events?

A fact sheet can also be provided to stakeholder groups at their meetings. Another idea we would like to explore is placing the fact sheet in local newspapers (just like ad inserts). There would be a small fee for this that we have NOT budgeted. We will definitely post the fact sheet on the GDPUD website.

WHAT WE WILL DELIVER

- ✓ Camera-ready fact sheet

TASK 14: STAKEHOLDER PARTNERSHIPS

One of the values of properly identifying stakeholders during Task #1 (Communications Strategy and Annual Public Outreach Plan) is that we will have a really good idea of who are the District's key stakeholders. For example, the Georgetown Divide Business Association will undoubtedly be one of those stakeholders. On the Mark Strategies will contact these key stakeholder groups and ask them to either place our fact sheet on their own website or allow us to provide them with an article for their newsletters.

WHAT WE WILL DELIVER

- ✓ Contacts with key stakeholder groups

E. Sub-consultant & Work by Others

Matrix: estimate of time (in hours) to perform the work, detailed by tasks, listed in the Scope of Work.

- See budget

Sub-consultants: any and all sub-consultant proposed to serve on the project, with background information for each and particular experience of key personnel, including project descriptions and resumes.

- There are no sub-consultants on our team. However, if the District agrees with our recommendation to produce a video we have several vendor companies that we will contract with for service.

Work not included in the proposal: work that is needed to complete the project that is not listed in the “Work Done by Others” will be considered part of the work provided by the Consultant and included in the proposal.

- On the Mark Strategies agrees to this term.

Tasks we expect to be done by GDPUD: includes estimated amount of GDPUD staff time required for each task of the scope of work.

- All postage.
- All printing costs.
- Make printing arrangements.
- Dissemination of all direct mail, including hard-copy newsletters (Task #3 and bill inserts (Task 6). Consultant will provide camera-ready materials only.
- GDPUD staff to attend (Task 1) kick-off meeting with consultant team and provide direction on the proposed work plan/scope of work, including

- identification of targets, assistance with message development, and evaluation of the annual plan.
- Input for (Task 3) social media messages.
 - Input for (Task 4) newsletters. Specifically, we would like to collaborate with the District's project team on story ideas.
 - Input for (Task 5) press releases. If there's news the District would like us to put out, we want to hear from you.
 - Distribution of Email notices by Mailchimp, (Task 6). For privacy reasons On the Mark Strategies cannot launch emails to customers unless given the authority by GDPUD to do so. Otherwise, we will design eblast templates and content only.
 - The District will make available a member of its team to participate as a speaker for (Task 11) speakers' bureau. Consultant provides PowerPoint presentation only. We also agree to arrange speaking engagements with concurrence by GDPUD.
 - On the Mark Strategies will contact local schools and arrange tours, but the District will provide a member of its team for the actual on-site visits. Consultant will not attend tours.
 - For school posters, On the Mark Strategies will contact local schools for interest and then provide camera-ready art to GDPUD. The District will print the posters and distribute them. However, for additional funds we will arrange to handle the printing and the distribution to classrooms.
 - District will provide project photos for our team to post on the "Water Rates at Work" website landing site. However, for an additional \$1,200 On the Mark Strategies will take project photos and post them.
 - GDPUD will make all customer-related phone calls, such as those dealing with complaints, inquiries, etc.



- Consultant will provide camera-ready art for fact sheets (Task #13) but GDPUD will arrange for printing and will cover the costs. For additional budget funds, On the Mark Strategies can handle print arrangements and cover the costs.
- Consultant can research whether the local newspaper will agree to insert the fact sheet in their paper, but GDPUD will pay for the service unless additional funding is made available to the consultant to do so.
- GPUD will provide its own staff at local events to hand out information. Consultant did not budget for that. However, for additional funds we will identify 3-6 events for our staff to attend and we will have an information table at those events.

F. Relevant Experience and References

G. Fee Proposal & Hourly Rate Schedule

Include a fee proposal listing the total cost and the cost associated with each task.

Fee proposal must include an hourly rates schedule and should be on a time and materials, not to exceed basis.

The rates quoted will remain in effect for the duration of the Agreement, unless approved by GDPUD. Rates shall be included for all employment categories necessary to perform the work outlined in this RFP in accordance with applicable State of California Industrial Labor Rate Standards.

On the Mark Strategies Hourly Rate Schedule:

Key Staff

Mark DeSio, Principal / Project Manager	\$115
Amy Baron-Hatch, Graphic/Web Director	\$75 + \$25 fee = \$100
Katie Nichols, Social Media Director	\$85 + \$25 fee = \$110
David Anderson, Writer / Media Relations	\$40 + \$25 fee = \$65

Other Staff

Bill Ritter, Assistant Project Manager	\$90 + \$25 fee = \$115
Karen Recher-Smith, Copy Editor	\$70 + \$25 fee = \$95
James Sabol, Outreach Support	\$50 + \$25 fee = \$75



Tasks	DeSio \$115	Baron Hatch \$100	Nichols \$110	Anderson \$65	Ritter \$115	Sabol \$75	Recher- Smith \$95	Total task cost
#0 Kick-off mtg.	4	4	4	4				\$1,560
#1 Comms strategy & annual public outreach plan	20							\$2,300
#2 Social media	8	8	116					\$14,480
#3 Newsletters	10	34		48				\$7,670
#4 Press releases & media outreach	10			48				\$4,270
#5 Email campaign		12						\$1,200
#6 Utility bill inserts	4	20						\$2,460
#7 Web landing page	2	20						\$2,230
#8 Video	5							\$575
#9 Project photos		4						\$400
#10 Speakers bureau (Powerpoint presentation)	4	8						\$1,260
#11 Posters & tours	1	8						\$915
#12 Ads	1	8						\$915
#13 Handout	1	8						\$915
#14 Stakeholder partnerships	10							\$1,150
Total Labor Hours:	80	134	120	100				434 hrs
Total Labor Costs	\$9,200	\$13,400	\$13,200	\$6,500				\$42,300
Hard Costs:								
#3 Social Media: \$750 for social media ads to create likes.								
#9 Video: \$4,000 quote from Video Vets								\$5,700
Supplies and Misc. \$950								
Grand total cost								\$48,000



CERTIFICATE OF LIABILITY INSURANCE

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 7.C.
 Attachment 3
 Page 29 of 32

DATE (MM/DD/YYYY)
 02/26/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS TO THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. d/b/a/ Hiscox Insurance Agency in CA 520 Madison Avenue 32nd Floor New York, NY 10022	CONTACT NAME: PHONE (A/C, No., Ext): (888) 202-3007 FAX (A/C, No): E-MAIL ADDRESS: contact@hiscox.com	
	INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: Hiscox Insurance Company Inc 10200 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
INSURED On the Mark Strategies LLC 665 4th Ave Sacramento, CA 95818		

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability	Y		UDC-4078560-EO-19	02/22/2019	02/22/2020	Each Claim: \$ 1,000,000 Aggregate: \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Georgetown Divide Public Utility District is additionally insured on the professional liability policy subject to the policies terms and conditions.

CERTIFICATE HOLDER Georgetown Divide Public Utility District PO Box 4240 Georgetown, CA 95634	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Customer Information

Mark Desio
Gabrielle Desio
665 4th Ave
Sacramento, CA 95818-3340

Agent Information

BRIAN RUIZ
4010 MOORPARK AVE STE 209
SAN JOSE, CA 95117-1843

Phone Number: (408) 399-2400
Email: brian@brianruizinsurance.com
Website: www.brianruizinsurance.com
Agent #: 153123

Policy Period: 03/04/2019 to 03/04/2020

PREMIUM SUMMARY

Vehicle Coverages	Premium
Discounts & Safeco Safety Rewards	\$1,705.68
Your total policy premium for 12 months is	Included
	\$1,705.68

DISCOUNTS & SAFECO SAFETY REWARDS

Account - Umbrella/Home Multi-Car Passive Restraint Good Driver Superior Good Driver

DRIVER SUMMARY

Mark Desio - Rated Gabrielle Desio - Rated

VEHICLE COVERAGES	Limits / Deductibles	2012 Volk Jetta S/S	1966 Ford Ranchero
Bodily Injury Liability	\$500,000/\$500,000	\$290.30	\$251.90
Property Damage Liability	\$100,000	\$214.30	\$192.30
Medical Payments	\$5,000	\$28.60	\$33.90
Uninsured/Underinsured Motorist Bodily Injury	\$500,000/\$500,000	\$99.80	\$94.70
UM Property Damage	\$3,500	--	\$13.20
Comprehensive	\$100	\$92.20	--
Collision	\$1,000	\$325.20	--
Waiver of Collision Deductible	Yes	\$30.00	--
Roadside Assistance	Roadside Assistance	\$5.80	\$5.80
Loss of Use	\$30 per day	\$24.20	--
Anti-Fraud Fee	Yes	\$1.74	\$1.74
Total Vehicle Premium		\$1,112.14	\$593.54

Customer Information

MARK DESIO
GABRIELLE DESIO
665 4TH AVE
SACRAMENTO, CA 95818-3340

Agent Information

BRIAN RUIZ
4010 MOORPARK AVE STE 209
SAN JOSE, CA 95117-1843

Phone Number: (408) 399-2400
Email: brian@brianruizinsurance.com
Agent #: 153123

Policy Period: 03/04/2019 to 03/04/2020

PREMIUM SUMMARY

Umbrella Coverages	Premium
Other and Optional Coverages	\$177.00
Your total policy premium for 12 months is	\$138.00
	\$315.00

PRIMARY RESIDENCE

665 4TH AVE
SACRAMENTO, CA 95818-3340

AUTO LIMITS

	Limit	Premium
Liability	\$500,000/\$500,000	--
Property Damage	\$100,000	--

UMBRELLA COVERAGES

	Limit	Premium
Limit of Liability (includes one auto and primary residence)	\$1,000,000	\$177.00
Retained Limit	\$250	Included

OTHER AND OPTIONAL COVERAGES

	Number	Premium
Additional Autos (including Motorhomes)	1	\$61.00
Drivers Under 25 Years Old	1	\$77.00



CERTIFICATE OF LIABILITY INSURANCE

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 7.C.
 Attachment 3
 Page 32 of 32

DATE (MM/DD/YYYY)
 02/26/2019

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PRODUCER Hiscox Inc. d/b/a/ Hiscox Insurance Agency in CA 520 Madison Avenue 32nd Floor New York, NY 10022	CONTACT NAME: PHONE (A/C. No., Ext): (888) 202-3007 FAX (A/C. No): E-MAIL ADDRESS: contact@hiscox.com	
	INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: Hiscox Insurance Company Inc 10200	
INSURED On the Mark Strategies LLC 665 4th Ave Sacramento, CA 95818	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		UDC-4078560-CGL-19	02/22/2019	02/22/2020	EACH OCCURRENCE \$ 2,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$ 0						
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ S/T Gen. Agg
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N N/A If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Georgetown Divide Public Utility District is additionally assured on the general liability policy subject to the policies terms and conditions.

CERTIFICATE HOLDER Georgetown Divide Public Utility District PO Box 4240 Georgetown, CA 95634	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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RESOLUTION NO. 2019-23

**OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL
SERVICES AGREEMENT FOR COMMUNICATIONS AND PUBLIC OUTREACH
SERVICES WITH ON THE MARK STRATEGIES, LLC
FOR AN AMOUNT NOT TO EXCEED \$48,000**

WHEREAS, the District issued a Request for Proposal on September 28, 2018, to select a qualified consultant to provide communications and public outreach services; and

WHEREAS, four proposals received on October 18, 2018 were reviewed by District Staff who determined that On the Mark Strategies, LLC was the most qualified; and

WHEREAS, the contracted cost is not to exceed \$48,000.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN PUBLIC UTILITY DISTRICT THAT the General Manager is authorized to execute a professional services contract with On the Mark Strategies, LLC in an amount not to exceed \$48,000 for Communications and Public Outreach Services.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer, 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 2019-23 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

PUBLIC OUTREACH SERVICES

Steven Palmer, PE, General Manager
Georgetown Divide Public Utility District
April 9, 2019

Background

- **Adopted Board of Director Goals-Fiscal Year 2018/2019 and Fiscal Year 2019/2020**
 - *Objective A-2 – Engage an expert to develop an annual communication strategy that would consider tours, newsletters, social media, bill inserts, etc.*
- **Request for Proposals issued September 28, 2018**
- **Four proposals received on October 18, 2018**
 - CV Strategies
 - FSB Core Strategies
 - MIG, Inc.
 - On the Mark Strategies

Background

- **Proposals reviewed and ranked by District staff**
- **Interviews with top two – MIG, Inc. and On the Mark**
- **Staff recommendation is On the Mark Strategies**

Proposal Summary

- **Develop Communication Strategy and Outreach Plan**
 - Clear and measurable objectives with evaluation
 - Relevant audiences and available channels
 - Plan of activities and timetable
 - Communication risks and mitigation
 - Resources
 - Goals
 - Targets
 - Message – create, package, distribute
 - Evaluate
- **Board approval of Communication Strategy and Outreach Plan**
- **Implement**

Proposal Summary

- **Communication Strategies**
 - Social Media
 - Newsletters
 - Press Release and Media Outreach
 - Email Campaign
 - Bill Inserts
 - Web Landing Page
 - Video
 - Project Photos
 - Speakers Bureau
 - School Outreach
 - Advertisements
 - Fact Sheets
 - Partnerships

Relevant Local Experience

- **Midwestern Placer Regional Wastewater Project**
- **San Joaquin Council of Governments**
- **Caltrans / Amtrak of California**

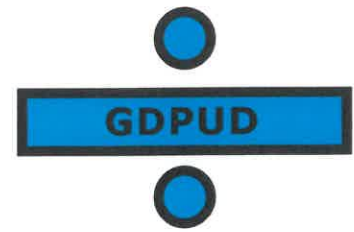
Fiscal Impact

- **Fee Proposal \$48,000**
- **Included in Fiscal Year 2018/2019 Budget**
- **Work not completed this fiscal year would need to be included in Fiscal Year 2019/2020 Budget**

Board Action

- Adopt resolution authorizing the General Manager to execute a professional services agreement with On the Mark Strategies for an amount not to exceed \$48,000.
- Next steps – prepare Communications Strategy and Public Outreach Plan for Board review and approval

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 7.D.**



AGENDA SECTION: NEW BUSINESS

**SUBJECT: APPROVE REIMBURSEMENT FOR DIRECTOR EXPENSES
INCURRED FOR PARTICIPATION IN THE ACWA SPRING
CONFERENCE**

PREPARED BY: Diana Michaelson, Board Assistant *DM*

APPROVED BY: Steven Palmer, PE, General Manager

BACKGROUND

In the past, Directors have participated in conferences offered by the Association of California Water Agencies (ACWA) to connect and stay current with the water industry. Program offerings include Statewide Issue Forums, Town Hall discussions, Region Programs, and sessions covering a wide range of topics including groundwater management, water rates issues, crisis communications, affordable drinking water issues, municipal finance, and more.

DISCUSSION

The 2019 ACWA Spring Conference is scheduled for May 7-10, in Monterey. The conference brochure is included as Attachment 1.

In accordance with Board adopted District policy, conference attendance and travel by Directors is paid on a reimbursement basis. Directors must pay for their own conference registration fees, hotels, travel, and meals, then request reimbursement after attending the conference and reporting back to the full Board. Cash advances or use of District credit cards for these purposes is not permitted.

If Director Souza attends, as the GDPUD representative to ACWA/JPIA he will have scheduled meetings Monday afternoon and Tuesday. The ACWA conference meetings will begin Wednesday morning.

The General Manager is attending in order to fulfill his duties as an ACWA Region 3 Board member. The GDPUD Board needs to provide direction on which Directors will attend the ACWA conference.

FISCAL IMPACT

The expenditure for participation in the ACWA Spring Conference was included in the FY 2018-19 budget. Registration for this conference is \$725 per attendee, and hotel rooms range from \$165 to \$219 per night, plus tax and fees. Currently there are rooms available at the Wave Street Inn at the \$165 rate and Casa Munras at the rate of \$189, plus tax and fees. Some

meals are provided, and others are not. (Refer to Conference Agenda on Page 9 of Attachment 1 for details.) Staff estimates approximately \$5,250 for two directors and the General Manager to attend. A cost estimate spreadsheet is included as Attachment 2. This amount is slightly higher than was assumed for the FY 2018-19 budget, however other conference expenditures have been slightly lower than expected, and attendance at ACWA will not cause an overage in the conference budget.

CEQA ASSESSMENT

This is not a CEQA Project.

RECOMMENDED ACTION

Approve attendance by Directors at the ACWA Spring Conference in Monterey and approve reimbursements for conference and travel-related expenses incurred by their participation.

ALTERNATIVES

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

ATTACHMENTS

1. ACWA Spring Conference Brochure
2. Cost Estimate Spreadsheet
3. Resolution 2019-26

ACWA 2019 SPRING CONFERENCE & EXHIBITION

Change.

Challenge.

Opportunity.

2019

MAY 7-10 | MONTEREY, CA

MESSAGE FROM THE ACWA PRESIDENT



ACWA's 2019 Spring Conference & Exhibition, "2019: Change. Challenge. Opportunity." is quickly approaching, May 7-9 in Monterey. This is a critical time for California's water community. Join us to take advantage of this opportunity to access the best, latest and most valuable information!

The arrival of 2019 brings a mix of fresh and continuing challenges in terms of funding and policy making. There are many newly elected and appointed officials, ranging from Governor Gavin Newsom and his administration, to new members of the state Legislature and a reshaped California Delegation in the House of Representatives. Comprehensive water management planning is a nonpartisan policy area that falls outside the scope of today's turbulent political climate. We can help California's leaders in Sacramento and Washington D.C. see the big picture and the benefits of local, state, and federal governments working together on water solutions, whether that is on drought contingency planning of the Colorado River and urban and agricultural water supplies, funding solutions for safe drinking water, or on how the state will achieve the coequal goals of improving water supply reliability and the health of the Bay-Delta ecosystem.

ACWA's Spring Conference & Exhibition welcomes diverse perspectives – agricultural and urban, large and small agencies – to attend more than 80 meeting and program sessions to help you stay informed and updated on a variety of local, state and federal water issues, important and critical information that you and your organizations need to know. Networking opportunities will allow you to connect with the California water community, learn best practices, and exchange ideas. The conference also offers continuing education credits in the legal, energy, financial, and drinking water for professionals seeking contact hours.

And as always, the ACWA Exhibit Hall will be filled with nearly 100 vendors showcasing products and services that may offer you just the right solutions for your water agency's needs.

Join the conversation in Monterey!

Best regards,

A handwritten signature in black ink that reads "Brent Hastey". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Brent Hastey
ACWA President



CONFERENCE HIGHLIGHTS

THURSDAY LUNCHEON

Thursday, May 9 | 11:45 AM - 1:45 PM



A New Leader for the State Water Board

On February 12, 2019, Governor Gavin Newsom designated Board Member Joaquin Esquivel as the new Chair of the State Water Resources Control Board. Join your colleagues during this Thursday Luncheon presentation and hear Chair Esquivel's thoughts about the State Water Board's engagement on safe drinking water, the San Francisco Bay/Sacramento-San Joaquin Delta Estuary Water Quality Control Plan Update, the voluntary agreements, groundwater replenishment, and Waters of the State - and his vision for how the Board will collaborate with the water community and other stakeholders.

THURSDAY DINNER & ENTERTAINMENT

Thursday, May 9 | 7:00 PM - 10:00 PM



Catch the Wave at Thursday's Beach Themed Dinner

Join us Thursday evening for a fun and festive event. This dinner will feature a beach theme with musical entertainment of Papa Doo Run Run (PDRR). Formed in 1965, this legendary California band quickly discovered their forte - they sounded like the Beach Boys! For decades, the guys in PDRR have performed and recorded with the Beach Boys, Jan & Dean, and the legendary Brian Wilson. The group also had an unprecedented 15-year run as the "Celebrity House Band" at Disneyland from

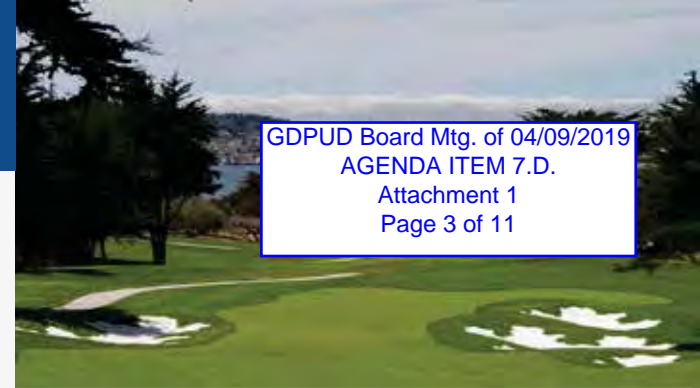
1975-90! Papa's 1975 Top 40 hit "Be True To Your School" reached No. 1 in California. Their ground breaking CD "California Project" (1985) exploded onto the Billboard Hot 100 Chart at no. 17 and earned the band their second Gold Record and a Grammy Nomination. Additionally, Papa Doo Run Run appeared in, and recorded the soundtrack album for the CBS-TV movie "Deadman's Curve". The band currently has 10 CD releases, a full length DVD and was inducted into the N. California/Silicon Valley Rock & Roll Hall of Fame!

Today, Papa Doo Run Run still performs worldwide. Their act encompasses all the great Classic Rock hits of the 60's and 70's, with a special emphasis on their award winning re-creation of the hits of the Beach Boys. Their best kept secret... Papa Doo Run Run is who the Beach Boys call when they need someone to fill in in their band. Join us for what's sure to be an evening of beach party fun! **Attire is casual. Tickets are required.**

Check the ACWA website for updated conference information.

WWW.ACWA.COM

GDPUD Board Mtg. of 04/09/2019
AGENDA ITEM 7.D.
Attachment 1
Page 3 of 11



2019 SPRING CONFERENCE GOLF TOURNAMENT

INFORMATION

Date:

Tuesday, May 7, 2019

Location:

Bayonet and Black Horse Golf Course
Seaside, CA

Entry Fee & Format:

\$185 per player
4-person scramble

ENTER TO PLAY TODAY!

www.acwa.com

QUESTIONS?

Contact Michaela Martinez

916-441-4545

MichaelaM@acwa.com

CONFERENCE PROGRAMS

Programs are subject to change without notice.

AGRICULTURE / WATER QUALITY COMMITTEE PROGRAM

Wednesday, May 8 | 3:30 - 4:45 PM

Salt and Nitrate Control and Sustainable Groundwater Management: Challenges and Opportunities

California's water regulatory landscape contains a myriad of programs, policies, requirements, and mandates, some of which involve the same or similar information, stakeholders, and objectives. In California's Central Valley, farmers, cities, and water agencies are facing pending deadlines under the Sustainable Groundwater Management Act and the Central Valley Salinity Alternatives for Long-Term Sustainability (CV-SALTS), both of which will regulate the use and quality of water. If local entities do not collaborate locally to achieve the policy outcomes, the State of California may soon assert itself as the regulatory enforcer. Sponsored jointly by ACWA's Agriculture and Water Quality committees, this program will explore these and other regulatory requirements, the challenges involved in achieving the mandated policy goals, and lessons for the rest of California.

COMMUNICATIONS COMMITTEE PROGRAM

Wednesday, May 8 | 3:30 - 4:45 PM

Navigating Big Flows on the Social Scene

Social media continues to play an integral role in communicating with audiences. With several platforms available, how do you know which are best to utilize for your needs? Hear lessons learned, successes and strategies from four agencies who are navigating Facebook, Twitter, Instagram and Next Door.

ATTORNEYS PROGRAMS

These programs have been approved by the State Bar of California for attorneys to receive general MCLE credits.

Wednesday, May 8 | 10:00 - 11:30 AM

An Introduction to the Laws Governing the Bay-Delta: All the Acronyms You Need to Know, and What They Mean

This program will explain the web of laws that affect the waters of the Bay-Delta and create the regulatory scheme that water users must navigate. These laws form the basis of many pending regulatory actions that will affect water supplies throughout the State. The program will cover the federal and state Endangered Species Act, the Clean Water Act, the Porter-Cologne Water Quality Control Act, federal reclamation law and principles of federalism, and other laws that affect the waters of the Bay-Delta.

Wednesday, May 8 | 2:00 - 3:15 PM

Legal Cannabis Ushers in New Era of Water Regulation in California: Sorting Through the Weeds

The State Water Board recently adopted unprecedented water policies for cannabis cultivators, including instream flow requirements, development of a water conservation plan, mandatory metering, investigations into a grower's water rights, restrictions on diversions of surface supplies during summer months regardless of an existing water right, winterization requirements, and site-specific requirements to control runoff into local streams. These new regulations also provide a novel path for cultivators to obtain a Cannabis Small Irrigation Use Registration (SIUR) water right if the reservoir meets specific conditions. Many elements of these new statewide requirements are based on remediating



State Water Resources Control Board Drinking Water Contact Hours may be available for qualifying programs.

the past sins of illegal cannabis cultivators on the North Coast. But is a one-size-fits-all policy appropriate as cannabis cultivation moves into traditional farming areas, such as the Central Coast? It's important to note that no other crop is regulated in this fashion. Could this be the first step in a new era of environmentally focused regulation of water quality and flows? This panel will discuss the recent updates to the State Board's Cannabis Cultivation General Order, and other considerations related to the impact of cannabis cultivation on California's water supplies and water rights' regime.

Thursday, May 9 | 9:30 - 11:00 AM
**Joint Attorneys / Statewide Issues Forum:
 Navigating Protections of State Wetlands
 and Waters of the State**

See Statewide Issues section on page 7.

Thursday, May 9 | 2:00 - 3:15 PM
**A Connected World Has Risks: Systems, Data,
 and Privacy**

Exploring the risks and best practices related to operational and administrative software, systems and technology, including the impact of new privacy and data security obligations.

Check the ACWA website
 for updated conference information.
WWW.ACWA.COM

FINANCE PROGRAMS

CPAs may receive continuing education credit by attending these programs.

Wednesday, May 8 | 10:00 - 11:30 AM
**Water Rate and Regulation Trends - Where Are
 We Now And Where Are We Going?**

Public hearings for adopting water rate increases have become more contentious. They have come under much more scrutiny and are driven by customer outcry and political pressure resulting from ever-increasing water rates. Although there are many utility-specific factors that govern customer satisfaction and perceptions about the value of water and acceptance of new rates, such increases are never popular. To better understand trends in total water bills and rate structures, water rate data for 14 counties in California from 2003 to 2015 were analyzed. This panel will present the finding of this analysis and will have a discussion on where water rates will go over the next ten years.

Wednesday, May 8 | 3:30 - 4:45 PM
**Challenges and Opportunities: The WIFIA
 Program**

The Water Infrastructure Finance and Innovation Act (WIFIA) of 2014 administered by the U.S. Environmental Protection Agency (USEPA), now in its second rounds of investment, continues to expand issuers' options for financing needed water infrastructure projects. It has increased its possible investments from 12 projects and \$2.3 billion in estimated loans to support \$5.1 billion in projects in 2017 to 39 projects and \$5 billion in loans to support \$10 billion in projects in 2018. California

has been well-represented comprising 18 of the projects selected to apply. Two WIFIA loans have closed in California thus far: Orange County Water District to finance expansion of the Groundwater Replenishment System and city of San Diego to finance its Pure Water program. Panelists will include an issuer, a financial advisor, and USEPA official to discuss the benefits of the program, including low interest rates and flexible debt amortization, and any drawbacks.

Thursday, May 9 | 9:30 - 11:00 AM
How to Value Stranded Assets

By design, an arbitrary mandate, change in customer behavior, or an Act of God, your water system now has an excess of capacity, called a stranded asset, which results in having an underutilized facility while still having the costs for maintaining the facility. Selling the excess capacity, downsizing operations, or exploring alternate operational usage are certainly alternatives. But, what is the cost of associated with a possible solution, and what is this stranded asset worth?

This session explores the process of realizing the existence of a stranded asset in your water system to finding a solution to utilize fully your facilities, ultimately restoring a benefit, financial or otherwise, to your agency. Panelists will present real world case experiences including describing causes creating the stranded asset, the identification and evaluation of temporary versus permanent solutions, the hunt to determine a fair market value, the key non-technical elements of multi-party solutions, and the temperament needed to secure a final desired outcome that puts the asset back into useful production.

Programs are subject to change without notice.

WATER INDUSTRY TRENDS PROGRAMS

Wednesday, May 8 | 10:00 - 11:30 AM

Bringing Up Leaders

Leadership development professionals and organizational leaders will discuss the challenges and best practices of identifying and developing staff to take on new leadership roles.

Wednesday, May 8 | 2:00 - 3:15 PM

How the Forest Resilience Bond Can Protect California's Critical Water Resources

Wildfires in the Sierra Nevada pose a threat to many of California's critically important watersheds, but collaboration and funding to protect this natural infrastructure can be a paralyzing challenge. Hear how the first Forest Resilience Bond (FRB) was put together to demonstrate how the pace and scale of watershed restoration can be accelerated. This session will share what is the Forest Resilience Bond, how the FRB can provide value to all stakeholders, and the steps in place to put a project together.

Wednesday, May 8 | 3:30 - 4:45 PM

Developing the Next Generation of Water System Operators

The California water industry continues to need technically-trained operator staff who have experience managing water systems. A critical component of developing the next generation of water system operators is education and training. This

panel will highlight several statewide and regional programs that offer water system operator trainings and expand on how to retain trained operators through partnerships with local municipalities and water agencies and placement of trainees. Lessons learned will be shared by each panelist, identifying success stories and hurdles in program implementation. Whether your agency can benefit from these operator programs or your agency is looking to create your own regional operator program based on these partnership models, this panel will be packed with insight information.

Thursday, May 9 | 9:30 - 11:00 AM

Landscape Area Measurement: How Will This Work to Calculate Urban Water Conservation Objectives?

The water use efficiency objectives (aka "targets") that are to be developed for retail urban water suppliers, as specified in SB 606 and AB 1668 to make conservation "a California Way of life", are supposed to take into consideration outdoor water use associated with service area climate and landscape area, among other system-specific characteristics. The California Department of Water Resources (DWR) has been working on a landscape area measurement (LAM) project using remote sensing technology and analytical methods which will be broadly usable statewide. How is this effort going? What are the technical and policy challenges? How will this effort contribute to eventual urban water conservation objectives?

Thursday, May 9 | 2:00 - 3:15 PM

Beyond the Brink: A Matter of National Security

The documentary "Beyond the Brink" depicts society's future in a world where water, food and natural resources teeter on the edge of sustainability, and how scarcity of these resources pose a threat to national security.

In his newly edited summary of the popular feature-length documentary, Film maker and Producer Jim Thebaut focuses special attention on the critical national security importance of the water, energy and food nexus in California's San Joaquin Valley. Join us for a screening of the 23-minute summary, followed by an expert panel discussion that will further explore the implications and a vision for a path forward.

STATEWIDE ISSUES

Wednesday, May 8 | 10:00 - 11:30 AM

Climate Change Resiliency: Capturing the Full Benefits of Atmospheric Rivers

In California water, 2019 is shaping up to be the year of the atmospheric river. The impacts to California's water supply are significant, providing 1/3 to 1/2 of the state's annual precipitation in just a few storms per year. Further, 90 percent of the state's flooding is caused by sporadic, extreme atmospheric river events. In response to a changing climate, local, state and federal entities are partnering to prioritize public safety, while maximizing water supply benefits. Sub-seasonal to seasonal predictions (S2S) and Forecast Informed Reservoir Operations (FIRO) have now "weathered

State Water Resources Control Board Drinking Water Contact Hours may be available for qualifying programs.

the storms” and great progress has been made in combining forecasting abilities with a willingness to re-examine how water supplies – above and below ground – are managed. This statewide issue forum provides the opportunity for an expert panel to discuss real-time operations in action and the needed policy direction California should pursue in continuing to capture the full benefits of future atmospheric river storms.

Wednesday, May 8 | 2:00 - 3:15 PM

Are We on Track? Groundwater Sustainability Goals and Challenges

In basins all over California, groundwater managers are moving quickly to comply with the Sustainable Groundwater Management Act (SGMA) to meet the planning deadlines. Groundwater managers are focused on coordinating with their groundwater sustainability agencies (GSAs) and developing their plans. However, not all may be going according to plan. For the critically-overdrafted basins, 2020 is right around the corner. This statewide issue forum will ask the same 5 questions to 4 different groundwater managers. You won't want to miss this discussion as each manager walks us through their near-term goals and regional challenges in complying with SGMA.

Thursday, May 9 | 9:30 - 11:00 AM

Joint Attorneys / Statewide Issues Forum: Navigating Protections of State Wetlands and Waters of the State

This spring the State Water Resources Control Board approved the State Wetland Definition and Procedures for Discharges of Dredged or Fill Mate-

rial to Waters of the State. The Procedures create a new statewide wetland definition that expands to new features not previously covered under federal law. Additionally, the Procedures create a new application for activities that result in the discharge of dredge or fill materials to any waters of the state. The policies are intended conform with the State's "no net loss" policy for wetlands and to address the "gap" in federal regulation created by recent U.S. Supreme Court decisions. However, as water agencies look to meet future State goals of recharging groundwater, diversifying water supply portfolios, and ensuring protections of health and safety, many are concerned that a rigorous state permit could have unintended consequences. This program explores the State's recent policy effort, the need for critical water projects and wetlands protection, and the recognition that these efforts are not mutually exclusive.

Thursday, May 9 | 2:00 - 3:15 PM

Voluntary Agreements: A Way Out of the Delta Dilemma?

Today we are presented with the possibility of a new paradigm for species recovery in the Delta and its tributaries. Built on the foundation of collaboration, integrated functional flows and habitat restoration, and science as the steering wheel, voluntary agreements could be the path toward a renewed Delta ecosystem and reliable water supplies. This program explores the voluntary agreements, from concept to implementation, bring presented in response to the State Water Resource Control Board's proposed Bed ay Delta Plan Update and the deviation from our historic adversarial regulatory and legal approaches. This program seeks to answer

REGIONAL ISSUES

Wednesday, May 8 | 2:00 - 3:15 PM

Fire Infrastructure: The Benefits Far Exceed the Cost

Join ACWA Region 3 to discuss strategies and benefits of installing appropriate fire infrastructure in your service area. These system additions are crucial in areas with significant wildland-urban interface and play critical roles in stopping wildfire spread into the urban environment. The program will also focus on potential effects to primary surface water supplies and water quality issues if inadequate fire infrastructure is in place. Lastly, discover the true costs of catastrophic fires. Suppression is only a fraction of the cost, but is still more than that installing these systems, protecting communities, watersheds and the environment.

Check the ACWA website
 for updated conference information.

WWW.ACWA.COM



ACWA EXHIBIT HALL

WHAT'S HAPPENING IN THE HALL...

- Dedicated Exhibit Hall Hours**
 One-on-one time with vendors from around the U.S. whose products and services may offer you just the right solutions for your agency.
- Tuesday Welcome Reception**
 Enjoy exhibitor sponsored appetizers while connecting with the water community
- Wednesday Prize Drawing Fiesta Reception**
 Enjoy a fiesta-themed reception, mingle with your peers and exhibitors and win great prizes! *All raffle prizes will be drawn on Wednesday night (excluding the Grand Prize) and you must be present to win.* The drawing will take place during the reception from 5:00–6:00 PM.
- Exhibitor Demonstrations**
 Check out these new demos! Join select exhibitors for a 40-minute demonstration to learn about their products and services. Check the conference agenda for details on times and the topics of discussion.
- Exhibitor Game Card - WIN THE GRAND PRIZE!**
 Attendees will receive an exhibitor prize game card when they check into the conference. Go to the participating exhibitors and answer the questions on the game card. Drop off the completed drawing card at the ACWA Booth by Thursday at 11:30 AM.
- Grand Prize Drawing - MUST PLAY TO WIN!**
Attendees must complete and turn-in their exhibitor game cards to the ACWA booth to be eligible and you must be present to win. Drawing will be held during the Thursday morning break.

THANK YOU TO OUR SPONSORS

GDPUD Board Mtg. of 04/09/2019
AGENDA ITEM 7.D.
Attachment 1
Page 8 of 11

EXCLUSIVE PARTNER FRIDAY BREAKFAST

ACWA JPIA

2019 SPRING CONFERENCE SPONSORS

- Bartle Wells & Associates
- Black & Veatch Corporation
- Carollo Engineers
- CDM Smith
- Coachella Valley Water District
- Cucamonga Valley Water District
- Dublin San Ramon Services District
- Eastern Municipal Water District
- Harris & Associates
- Irvine Ranch Water District
- Metropolitan Water District of Southern California
- Nossaman LLP
- PFM
- Probolsky Research
- San Juan Water District
- Santa Clarita Valley Water District
- Stantec
- Todd Groundwater
- Water Replenishment District of Southern California
- Western Municipal Water District
- West Yosts
- Woodard & Curran
- Yuba Water Agency

For more information about sponsorship,
contact Ashley Kravchuk at AshleyK@acwa.com

Sponsors listed as of March 21, 2019



ACWA JPIA - MONDAY, MAY 6

8:30 – 10:00 AM

- ACWA JPIA Program Committee

10:15 – 11:15 AM

- ACWA JPIA Executive Committee

1:30 – 4:00 PM

- ACWA JPIA Board of Directors

4:00 – 5:00 PM

- ACWA JPIA Town Hall

5:00 – 6:00 PM

- ACWA JPIA Reception

TUESDAY, MAY 7

8:00 AM – 9:45 AM

- Agriculture Committee

8:00 AM – 6:00 PM

- Registration

8:30 AM – Noon

- ACWA JPIA Seminars

9:00 AM – 4:00 PM

- ACWA Legal Briefing & CLE Workshop

10:00 – 11:45 AM

- Groundwater Committee
- Local Government Committee

11:00 AM – Noon

- Outreach Task Force

Noon – 2:00 PM

- ACWA 101 & Luncheon
- Committee Lunch Break

1:00 – 2:45 PM

- Energy Committee
- Finance Committee
- Scholarship & Awards Subcommittee
- Water Management Committee

1:30 – 3:30 PM

- Sexual Harassment Prevention for Board Members & Managers (AB 1825)

3:00 – 4:45 PM

- Communications Committee
- Federal Affairs Committee
- Membership Committee
- Water Quality Committee

5:00 – 6:30 PM

- Welcome Reception in the Exhibit Hall

WEDNESDAY, MAY 8

7:30 AM – 5 PM

- Registration

8:00 – 9:45 AM

- Opening Breakfast (*Ticket Required*)

8:30 AM – Noon & 1:30 – 6:00 PM

- Exhibit Hall

10:00 – 11:30 AM

- Attorneys Program
- Energy Committee Program
- Exhibitor Demos
- Finance Program
- Region Issue Forum
- Statewide Issue Forum
- Water Industry Trends Program

11:30 – 11:45 AM

- Networking in the Exhibit Hall

11:45 AM – 1:45 PM

- General Session Luncheon (*Ticket Required*)

2:00 – 3:15 PM

- Attorney Program
- Communications Committee Program
- Energy Committee Program
- Exhibitor Case Study
- Region Program
- Statewide Issue Forum
- Water Industry Trends Program

3:30 – 4:45 PM

- Aquatic Resources Subcommittee
- Exhibitor Case Study
- Finance Program
- Local Government Committee
- Statewide Issue Forums
- Water Industry Trends Program

3:30 – 5:30 PM

- Legal Affairs Committee

5:00 – 6:00 PM

- Prize Drawing Fiesta Night in the Exhibit Hall

5:30 – 7:00 PM

- CalDesal Hosted Mixer
- Jacobs Hosted Reception

THURSDAY, MAY 9

7:30 AM – 4 PM

- Registration

7:45 – 9:15 AM

- Regions 6–10 Membership Meetings

8:00 AM – Noon

- Exhibit Hall

8:00 – 9:15 AM

- Networking Continental Breakfast, Exhibit Hall (*Ticket Required*)

9:30 – 11:00 AM

- Attorneys Program
- Exhibitor Demos
- Finance Program
- Region Issue Forum
- Statewide Issue Forum
- Water Industry Trends Program

9:30 – 11:45 AM

- Ethics Training (AB 1234) - *Limited Seating*

11:00 – 11:30 AM

- Prize Drawings in the Exhibit Hall

11:45 AM – 1:45 PM

- General Session Luncheon (*Ticket Required*)

2:00 – 3:15 PM

- Attorneys Program
- Exhibitor Case Studies
- Federal Issues Forum
- Statewide Issue Forum
- Water Industry Trends Program

3:30 – 5 PM

- Regions 1–5 Membership Meetings

6:00 – 7:00 PM

- Gen Jam Reception

7:00 – 10:00 PM

- Dinner & Entertainment (*Ticket Required*)

FRIDAY, MAY 10

8:00 – 9:30 AM

- Registration

8:30 – 10:00 AM

- ACWA's Hans Doe Past Presidents' Breakfast in Partnership with ACWA JPIA (*Ticket Required*)

OTHER EVENTS

TUESDAY, MAY 7

7:00 AM – 4 PM

- ACWA Spring Conference Golf Tournament

THURSDAY, MAY 9

6:45 – 8:30 AM

- San Joaquin Valley Agricultural Water Committee

All conference programs
 are subject to change.

REGISTRATION TERMS & CONDITIONS

WHO IS ELIGIBLE FOR "ACWA ADVANTAGE" PRICING?

ACWA Advantage pricing is available to the following registrants:

- An officer or director of an ACWA member agency.
- A person directly employed by an ACWA public agency member, affiliate or associate organization.
This does not include independent contractors, service providers, or third-party vendors.
- Any ACWA board member whose fee is paid for by member agency.
- Any state or federal administrative or legislative personnel in elected, appointed or staff positions.
- Staff of ACWA/JPIA and Water Education Foundation.
- Any individual or honorary life member of ACWA.

MEMBERSHIP INFORMATION - *Become a Member & Save on ACWA Events*

If you are interested in learning more about becoming an ACWA Associate, contact Ashley Kravchuk at AshleyK@acwa.com. For public agency membership, please contact Tiffany Giammona at TiffanyG@acwa.com.

CANCELLATIONS & CHANGES

All registration changes and cancellations must be made in writing by the event registration deadline. Valid cancellation requests will receive a refund of any registration fees paid minus a \$75 processing charge. For payments originally made by credit card, refunds can be issued back onto the credit card within 60 days. Otherwise, a refund will be issued by check. No refunds or registration changes will be granted after the registration deadline. Submit request in writing to Teresa Taylor at TeresaT@acwa.com.

SUBSTITUTIONS

Event registrations are transferable from one participant to another within the same organization. Please submit your request in writing before the event registration deadline to Teresa Taylor at TeresaT@acwa.com. Include the original registrant's name, the new person's name, title and email address with your request. After the registration deadline, substitutions will be handled on-site. Only one substitution is permitted per original registrant. The individual submitting the substitution request is responsible for all financial obligations (including any balance due) associated with the original registration. There is no fee to transfer an eligible registration.

SPECIAL REQUESTS & ACCOMMODATIONS

Special requests must be submitted in writing to Teresa Taylor at TeresaT@acwa.com. Participants are encouraged to submit changes and special requests as soon as possible. If you have a disability that requires an accommodation, please contact Teresa Taylor at TeresaT@acwa.com or call toll free at (888) 666-2292 to discuss your needs.

REFUNDS

Except as otherwise provided in this document, all payments and fees are nonrefundable after the registration deadline.

MEAL TICKETS

After the registration deadline, meal tickets are not eligible for exchange, refund or credit after the event registration deadline.

NONATTENDANCE

Registrants who fail to attend the event, in part or in whole, are not eligible for a refund or credit and will be billed for any balance due.

GUEST REGISTRATION

Guest registration is available to a spouse, companion or guest of an ACWA event registrant. Guest registration is not available to any employees of a public agency, associate or affiliate/mutual water company. Guest registration is also not available to anyone with a professional reason to attend for purposes of learning or business. The guest registration includes admission to the receptions and the ability to purchase meal tickets and attend meal functions.

CONSENT

Registration and attendance at, or participation in, this event constitutes an agreement by the registrant to ACWA's use and distribution (both now and in the future) of the registrant's name, title, organization and mailing address as well as the registrant's image or voice in photographs, videotapes, electronic reproductions and audiotapes.

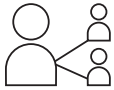
ACWA CONFERENCE REGISTRATION, MEALS AND HOTEL PRICING

GDPUD Board Mtg. of 04/09/2019
AGENDA ITEM 7.D.
Attachment 1
Page 11 of 11



REGISTER ONLINE

Register online by **April 19, 2019** at **www.acwa.com** to take advantage of the advance pricing.



REGISTER ON SOMEONE'S BEHALF

Select from a list of people affiliated with your company in your account. If the registrant is not listed, you will need to create a Portal profile for the registrant before registering.

REGISTRATION OPTIONS <i>Advantage pricing applies to ACWA public agency members, associates & affiliates. Standard pricing applies to non-members of ACWA.</i>	ADVANCE DEADLINE: 4/19/19		ONSITE	
	ADVANTAGE	STANDARD	ADVANTAGE	STANDARD
Full Conference Registration & Meals Package	\$725	N/A	N/A	N/A
Full Conference Registration Only (meals sold separately)	\$580	\$870	\$600	\$890
One-Day Conference Registration (meals sold separately) Wednesday: Registration includes Welcome Reception on Tuesday evening -OR- Thursday: Registration includes ability to purchase a ticket for Friday breakfast	\$345	\$520	\$365	\$540
Guest Conference Registration (meals sold separately) Guest registration is not available to anyone with a professional reason to attend.	\$75	\$75	\$75	\$75
MEAL FUNCTIONS	ADVANCE		ONSITE	
Wednesday Opening Breakfast - May 8	\$50		\$55	
Wednesday Luncheon - May 8	\$55		\$60	
Thursday Networking Continental Breakfast - May 9	\$40		\$45	
Thursday Luncheon - May 9	\$55		\$60	
Thursday Dinner - May 9	\$70		\$75	
Friday Breakfast - May 10	\$50		\$55	

HOTEL INFORMATION

You must be registered for the ACWA conference in order to receive hotel reservation information and conference special room rate. **Conference special rate is available February 18 - April 15**, based on availability.

Monterey Marriott (350 Calle Principal)
Single/Double \$226/night + taxes & fees

Portola Hotel (2 Portola Plaza)
Single/Double \$215/night* + taxes & fees

Hotel Pacific (300 Pacific Street)
Single/Double \$225/night* + taxes & fees

DEADLINE FOR HOTEL GROUP RATE IS APRIL 15, 2019

QUESTIONS?
Contact us at (888) 666-2292

**ACWA SPRING CONFERENCE
Monterey, California
May 7 - 10, 2019
Estimated Cost to Attend**

Steve Palmer, General Manager		
<u>Registration</u>		\$ 725.00
<u>Hotel</u> (Casa Munras) (\$189/night + 12% tax + \$2 tourism fee + \$16 parking)		
Wednesday	\$ 229.68	
Thursday	<u>\$ 229.68</u>	
		\$ 459.36
<u>Meals</u> (Breakfast = \$7, Lunch Reimbursable = \$11, Dinner Reimbursable = \$23)		
Wednesday - Dinner	\$ 23.00	
Thursday - N/A	\$ -	
Friday - Lunch	<u>\$ 7.00</u>	
		\$ 30.00
<u>Mileage</u> (244 miles x 2 at \$0.58)		\$ 283.04
Total Estimate for Steve Palmer		\$ 1,497.40

Two Directors*		
<u>Registration</u>		\$ 1,450.00
<u>Hotel</u> (Casa Munras) (\$189/night + 12% tax + \$2 tourism fee + \$16 parking)		
Tuesday	\$ 459.36	
Wednesday	\$ 459.36	
Thursday	<u>\$ 459.36</u>	
		\$ 1,378.08
Wednesday - Dinner	\$ 46.00	
Thursday - N/A	\$ -	
Friday - Lunch	<u>\$ 14.00</u>	
		\$ 60.00
<u>Mileage</u> (488 miles round trip at \$0.58) x 2 vehicles		\$ 566.08
Total Estimate for two Directors		\$ 3,454.16

Total for General Manager and two Directors:	\$ 4,951.56
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* Should Director Souza attend, there will be one additional night's lodging, plus additional meals due to JPIA meetings. Estimated additional cost: \$ 293.68

Total including JPIA Mtgs and related expenses:	\$ 5,245.24
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Please note: This estimate is for planning purposes only, and not an actual budget. Actual costs will vary depending upon which hotel is selected, number of nights and meals claimed, type of transportation, and possibility of car pooling.



ACWA SPRING CONFERENCE 2019 – OTHER HOTELS

**THANK YOU FOR REGISTERING FOR ACWA'S 2019 SPRING CONFERENCE &
EXHIBITION**

Currently, the host hotels (Portola Hotel, Monterey Marriott & Hotel Pacific) have limited room night availability. However, a waiting list is available. To be added to the waitlist, please contact the Monterey County Convention & Visitors Bureau at Housing@SeeMonterey.com

Below is a list of other Monterey hotel properties that are also in the area:

Casa Munras

(831) 375-2411

<https://www.hotelcasamunras.com/>

0.5 mile from Monterey Conference Center / 10 min walk / under 5 min drive

Located downtown Monterey

Wave Street Inn

(831) 375-2299

<https://www.wavestreetinnmonterey.com/>

1.1 Miles from Monterey Conference Center / 20 min walk on recreation trail / under 5 min drive

Located in Cannery Row area of Monterey

Victorian Inn

(831) 373-8000

<https://www.victorianinn.com/>

1.0 mile from Monterey Conference Center / 20 min walk on recreation trail / under 5 min drive

Located in Cannery Row area of Monterey

Hotel Reservation Questions?

Contact the Monterey County Convention & Visitors Bureau at Housing@SeeMonterey.com

RESOLUTION NO. 2019-26
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
AUTHORIZING REIMBURSEMENT OF CONFERENCE AND TRAVEL-RELATED
EXPENSES RELATED TO PARTICIPATION BY DIRECTORS IN THE
2019 ACWA SPRING CONFERENCE

WHEREAS, the 2019 Spring Conference of the Association of California Water Agencies (ACWA) is scheduled for May 7-10, 2019, in Monterey, California; and

WHEREAS, Directors of the Georgetown Divide Public Utility District have participated in conferences offered by ACWA to connect and stay current with the water industry; and

WHEREAS, the offerings include Statewide Issue Forums, Town Hall discussions, Region Programs and sessions covering a wide range of topics including groundwater management, water rates issues, crisis communications, affordable drinking water issues, municipal finance; and

WHEREAS, in accordance with Board-adopted District policy, expenses for conference attendance and travel by Directors are paid on a reimbursement basis with conference attendees providing a report to the Board of Directors on conference activities; and

WHEREAS, the following Directors have indicated a desire to attend the 2018 ACWA Spring Conference:

Directors _____; and

WHEREAS, the expenditure for participation in the ACWA Spring Conference was included in the FY 2018-19 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT reimbursements for conference and travel-related expenses for participation by Directors

in the 2019 ACWA Spring Conference are approved.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

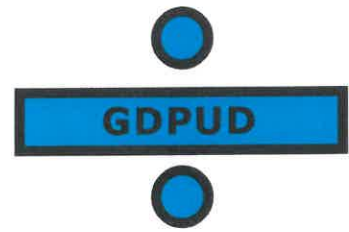
Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

CERTIFICATION

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2019-26 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 7.E.**



AGENDA SECTION: NEW BUSINESS

SUBJECT: CONSIDER 2019 ELECTION OF SPECIAL DISTRICT REPRESENTATIVE TO LAFCO

PREPARED BY: Diana Michaelson, Board Assistant

Handwritten signatures in blue ink. One signature is above the "PREPARED BY" line, and another is above the "APPROVED BY" line.

APPROVED BY: Steven Palmer, PE, General Manager

BACKGROUND

The El Dorado Local Agency Formation Commission ("LAFCO") is a State mandated local agency whose jurisdiction is El Dorado County in its entirety. The agency is composed of seven regular Commissioners: two members from the Board of Supervisors; two members who represent cities; two members who represent special districts; and one public member who represents the public as a whole. There are four alternate Commissioners: one from each of the above membership categories. Currently, the Special District Selection Committee of LAFCO is electing a regular and alternate representative to fill the position of Commissioner Ken Humphreys and Alternate Commissioner Holly Morrison whose terms expire May 2019. Each new representative will serve a four-year term beginning in May 2019.

DISCUSSION

At its January 8, 2019 Regular Board Meeting, the Georgetown Divide Public Utility District Board of Directors ("Board") nominated Director Saunders as a candidate for Special District representative to LAFCO. (See Attachment 1.) There are three nominees: Holly Morrison, Michael Saunders, and Michael Seligsohn. There are two open seats, one for a regular member and one for an alternate member. LAFCO requests the Board review and rank nominees in preferential order. Attachment 2 describes the ranking process.

The voting period will end at 5:00 P.M. on May 10, 2019. The runoff election process and voting instructions, nominees' qualifications statements, and a copy of the ballot are attached for further information.

FISCAL IMPACT

There is no fiscal impact.

CEQA ASSESSMENT

This is not a CEQA project.

RECOMMENDED ACTION

Staff recommends the GDPUD Board of Directors rank the three nominees in preferential order and direct Staff to return the ballot to LAFCO before May 10, 2019.

ALTERNATIVES

The Board may choose not to vote for any of the nominees, and by doing so not participate in the election.

ATTACHMENTS

1. Documentation of District's Nomination of Michael Saunders
2. LAFCO Memo Describing Ranking Process
3. Instant Runoff Election Process and Voting Instructions
4. Statements of Qualifications from Nominees
5. Ballot Facsimile



LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 · lafco@edlafco.us · www.edlafco.us

GDPUD Board Mtg. of 04.09.2019
 AGENDA ITEM 7.E.
 Attachment 1
 Page 1 of 4

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCO

Position	Nominee's Name	Originating District
Director	Mike Saunders	Georgetown Divide Public Utility District

SIGNATURE OF PRESIDING OFFICER: Dane M Wadle
 (Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: Dane Wadle
 (Required)

NAME OF NOMINATING DISTRICT: Georgetown Divide PUD

MINUTES ATTACHED (Optional): Yes No
 Resolution 2019-09 attached

Nominations must be received by LAFCO before
5:00 p.m. on February 15, 2019

Return to:

LAFCO
550 Main Street, Suite E
Placerville, CA 95667

*Mailed
2/7/19
dm*

S:\Elections\2019 Special District Election\2019 SDE Nomination Memo_Ballot\2019 May SDE Nomination Ballot.docx

COMMISSIONERS

Public Member: Michael Powell • Alternate Public Member: Dyana Anderly
 City Members: Mark Acuna, Brooke Laine • Alternate City Member: John Clerici
 County Members: Shiva Frentzen, Brian Veerkamp • Alternate County Member: Michael Ranalli
 Special District Members: Ken Humphreys, Tim Palmer • Alternate Special District Member: Holly Morrison

STAFF

José C. Henríquez, Executive Officer • Erica Sanchez, Assistant Executive Officer
 Riley Nork, Assistant Policy Analyst • Denise Tebaldi, Administrative Assistant • Kara K. Ueda, Commission Counsel

RESOLUTION NO. 2019-09
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
NOMINATING A REPRESENTATIVE TO
THE LOCAL AGENCY FORMATION COMMISSION

WHEREAS, the El Dorado Local Agency Formation Commission ("LAFCO") is composed of seven regular Commissioners, two of whom represent independent special districts; and

WHEREAS, The LAFCO Special District Selection Committee is electing a regular and alternate representative; and

WHEREAS, each representative will serve a four-year term beginning in May 2019; and

WHEREAS, the Georgetown Divide Public Utility District ("GDPUD") has been invited to nominate a representative to LAFCO; and

WHEREAS, once the nomination period is closed, one ballot listing valid candidates and voting instructions will be sent to the special districts who will vote for the representative and alternate from among the names submitted as nominees.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT Director Saunders is nominated as a representative to LAFCO.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the eighth day of January 2019, by the following vote:

AYES: *Garcia, Halpin, Saunders, Souza, Wadle*

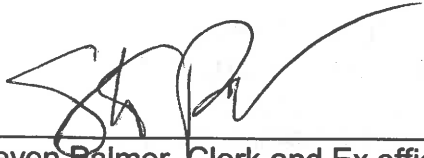
NOES:

ABSENT/ABSTAIN:

Dane M. Wadle

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:



Steven Palmer, 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 2019-09 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 eighth day of January 2019.



Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

My educational background includes a Bachelor of Science from Cornell University in Nutritional Biochemistry and a Doctor of Medicine from Howard University. I was a Clinical Dietitian at Daughters of Jacob Nursing Home, Dietary Program Director for the Nursing Home's Adult Day Care Program, a Medical Doctor at Boston Medical Center Department of Orthopedics, and a Published Researcher. I am currently the Treasurer on the Board of Directors for the Georgetown Divide Public Utility District (GDPUD). Prior to my election as a Director, I served as Secretary for the GDPUD Finance Committee. I volunteer in several organizations which involve communication, education, and interaction with the community. I attend various County Commissions and Agency meetings to keep up to date and informed of the issues within our County..

I will bring my experience with participation in various boards, working with finances and budgets, and working in advocacy and governance. In working with the commission, I would bring my knowledge of the public services and utilities which our special districts provide including water supply, wastewater treatment and disposal, waste disposal, parks and recreation, and fire district services, and advocate the promotion of the efficient delivery of our special district resources while maintaining the rural nature of El Dorado County as it relates to decisions which are brought before the commission.

Thank you,

Michael Saunders
Director, Treasurer
Georgetown Divide Public Utility District



LOCAL AGENCY FORMATION COMI
550 Main Street, Suite E. Placerville, CA 95667
(530) 295-2707 · lafco@edlafco.us · www.edlafco.us

M E M O

DATE: February 20, 2019
TO: Special District Selection Committee
FROM: José C. Henríquez, Executive Officer ✍
SUBJECT: **Instant Runoff Election of Regular and Alternate Special District Representative to El Dorado LAFCO**

Election of Special District Representative to LAFCO

Thank you for submitting nominations for the Special District Representatives election.

At the time a minimum number of ballots are received to establish a quorum, in order to be selected as a LAFCO Representative, a nominee must receive more than fifty-percent (50%) of the submitted votes. If none of the candidates receive the necessary majority of votes, LAFCO will conduct an "instant runoff election" in the interest of avoiding the additional costs of a runoff election. An informational explanation describing this election process is included for your convenience.

Also enclosed with this memo you will find a ballot and a copy of each candidate's Statement of Qualifications received as of the date of this memo.

Please note that there are two seats that are up for election. Whomever receives the highest number of votes in this election will serve as the regular member for a new four-year term - the second top vote getter will serve as an alternate member for a four-year term.

Please take the opportunity to fill out the ballot, ranking each nominee in the order of preference using "1" for your first preference, "2" for second, and so on. It is okay to vote for only one person; however, ranking additional candidates will not help defeat your first-choice candidate. Please do not mark the same number beside more than one candidate and do not skip numbers.

S:\Elections\2019 Special District Election\2019 SDE Ballots\2019 Special District Election Runoff Memo.docx

COMMISSIONERS

Public Member: Michael Powell • Alternate Public Member: Dyana Anderly
City Members: Mark Acuna, Cody Bass • Alternate City Member: Kara Taylor
County Members: Shiva Frentzen, Brian Veerkamp • Alternate County Member: John Hidahl
Special District Members: Tim Palmer, Vacant • Alternate Special District Member: Holly Morrison

STAFF

José C. Henríquez, Executive Officer • Erica Sanchez, Assistant Executive Officer
Riley Nork, Assistant Policy Analyst • Denise Tebaldi, Administrative Assistant • Kara K. Ueda, Commission Counsel

*Special District Representative Election
February 20, 2019
Page 2 of 2*

The nominees, in alphabetical order, are:

- 1) Holly Morrison
- 2) Michael Saunders
- 3) Michael Seligsohn

Election Deadline

The voting period will be 79 days from February 20, 2019; all votes are due in writing on or before **5:00 pm on May 10, 2019**. Voting will cease on this date or whenever a quorum of special districts is reached, whichever occurs later. Please do not forget to have the presiding officer (Board President or Chair) of the board meeting in which you made your selection sign the returned ballot.

If the presiding officer is unable to vote, the legislative body of the district may designate another board member to cast the ballot in place of the presiding officer. Board members designated by their district board to vote in place of the presiding officer should provide that authorization (in the form of a resolution or minute order) to LAFCO no later than the time the ballot is cast. District managers or other staff members may not substitute their signature for the presiding officer's signature.

Additionally, if the presiding officer has changed since the last Special District Representative Election, please provide supporting documentation to LAFCO about the change so that LAFCO staff can update its records.

If any of these requirements are not met, the ballot will be considered invalid.

Thank you for your time and please feel free to contact me or any member of my staff at (530) 295-2707, if you have any questions.



INSTANT RUNOFF ELECTION PROCESS

Introduction

The following procedure implements the instant runoff voting method for determining the winner in a fictional "Central Division Director" election. A process, similar to the one explained below, will be utilized in determining the LAFCO Special District representative(s).

Ballot Specifications and Directions to Voters

A voting ballot shall allow a voter to rank candidates for the Central Division Director in order of choice. All candidates are listed on the ballot with one additional slot for a write-in candidate. The voter may include no more than one write-in candidate among his/her ranked choices. Directions provided to voters shall conform substantially to the following specifications:

Vote for candidates by indicating your first-choice candidate, your second-choice candidate and so on. Indicate your first choice by marking the number "1" beside a candidate's name, your second choice by marking the number "2" by that candidate's name, your third choice by marking the number "3," and so on, for as many choices as you wish. You are free to rank only one candidate, but ranking additional candidates cannot help defeat your first-choice candidate. Do not mark the same number beside more than one candidate. Do not skip numbers.

Ballot Counting

The ballots cast shall be tabulated and the result declared by the Central Division Election Coordinator after review by the Central Division Election Review Committee using the following procedure:

- The first choice marked on each ballot shall be counted. If any candidate receives a majority of the first choices, that candidate shall be declared elected.
- If no candidate receives a majority of first choices, the candidate who received the fewest first choices shall be eliminated and each vote cast for that candidate shall be transferred to the next-ranked candidate on that voter's ballot. If, after this transfer of votes, any candidate has a majority of the votes from the continuing ballots, that candidate shall be declared elected.
- If no candidate receives a majority of votes from the continuing ballots after a candidate has been eliminated and his/her votes have been transferred to the next-ranked candidate, the continuing candidate with the fewest votes from the

COMMISSIONERS

Public Member: Michael Powell • Alternate Public Member: Dyana Anderly
City Members: Mark Acuna, Cody Bass • Alternate City Member: Kara Taylor
County Members: Shiva Frentzen, Brian Veerkamp • Alternate County Member: John Hidahl
Special District Members: Tim Palmer, Vacant • Alternate Special District Member: Holly Morrison

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Instant Runoff Process Explanation
Election of Special District Representative to LAFCO
February 20, 2019
Page 2 of 2

continuing ballots shall be eliminated. All votes cast for that candidate shall be transferred to the next-ranked continuing candidate on each voter's ballot. This process of eliminating candidates and transferring their votes to the next-ranked continuing candidates shall be repeated until a candidate receives a majority of the votes from the continuing ballots. This candidate shall be declared elected.

Example:

Three candidates: Smith, Jones and Marks

60 voting cards are submitted:

- Smith is ranked 1 by 25 voters
- Jones is ranked 1 by 20 voters
- Marks is ranked 1 by 15 voters

In the first round no one receives a majority, 31 votes

Thus, Marks is eliminated and those cards that had Marks ranked 1 is reviewed for their second choice.

- Smith is ranked 2 on 10 of the of the 15 cards
- Jones is ranked 2 on 3 of the 15 cards.

Thus, Smith wins with 35 votes and Jones is second with 23 votes.

Note: Only 13 votes were counted in round two because two of the Marks cards only had first choices.

Holly Morrison

El Dorado Local Agency Formation Commission (LAFCO)
Special District Representative Candidate

I would be honored to be re-elected by the Special Districts to the El Dorado Local Agency Formation Commission (LAFCO) to serve as a Special District Representative. Having been a resident of Cameron Park and El Dorado County for over 16 years, I have observed many changes. I have found it to be very exciting to have a say and would like to continue to offer a hand in helping to form the many opportunities for positive growth and change over the next few years. As a small business owner of a home-based canine board and care service, "The Dogs' House", I have a vested interest in maintaining, growing, and improving the quality of life for the Special Districts of El Dorado County.

My current community involvement is as follows:

July 2015 to present – Elected – Commissioner, El Dorado Local Agency Formation Commission (LAFCO)
Representing Special Districts of El Dorado County.

December 2014 to present – Elected – Board Member, Cameron Park Community Services District (CPCSD)

January 2006 to present – Elected – President and Board Chairperson, El Dorado Dog Owners Guild (EDDOG)
Non-profit 501(c)3. Responsible for fundraising activities, board/volunteer management, building of first off-leash dog park on the Western Slope of the Sierra Nevada Foothills, Hacienda Dog Park, Cameron Park, and community dog parks, El Dorado Hills.

March 2013 to present – Appointed – El Dorado County Community Action Council (EDCCAC)

District 2 Representative. EDCCAC acts as an advisory panel to the County Community Services Department and Board of Supervisors on issues affecting low income resident of the County. Its purposed is in coordination of resources and addressing major concerns, such as homelessness.

Appointed by County Supervisor Ray Nutting March 2013, Elected Vice Chair August 2014. Re-appointed by County Supervisor Shiva Frentzen September 2014.

April 2013 to April 2016 – Cameron Park Envision Forum

"Cameron Park is a community committed to sustainable growth, while providing access to local and regional education, recreation, health care, and economic opportunities. Preservation of our social, cultural and natural resources is the key element for development, planning and stewardship."

1. Transportation design that unifies Cameron Park and its bike and pedestrian-friendly urban transit opportunities.
2. An interconnecting regional park and trail system that supports a healthy and mobile lifestyle.
3. An architecturally cohesive, walkable downtown that promoted economic vitality to the region.
4. The sustainable integration of environmentally sensitive natural resources.
5. The enhancement of a safe and secure community.

June 2014 to June 2016 – Mature Leadership Council – The Mature Leadership Council functions to assess and help implement the interests of older adults in the greater Cameron Park area.

August 2014 to August 2015 – Rebuilding Together/Safe@Home – El Dorado County – Steering Committee

This program provides minor repairs and modifications for county seniors that improve accessibility and safety within the home. The work is performed year-round by trained volunteers.

Work Experience: 8 years National Major Accounts Client Services Representative – WebEx Communications, Inc./Cisco Systems – San Jose, CA & Rancho Cordova, CA; Regional Account Manager – San Francisco Giants and Oakland Athletics Baseball Clubs; Regional Territory Manager – SF Giants "Build the Ballpark" Campaign; Regional Account Manager – First Data/Comerica Bank Merchant Banking Services – San Jose, CA; Educator – California & Colorado.

Education: San Francisco State University – Bachelor of Arts (B.A.) English Literature; Post Graduate Studies – Teaching Credential, licensed in California & Colorado

My interests and focus are in fire and public safety, parks and recreation, youth programs and senior citizen activities in conjunction with thoughtful development throughout the County. I would welcome selection to continue as your El Dorado County LAFCO Special District Representative.

Best Regards, Holly Morrison / 3025 Granada Court, Cameron Park, California 95682 / 530.676.9699

My educational background includes a Bachelor of Science from Cornell University in Nutritional Biochemistry and a Doctor of Medicine from Howard University. I was a Clinical Dietitian at Daughters of Jacob Nursing Home, Dietary Program Director for the Nursing Home's Adult Day Care Program, a Medical Doctor at Boston Medical Center Department of Orthopedics, and a Published Researcher. I am currently the Treasurer on the Board of Directors for the Georgetown Divide Public Utility District (GDPUD). Prior to my election as a Director, I served as Secretary for the GDPUD Finance Committee. I volunteer in several organizations which involve communication, education, and interaction with the community. I attend various County Commissions and Agency meetings to keep up to date and informed of the issues within our County..

I will bring my experience with participation in various boards, working with finances and budgets, and working in advocacy and governance. In working with the commission, I would bring my knowledge of the public services and utilities which our special districts provide including water supply, wastewater treatment and disposal, waste disposal, parks and recreation, and fire district services, and advocate the promotion of the efficient delivery of our special district resources while maintaining the rural nature of El Dorado County as it relates to decisions which are brought before the commission.

Thank you,

Michael Saunders
Director, Treasurer
Georgetown Divide Public Utility District

Regarding Michael J. Seligsohn,
Chairman and Director of Hillwood Community Service District

Michael Seligsohn has been on the board of directors of the Hillwood Community Service District (HCSD) since 2011 when he was appointed to fill a vacancy, and has been reelected to the board three times. In 2012 his peers selected him as vice chairman, a post he held until elevated to Chair in 2017. Seligsohn and his family moved to Shingle Springs in 2000 and quickly immersed themselves in the community, engaging with Buckeye Schools PTC, Scouting, and Youth Sports. Michael has been deeply involved in Boy Scouting for nineteen years, serving as Den Leader, Cub Master, Troop Committee Chairman; as well as on the El Dorado District Committee. Michael Seligsohn is also a member of the local Elks Lodge where he chairs the Scouting Service Committee and is a member of the Youth Services Committee.

Professionally Michael Seligsohn has been a Peace Officer for over thirty years. He began his career in San Francisco where he served for twenty years. In 2008 he joined the El Dorado County Sheriff's Office as a deputy sheriff, and is presently a Sheriff's Sergeant assigned to patrol.



LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 · lafco@edlafco.us · www.edlafco.us

GDPUD Board Mtg. of 04.09.2019
 AGENDA ITEM 7.E
 Attachment 5
 Page 1 of 11

ELECTION BALLOT

Georgetown Divide
 PUD

Special District Representative to LAFCO Regular AND Alternate Seat

**The election ends on MAY 10, 2019 at 5:00 p.m. or until a quorum of
 Special District ballots is received, whichever occurs later.**

Rank the nominees in preferential order, "1" being the first preference, "2" being the second, and so on.

Name, District	Ranking
Holly Morrison, Cameron Park CSD	1 2 3
Michael Saunders, Georgetown Divide PUD	1 2 3
Michael Seligsohn, Hillwood CSD	1 2 3
District has decided not to vote in this election (please circle →)	NO VOTE

SIGNATURE OF PRESIDING OFFICER (Original Signature Required):

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot.

PRINTED NAME OF PRESIDING OFFICER (Required):

Dane Wadle

Email to: lafco@edlafco.us

OR

Mail to: **El Dorado LAFCO**
550 Main Street, Suite E
Placerville, CA 95667

AGENDA ATTACHED (Optional): Yes No

IMPORTANT

**Please return this ballot with or without a vote.
 If you choose not to vote, the presiding officer's signature is still required.**

S:\Elections\2019 Special District Election\2019 SDE Ballots\2019 SDE Ballots_Emailed\2019 Election Ballots_Word Docs\2019 Election Ballot_Georgetown Divide PUD.docx

COMMISSIONERS

Public Member: Michael Powell • Alternate Public Member: Dyana Anderly
 City Members: Mark Acuna, Cody Bass • Alternate City Member: Kara Taylor
 County Members: Shiva Frentzen, Brian Veerkamp • Alternate County Member: John Hidahl
 Special District Members: Tim Palmer, Vacant • Alternate Special District Member: Holly Morrison

STAFF

José C. Henríquez, Executive Officer • Erica Sanchez, Assistant Executive Officer
 Riley Nork, Assistant Policy Analyst • Denise Tebaldi, Administrative Assistant • Kara K. Ueda, Commission Counsel

**CONFORMED AGENDA
REGULAR MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

**TUESDAY, DECEMBER 11, 2018
2:00 P.M.**

MISSION STATEMENT

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

- Provide reliable water supplies
 - Ensure high quality drinking water
 - Promote stewardship to protect community resources, public health, and quality of life
 - Provide excellent and responsive customer services through dedicated and valued staff
 - Ensure 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 P.M. Director Halpin led in the Pledge of Allegiance.

Directors Present: David Halpin, Jesse Hanschild, Lon Uso, David Souza, Dane Wadle.

Staff Present: General Manager Steven Palmer; Operations Manager Darrell Creeks; Board Assistant Diana Michaelson. Legal Counsel: Kerry Fuller, Churchwell White, LLP.

2. ADOPTION OF AGENDA

Motion by Director Wadle to adopt the agenda. Second by Director Souza.

Public Comment: *Stephen Dowd and Cherie Carlyon commented regarding the timing of the seating of elected directors.*

Vote: *The motion passed unanimously.*

3. BOARD REORGANIZATION

A. Adoption of Resolution 2018-55 Accepting and Declaring the Results from the El Dorado Registrar of Voters for the November 6, 2018 Election of the Georgetown Divide Public Utility District Board of Directors.

Possible Board Action: Adopt Resolution 2018-55.

Motion by Director Halpin to adopt Resolution 2018-55. Second by Director Wadle.

Public Comment: *There was no public comment.*

Vote: *The motion passed unanimously.*

B. Oath of Office of Elected Directors, Administered by Legal Counsel

- ❖ **Cynthia Garcia**
- ❖ **Michael Saunders**
- ❖ **David Souza**

The Oath of Office was administered to the newly elected directors by Kerry Fuller of Churchwell White. After signing their Certificates of Election and Oath of Office, the new directors were seated.

C. Election of Officers for Calendar Year 2019 (President, Vice-President, and Treasurer)

Dave Souza nominated Dane Wadle as President. Dave Halpin seconded the nomination.

Michael Saunders commented that he would like to see either the President or Vice-President positions held by a continuing Board member and the other held by a newly elected Board member to provide different perspectives. Cindy Garcia concurred.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion carried unanimously.

Cindy Garcia then nominated Michael Saunders as Vice-President. There was no second.

Dave Souza then nominated Dave Halpin as Vice-President. Dane Wadle seconded the nomination.

Mr. Saunders stated that he would be fine with meetings being run by old members as long as agenda items put on by new members would not be removed. Ms. Garcia commented that she would like to see the offices of President and Vice-President shared between previous and new Board members, further noting that both she and Director Saunders have experience in running meetings.

There were two motions on the floor. A roll call vote was taken for the first motion nominating Michael Saunders for Vice-President, and the vote was as follows:

Garcia: Aye

Halpin: No
Saunders: Aye
Souza: No
Wadle: No

The motion failed.

A roll call vote was taken for the second motion nominating Dave Halpin as Vice-President, and the vote was as follows:

Garcia: No
Halpin: Aye
Saunders: No
Souza: Aye
Wadle: Aye

The motion carried.

Dave Souza then nominated Michael Saunders as Treasurer. The nomination was seconded by Dave Halpin.

A roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion carried unanimously.

The new officers are:

- **President: Dane Wadle**
- **Vice-President: Dave Halpin**
- **Treasurer: Michael Saunders**

D. Presentation of Commendations to Outgoing Directors for Distinguished Service to the District

The General Manager presented resolutions to outgoing Directors Jesse Hanschild and Lon Uso.

Nick Chiappe from Senator Ted Gaines' office presented resolutions from Senator Gaines and Assemblyman Frank Bigelow to Directors Hanschild and Uso.

- 4. 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.

Steven Proe expressed desire for all Board members to act together.

Cherie Carlyon distributed a handout (included as Attachment 1 to these Minutes) and asked if the Board would look at the VTD contract at the next meeting. She further commented regarding transparency and Public Records Request response time. She also requested that the Board freeze the water rates.

Susan Rayburn asked legal counsel what source of parliamentary authority is used at the meetings. Ms. Fuller responded that a modified version of Rosenthal's Rules guide the meetings.

Unidentified member of the audience commented regarding irrigation water rates.

Maria Capraun read a statement, which is included with these Minutes as Attachment 2.

Dr. Richard Boylan of Diamond Springs urged the Board to recommit to public service.

Carolyn O'Conner commented regarding transparency.

Stephen Dowd asked the Board to cut the water rates in half.

Phyllis Polito commented that the community sent a message with the election and asked that the Board listen to the community.

Karen Bartholomew asked that 1000 cubic feet (of treated water) could be provided in the base rate.

5. PROCLAMATIONS AND PRESENTATIONS

A. Brown Act Training – Churchwell White, LLP

Kerry Fuller, of Churchwell White, presented Brown Act training for the Board. A handout was provided to Board members at the close of the training and was made available to the public. A copy of the handout is included as Attachment 3 to these Minutes.

6. CONSENT CALENDAR

Before taking up the Consent Calendar, Director Wadle made the following comments. 1) Consent items are generally administrative items that are non-controversial and can be moved on a one voice vote to help expedite the meetings. 2) Because the agenda is posted 72 hours in advance of regular meetings, anyone in the public may contact a Board member to request that an item be pulled from consent. He asked how the other Board members felt about it. Director Halpin agreed, and no one disagreed.

Motion by Director Halpin to approve the Consent Calendar. Second by Director Souza.

Discussion: Director Garcia asked to pull item 6.C. First Quarter Budget Comparison.

Director Halpin amended his motion to remove Item 6.C. from the Consent Calendar. Director Souza seconded the amended motion.

Vote: The motion passed unanimously.

Ms. Carlyon requested that Items 6.B.1 and B.2 also be pulled. There was some discussion.

Director Halpin amended his motion to remove Items 6.B.1, 6.B.2, and 6.C. from the Consent Calendar. Director Souza seconded the amended motion.

Vote: The motion to approve Item 6.A. passed unanimously.

A. Approval of Minutes

1. Regular Meeting of October 9, 2018
2. Regular Meeting of November 13, 2018

B. Financial Reports

1. Statement of Cash Balances

Mr. Palmer introduced the two items.

Director Garcia commented on Item 6.B.1. She noted there is no information about what the amounts were spent on and that they are grouped by fund, but within the fund there is no additional information on what the funds are spent on.

Ms. Carlyon also spoke on 6.B.1. regarding the payroll entry. Kristen West, Finance Consultant, explained the report. Mr. Proe questioned where the numbers come from. Ms. West responded that they come from the General Ledger.

Director Garcia asked if the payroll is listed as gross or net. Ms. West responded that it is net.

2. Month-End Cash Disbursements Report

Director Garcia asked if the District is providing 1099s for Churchwell White. Ms. West responded that the tax forms are provided. Director Garcia then asked if the accounting software used by the District accounts for the different timeframes when payroll and tax forms are based on calendar year and the District is operating on a fiscal year. Ms. West responded that the accounting is on an accrual basis.

Ms. Carlyon asked for information on specific checks.

Motion by Director Souza to approve Items 6.B.1 and 6.B.2. Second by Director Saunders.

Vote: The motion passed unanimously.

C. First Quarter Budget Comparison

Possible Board Action: Receive and file.

Mr. Palmer presented the staff report.

Director Saunders asked if this budget includes the rate increase. Mr. Palmer responded that it does.

Director Garcia commented that wastewater operating fund revenues look high and should be watched. She then asked for definitions of current actuals and year to date (YTD) actuals. Mr. Palmer said that YTD refers to July through September, and current refers to the month of September.

Public Comment: *There was no public comment.*

Motion by Director Souza to accept Item 6.C. Second by Director Garcia.

Vote: *The motion passed unanimously.*

7. INFORMATIONAL ITEMS

A. President's Report

Director Wadle reported that there are scholarships available for training provided by California Special Districts Association. He encouraged Board members and staff to take advantage of scholarships and training opportunities.

B. Board Reports

Director Saunders reported on the recent Town Hall community meeting. He provided a list of questions that came up at the meeting. The General Manager will provide answers to Director Saunders prior to the next Town Hall meeting. The list is included as Attachment 4 to these Minutes. Directors Garcia and Saunders plan to hold these community meetings every month and report back to the full Board at Regular Board Meetings. If other Directors want to participate, they will swap out from one month to another so that there are never more than two Directors at the meeting, and all Directors who want to participate will be able to do so. The purpose of the meetings is to get community input and bring that input to the Board with the idea to promote transparency and open communication between the Board and the public. He then thanked the community for its support, noting that he had personally thanked departing Directors Uso and Hanschild for their public service.

He also reported that he and Director Garcia attended the LAFCO (Local Agency Formation Commission) ethics training and would provide their certificates to the General Manager.

Director Garcia reported that the ethics training was thorough and professional. She noted that the Town Halls that she and Director Saunders would be hosting will be at various locations throughout the District. These meetings will be recorded and posted on You Tube.

She also thanked the community for its support and noted that she had also thanked outgoing Directors Uso and Hanschild for their service to the District.

C. General Manager's Report

Mr. Palmer reported that construction is complete for the Water Conservation, Supply Reliability, and Environmental Protection Project funded by CABY. The Treated Water Line Replacement and Main Canal Reliability Projects are moving forward rapidly. The Wastewater Fee Review public workshop will be held on January 16 at 6:00 PM in Auburn Lake Trails at the Barn Loft. He then noted that he is working with Mathis Consulting Group to schedule another goal setting workshop for the Board in February.

D. Operation Manager's Report

Operations Manager Darrell Creeks reported that operations are going well. The treatment plants are making good water, and everything is in compliance. The lake level is coming up, and currently at 77%. All crews have been busy. Irrigation crews have been spending all their time cleaning canals and grizzlies. Distribution didn't have very many breaks last month – three service leaks and one water main on Sliger Mine Road. Turning to the Zone, he reported that inspections have been completed for the year.

E. ALT Treatment Plant Update

Engineering Consultant George Sanders reported on November activities at the ALT Water Treatment Plant. Substantial completion is still expected in January, and water delivery expected by March. Now that we are in the final stages of completion, the schedule will be evaluated continually. Director Saunders asked what projects are coming up. Mr. Sanders said finishing up electrical, continuing to work on the SCADA component, having the filters operational, and working with PSOMAS to get the tracer study started are the big items on his radar.

F. Finance Committee Report

Committee Chair Rick Gillespie reported that the Finance Committee did not meet in November due to the Thanksgiving holiday. The Committee is looking for two new members. Interested applicants should send a letter and résumé to the Board President.

8. NEW BUSINESS

A. Appointment of Representative to Joint Powers Insurance Agency

Possible Board Action: Adopt Resolution 2018-58.

Mr. Palmer presented the staff report. The District is a member of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA), which is governed by the Board of Directors, composed of one representative from each Member. As a Member of the ACWA JPIA Board, the GDPUD Board of Directors must appoint one of its Directors as a representative to JPIA. In addition, it must appoint at

least one alternate who must be an officer, member, or employee of the GDPUD Board.

Public Comment: There was no public comment.

Motion by Director Garcia to adopt Resolution 2018-58 appointing Dave Souza as representative to ACWA JPIA and Mike Saunders as alternate. Second by Director Halpin.

Vote:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

B. Nomination of General Manager to Serve on ACWA Region 3 Board

Possible Board Action: Adopt Resolution 2018-59.

Mr. Palmer presented the staff report. The Association of California Water Agencies (ACWA) is a statewide coalition of more than 430 public water agencies. ACWA is governed by a 37-member Board of Directors. The membership is divided into ten regions, each with a 7-member governing board. GDPUD belongs to Region 3, which has an opening. The GM is interested in becoming a Region 3 Board Member. He has the requisite experience, and the District would receive the benefits of a larger role and increased representation in state water issues, as well as input into ACWA related issues that concern the District. Adoption of Resolution 2018-59 would support the nomination of the GM and include him in a pool of applicants seeking the ACWA Region 3 Board position.

Ms. Garcia inquired about an attachment referenced in Mr. Palmer's application that was not included. Directors Halpin, Saunders, and Garcia spoke in favor of nominating the GM to the ACWA Region 3 Board of Directors.

Public Comment: *Ms. Carlyon clarified that this is just a nomination and not an appointment. There was some discussion relating to where the meetings are held; in the past they've been held in either Northern California, Central California, or Southern California.*

Motion by Director Halpin to adopt Resolution 2018-59. Second by Director Garcia.

Vote:

Garcia: Aye
Halpin: Aye
Saunders: Aye

Souza: Aye
Wadle: Aye

The motion passed unanimously.

C. Approval of Contract Agreement with PACE Supply

Possible Board Action: Adopt Resolution 2018-60.

Mr. Creeks presented the staff report. The District needs parts on the shelf, enabling repairs to be made the same day. In accordance with the District's Procurement Policy and Procedures, a request for bids was issued on October 12, 2018. Three bids were received and were opened on November 9, 2018. Comparing prices for equal parts it was determined that PACE Supply was the vendor with the lowest total bid amount. The total costs for the parts and supplies is expected to be less than \$65,000 for the rest of this fiscal year. According to the District's Procurement Policy and Procedures, purchases over \$45,000 require Board authorization.

Director Garcia had some questions regarding the bid analysis process and the length of the contract.

Public Comment: *Ms. Carlyon asked why a resolution is required. Mr. Creeks explained that it is because expenditures of more than \$45,000 require Board approval.*

Motion by Director Halpin to adopt Resolution 2018-60. Second by Director Saunders.

Vote:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

- 9. 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 Saunders asked that a discussion regarding rates be put on the agenda at the soonest possible. He also asked for a discussion on the "road map" of items on the yearly calendar, as well as further discussion on the District's reserve policy.

Director Garcia reiterated Mr. Saunders' request for a discussion on rates as soon as possible. She proposed that the mission statement on the agenda be revised. She also

asked that the structure, volunteerism, and function of the Finance Committee be discussed. In the future, she would like to see a discussion about using more ad hoc committees.

Director Wadle then took comments from the public. Responding to some questions from the floor, the General Manager explained the process of how the agenda is set.

Ms. Polito reminded the Directors that the Board works for the public and that the recent election sent a message that the issue of rates should be a priority for the Board.

Mr. Proe inquired about the duties and powers of Board Officers. Mr. Palmer said that the policies would be posted to the GDPUD website.

- 10. NEXT MEETING DATE AND ADJOURNMENT** – Next Regular Meeting is January 8, 2019, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

The Board adjourned at 4:53 P.M.

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 Steve Palmer 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 December 7, 2018.

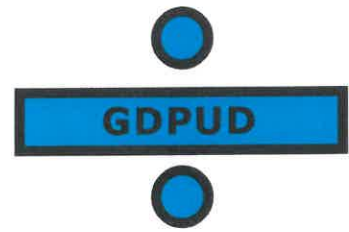


Steven Palmer, PE, General Manager



Date

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 7.E.**



AGENDA SECTION: NEW BUSINESS

SUBJECT: CONSIDER 2019 ELECTION OF SPECIAL DISTRICT REPRESENTATIVE TO LAFCO

PREPARED BY: Diana Michaelson, Board Assistant

Handwritten signatures in blue ink, including one that appears to be "D.M." and another that appears to be "S.P.", positioned to the right of the "PREPARED BY" and "APPROVED BY" lines.

APPROVED BY: Steven Palmer, PE, General Manager

BACKGROUND

The El Dorado Local Agency Formation Commission ("LAFCO") is a State mandated local agency whose jurisdiction is El Dorado County in its entirety. The agency is composed of seven regular Commissioners: two members from the Board of Supervisors; two members who represent cities; two members who represent special districts; and one public member who represents the public as a whole. There are four alternate Commissioners: one from each of the above membership categories. Currently, the Special District Selection Committee of LAFCO is electing a regular and alternate representative to fill the position of Commissioner Ken Humphreys and Alternate Commissioner Holly Morrison whose terms expire May 2019. Each new representative will serve a four-year term beginning in May 2019.

DISCUSSION

At its January 8, 2019 Regular Board Meeting, the Georgetown Divide Public Utility District Board of Directors ("Board") nominated Director Saunders as a candidate for Special District representative to LAFCO. (See Attachment 1.) There are three nominees: Holly Morrison, Michael Saunders, and Michael Seligsohn. There are two open seats, one for a regular member and one for an alternate member. LAFCO requests the Board review and rank nominees in preferential order. Attachment 2 describes the ranking process.

The voting period will end at 5:00 P.M. on May 10, 2019. The runoff election process and voting instructions, nominees' qualifications statements, and a copy of the ballot are attached for further information.

FISCAL IMPACT

There is no fiscal impact.

CEQA ASSESSMENT

This is not a CEQA project.

RECOMMENDED ACTION

Staff recommends the GDPUD Board of Directors rank the three nominees in preferential order and direct Staff to return the ballot to LAFCO before May 10, 2019.

ALTERNATIVES

The Board may choose not to vote for any of the nominees, and by doing so not participate in the election.

ATTACHMENTS

1. Documentation of District's Nomination of Michael Saunders
2. LAFCO Memo Describing Ranking Process
3. Instant Runoff Election Process and Voting Instructions
4. Statements of Qualifications from Nominees
5. Ballot Facsimile

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 7.E.**



AGENDA SECTION: NEW BUSINESS

SUBJECT: CONSIDER 2019 ELECTION OF SPECIAL DISTRICT REPRESENTATIVE TO LAFCO

PREPARED BY: Diana Michaelson, Board Assistant

A handwritten signature in blue ink, appearing to read "Diana Michaelson", is written over the printed name.

APPROVED BY: Steven Palmer, PE, General Manager

A handwritten signature in blue ink, appearing to read "Steven Palmer", is written over the printed name.

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LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 · lafco@edlafco.us · www.edlafco.us

GDPUD Board Mtg. of 04.09.2019
 AGENDA ITEM 7.E.
 Attachment 1
 Page 1 of 4

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCO

Position	Nominee's Name	Originating District
Director	Mike Saunders	Georgetown Divide Public Utility District

SIGNATURE OF PRESIDING OFFICER: Dane M. Wadle
 (Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: Dane Wadle
 (Required)

NAME OF NOMINATING DISTRICT: Georgetown Divide PUD

MINUTES ATTACHED (Optional): Yes No
 Resolution 2019-09 attached

Nominations must be received by LAFCO before
5:00 p.m. on February 15, 2019

Return to:

LAFCO
550 Main Street, Suite E
Placerville, CA 95667

Mailed
2/7/19
dm

S:\Elections\2019 Special District Election\2019 SDE Nomination Memo_Ballot\2019 May SDE Nomination Ballot.docx

COMMISSIONERS
 Public Member: Michael Powell • Alternate Public Member: Dyana Anderly
 City Members: Mark Acuna, Brooke Laine • Alternate City Member: John Clerici
 County Members: Shiva Frentzen, Brian Veerkamp • Alternate County Member: Michael Ranalli
 Special District Members: Ken Humphreys, Tim Palmer • Alternate Special District Member: Holly Morrison

STAFF
 José C. Henríquez, Executive Officer • Erica Sanchez, Assistant Executive Officer
 Riley Nork, Assistant Policy Analyst • Denise Tebaldi, Administrative Assistant • Kara K. Ueda, Commission Counsel

RESOLUTION NO. 2019-09
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
NOMINATING A REPRESENTATIVE TO
THE LOCAL AGENCY FORMATION COMMISSION

WHEREAS, the El Dorado Local Agency Formation Commission ("LAFCO") is composed of seven regular Commissioners, two of whom represent independent special districts; and

WHEREAS, The LAFCO Special District Selection Committee is electing a regular and alternate representative; and

WHEREAS, each representative will serve a four-year term beginning in May 2019; and

WHEREAS, the Georgetown Divide Public Utility District ("GDPUD") has been invited to nominate a representative to LAFCO; and

WHEREAS, once the nomination period is closed, one ballot listing valid candidates and voting instructions will be sent to the special districts who will vote for the representative and alternate from among the names submitted as nominees.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT Director Saunders is nominated as a representative to LAFCO.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the eighth day of January 2019, by the following vote:

AYES: *Garcia, Halpin, Saunders, Souza, Wadle*

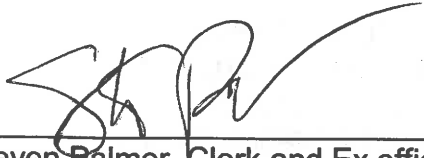
NOES:

ABSENT/ABSTAIN:

Dane M. Wadle

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:



Steven Palmer, 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 2019-09 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 eighth day of January 2019.



Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

My educational background includes a Bachelor of Science from Cornell University in Nutritional Biochemistry and a Doctor of Medicine from Howard University. I was a Clinical Dietitian at Daughters of Jacob Nursing Home, Dietary Program Director for the Nursing Home's Adult Day Care Program, a Medical Doctor at Boston Medical Center Department of Orthopedics, and a Published Researcher. I am currently the Treasurer on the Board of Directors for the Georgetown Divide Public Utility District (GDPUD). Prior to my election as a Director, I served as Secretary for the GDPUD Finance Committee. I volunteer in several organizations which involve communication, education, and interaction with the community. I attend various County Commissions and Agency meetings to keep up to date and informed of the issues within our County..

I will bring my experience with participation in various boards, working with finances and budgets, and working in advocacy and governance. In working with the commission, I would bring my knowledge of the public services and utilities which our special districts provide including water supply, wastewater treatment and disposal, waste disposal, parks and recreation, and fire district services, and advocate the promotion of the efficient delivery of our special district resources while maintaining the rural nature of El Dorado County as it relates to decisions which are brought before the commission.

Thank you,

Michael Saunders
Director, Treasurer
Georgetown Divide Public Utility District



LOCAL AGENCY FORMATION COMI
550 Main Street, Suite E. Placerville, CA 95667
(530) 295-2707 · lafco@edlafco.us · www.edlafco.us

M E M O

DATE: February 20, 2019
TO: Special District Selection Committee
FROM: José C. Henríquez, Executive Officer ✍
SUBJECT: **Instant Runoff Election of Regular and Alternate Special District Representative to El Dorado LAFCO**

Election of Special District Representative to LAFCO

Thank you for submitting nominations for the Special District Representatives election.

At the time a minimum number of ballots are received to establish a quorum, in order to be selected as a LAFCO Representative, a nominee must receive more than fifty-percent (50%) of the submitted votes. If none of the candidates receive the necessary majority of votes, LAFCO will conduct an "instant runoff election" in the interest of avoiding the additional costs of a runoff election. An informational explanation describing this election process is included for your convenience.

Also enclosed with this memo you will find a ballot and a copy of each candidate's Statement of Qualifications received as of the date of this memo.

Please note that there are two seats that are up for election. Whomever receives the highest number of votes in this election will serve as the regular member for a new four-year term - the second top vote getter will serve as an alternate member for a four-year term.

Please take the opportunity to fill out the ballot, ranking each nominee in the order of preference using "1" for your first preference, "2" for second, and so on. It is okay to vote for only one person; however, ranking additional candidates will not help defeat your first-choice candidate. Please do not mark the same number beside more than one candidate and do not skip numbers.

S:\Elections\2019 Special District Election\2019 SDE Ballots\2019 Special District Election Runoff Memo.docx

COMMISSIONERS

Public Member: Michael Powell • Alternate Public Member: Dyana Anderly
City Members: Mark Acuna, Cody Bass • Alternate City Member: Kara Taylor
County Members: Shiva Frentzen, Brian Veerkamp • Alternate County Member: John Hidahl
Special District Members: Tim Palmer, Vacant • Alternate Special District Member: Holly Morrison

STAFF

José C. Henríquez, Executive Officer • Erica Sanchez, Assistant Executive Officer
Riley Nork, Assistant Policy Analyst • Denise Tebaldi, Administrative Assistant • Kara K. Ueda, Commission Counsel

*Special District Representative Election
February 20, 2019
Page 2 of 2*

The nominees, in alphabetical order, are:

- 1) Holly Morrison
- 2) Michael Saunders
- 3) Michael Seligsohn

Election Deadline

The voting period will be 79 days from February 20, 2019; all votes are due in writing on or before **5:00 pm on May 10, 2019**. Voting will cease on this date or whenever a quorum of special districts is reached, whichever occurs later. Please do not forget to have the presiding officer (Board President or Chair) of the board meeting in which you made your selection sign the returned ballot.

If the presiding officer is unable to vote, the legislative body of the district may designate another board member to cast the ballot in place of the presiding officer. Board members designated by their district board to vote in place of the presiding officer should provide that authorization (in the form of a resolution or minute order) to LAFCO no later than the time the ballot is cast. District managers or other staff members may not substitute their signature for the presiding officer's signature.

Additionally, if the presiding officer has changed since the last Special District Representative Election, please provide supporting documentation to LAFCO about the change so that LAFCO staff can update its records.

If any of these requirements are not met, the ballot will be considered invalid.

Thank you for your time and please feel free to contact me or any member of my staff at (530) 295-2707, if you have any questions.



INSTANT RUNOFF ELECTION PROCESS

Introduction

The following procedure implements the instant runoff voting method for determining the winner in a fictional "Central Division Director" election. A process, similar to the one explained below, will be utilized in determining the LAFCO Special District representative(s).

Ballot Specifications and Directions to Voters

A voting ballot shall allow a voter to rank candidates for the Central Division Director in order of choice. All candidates are listed on the ballot with one additional slot for a write-in candidate. The voter may include no more than one write-in candidate among his/her ranked choices. Directions provided to voters shall conform substantially to the following specifications:

Vote for candidates by indicating your first-choice candidate, your second-choice candidate and so on. Indicate your first choice by marking the number "1" beside a candidate's name, your second choice by marking the number "2" by that candidate's name, your third choice by marking the number "3," and so on, for as many choices as you wish. You are free to rank only one candidate, but ranking additional candidates cannot help defeat your first-choice candidate. Do not mark the same number beside more than one candidate. Do not skip numbers.

Ballot Counting

The ballots cast shall be tabulated and the result declared by the Central Division Election Coordinator after review by the Central Division Election Review Committee using the following procedure:

- The first choice marked on each ballot shall be counted. If any candidate receives a majority of the first choices, that candidate shall be declared elected.
- If no candidate receives a majority of first choices, the candidate who received the fewest first choices shall be eliminated and each vote cast for that candidate shall be transferred to the next-ranked candidate on that voter's ballot. If, after this transfer of votes, any candidate has a majority of the votes from the continuing ballots, that candidate shall be declared elected.
- If no candidate receives a majority of votes from the continuing ballots after a candidate has been eliminated and his/her votes have been transferred to the next-ranked candidate, the continuing candidate with the fewest votes from the

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Instant Runoff Process Explanation
Election of Special District Representative to LAFCO
February 20, 2019
Page 2 of 2

continuing ballots shall be eliminated. All votes cast for that candidate shall be transferred to the next-ranked continuing candidate on each voter's ballot. This process of eliminating candidates and transferring their votes to the next-ranked continuing candidates shall be repeated until a candidate receives a majority of the votes from the continuing ballots. This candidate shall be declared elected.

Example:

Three candidates: Smith, Jones and Marks

60 voting cards are submitted:

- Smith is ranked 1 by 25 voters
- Jones is ranked 1 by 20 voters
- Marks is ranked 1 by 15 voters

In the first round no one receives a majority, 31 votes

Thus, Marks is eliminated and those cards that had Marks ranked 1 is reviewed for their second choice.

- Smith is ranked 2 on 10 of the of the 15 cards
- Jones is ranked 2 on 3 of the 15 cards.

Thus, Smith wins with 35 votes and Jones is second with 23 votes.

Note: Only 13 votes were counted in round two because two of the Marks cards only had first choices.

Holly Morrison

El Dorado Local Agency Formation Commission (LAFCO)
Special District Representative Candidate

I would be honored to be re-elected by the Special Districts to the El Dorado Local Agency Formation Commission (LAFCO) to serve as a Special District Representative. Having been a resident of Cameron Park and El Dorado County for over 16 years, I have observed many changes. I have found it to be very exciting to have a say and would like to continue to offer a hand in helping to form the many opportunities for positive growth and change over the next few years. As a small business owner of a home-based canine board and care service, "The Dogs' House", I have a vested interest in maintaining, growing, and improving the quality of life for the Special Districts of El Dorado County.

My current community involvement is as follows:

July 2015 to present – Elected – Commissioner, El Dorado Local Agency Formation Commission (LAFCO)
Representing Special Districts of El Dorado County.

December 2014 to present – Elected – Board Member, Cameron Park Community Services District (CPCSD)

January 2006 to present – Elected – President and Board Chairperson, El Dorado Dog Owners Guild (EDDOG)
Non-profit 501(c)3. Responsible for fundraising activities, board/volunteer management, building of first off-leash dog park on the Western Slope of the Sierra Nevada Foothills, Hacienda Dog Park, Cameron Park, and community dog parks, El Dorado Hills.

March 2013 to present – Appointed – El Dorado County Community Action Council (EDCCAC)

District 2 Representative. EDCCAC acts as an advisory panel to the County Community Services Department and Board of Supervisors on issues affecting low income resident of the County. Its purposed is in coordination of resources and addressing major concerns, such as homelessness.

Appointed by County Supervisor Ray Nutting March 2013, Elected Vice Chair August 2014. Re-appointed by County Supervisor Shiva Frentzen September 2014.

April 2013 to April 2016 – Cameron Park Envision Forum

"Cameron Park is a community committed to sustainable growth, while providing access to local and regional education, recreation, health care, and economic opportunities. Preservation of our social, cultural and natural resources is the key element for development, planning and stewardship."

1. Transportation design that unifies Cameron Park and its bike and pedestrian-friendly urban transit opportunities.
2. An interconnecting regional park and trail system that supports a healthy and mobile lifestyle.
3. An architecturally cohesive, walkable downtown that promoted economic vitality to the region.
4. The sustainable integration of environmentally sensitive natural resources.
5. The enhancement of a safe and secure community.

June 2014 to June 2016 – Mature Leadership Council – The Mature Leadership Council functions to assess and help implement the interests of older adults in the greater Cameron Park area.

August 2014 to August 2015 – Rebuilding Together/Safe@Home – El Dorado County – Steering Committee

This program provides minor repairs and modifications for county seniors that improve accessibility and safety within the home. The work is performed year-round by trained volunteers.

Work Experience: 8 years National Major Accounts Client Services Representative – WebEx Communications, Inc./Cisco Systems – San Jose, CA & Rancho Cordova, CA; Regional Account Manager – San Francisco Giants and Oakland Athletics Baseball Clubs; Regional Territory Manager – SF Giants "Build the Ballpark" Campaign; Regional Account Manager – First Data/Comerica Bank Merchant Banking Services – San Jose, CA; Educator – California & Colorado.

Education: San Francisco State University – Bachelor of Arts (B.A.) English Literature; Post Graduate Studies – Teaching Credential, licensed in California & Colorado

My interests and focus are in fire and public safety, parks and recreation, youth programs and senior citizen activities in conjunction with thoughtful development throughout the County. I would welcome selection to continue as your El Dorado County LAFCO Special District Representative.

Best Regards, Holly Morrison / 3025 Granada Court, Cameron Park, California 95682 / 530.676.9699

My educational background includes a Bachelor of Science from Cornell University in Nutritional Biochemistry and a Doctor of Medicine from Howard University. I was a Clinical Dietitian at Daughters of Jacob Nursing Home, Dietary Program Director for the Nursing Home's Adult Day Care Program, a Medical Doctor at Boston Medical Center Department of Orthopedics, and a Published Researcher. I am currently the Treasurer on the Board of Directors for the Georgetown Divide Public Utility District (GDPUD). Prior to my election as a Director, I served as Secretary for the GDPUD Finance Committee. I volunteer in several organizations which involve communication, education, and interaction with the community. I attend various County Commissions and Agency meetings to keep up to date and informed of the issues within our County..

I will bring my experience with participation in various boards, working with finances and budgets, and working in advocacy and governance. In working with the commission, I would bring my knowledge of the public services and utilities which our special districts provide including water supply, wastewater treatment and disposal, waste disposal, parks and recreation, and fire district services, and advocate the promotion of the efficient delivery of our special district resources while maintaining the rural nature of El Dorado County as it relates to decisions which are brought before the commission.

Thank you,

Michael Saunders
Director, Treasurer
Georgetown Divide Public Utility District

Regarding Michael J. Seligsohn,
Chairman and Director of Hillwood Community Service District

Michael Seligsohn has been on the board of directors of the Hillwood Community Service District (HCSD) since 2011 when he was appointed to fill a vacancy, and has been reelected to the board three times. In 2012 his peers selected him as vice chairman, a post he held until elevated to Chair in 2017. Seligsohn and his family moved to Shingle Springs in 2000 and quickly immersed themselves in the community, engaging with Buckeye Schools PTC, Scouting, and Youth Sports. Michael has been deeply involved in Boy Scouting for nineteen years, serving as Den Leader, Cub Master, Troop Committee Chairman; as well as on the El Dorado District Committee. Michael Seligsohn is also a member of the local Elks Lodge where he chairs the Scouting Service Committee and is a member of the Youth Services Committee.

Professionally Michael Seligsohn has been a Peace Officer for over thirty years. He began his career in San Francisco where he served for twenty years. In 2008 he joined the El Dorado County Sheriff's Office as a deputy sheriff, and is presently a Sheriff's Sergeant assigned to patrol.



LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 · lafco@edlafco.us · www.edlafco.us

GDPUD Board Mtg. of 04.09.2019
 AGENDA ITEM 7.E
 Attachment 5
 Page 1 of 11

ELECTION BALLOT

Georgetown Divide
 PUD

Special District Representative to LAFCO Regular AND Alternate Seat

**The election ends on MAY 10, 2019 at 5:00 p.m. or until a quorum of
 Special District ballots is received, whichever occurs later.**

Rank the nominees in preferential order, "1" being the first preference, "2" being the second, and so on.

Name, District	Ranking
Holly Morrison, Cameron Park CSD	1 2 3
Michael Saunders, Georgetown Divide PUD	1 2 3
Michael Seligsohn, Hillwood CSD	1 2 3
District has decided not to vote in this election (please circle →)	NO VOTE

SIGNATURE OF PRESIDING OFFICER (Original Signature Required):

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot.

PRINTED NAME OF PRESIDING OFFICER (Required):

Dane Wadle

Email to: lafco@edlafco.us

OR

Mail to: **El Dorado LAFCO**
550 Main Street, Suite E
Placerville, CA 95667

AGENDA ATTACHED (Optional): Yes No

IMPORTANT

**Please return this ballot with or without a vote.
 If you choose not to vote, the presiding officer's signature is still required.**

S:\Elections\2019 Special District Election\2019 SDE Ballots\2019 SDE Ballots_Emailed\2019 Election Ballots_Word Docs\2019 Election Ballot_Georgetown Divide PUD.docx

COMMISSIONERS

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**CONFORMED AGENDA
REGULAR MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

**TUESDAY, DECEMBER 11, 2018
2:00 P.M.**

MISSION STATEMENT

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

- Provide reliable water supplies
 - Ensure high quality drinking water
 - Promote stewardship to protect community resources, public health, and quality of life
 - Provide excellent and responsive customer services through dedicated and valued staff
 - Ensure 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 P.M. Director Halpin led in the Pledge of Allegiance.

Directors Present: David Halpin, Jesse Hanschild, Lon Uso, David Souza, Dane Wadle.

Staff Present: General Manager Steven Palmer; Operations Manager Darrell Creeks; Board Assistant Diana Michaelson. Legal Counsel: Kerry Fuller, Churchwell White, LLP.

2. ADOPTION OF AGENDA

Motion by Director Wadle to adopt the agenda. Second by Director Souza.

Public Comment: *Stephen Dowd and Cherie Carlyon commented regarding the timing of the seating of elected directors.*

Vote: *The motion passed unanimously.*

3. BOARD REORGANIZATION

A. Adoption of Resolution 2018-55 Accepting and Declaring the Results from the El Dorado Registrar of Voters for the November 6, 2018 Election of the Georgetown Divide Public Utility District Board of Directors.

Possible Board Action: Adopt Resolution 2018-55.

Motion by Director Halpin to adopt Resolution 2018-55. Second by Director Wadle.

Public Comment: *There was no public comment.*

Vote: *The motion passed unanimously.*

B. Oath of Office of Elected Directors, Administered by Legal Counsel

- ❖ **Cynthia Garcia**
- ❖ **Michael Saunders**
- ❖ **David Souza**

The Oath of Office was administered to the newly elected directors by Kerry Fuller of Churchwell White. After signing their Certificates of Election and Oath of Office, the new directors were seated.

C. Election of Officers for Calendar Year 2019 (President, Vice-President, and Treasurer)

Dave Souza nominated Dane Wadle as President. Dave Halpin seconded the nomination.

Michael Saunders commented that he would like to see either the President or Vice-President positions held by a continuing Board member and the other held by a newly elected Board member to provide different perspectives. Cindy Garcia concurred.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion carried unanimously.

Cindy Garcia then nominated Michael Saunders as Vice-President. There was no second.

Dave Souza then nominated Dave Halpin as Vice-President. Dane Wadle seconded the nomination.

Mr. Saunders stated that he would be fine with meetings being run by old members as long as agenda items put on by new members would not be removed. Ms. Garcia commented that she would like to see the offices of President and Vice-President shared between previous and new Board members, further noting that both she and Director Saunders have experience in running meetings.

There were two motions on the floor. A roll call vote was taken for the first motion nominating Michael Saunders for Vice-President, and the vote was as follows:

Garcia: Aye

Halpin: No
Saunders: Aye
Souza: No
Wadle: No

The motion failed.

A roll call vote was taken for the second motion nominating Dave Halpin as Vice-President, and the vote was as follows:

Garcia: No
Halpin: Aye
Saunders: No
Souza: Aye
Wadle: Aye

The motion carried.

Dave Souza then nominated Michael Saunders as Treasurer. The nomination was seconded by Dave Halpin.

A roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion carried unanimously.

The new officers are:

- *President: Dane Wadle*
- *Vice-President: Dave Halpin*
- *Treasurer: Michael Saunders*

D. Presentation of Commendations to Outgoing Directors for Distinguished Service to the District

The General Manager presented resolutions to outgoing Directors Jesse Hanschild and Lon Uso.

Nick Chiappe from Senator Ted Gaines' office presented resolutions from Senator Gaines and Assemblyman Frank Bigelow to Directors Hanschild and Uso.

- 4. 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.

Steven Proe expressed desire for all Board members to act together.

Cherie Carlyon distributed a handout (included as Attachment 1 to these Minutes) and asked if the Board would look at the VTD contract at the next meeting. She further commented regarding transparency and Public Records Request response time. She also requested that the Board freeze the water rates.

Susan Rayburn asked legal counsel what source of parliamentary authority is used at the meetings. Ms. Fuller responded that a modified version of Rosenthal's Rules guide the meetings.

Unidentified member of the audience commented regarding irrigation water rates.

Maria Capraun read a statement, which is included with these Minutes as Attachment 2.

Dr. Richard Boylan of Diamond Springs urged the Board to recommit to public service.

Carolyn O'Conner commented regarding transparency.

Stephen Dowd asked the Board to cut the water rates in half.

Phyllis Polito commented that the community sent a message with the election and asked that the Board listen to the community.

Karen Bartholomew asked that 1000 cubic feet (of treated water) could be provided in the base rate.

5. PROCLAMATIONS AND PRESENTATIONS

A. Brown Act Training – Churchwell White, LLP

Kerry Fuller, of Churchwell White, presented Brown Act training for the Board. A handout was provided to Board members at the close of the training and was made available to the public. A copy of the handout is included as Attachment 3 to these Minutes.

6. CONSENT CALENDAR

Before taking up the Consent Calendar, Director Wadle made the following comments. 1) Consent items are generally administrative items that are non-controversial and can be moved on a one voice vote to help expedite the meetings. 2) Because the agenda is posted 72 hours in advance of regular meetings, anyone in the public may contact a Board member to request that an item be pulled from consent. He asked how the other Board members felt about it. Director Halpin agreed, and no one disagreed.

Motion by Director Halpin to approve the Consent Calendar. Second by Director Souza.

Discussion: Director Garcia asked to pull item 6.C. First Quarter Budget Comparison.

Director Halpin amended his motion to remove Item 6.C. from the Consent Calendar. Director Souza seconded the amended motion.

Vote: The motion passed unanimously.

Ms. Carlyon requested that Items 6.B.1 and B.2 also be pulled. There was some discussion.

Director Halpin amended his motion to remove Items 6.B.1, 6.B.2, and 6.C. from the Consent Calendar. Director Souza seconded the amended motion.

Vote: The motion to approve Item 6.A. passed unanimously.

A. Approval of Minutes

1. Regular Meeting of October 9, 2018
2. Regular Meeting of November 13, 2018

B. Financial Reports

1. Statement of Cash Balances

Mr. Palmer introduced the two items.

Director Garcia commented on Item 6.B.1. She noted there is no information about what the amounts were spent on and that they are grouped by fund, but within the fund there is no additional information on what the funds are spent on.

Ms. Carlyon also spoke on 6.B.1. regarding the payroll entry. Kristen West, Finance Consultant, explained the report. Mr. Proe questioned where the numbers come from. Ms. West responded that they come from the General Ledger.

Director Garcia asked if the payroll is listed as gross or net. Ms. West responded that it is net.

2. Month-End Cash Disbursements Report

Director Garcia asked if the District is providing 1099s for Churchwell White. Ms. West responded that the tax forms are provided. Director Garcia then asked if the accounting software used by the District accounts for the different timeframes when payroll and tax forms are based on calendar year and the District is operating on a fiscal year. Ms. West responded that the accounting is on an accrual basis.

Ms. Carlyon asked for information on specific checks.

Motion by Director Souza to approve Items 6.B.1 and 6.B.2. Second by Director Saunders.

Vote: The motion passed unanimously.

C. First Quarter Budget Comparison

Possible Board Action: Receive and file.

Mr. Palmer presented the staff report.

Director Saunders asked if this budget includes the rate increase. Mr. Palmer responded that it does.

Director Garcia commented that wastewater operating fund revenues look high and should be watched. She then asked for definitions of current actuals and year to date (YTD) actuals. Mr. Palmer said that YTD refers to July through September, and current refers to the month of September.

Public Comment: *There was no public comment.*

Motion by Director Souza to accept Item 6.C. Second by Director Garcia.

Vote: *The motion passed unanimously.*

7. INFORMATIONAL ITEMS

A. President's Report

Director Wadle reported that there are scholarships available for training provided by California Special Districts Association. He encouraged Board members and staff to take advantage of scholarships and training opportunities.

B. Board Reports

Director Saunders reported on the recent Town Hall community meeting. He provided a list of questions that came up at the meeting. The General Manager will provide answers to Director Saunders prior to the next Town Hall meeting. The list is included as Attachment 4 to these Minutes. Directors Garcia and Saunders plan to hold these community meetings every month and report back to the full Board at Regular Board Meetings. If other Directors want to participate, they will swap out from one month to another so that there are never more than two Directors at the meeting, and all Directors who want to participate will be able to do so. The purpose of the meetings is to get community input and bring that input to the Board with the idea to promote transparency and open communication between the Board and the public. He then thanked the community for its support, noting that he had personally thanked departing Directors Uso and Hanschild for their public service.

He also reported that he and Director Garcia attended the LAFCO (Local Agency Formation Commission) ethics training and would provide their certificates to the General Manager.

Director Garcia reported that the ethics training was thorough and professional. She noted that the Town Halls that she and Director Saunders would be hosting will be at various locations throughout the District. These meetings will be recorded and posted on You Tube.

She also thanked the community for its support and noted that she had also thanked outgoing Directors Uso and Hanschild for their service to the District.

C. General Manager's Report

Mr. Palmer reported that construction is complete for the Water Conservation, Supply Reliability, and Environmental Protection Project funded by CABY. The Treated Water Line Replacement and Main Canal Reliability Projects are moving forward rapidly. The Wastewater Fee Review public workshop will be held on January 16 at 6:00 PM in Auburn Lake Trails at the Barn Loft. He then noted that he is working with Mathis Consulting Group to schedule another goal setting workshop for the Board in February.

D. Operation Manager's Report

Operations Manager Darrell Creeks reported that operations are going well. The treatment plants are making good water, and everything is in compliance. The lake level is coming up, and currently at 77%. All crews have been busy. Irrigation crews have been spending all their time cleaning canals and grizzlies. Distribution didn't have very many breaks last month – three service leaks and one water main on Sliger Mine Road. Turning to the Zone, he reported that inspections have been completed for the year.

E. ALT Treatment Plant Update

Engineering Consultant George Sanders reported on November activities at the ALT Water Treatment Plant. Substantial completion is still expected in January, and water delivery expected by March. Now that we are in the final stages of completion, the schedule will be evaluated continually. Director Saunders asked what projects are coming up. Mr. Sanders said finishing up electrical, continuing to work on the SCADA component, having the filters operational, and working with PSOMAS to get the tracer study started are the big items on his radar.

F. Finance Committee Report

Committee Chair Rick Gillespie reported that the Finance Committee did not meet in November due to the Thanksgiving holiday. The Committee is looking for two new members. Interested applicants should send a letter and résumé to the Board President.

8. NEW BUSINESS

A. Appointment of Representative to Joint Powers Insurance Agency

Possible Board Action: Adopt Resolution 2018-58.

Mr. Palmer presented the staff report. The District is a member of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA), which is governed by the Board of Directors, composed of one representative from each Member. As a Member of the ACWA JPIA Board, the GDPUD Board of Directors must appoint one of its Directors as a representative to JPIA. In addition, it must appoint at

least one alternate who must be an officer, member, or employee of the GDPUD Board.

Public Comment: There was no public comment.

Motion by Director Garcia to adopt Resolution 2018-58 appointing Dave Souza as representative to ACWA JPIA and Mike Saunders as alternate. Second by Director Halpin.

Vote:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

B. Nomination of General Manager to Serve on ACWA Region 3 Board

Possible Board Action: Adopt Resolution 2018-59.

Mr. Palmer presented the staff report. The Association of California Water Agencies (ACWA) is a statewide coalition of more than 430 public water agencies. ACWA is governed by a 37-member Board of Directors. The membership is divided into ten regions, each with a 7-member governing board. GDPUD belongs to Region 3, which has an opening. The GM is interested in becoming a Region 3 Board Member. He has the requisite experience, and the District would receive the benefits of a larger role and increased representation in state water issues, as well as input into ACWA related issues that concern the District. Adoption of Resolution 2018-59 would support the nomination of the GM and include him in a pool of applicants seeking the ACWA Region 3 Board position.

Ms. Garcia inquired about an attachment referenced in Mr. Palmer's application that was not included. Directors Halpin, Saunders, and Garcia spoke in favor of nominating the GM to the ACWA Region 3 Board of Directors.

Public Comment: *Ms. Carlyon clarified that this is just a nomination and not an appointment. There was some discussion relating to where the meetings are held; in the past they've been held in either Northern California, Central California, or Southern California.*

Motion by Director Halpin to adopt Resolution 2018-59. Second by Director Garcia.

Vote:

Garcia: Aye
Halpin: Aye
Saunders: Aye

Souza: Aye
Wadle: Aye

The motion passed unanimously.

C. Approval of Contract Agreement with PACE Supply

Possible Board Action: Adopt Resolution 2018-60.

Mr. Creeks presented the staff report. The District needs parts on the shelf, enabling repairs to be made the same day. In accordance with the District's Procurement Policy and Procedures, a request for bids was issued on October 12, 2018. Three bids were received and were opened on November 9, 2018. Comparing prices for equal parts it was determined that PACE Supply was the vendor with the lowest total bid amount. The total costs for the parts and supplies is expected to be less than \$65,000 for the rest of this fiscal year. According to the District's Procurement Policy and Procedures, purchases over \$45,000 require Board authorization.

Director Garcia had some questions regarding the bid analysis process and the length of the contract.

Public Comment: *Ms. Carlyon asked why a resolution is required. Mr. Creeks explained that it is because expenditures of more than \$45,000 require Board approval.*

Motion by Director Halpin to adopt Resolution 2018-60. Second by Director Saunders.

Vote:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

- 9. 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 Saunders asked that a discussion regarding rates be put on the agenda at the soonest possible. He also asked for a discussion on the "road map" of items on the yearly calendar, as well as further discussion on the District's reserve policy.

Director Garcia reiterated Mr. Saunders' request for a discussion on rates as soon as possible. She proposed that the mission statement on the agenda be revised. She also

asked that the structure, volunteerism, and function of the Finance Committee be discussed. In the future, she would like to see a discussion about using more ad hoc committees.

Director Wadle then took comments from the public. Responding to some questions from the floor, the General Manager explained the process of how the agenda is set.

Ms. Polito reminded the Directors that the Board works for the public and that the recent election sent a message that the issue of rates should be a priority for the Board.

Mr. Proe inquired about the duties and powers of Board Officers. Mr. Palmer said that the policies would be posted to the GDPUD website.

- 10. NEXT MEETING DATE AND ADJOURNMENT** – Next Regular Meeting is January 8, 2019, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

The Board adjourned at 4:53 P.M.

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 Steve Palmer 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 December 7, 2018.

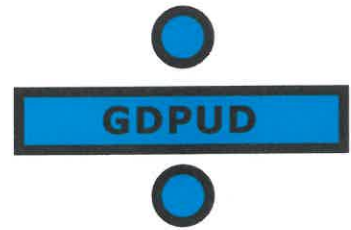


Steven Palmer, PE, General Manager



Date

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 7.F.**



AGENDA SECTION: NEW BUSINESS

SUBJECT: REVIEW THE ADOPTED LEGISLATIVE POLICY

PREPARED BY: Steven Palmer, PE, General Manager

APPROVED BY: Steven Palmer, PE, General Manager

A blue ink signature of Steven Palmer, General Manager, written over the name in the "APPROVED BY" line.

BACKGROUND

Throughout the year, various groups such as Mountain Counties Water Resources Association (MCWRA), Association of California Water Agencies (ACWA), or California Special Districts Association (CSDA) will send out a call to action on a specific bill or issue that significantly impacts the Georgetown Divide Public Utility District (District). Formally letting policymakers know of the District's position on legislation is necessary to impact policy decisions made by the State.

Frequently, these calls to action request the District to sign or send in a letter when a bill is set to be heard in the legislature; and there is very little time to submit the District's position. Prior to January 9, 2018, when the District needed to take a position on a specific issue, the General Manager had to request the Board to officially adopt a position on a case by case basis. This resulted in the District being unable to formally take a position on issues due to the lead time required to hold a Board meeting and the Board to take formal action.

The Directors indicated a desire to review the current practice and provide the General Manager with some ability to respond to calls to action without case by case Board action. At the Board meeting of November 14, 2017, Staff presented four model policies for adopting positions on legislation. They are summarized below and included as Attachment 1.

Model Policy One: The General Manager or Designated Employee Adopt all Bill Positions

In this model the general manager, legislative staff or some other designated employee has the authority to write and sign position letters. This option is less formal, less procedural but more time efficient. Some districts do not allow general managers or legislative staff to send a letter of formal opposition or support without the approval of their board of directors.

Model Policy Two: The General Manager along with the Board President Adopt Bill Positions

This policy allows the general manager to take a position on a bill, but only with the approval of the board president. This model is implemented by districts that favor the expediency of model policy one but would prefer the governing board to have some input on bill positions.

Model Policy Three: The Board of Directors/Trustees Adopt All Bill Positions

This is the model that is currently used by the District. It provides the greatest oversight by the Board, yet, it is less responsive to significant, spontaneous changes in the legislature.

Model Policy Four: General Manager Adopts Bill Positions Consistent With Policy Principles Set by Board of Directors/Trustees

This model gives staff the flexibility to adopt positions on legislation while allowing the board of directors/trustees to set policy principles to guide staff's action on bills. The board of directors/trustees pre-establishes various policy principles and, as long as the bill position fits within these principles, staff is authorized to take a position without board approval. For example, a district may adopt a policy principle that says the district will oppose any property tax redistribution formula that is not fair and equitable. A bill that proposes to change the property tax formula to shift dollars away from special districts would warrant an oppose position, as this fits within the scope of the policy principle. If a policy principle is nonexistent or does not provide clear guidance, then the bill position shall be brought before the board of directors/trustees for a vote.

The model used by the District at that time was Model Policy Three, and it did not allow the District to respond quickly to proposed legislation and calls to action.

Each model provides a different level of oversight by the Board. Model One provides the General Manager with complete discretion on District position and response to legislative call to action. Model Two also allows the General Manager to take a position, with oversight and approval by the Board President. Model Four allows the General Manager to take a position as long as it is consistent with Board adopted policy principles. In the case of Model Four, the Board would need to adopt policy principles as guidance for the General Manager when responding to upcoming legislation.

At the Board meeting on November 14, 2017, Staff requested direction from the Board as to which Model Policy is preferred. The General Manager was directed to set policy principals for the Board's review authorizing the General Manager and a designated Board member to act on legislation and other policy proposals on behalf of the Board based on these principals to allow for timely response.

At the January 9, 2018 Board meeting, Staff presented a draft legislative policy prepared based on direction from the previous Board meeting. The policy establishes the following guiding principles:

- Preserve local control
- Promote fiscal stability
- Support funding opportunities

The policy establishes the following procedure for taking a formal position:

- Whenever possible, the full Board of Directors should be given the opportunity to consider and adopt official positions formally before communication through letters or other means are prepared.

-
- In cases where urgent action is required, or when a Board of Directors meeting will not be held in time for the communication to be effective, communication on behalf of the District may still be sent if the following criteria is met:
 - Timing does not allow for full Board of Directors consideration.
 - The position is consistent with the Guiding Principles adopted as a part of this Policy.
 - The position is consistent with that of organizations to which the District is a member, such as ACWA.
 - The position and correspondence sent are communicated to the Board of Directors as soon as possible.
 - The position and correspondence have been reviewed and approved by the General Manager and the Board designated legislative liaison.

The policy requires that the Board designate one Director as the legislative liaison to review and approve legislative positions with the General Manager.

The policy also states that the District will not participate in, directly or indirectly, or intervene in any political campaign on behalf of, or in opposition to, any candidate for public office.

The Board adopted the policy on January 9, 2018 and it is included as Attachment 2. At that time, the Board also designated Director Wadle as the legislative liaison.

DISCUSSION

At the Board meeting of March 9, 2019, Director Saunders raised concerns about the policy and requested that the Board review the policy and the role of the legislative liaison.

FISCAL IMPACT

There is no fiscal impact to adopting a legislative policy. Adopting a policy that requires less frequent formal Board action will require less staff effort to prepare staff reports and prepare for Board meetings.

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) provide direction to staff regarding the adopted Guidelines for Developing Board Position on Proposed Legislation and the legislative liaison.

ATTACHMENTS

1. Model Legislative Policies
2. Adopted Legislative Policy
3. Staff Reports from November 14, 2017 and January 8, 2018



**California Special
Districts Association**
Districts Stronger Together

GDPUD Board Mtg. of 04/09/2019
AGENDA ITEM 4.F.
Attachment 1
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MODEL POLICIES FOR ADOPTING POSITIONS ON STATE LEGISLATION

Throughout the year, CSDA will send out a *Call to Action* on a specific bill or issue that significantly impacts the special district community. Likewise, a special district may choose to take a position on a piece of legislation that specifically impacts its services in a positive or negative way.

Formally registering your district's position on legislation is a fundamental step in order to impact policy decisions made in Sacramento.

Top five reasons to weigh in on state legislation:

1. **TELL YOUR STORY.**
Will your district be unable to start a new project because of a bill or be forced to spend more money to meet a new state mandate? Lawmakers are interested in hearing your story and understanding how a piece of legislation would impact your district.
2. **CONSTITUENTS MATTER.**
Legislators are particularly interested in knowing what their constituents think about bills or other policy decisions before casting a vote. Remember *your* constituents are also your legislator's constituents and legislators are ultimately responsible to those that elect them.
3. **SHARE YOUR EXPERTISE.**
In 2011, the legislature sent the least amount of bills, 870, to the governor's desk. In 1990, the legislature sent the most bills, 2,143, to the governor's desk. Whether it's a few hundred or a few thousand, lawmakers are voting on far more bills than they may have specialized knowledge on. Special districts should take the opportunity to serve as experts on the bills that affect them and help lawmakers understand the impact of pending legislation.
4. **POWER IN NUMBERS.**
There are 2,160 independent special districts in California. If every district sent a position letter on a bill that impacted special districts, imagine the effect it could have.
5. **ACT BEFORE IT'S TOO LATE.**
Special districts are on the frontline implementing policies created by the legislature. Let lawmakers know what a bill means to your district *before* the bill is signed into law.

Establishing a district policy

Response time is important once CSDA sends out a *Call to Action*. CSDA may ask that districts send in a letter when a bill is set to be heard in committee or on the Assembly or Senate Floor. In those cases, districts may not have significant time to submit their position formally. Having a process in place for adopting a position on state legislation will shorten response time and ensure that your district's voice is heard!

In setting a policy on how your district adopts positions on bills, the process should specify who is authorized to sign the position letter. CSDA typically provides sample template letters on *Call to Action* bills. Districts simply need to add a sentence about what their district does and how the bill will specifically impact their district.

This document suggests four different model policies that districts may choose to adopt, dependent on your district's preference. Whether your district adopts one of the four model policies outlined below or some variation

of these policies, it is most important to adopt a policy that is manageable, consistent and tailored to the specific needs and culture of your district.

Model Policy One: *The General Manager or Designated Employee Adopt all Bill Positions*

Often, the general manager, legislative staff or some other designated employee has the authority to write and sign position letters. This option is less formal, less procedural but more time efficient. However, this option is not used by all districts. Some districts do not allow general managers or legislative staff to send a letter of formal opposition or support without the approval of their board of directors/trustees.

Pros:

- A legislator can change the content of a bill in a matter of days and letters need to be sent out as quickly as possible in order to let the legislature know where your district stands.
- Certain bills are obviously detrimental or beneficial to your district and a position may not require a time consuming process.

Cons:

- The governing board does not have an active role in the deliberation of bill positions.

In cases where the general manager or other designated employee has the authority to adopt a position on a bill, follow these basic steps:

1. Identify bill through CSDA *Call to Action*.
2. Review bill and determine impact of the bill on your district.
3. Draft letter or use CSDA sample template letter.
4. Include facts, stats, examples and cost estimates when possible. (See page 15 of the *CSDA Grassroots Advocacy Guide* for "Keys to Successful Letters".)
5. Designated district employee/official signs letter and provides copies to the board of directors/trustees, per district's policies.

Model Policy Two: *The General Manager along with the Board President Adopt Bill Positions*

For districts that favor the expediency of model policy one, but would prefer the governing board to have some input on bill positions, model policy two may be appropriate. This policy allows the general manager to adopt bill positions, but only with the approval of the board president.

Pros:

- Quicker response time, as full board approval in a regularly scheduled meeting is not required.
- Board president can provide a board of directors/trustees point-of-view as bill positions are finalized.

Cons:

- The full governing board does not have an active role in the deliberation of bill positions.

In cases where the general manager needs the board president's approval to adopt a position on a bill, follow these basic steps:

1. Identify bill through CSDA *Call to Action*.
2. Review bill and determine impact of the bill on your district.
3. Draft letter or use CSDA sample template letter.
4. Include facts, stats, examples and cost estimates when possible. (See page 15 of the *CSDA Grassroots Advocacy Guide* for "Keys to Successful Letters".)
5. General manager and Board President, or one official with the consent of the other, signs letter and provides copies to the board of directors/trustees, per district's policies.

Model Policy Three: *The Board of Directors/Trustees Adopt All Bill Positions*

This option provides the greatest oversight, yet, it is less responsive to significant, spontaneous changes in the legislature.

Pros:

- Most thorough.
- The board has the ultimate and greatest influence in decision making for the district.
- The governing body is fully aware of all legislative actions affecting their district.

Cons:

- District boards that do not meet frequently may find this method does not allow the opportunity to weigh in on important legislation in a timely fashion.

In cases where only the board of directors/trustees has the authority to adopt a position on a bill, follow these basic steps:

1. Identify bill through CSDA *Call to Action*.
2. Review bill and determine impact of the bill on your district.
3. The general manager or legislative staff adds bill to the agenda for the next board meeting.
4. The board of directors/trustees vote to adopt a position on the bill.
5. Draft letter or use CSDA sample template letter.
6. Include facts, stats, examples and cost estimates when possible. (See page 15 of the *CSDA Grassroots Advocacy Guide* for "Keys to Successful Letters".)
7. Designated district employee/official signs letter and provides copies to the board of directors/trustees, per district's policies.

Model Policy Four: *General Manager Adopts Bill Positions Consistent With Policy Principles Set by Board of Directors/Trustees*

This policy gives staff the flexibility to adopt positions on legislation while allowing the board of directors/trustees to set policy principles to guide staff's action on bills. The board of directors/trustees pre-establishes various policy principles and, as long as the bill position fits within these principles, staff is authorized to take a position without board approval. For example, a district may adopt a policy principle that says the district will oppose any property tax redistribution formula that is not fair and equitable. A bill that proposes to change the property tax formula to shift dollars away from special districts would warrant an oppose position as this fits within the scope of the policy principle. If a policy principle is nonexistent or does not provide clear guidance, then the bill position shall be brought before the board of directors/trustees for a vote.

Pros:

- Offers both board oversight and the ability to give a quick response in certain circumstances.
- Provides general managers the tools to take action on legislation that fit within the board's policies.

Cons:

- Some bills may not fit within the scope of adopted policy principles, which would cause bill positions to go through the lengthy board approval process.

In cases where the bill fits within the established policy principles follow the steps provided in **model policy one**.

In cases where the bill does not fit within the policy principles, follow the steps provided in **model policy three**.

Staff should regularly review district policy principles and bring additional and amended principle recommendations before the board of directors/trustees for review and approval.

As noted above, CSDA provides template letters to districts when a *Call to Action* is sent out. For information on writing a support/opposition letter on a bill of interest and keys to successful letter writing, please see the *CSDA Grassroots Advocacy Guide*, available at csda.net or by calling toll-free 877.924.2732.

POLICY TITLE: Guidelines for Developing Board Position on Proposed Legislation

POLICY NUMBER: 3230

PURPOSE:

The purpose of the policy is to guide District officials and staff in considering legislative or regulatory proposals and to allow for a timely response to legislative issues important to the District, including letters from the President to the Legislature and/or Congress consistent with this policy.

Policy:

The Board of Directors recognizes the need to protect Georgetown Divide Public Utility's interests and local legislative authority and to identify various avenues to implement its strategic goals. It is the policy of the Georgetown Divide Public Utility District to proactively monitor and advocate for legislation as directed by the Guiding Principles and by the specific direction of the Board of Directors.

This Policy includes Board of Directors Guiding Principles and procedures for adopting and communicating official District positions on legislation, regulations, candidates for public office, or grant applications by or to other government bodies and for maintaining positive intergovernmental relations.

Guiding Principles:

Preserve Local Control

Preserve and protect the District's powers, duties and prerogatives to enact legislation and policy direction concerning local affairs, and oppose legislation that preempts local authority. Local agencies should preserve and enhance authority and accountability for revenues raised and services provided.

Promote Fiscal Stability

Support measures that promote fiscal stability, predictability, and financial independence. Support measures that preserve the District's revenue base and local control over local government budgeting, recognizing that economic cost is a determinate in considering the merits and/or impacts of any proposed legislation or regulation.

Oppose measures that make District's more dependent on the County, State or Federal Governments for financial stability, such as mandated costs with no guarantee of local reimbursement or offsetting benefits. Oppose measures that shift local funds to the City, County, State or Federal Governments, without offsetting benefits.

Support Funding Opportunities

Support opportunities that allow the District to compete for its fair share of regional, state and federal funding, and that maintain funding streams. Opportunities may include competitive grant and funding programs. Opportunities could also include dedicated funding streams at the regional, state and federal

levels that allow the District to maximize local revenues, offset and leverage capital expenditures, and maintain District goals and standards.

Advocacy Process and Procedures:

It is the policy of the Georgetown Divide Public Utility District to proactively monitor and advocate for legislation as directed by the Guiding Principles and by the specific direction of the Board of Directors.

This process involves interaction with federal, state and local government entities both in regard to specific items of legislation and to promote positive ongoing intergovernmental relationships. Such ongoing positive relationships are fostered by ongoing participation and involvement by the Board of Directors and District staff in national, state, and regional organizations and through ongoing communications and cooperation with local legislators. Therefore, to the extent practical, involvement in such organizations or efforts is encouraged and supported by the District.

Monitoring legislation is also a shared function of the Board of Directors and District staff. Board Members can request consideration of legislative positions to be placed on the Board Meeting Agenda. District staff is responsible to provide periodic updates on legislative proposals and recommendations for official District positions. In providing the necessary information to the Board of Directors, staff shall include the following:

- A basic summary of the legislation;
- How the legislation may impact the District, including potential fiscal impacts;
- Positions taken by other bodies including the California Special Districts Association (CSDA), Association of California Water Agencies (ACWA), Mountain Counties Water Resources Association (MCWRA), other districts or local agencies, and/or other relevant professional or non-profit organizations; and
- Current status of the legislation.

Whenever possible, the full Board of Directors should be given the opportunity to consider and adopt official positions formally before communication through letters or other means are prepared. The President is authorized to sign letters on behalf of the Board of Directors once an official position is taken. Such communication should be in the form of letters unless other forms have been requested by a legislator or a body to which the District is a member such as the ACWA.

For legislation, positions will generally be communicated initially to the author, the representative(s) of the District to the legislative body, and advocacy organizations to which the District belongs, such as the ACWA. As legislation progresses, further correspondence may be sent to pertinent legislative committee members, other legislators or to the Governor or President without additional action by the Board of Directors. Staff is responsible to provide periodic updates relating to the item once a position has been adopted by the Board of Directors.

Georgetown Divide Public Utility District | 2018

Policy M

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In cases where urgent action is required, or when a Board of Directors meeting will not be held in time for the communication to be effective, communication on behalf of the District may still be sent if the following criteria is met:

- Timing does not allow for full Board of Directors consideration.
- The position is consistent with the Guiding Principles adopted as a part of this Policy.
- The position is consistent with that of organizations to which the District is a member, such as ACWA.
- The position and correspondence sent are communicated to the Board of Directors as soon as possible.
- The position and correspondence has been reviewed and approved by the General Manager and the Board designated legislative liaison.

In addition to official District positions on legislation, regulations or grant applications, individual District Board Members, the General Manager, and members of the District's Management Team (Department Directors) may take a position on such items and communicate regarding those positions so long as they clearly indicate that the letter reflects their individual position and is not the position of the Georgetown Divide Public Utility District.

In no case shall a member of District staff, in the course of their professional role, take or communicate a position which is contrary to an official position of the District. Copies of any communication from an individual Board Member or District staff member shall be provided to the full Board of Directors for information.

Candidates for Public Office

It is the policy of the Georgetown Divide Public Utility District not to participate in, directly or indirectly, or to intervene in (including by means of the publishing or distributing of statements) any political campaign on behalf of, or in opposition to, any candidate for public office.

Notwithstanding these limitations, Georgetown Divide Public Utility District recognizes that individual Board Members and staff may wish to participate in the political process. Therefore, individual Board Members and staff may take a position on behalf of, or in opposition to, any candidate for public office and communicate regarding those positions so long as they clearly indicate that the position reflects their individual position and is not the position of the Georgetown Divide Public Utility District.

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF NOVEMBER 14, 2017
AGENDA ITEM NO. 6C**



AGENDA SECTION: NEW BUSINESS

SUBJECT: ADOPT A LEGISLATIVE POLICY

PREPARED BY: Steven Palmer, PE, General Manager

APPROVED BY: Steven Palmer, PE, General Manager 

BACKGROUND

Throughout the year, various groups such as Mountain Counties Water Resources Association (MCWRA), Association of California Water Agencies (ACWA), or California Special Districts Association (CSDA) will send out a call to action on a specific bill or issue that significantly impacts the Georgetown Divide Public Utility District (District). Formally letting policymakers aware of the District's position on legislation is necessary to impact policy decisions made by the State.

Frequently, these calls to action request the District to sign or send in a letter when a bill is set to be heard in the legislature; and there is very little time to submit the District's position. Currently when the District needs to take a position on a specific issue, the General Manager asks the Board to officially adopt a position on a case by case basis. This has resulted in the District being unable to formally take a position on issues due to the lead time required to hold a Board meeting and the Board to take formal action.

At previous Board meetings, Directors have indicated a desire to review the current practice and provide the General Manager with some ability to respond to calls to action without case by case Board action.

DISCUSSION

CSDA identifies four model policies for adopting positions on legislation. They are summarized below and included as Attachment 1.

Model Policy One: The General Manager or Designated Employee Adopt all Bill Positions

In this model the general manager, legislative staff or some other designated employee has the authority to write and sign position letters. This option is less formal, less procedural but more time efficient. Some districts do not allow general managers or legislative staff to send a letter of formal opposition or support without the approval of their board of directors.

ADOPT A LEGISLATIVE POLICY

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Model Policy Two: The General Manager along with the Board President Adopt Bill Positions

This policy allows the general manager to take a position on a bill, but only with the approval of the board president. This model is implemented by districts that favor the expediency of model policy one, but would prefer the governing board to have some input on bill positions.

Model Policy Three: The Board of Directors/Trustees Adopt All Bill Positions

This is the model that is currently used by the District. It provides the greatest oversight by the Board, yet, it is less responsive to significant, spontaneous changes in the legislature.

Model Policy Four: General Manager Adopts Bill Positions Consistent With Policy Principles Set by Board of Directors/Trustees

This model gives staff the flexibility to adopt positions on legislation while allowing the board of directors/trustees to set policy principles to guide staff's action on bills. The board of directors/trustees pre-establishes various policy principles and, as long as the bill position fits within these principles, staff is authorized to take a position without board approval. For example, a district may adopt a policy principle that says the district will oppose any property tax redistribution formula that is not fair and equitable. A bill that proposes to change the property tax formula to shift dollars away from special districts would warrant an oppose position as this fits within the scope of the policy principle. If a policy principle is nonexistent or does not provide clear guidance, then the bill position shall be brought before the board of directors/trustees for a vote.

ANALYSIS

The model currently used by the District (Model Policy Three) does not allow the District to respond quickly to proposed legislation and calls to action. In order to respond more quickly, the Board needs to adopt a policy more consistent with one of the other CSDA models.

Each model provides a different level of oversight by the Board. Model One provides the General Manager with complete discretion on District position and response to legislative call to action. Model Two also allows the General Manager to take a position, with oversight and approval by the Board President. Model Four allows the General Manager to take a position as long as it is consistent with Board adopted policy principles. In the case of Model Four, the Board would need to adopt policy principles as guidance for the General Manager when responding to upcoming legislation.

The General Manager is seeking direction from the Board as to which Model Policy is preferred. The General Manager will then develop a legislative policy for the Board to adopt by resolution at a future Board meeting.

FISCAL IMPACT

There is no fiscal impact to adopting a legislative policy. Adopting a policy that requires less frequent formal Board action will require less staff effort to prepare staff reports and prepare for Board meetings.

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) by motion action provide the General Manager with direction to develop a legislative policy for adoption by the Board at a future meeting.

ATTACHMENTS

1. CSDA Model Policies for Adopting Positions on State Legislation



**California Special
Districts Association**
Districts Stronger Together

MODEL POLICIES FOR ADOPTING POSITIONS ON STATE LEGISLATION

Throughout the year, CSDA will send out a *Call to Action* on a specific bill or issue that significantly impacts the special district community. Likewise, a special district may choose to take a position on a piece of legislation that specifically impacts its services in a positive or negative way.

Formally registering your district's position on legislation is a fundamental step in order to impact policy decisions made in Sacramento.

Top five reasons to weigh in on state legislation:

1. **TELL YOUR STORY.**
Will your district be unable to start a new project because of a bill or be forced to spend more money to meet a new state mandate? Lawmakers are interested in hearing your story and understanding how a piece of legislation would impact your district.
2. **CONSTITUENTS MATTER.**
Legislators are particularly interested in knowing what their constituents think about bills or other policy decisions before casting a vote. Remember *your* constituents are also your legislator's constituents and legislators are ultimately responsible to those that elect them.
3. **SHARE YOUR EXPERTISE.**
In 2011, the legislature sent the least amount of bills, 870, to the governor's desk. In 1990, the legislature sent the most bills, 2,143, to the governor's desk. Whether it's a few hundred or a few thousand, lawmakers are voting on far more bills than they may have specialized knowledge on. Special districts should take the opportunity to serve as experts on the bills that affect them and help lawmakers understand the impact of pending legislation.
4. **POWER IN NUMBERS.**
There are 2,160 independent special districts in California. If every district sent a position letter on a bill that impacted special districts, imagine the effect it could have.
5. **ACT BEFORE IT'S TOO LATE.**
Special districts are on the frontline implementing policies created by the legislature. Let lawmakers know what a bill means to your district *before* the bill is signed into law.

Establishing a district policy

Response time is important once CSDA sends out a *Call to Action*. CSDA may ask that districts send in a letter when a bill is set to be heard in committee or on the Assembly or Senate Floor. In those cases, districts may not have significant time to submit their position formally. Having a process in place for adopting a position on state legislation will shorten response time and ensure that your district's voice is heard!

In setting a policy on how your district adopts positions on bills, the process should specify who is authorized to sign the position letter. CSDA typically provides sample template letters on *Call to Action* bills. Districts simply need to add a sentence about what their district does and how the bill will specifically impact their district.

This document suggests four different model policies that districts may choose to adopt, dependent on your district's preference. Whether your district adopts one of the four model policies outlined below or some variation

of these policies, it is most important to adopt a policy that is manageable, consistent and tailored to the specific needs and culture of your district.

Model Policy One: *The General Manager or Designated Employee Adopt all Bill Positions*

Often, the general manager, legislative staff or some other designated employee has the authority to write and sign position letters. This option is less formal, less procedural but more time efficient. However, this option is not used by all districts. Some districts do not allow general managers or legislative staff to send a letter of formal opposition or support without the approval of their board of directors/trustees.

Pros:

- A legislator can change the content of a bill in a matter of days and letters need to be sent out as quickly as possible in order to let the legislature know where your district stands.
- Certain bills are obviously detrimental or beneficial to your district and a position may not require a time consuming process.

Cons:

- The governing board does not have an active role in the deliberation of bill positions.

In cases where the general manager or other designated employee has the authority to adopt a position on a bill, follow these basic steps:

1. Identify bill through CSDA *Call to Action*.
2. Review bill and determine impact of the bill on your district.
3. Draft letter or use CSDA sample template letter.
4. Include facts, stats, examples and cost estimates when possible. (See page 15 of the *CSDA Grassroots Advocacy Guide* for "Keys to Successful Letters".)
5. Designated district employee/official signs letter and provides copies to the board of directors/trustees, per district's policies.

Model Policy Two: *The General Manager along with the Board President Adopt Bill Positions*

For districts that favor the expediency of model policy one, but would prefer the governing board to have some input on bill positions, model policy two may be appropriate. This policy allows the general manager to adopt bill positions, but only with the approval of the board president.

Pros:

- Quicker response time, as full board approval in a regularly scheduled meeting is not required.
- Board president can provide a board of directors/trustees point-of-view as bill positions are finalized.

Cons:

- The full governing board does not have an active role in the deliberation of bill positions.

In cases where the general manager needs the board president's approval to adopt a position on a bill, follow these basic steps:

1. Identify bill through CSDA *Call to Action*.
2. Review bill and determine impact of the bill on your district.
3. Draft letter or use CSDA sample template letter.
4. Include facts, stats, examples and cost estimates when possible. (See page 15 of the *CSDA Grassroots Advocacy Guide* for "Keys to Successful Letters".)
5. General manager and Board President, or one official with the consent of the other, signs letter and provides copies to the board of directors/trustees, per district's policies.

Model Policy Three: *The Board of Directors/Trustees Adopt All Bill Positions*

This option provides the greatest oversight, yet, it is less responsive to significant, spontaneous changes in the legislature.

Pros:

- Most thorough.
- The board has the ultimate and greatest influence in decision making for the district.
- The governing body is fully aware of all legislative actions affecting their district.

Cons:

- District boards that do not meet frequently may find this method does not allow the opportunity to weigh in on important legislation in a timely fashion.

In cases where only the board of directors/trustees has the authority to adopt a position on a bill, follow these basic steps:

1. Identify bill through CSDA *Call to Action*.
2. Review bill and determine impact of the bill on your district.
3. The general manager or legislative staff adds bill to the agenda for the next board meeting.
4. The board of directors/trustees vote to adopt a position on the bill.
5. Draft letter or use CSDA sample template letter.
6. Include facts, stats, examples and cost estimates when possible. (See page 15 of the *CSDA Grassroots Advocacy Guide* for "Keys to Successful Letters".)
7. Designated district employee/official signs letter and provides copies to the board of directors/trustees, per district's policies.

Model Policy Four: *General Manager Adopts Bill Positions Consistent With Policy Principles Set by Board of Directors/Trustees*

This policy gives staff the flexibility to adopt positions on legislation while allowing the board of directors/trustees to set policy principles to guide staff's action on bills. The board of directors/trustees pre-establishes various policy principles and, as long as the bill position fits within these principles, staff is authorized to take a position without board approval. For example, a district may adopt a policy principle that says the district will oppose any property tax redistribution formula that is not fair and equitable. A bill that proposes to change the property tax formula to shift dollars away from special districts would warrant an oppose position as this fits within the scope of the policy principle. If a policy principle is nonexistent or does not provide clear guidance, then the bill position shall be brought before the board of directors/trustees for a vote.

Pros:

- Offers both board oversight and the ability to give a quick response in certain circumstances.
- Provides general managers the tools to take action on legislation that fit within the board's policies.

Cons:

- Some bills may not fit within the scope of adopted policy principles, which would cause bill positions to go through the lengthy board approval process.

In cases where the bill fits within the established policy principles follow the steps provided in **model policy one**.

In cases where the bill does not fit within the policy principles, follow the steps provided in **model policy three**.

Staff should regularly review district policy principles and bring additional and amended principle recommendations before the board of directors/trustees for review and approval.

As noted above, CSDA provides template letters to districts when a *Call to Action* is sent out. For information on writing a support/opposition letter on a bill of interest and keys to successful letter writing, please see the *CSDA Grassroots Advocacy Guide*, available at csda.net or by calling toll-free 877.924.2732.

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF JANUARY 9, 2018
AGENDA ITEM NO. 7E**



AGENDA SECTION: NEW BUSINESS

SUBJECT: ADOPT A LEGISLATIVE POLICY

PREPARED BY: Christina Cross, Management Analyst

APPROVED BY: Steven Palmer, PE, General Manager

cc
SP

BACKGROUND

Throughout the year, various groups such as Mountain Counties Water Resources Association (MCWRA), Association of California Water Agencies (ACWA), or California Special Districts Association (CSDA) will send out a call to action on a specific bill or issue that significantly impacts the Georgetown Divide Public Utility District (District). Formally letting policymakers aware of the District's position on legislation is necessary to impact policy decisions made by the State.

Frequently, these calls to action request the District to sign or send in a letter when a bill is set to be heard in the legislature; and there is very little time to submit the District's position. Currently when the District needs to take a position on a specific issue, the General Manager asks the Board to officially adopt a position on a case by case basis. This has resulted in the District being unable to formally take a position on issues due to the lead time required to hold a Board meeting and the Board to take formal action.

At previous Board meetings, Directors have indicated a desire to review the current practice and provide the General Manager with some ability to respond to calls to action without case by case Board action.

DISCUSSION

At the Board meeting of November 14, 2017, Staff was directed to set policy principals for the Board's review authorizing the General Manager and a designated Board member to act on legislation and other policy proposals on behalf of the Board based on these principals to allow for timely response.

Attachment 1 is a draft legislative policy prepared based on direction from the previous Board meeting. The policy establishes the following guiding principles:

- Preserve local control

- Promote fiscal stability
- Support funding opportunities

The policy establishes the following procedure for taking a formal position:

- Whenever possible, the full Board of Directors should be given the opportunity to consider and adopt official positions formally before communication through letters or other means are prepared.
- In cases where urgent action is required, or when a Board of Directors meeting will not be held in time for the communication to be effective, communication on behalf of the District may still be sent if the following criteria is met:
 - Timing does not allow for full Board of Directors consideration.
 - The position is consistent with the Guiding Principles adopted as a part of this Policy.
 - The position is consistent with that of organizations to which the District is a member, such as ACWA.
 - The position and correspondence sent are communicated to the Board of Directors as soon as possible.
 - The position and correspondence has been reviewed and approved by the General Manager and the Board designated legislative liaison.

The policy requires that the Board designate one Director as the legislative liaison to review and approve legislative positions with the General Manager.

The policy also states that the District will not participate in, directly or indirectly, or intervene in any political campaign on behalf of, or in opposition to, any candidate for public office.

FISCAL IMPACT

There is no fiscal impact to adopting a legislative policy. Adopting a policy that requires less frequent formal Board action will require less staff effort to prepare staff reports and prepare for Board meetings.

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) adopt a resolution approving the Legislative Action Policy and by motion action designate a Director as the legislative liaison.

ATTACHMENTS

1. Proposed Legislative Action Policy
2. Resolution

Georgetown Divide Public Utility District **2018** Policy

GDPUD Board Mtg. of 04/09/2019
AGENDA ITEM 4.F.
Attachment 3
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POLICY TITLE: Guidelines for Developing Board Position on Proposed Legislation

POLICY NUMBER: 3230

PURPOSE:

The purpose of the policy is to guide District officials and staff in considering legislative or regulatory proposals and to allow for a timely response to legislative issues important to the District, including letters from the President to the Legislature and/or Congress consistent with this policy.

Policy:

The Board of Directors recognizes the need to protect Georgetown Divide Public Utility’s interests and local legislative authority and to identify various avenues to implement its strategic goals. It is the policy of the Georgetown Divide Public Utility District to proactively monitor and advocate for legislation as directed by the Guiding Principles and by the specific direction of the Board of Directors.

This Policy includes Board of Directors Guiding Principles and procedures for adopting and communicating official District positions on legislation, regulations, candidates for public office, or grant applications by or to other government bodies and for maintaining positive intergovernmental relations.

Guiding Principles:

Preserve Local Control

Preserve and protect the District’s powers, duties and prerogatives to enact legislation and policy direction concerning local affairs, and oppose legislation that preempts local authority. Local agencies should preserve and enhance authority and accountability for revenues raised and services provided.

Promote Fiscal Stability

Support measures that promote fiscal stability, predictability, and financial independence. Support measures that preserve the District’s revenue base and local control over local government budgeting, recognizing that economic cost is a determinate in considering the merits and/or impacts of any proposed legislation or regulation.

Oppose measures that make District’s more dependent on the County, State or Federal Governments for financial stability, such as mandated costs with no guarantee of local reimbursement or offsetting benefits. Oppose measures that shift local funds to the City, County, State or Federal Governments, without offsetting benefits.

Support Funding Opportunities

Support opportunities that allow the District to compete for its fair share of regional, state and federal funding, and that maintain funding streams. Opportunities may include competitive grant and funding programs. Opportunities could also include dedicated funding streams at the regional, state and federal

Georgetown Divide Public Utility District | 2018 Policy

GDPUD Board Mtg. of 04/09/2019
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levels that allow the District to maximize local revenues, offset and leverage capital expenditures, and maintain District goals and standards.

Advocacy Process and Procedures:

It is the policy of the Georgetown Divide Public Utility District to proactively monitor and advocate for legislation as directed by the Guiding Principles and by the specific direction of the Board of Directors.

This process involves interaction with federal, state and local government entities both in regard to specific items of legislation and to promote positive ongoing intergovernmental relationships. Such ongoing positive relationships are fostered by ongoing participation and involvement by the Board of Directors and District staff in national, state, and regional organizations and through ongoing communications and cooperation with local legislators. Therefore, to the extent practical, involvement in such organizations or efforts is encouraged and supported by the District.

Monitoring legislation is also a shared function of the Board of Directors and District staff. Board Members can request consideration of legislative positions to be placed on the Board Meeting Agenda. District staff is responsible to provide periodic updates on legislative proposals and recommendations for official District positions. In providing the necessary information to the Board of Directors, staff shall include the following:

- A basic summary of the legislation;
- How the legislation may impact the District, including potential fiscal impacts;
- Positions taken by other bodies including the California Special Districts Association (CSDA), Association of California Water Agencies (ACWA), Mountain Counties Water Resources Association (MCWRA), other districts or local agencies, and/or other relevant professional or non-profit organizations; and
- Current status of the legislation.

Whenever possible, the full Board of Directors should be given the opportunity to consider and adopt official positions formally before communication through letters or other means are prepared. The President is authorized to sign letters on behalf of the Board of Directors once an official position is taken. Such communication should be in the form of letters unless other forms have been requested by a legislator or a body to which the District is a member such as the ACWA.

For legislation, positions will generally be communicated initially to the author, the representative(s) of the District to the legislative body, and advocacy organizations to which the District belongs, such as the ACWA. As legislation progresses, further correspondence may be sent to pertinent legislative committee members, other legislators or to the Governor or President without additional action by the Board of Directors. Staff is responsible to provide periodic updates relating to the item once a position has been adopted by the Board of Directors.

Georgetown Divide Public Utility District | 2018 Policy I

GDPUD Board Mtg. of 04/09/2019
AGENDA ITEM 4.F.
Attachment 3
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In cases where urgent action is required, or when a Board of Directors meeting will not be held in time for the communication to be effective, communication on behalf of the District may still be sent if the following criteria is met:

- Timing does not allow for full Board of Directors consideration.
- The position is consistent with the Guiding Principles adopted as a part of this Policy.
- The position is consistent with that of organizations to which the District is a member, such as ACWA.
- The position and correspondence sent are communicated to the Board of Directors as soon as possible.
- The position and correspondence has been reviewed and approved by the General Manager and the Board designated legislative liaison.

In addition to official District positions on legislation, regulations or grant applications, individual District Board Members, the General Manager, and members of the District's Management Team (Department Directors) may take a position on such items and communicate regarding those positions so long as they clearly indicate that the letter reflects their individual position and is not the position of the Georgetown Divide Public Utility District.

In no case shall a member of District staff, in the course of their professional role, take or communicate a position which is contrary to an official position of the District. Copies of any communication from an individual Board Member or District staff member shall be provided to the full Board of Directors for information.

Candidates for Public Office

It is the policy of the Georgetown Divide Public Utility District not to participate in, directly or indirectly, or to intervene in (including by means of the publishing or distributing of statements) any political campaign on behalf of, or in opposition to, any candidate for public office.

Notwithstanding these limitations, Georgetown Divide Public Utility District recognizes that individual Board Members and staff may wish to participate in the political process. Therefore, individual Board Members and staff may take a position on behalf of, or in opposition to, any candidate for public office and communicate regarding those positions so long as they clearly indicate that the position reflects their individual position and is not the position of the Georgetown Divide Public Utility District.

RESOLUTION NO. 2018-06

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
ADOPTING A POLICY FOR DEVELOPING
THE BOARD'S POSITION ON PROPOSED LEGISLATION

WHEREAS, throughout the year, the Georgetown Public Utility District ("District") receives a call to action from various groups such as the Association of California Water Agencies (ACWA), the California Special Districts Association (CSDA), and Mountain Counties Water Resources Association (MCWRA) on legislative and policy issues that could significantly impact the District;

WHEREAS, formally informing policymakers of the District's position on legislation is important and necessary to impact policy decisions made by the State; and

WHEREAS, the District desires to review the current practice and establish a policy for developing the Board's position on proposed legislation and policies to allow for timely and meaningful response to these calls for action; and

WHEREAS, the Legislative Policy, dated January 9, 2018, was presented to and reviewed by the Board on January 9, 2018.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board of Directors of the Georgetown Divide Public Utility District adopts Policy 3230, Action on Proposed Legislation, attached to this Resolution as Exhibit A.

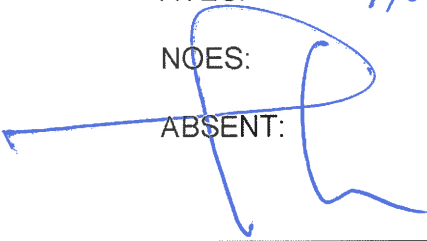
PASSED AND ADOPTED on this 9th day of January 2018, by the following vote:

AYES:

Halpin, Manschild, Souza, Uso, Wadde

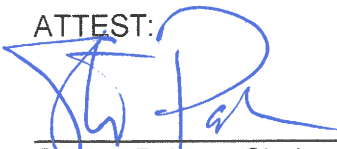
NOES:

ABSENT:



Londres Uso, President
Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

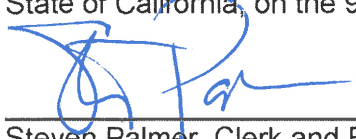
ATTEST:



Steven Palmer, 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 2018-06, 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 9th day of January 2018.



Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

LEGISLATIVE POLICY

Steven Palmer, PE, General Manager
Georgetown Divide Public Utility District
April 9, 2019

Background

- **Frequent calls for action on legislative activity**
 - Mountain Counties Water Resources Association
 - Association of California Water Agencies
 - California Special District Association
- **Prior to January 9, 2018**
 - No Board policy regarding legislative calls to action
 - Board must take position on case by case basis
 - Board was unable to take a position on issues due to the lead time required to hold a Board meeting
 - Board directed General Manager to develop a solution

Background

- **November 14, 2017 Board Meeting**
 - Staff presented to the Board four model policies presented by California Special District Association
 1. General Manager/Designee adopt all positions
 2. General Manager & Board President adopt all positions
 3. Board adopt all positions
 4. General Manager adopt all positions consistent with principles set by Board
- **Board directed General Manager to develop a policy for Board review**
 - Set principles
 - Authorize the General Manager and a designated Board member to act on legislation based on the principles to allow for timely response

Background – Adopted Policy

- **January 9, 2018 Board Meeting**
- **Staff presented a policy for Board review**
 - Guiding Principles for taking a position on legislation
 - *Preserve local control*
 - *Promote fiscal stability*
 - *Support funding opportunities*

Background – Adopted Policy

- Procedure for taking a position
- Whenever possible, Board should be given opportunity to consider and adopt positions
- Criteria for communications when there is not sufficient time for action by full Board:
 - *Timing does not allow for full Board consideration*
 - *Consistent with Guiding Principles*
 - *Consistent with organizations which the District is a member (ie. ACWA, CSDA, etc)*
 - *Communicated to the full Board as soon as possible*
 - *Reviewed and approved by the General Manager and Board designated legislative liaison*

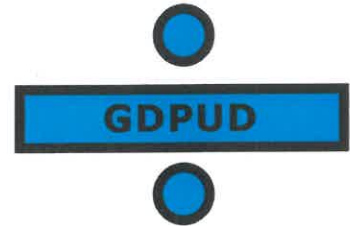
Background – Adopted Policy

- **District will not participate or intervene in political campaigns**
- **Board adopted the policy as presented**
- **Board designated Director Dane Wadle as legislative liaison**

Board Action

- **Director Saunders has raised concerns about the policy and requested the Board review the policy and the role of the legislative liaison**
- **Board can provide direction to the General Manager regarding the currently adopted legislative policy and liaison**

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF APRIL 9, 2019
AGENDA ITEM NO. 7.G.**



AGENDA SECTION: NEW BUSINESS

SUBJECT: AMENDED ASSESSMENT DISTRICTS CLOSEOUT

PREPARED BY: Steven Palmer, PE, General Manager

APPROVED BY: Steven Palmer, PE, General Manager

A blue ink signature of Steven Palmer, General Manager, written over the name in the "APPROVED BY" line.

BACKGROUND

At the January 8, 2019 Board meeting, the Board adopted Resolutions 2019-02 through 2019-07 approving the Assessment District Closeout Analysis and Findings by NBS (AD Report) and approving the transfer of surplus revenue to the Water Fund.

After that Board meeting, NBS identified that the Board approved AD Report listed incorrect amounts to be transferred to the General (Water) Fund. NBS then provided the District with an Amended AD Report that identified a decreased amount to be transferred to the Water Fund. The Amended AD Report is included as Attachment 1.

DISCUSSION

The following is a summary of each Assessment District including its date of issuance, established purpose, and subsequent pay off and related surplus amount to be transferred to the Water Fund. The amounts listed in the initial AD Report are shown with strikeouts and the amounts in the Amended AD Report are underlined. Details supporting this summary can be found in the attached Amended AD Report.

Greenwood Improvement District (1977-1)

Greenwood Improvement district was established in 1977 in order to finance the construction of a water system to service commercial and residential parcels within the District. The original debt issuance amount was \$166,842 which was paid in full during Fiscal Year 2015-16 leaving a surplus of \$4,800.20 ~~\$5,674.47~~.

Cool Cherry Acres Improvement District (1977-2)

Cool Cherry Acres Improvement District was established in 1977 in order to finance the construction of a water system to service commercial and residential parcels within the District. The original debt issuance amount was \$205,500 which was paid in full during Fiscal Year 2016-17 leaving a surplus of \$2,671.02 ~~\$3,157.50~~.

Spanish Dry Diggins Improvement District (1977-4)

Spanish Dry Diggins Improvement District was established in 1977 in order to finance the construction of a water system to service commercial and residential parcels within the District. The original debt issuance amount was \$267,200 which was paid in full during Fiscal Year 2014-15 leaving a surplus of \$5,884.08 ~~\$6,955.76~~.

Water Line Extensions (1977-5)

Water Line Extensions was established in 1977 in order to finance water line extensions to the current water infrastructure in order to increase capacity for Auburn Lake Trails Water Treatment Plant and the Georgetown-Buckeye Water Treatment Plant. The original debt issuance amount was \$134,460 which was paid in full during Fiscal Year 2016-17 leaving a surplus of \$1,436.38 ~~\$1,697.99~~.

Kelsey South (1989-4)

Kelsey South was established in 1989 in order to finance the construction of a water system to service residential parcels within the District. The original debt issuance amount was \$666,750 which was paid in full during Fiscal Year 2106-17 leaving a surplus of \$40,922.34 ~~\$48,375.66~~.

Bayne Road (1991-1)

Bayne Road was established in 1991 in order to finance the construction of a water system to service residential parcels within the District. The original debt issuance amount was \$249,580 which was paid in full during Fiscal Year 2007-08 leaving a surplus of \$18,682.14 ~~\$22,084.77~~.

Pilot Hill North (1989-2)

Pilot Hill North Water Assessment District No. 1989-2 ("Pilot Hill North") was established in 1990 to finance construction of a commercial and domestic water system to serve the lots and parcels of land within Pilot Hill North. The original debt issuance amount was \$347,025. The final levy was in Fiscal Year 2011/12, as there were sufficient funds to make the regular debt service payment and retire the remaining balance of the loan in 2012. The reserve fund balance is negative \$7,480.80, which means that the District will advance money from the Water Fund to close out the fund.

The decreased amount to be transferred to the Water Fund is a result of listing an incorrect amount for the closeout analysis fees. The total contracted cost for the closeout analysis is \$30,000 and it was incorrectly shown in the initial AD Report as \$13,000. The Amended AD Report shows the revised closeout analysis fee of \$26,550, which is a reduced fee that NBS has agreed to accept for the closeout analysis.

FISCAL IMPACT

A net increase to fund balance in the Water Fund of \$66,915.36 due to a transfer of funds from Assessment District Funds related to Greenwood in the amount of \$4,800.20; Cool Cherry Acres in the amount of \$2,671.02; Spanish Dry Diggins in the amount of \$5,884.08; Water Line

Extension in the amount of \$1,436.38; Kelsey South in the amount of \$40,922.34; Bayne Road in the amount of \$18,682.14; and Pilot Hill North in the amount of (\$7,480.80).

RECOMMENDED ACTION

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District adopt the attached Resolutions rescinding Resolutions 2019-02 through 2019-07, approving the Amended Assessment District Closeout Analysis and Findings by NBS, and approving the transfer of surplus revenue to the Water Fund for closed Assessment Districts.

ATTACHMENTS

1. NBS Amended District Closeout Analysis and Findings
2. Resolution 2019-27 Bayne Road Closeout Surplus
3. Resolution 2019-28 Cool Cherry Closeout Surplus
4. Resolution 2019-29 Greenwood Closeout Surplus
5. Resolution 2019-30 Kelsey South Closeout Surplus
6. Resolution 2019-31 Spanish Dry Closeout Surplus
7. Resolution 2019-32 Water Line Closeout Surplus

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Assessment Districts

Amended District Closeout Analysis and Findings

March 2019

OFFICE LOCATIONS:

Temecula – Corporate Headquarters
32605 Temecula Parkway, Suite 100
Temecula, CA 92592

San Francisco – Regional Office
870 Market Street, Suite 1223
San Francisco, CA 94102

California Satellite Offices
Atascadero, Davis,
Huntington Beach,
Joshua Tree, Riverside,
Sacramento, San Jose

Prepared by:



Georgetown Divide Public Utility District

**6425 Main Street
Georgetown, CA 95634
(530) 333-4356**

District Board

Dane Wadle, President

David Halpin, Vice President

Michael Saunders, Treasurer

David Souza, Director

Cindy Garcia, Director

District Staff

Steven Palmer, General Manager

Christina Cross, Management Analyst

NBS

Danielle Wood, Client Services Director

Adina McCargo, Senior Consultant

Andrew Kraus, Consultant

EXECUTIVE SUMMARY

The Georgetown Divide Public Utility District (the “GDPUD”) has retained NBS to perform a closeout analysis and prepare an Amended District Closeout Analysis and Findings Report (the “Closeout Report”) for the following matured assessment districts (collectively, the “Assessment Districts” or “Districts”):

- Assessment District No. 1977-1 (Greenwood Water Improvement District)
- Assessment District No. 1977-2 (Cool Cherry Acres Water Improvement District)
- Assessment District No. 1977-4 (Spanish Dry Diggins Water Improvement District)
- Assessment District No. 1977-5 (Water Line Extension)
- Pilot Hill North Water Assessment District No. 1989-2
- Kelsey South Water Assessment District No. 1989-4
- Bayne Road Water Assessment District No. 1991-1

This Closeout Report summarizes the recommendations for the disposition of the remaining funds associated with each individual Assessment District, in accordance with the applicable laws and documents for each District’s bonds or loan.

The fund balance information provided within the Closeout Report is current as of June 30, 2018.

Analyses of any remaining delinquencies were performed for all Districts that had historical delinquency information available. El Dorado County’s records confirm that there are no parcels within these Assessment Districts with delinquent assessments. As historical delinquency information for Bayne Road Water Assessment District No. 1991-1 was not available at the time this Closeout Report was prepared, an analysis of delinquencies was not able to be performed for this District. Funds that could possibly be collected from delinquent parcels should be transferred to the General Fund of the GDPUD to be used in the same manner as the surplus funds per this Closeout Report.

Concerning the three Assessment Districts formed in 1989 or thereafter, less than \$5 million in tax-exempt debt was issued by GDPUD annually in the years that those Districts were formed and thus the debts for each of these Districts are exempt from arbitrage rebate requirements. Furthermore, the loans obtained for the four Districts formed before 1986 are also exempt from arbitrage rebate requirements.

The GDPUD has determined the best use of remaining funds in accordance with the applicable laws and formation documents. This Closeout Report summarizes the determinations for the disposition of the remaining funds. The GDPUD has chosen to dispose of the remaining funds pursuant to Section 8784 of the Code.

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Section 1. ASSESSMENT DISTRICT BACKGROUNDS

Assessment District No. 1977-1 (Greenwood)

Assessment District No. 1977-1 (Greenwood Water Improvement District) (“Greenwood”) was formed in 1977 by the GDPUD. The improvement project, funded by a loan in the amount of \$166,842, consisted of the construction of a commercial and domestic water system to serve the lots and parcels of land within Greenwood. The project included 19,000 feet of 6” and 8” pipe, and related appurtenances, including valves, services, fire hydrants, and one pressure reducing station. The project also involved purchasing sufficient capacity in the Auburn Lake Trails Water Treatment Plant to serve one Single Family Unit (“SFU”) for each of the parcels assessed.

The final levy was in Fiscal Year 2015/16, as there were sufficient funds to make the regular debt service payment and retire the remaining balance of the loan in 2016. A surplus balance remained in the Redemption Fund after the retirement of all debt.

Assessment District No. 1977-2 (Cool Cherry Acres)

Assessment District No. 1977-2 (Cool-Cherry Acres Water Improvement District) (“Cool Cherry Acres”) was formed in 1977 by the GDPUD. The improvement project, funded by a loan in the amount of \$205,500, consisted of the construction of a commercial and domestic water system to serve the lots and parcels of land within Cool Cherry Acres. The project included 26,000 feet of 4”, 6”, and 10” pipe, and related appurtenances, including valves, services, fire hydrants, and one pressure reducing station. The project also involved purchasing sufficient capacity in the Auburn Lake Trails Water Treatment Plant to serve one SFU for each of the parcels assessed.

The final levy was in Fiscal Year 2016/17, as there were sufficient funds to make the regular debt service payment and retire the remaining balance of the loan in 2017. A surplus balance remained in the Redemption Fund after the retirement of all debt.

Assessment District No. 1977-4 (Spanish Dry Diggins)

Assessment District No. 1977-4 (Spanish Dry Diggins Water Improvement District) (“Spanish Dry Diggins”) was formed in 1977 by the GDPUD. The improvement project, funded by a loan in the amount of \$267,200, consisted of the construction of commercial and domestic water systems to serve the lots and parcels of land within Spanish Dry Diggins. The project included 28,000 feet of 6” and 8” pipe, and related appurtenances, including valves, services, fire hydrants, and one pressure reducing station. The project also involved purchasing sufficient capacity in the Georgetown-Buckeye Water Treatment Plant to serve one SFU for each of the parcels assessed.

The final levy was in Fiscal Year 2014/15, as there were sufficient funds to make the regular debt service payment and retire the remaining balance of the loan in 2015. A surplus balance remained in the Redemption Fund after the retirement of all debt.

Assessment District No. 1977-5 (Water Line Extension)

Assessment District No. 1977-5 (Water Line Extension) (the “Water Line Extension District”) was formed in 1978 by the GDPUD. The improvement project, funded by a loan in the amount of \$134,460, consisted of approximately 21,400 feet of 2” through 6” PVC pipe, and related appurtenances, such as valves, services, fire hydrants, and air release valves. The project also involved purchasing sufficient capacity in the Auburn Lake Trails Water Treatment Plant or the Georgetown-Buckeye Water Treatment Plant.

The final levy was in Fiscal Year 2016/17, as there were sufficient funds to make the regular debt service payment and retire the remaining balance of the loan in 2017. A surplus balance remained in the Redemption Fund after the retirement of all debt.

Pilot Hill North Water Assessment District No. 1989-2

Pilot Hill North Water Assessment District No. 1989-2 (“Pilot Hill North”) was established in 1990 by the GDPUD. The improvement project, funded by a loan in the amount of \$347,025, consisted of the construction of a commercial and domestic water system to serve the lots and parcels of land within Pilot Hill North. The project included 22,000 feet of 6” and 8” pipe, and related appurtenances, including valves, services, and one pressure reducing station. The project also involved purchasing sufficient capacity in the Auburn Lake Trails Water Treatment Plant to serve one SFU for each of the parcels assessed.

The loan for the project was originally scheduled to mature in October 2017 and was held by the California Department of Water Resources (the “DWR”).

The final levy was in Fiscal Year 2011/12, as there were sufficient funds to make the regular debt service payment and retire the remaining balance of the loan in 2012.

Kelsey South Water Assessment District No. 1989-4

Kelsey South Water Assessment District No. 1989-4 (“Kelsey South”) was established in 1990 by the GDPUD. The improvement project, funded by a loan in the amount of \$666,750, consisted of the construction of a water system to serve the lots and parcels of land within Kelsey South. The project included 29,850 feet of 6” and 8” pipe, and related appurtenances, including valves, and services.

The loan for the project was originally scheduled to mature in October 2022 and was held by the DWR.

The final levy was in Fiscal Year 2016/17, as there were sufficient funds to make the regular debt service payment and retire the remaining balance of the loan in 2017. A surplus balance remained in the Redemption Fund after the retirement of all debt.

Bayne Road Water Assessment District No. 1991-1

Bayne Road Water Assessment District No. 1991-1 (“Bayne Road”) was established in 1992 by the GDPUD. The improvement project, funded by bonds issued in the approximate amount of \$249,580,

consisted of the construction of a domestic water system to serve the lots and parcels of land within Bayne Road.

The final levy was in Fiscal Year 2007/08, as there were sufficient funds to make the regular debt service payment and retire the remaining balance of the loan in 2008. A surplus balance remained in the Redemption Fund after the retirement of all debt.

Section 2. DISPOSITION OF FUNDS

The sections below contain a description of each fund established for the Assessment Districts and describe how remaining surplus funds should be used in accordance with the California Streets and Highways Code (the “Code”).

Improvement Fund

The Improvement Funds for each District were established to hold proceeds from the issuance of bonds at Assessment District formation until such proceeds were spent on Assessment District improvements and services.

Pursuant to Section 10427 of the Code, any surplus in these Improvement Funds shall be used for one or more of the following purposes:

- (1) For transfer to the general fund of the Agency, provided that the amount transferred shall not exceed the lesser of one thousand dollars (\$1,000) or 5 percent of the total amount expended from the improvement fund.
- (2) As a credit upon the assessment and any supplemental assessment.
- (3) For the maintenance of the improvement.
- (4) To call bonds, thereby reducing outstanding assessments and subsequent assessment installments.

All money in the Improvement Funds for each District was expended, as the improvements were completed and the Improvement Funds were closed.

Redemption Fund

The Redemption Funds for each District were established as transitory accounts for the deposit of funds from levy collections until payments were made to the DWR on scheduled debt service payment dates (April 1st and October 1st annually).

Pursuant to Section 8784 of the California Streets and Highways Code (the “Code”), a surplus in the Redemption Fund that remains after the retirement of all outstanding bonds *“shall first be applied to repayment to the city of any special taxes levied by it for the purpose of advancing funds under Part 13 (commencing with Section 8800) less its recovery on the sale or redemption of the properties assessed, and also of any costs incurred by it under this division. The remainder shall be repaid in accordance with the provisions of Section 8783 to persons paying supplemental assessments, if any, and the balance may be proportionately credited upon the final installments due upon the assessments securing the bonds and repaid to those persons whose assessments have been previously paid or may be transferred to the general fund of the city.”*

The GDPUD has not levied any special taxes pursuant to Part 13 of the Code, and no property owners have paid supplemental assessments. NBS has reviewed the formation documents for each Assessment District and has determined that there are no additional instructions for, or limitations upon the disposition of the Redemption Fund surplus. The GDPUD has indicated that they intend to transfer the remaining funds held in the Redemption Funds for each District, less any closeout fees and administrative expenses, to its General Fund for use in accordance with the Code.

Reserve Fund

The Reserve Funds for each District were established to maintain funds for debt service payments, in the event that funds in each District's Redemption Fund were not sufficient to make payments on scheduled debt service payment dates.

Pursuant to Section 8885 of the Code, "whenever the balance in the special reserve fund is sufficient to retire all remaining outstanding bonds in the issue, whether by advance retirement or otherwise, collection of the principal and interest on the assessments shall be discontinued and the special reserve fund shall be liquidated in retirement of the bonds. In the event that the balance in the fund at the time of liquidation exceeds the amount required to retire all outstanding bonds in the issue, the excess shall be apportioned to each individual parcel upon which the individual assessment remained unpaid at the time the balance in the Reserve Fund was sufficient to retire all outstanding bonds in the issue."

After the retirement of the remaining debt for each Assessment District, no funds remain in the Reserve Funds associated with each District.

Section 3. FUND ANALYSES

The following pages show the funds analyses prepared for each Assessment District, referencing fund balance information as of June 30, 2018.

Georgetown Divide Public Utility District District Closeout Funds Analysis

Improvement Fund Pursuant to Section 10427 of the Code	Assessment District No. 1977-1 (Greenwood Water Improvement District)	Assessment District No. 1977-2 (Cool Cherry Acres Water Improvement District)	Assessment District No. 1977-4 (Spanish Dry Diggins Water Improvement District)	Assessment District No. 1977-5 (Water Line Extension)
Improvement Fund Balance ⁽¹⁾	\$0.00	\$0.00	\$0.00	\$0.00
Less amount to be transferred to the General Fund	0.00	0.00	0.00	0.00
Ending Balance	\$0.00	\$0.00	\$0.00	\$0.00
Reserve Fund				
Pursuant to Section 8885 of the Code				
Reserve Fund Balance ⁽¹⁾	\$0.00	\$0.00	\$0.00	\$0.00
Transfer Required from General Fund	0.00	0.00	0.00	0.00
Less amount to be transferred to the Redemption Fund	0.00	0.00	0.00	0.00
Less amount to be refunded to property owners	0.00	0.00	0.00	0.00
Ending Balance	\$0.00	\$0.00	\$0.00	\$0.00
Redemption Fund				
Pursuant to Section 8784 of the Code				
Redemption Fund Balance ⁽¹⁾	\$6,513.26	\$3,624.24	\$7,983.95	\$1,948.98
Transfer from Reserve Fund	0.00	0.00	0.00	0.00
Less Previously Unrecovered City Administrative Fees	0.00	0.00	0.00	0.00
Less City fees and costs for closeout and refund processing	0.00	0.00	0.00	0.00
Less Legal Counsel fees	0.00	0.00	0.00	0.00
Less Consultant Closeout Analysis Fees ⁽²⁾	1,713.06	953.22	2,099.87	512.60
Less amount to be transferred to the General Fund	4,800.20	2,671.02	5,884.08	1,436.38
Ending Balance	\$0.00	\$0.00	\$0.00	\$0.00
Total amount to be transferred to/from the General Fund	\$4,800.20	\$2,671.02	\$5,884.08	\$1,436.38
Total amount to be refunded to property owners	\$0.00	\$0.00	\$0.00	\$0.00

(1) Fund balances associated with each of the Assessment Districts are current as of June 30, 2018. (Source: Georgetown Divide Public Utility District)

(2) The total amount of fees agreed upon for NBS (Consultant) to perform the Fund Closeout Analysis on behalf of the Georgetown Divide Public Utility District is \$26,550.

Georgetown Divide Public Utility District District Closeout Funds Analysis

Improvement Fund Pursuant to Section 10427 of the Code	Pilot Hill North Water Assessment District No. 1989-2	Kelsey South Water Assessment District No. 1989-4	Bayne Road Water Assessment District No. 1991-1
Improvement Fund Balance ⁽¹⁾	\$0.00	\$0.00	\$0.00
Less amount to be transferred to the General Fund	0.00	0.00	0.00
Ending Balance	\$0.00	\$0.00	\$0.00
Reserve Fund			
Pursuant to Section 8885 of the Code			
Reserve Fund Balance ⁽¹⁾	(\$7,480.80)	\$0.00	\$0.00
Transfer Required from General Fund ⁽²⁾	7,480.80	0.00	0.00
Less amount to be transferred to the Redemption Fund	0.00	0.00	0.00
Less amount to be refunded to property owners	0.00	0.00	0.00
Ending Balance	\$0.00	\$0.00	\$0.00
Redemption Fund			
Pursuant to Section 8784 of the Code			
Redemption Fund Balance ⁽¹⁾	\$0.00	\$55,526.44	\$25,349.29
Transfer from Reserve Fund	0.00	0.00	0.00
Less Previously Unrecovered City Administrative Fees	0.00	0.00	0.00
Less City fees and costs for closeout and refund processing	0.00	0.00	0.00
Less Legal Counsel fees	0.00	0.00	0.00
Less Consultant Closeout Analysis Fees ⁽³⁾	0.00	14,604.10	6,667.15
Less amount to be transferred to the General Fund	0.00	40,922.34	18,682.14
Ending Balance	\$0.00	\$0.00	\$0.00
Total amount to be transferred to/from the General Fund	\$0.00	\$40,922.34	\$18,682.14
Total amount to be refunded to property owners	\$0.00	\$0.00	\$0.00

(1) Fund balances associated with each of the Assessment Districts are current as of June 30, 2018. (Source: Georgetown Divide Public Utility District)

(2) The Pilot Hill North Water Assessment District No. 1989-2 Reserve Fund balance is negative, as the account was opened with a negative balance. The District will advance money from the General Fund to cover this negative balance and close out the fund.

(3) The total amount of fees agreed upon for NBS (Consultant) to perform the Fund Closeout Analysis on behalf of the Georgetown Divide Public Utility District is \$26,550.

Section 4. NOTICES OF COMPLETION

The following pages contain the Notices of Completion of Acquisitions to be signed by the General Manager of the GDPUD.

NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS

Georgetown Divide Public Utility District Assessment District No. 1977-1 (Greenwood Water Improvement District)

Notice is hereby given that rights of use in certain facilities to be constructed through Assessment District No. 1977-1 (Greenwood Water Improvement District) of the Georgetown Divide Public Utility District as fully described in the Engineer's Report for said Assessment District have been constructed.

The following is an excerpt from the Engineer's Report for the Assessment District:

The Project shall consist of the construction of a commercial and domestic water system to serve the lots and parcels of land within Assessment District No. 1977-1. The area to be served by the Greenwood Water Project contains approximately 150 separate parcels, covering approximately 1,500 acres in the general vicinity of Greenwood.

Approximately 40 of the parcels have improvements on them, with a population within the area to be served of approximately 120 people.

Water for the project will be obtained from the existing Auburn Lake Trails facilities, which include a 1.8 mgd water treatment plant and two storage tanks with a total capacity of 750,000 gallons.

The Greenwood Water Project shall consist of 19,000 feet of 6" and 8" pipe, and related appurtenances, including valves, services, fire hydrants, and one pressure reducing station. Also included would be a 0.40 mgd future expansion of the existing Auburn Lake Trails Water Treatment Plant.

The project also involves purchasing sufficient capacity in the existing or expanded Auburn Lake Trails Water Treatment Plant to serve one SFU or equivalent (plus any additional SFU capacity represented by an increase in service connection size requested by property owners) for each of the parcels being assessed under these proceedings.

Reference is made to the original Engineer's Report for a complete description of improvements constructed.

The General Manager for the Georgetown Divide Public Utility District certifies that, to best of his knowledge, the above recitals are true and correct.

Steven Palmer
General Manager
Georgetown Divide Public Utility District

Date

NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS

Georgetown Divide Public Utility District Assessment District No. 1977-2 (Cool Cherry Acres Water Improvement District)

Notice is hereby given that rights of use in certain facilities to be constructed through Assessment District No. 1977-2 (Cool Cherry Acres Water Improvement District) of the Georgetown Divide Public Utility District as fully described in the Engineer's Report for said Assessment District have been constructed.

The following is an excerpt from the Engineer's Report for the Assessment District:

The Project shall consist of the construction of a commercial and domestic water system to serve the lots and parcels of land within Assessment District No. 1977-2. The area to be served by the Cool-Cherry Acres Water Project contains approximately 106 separate parcels, covering 1,800 acres in the general vicinity of Cool.

Approximately 43 of the parcels have improvements on them, with a population within the area to be served of approximately 130 people.

Water for the project will be obtained from the existing Auburn Lake Trails facilities, which include a 1.8 mgd water treatment plant and two storage tanks with a total capacity of 750,000 gallons.

The Cool-Cherry Acres Water Project shall consist of 26,000 feet of 4", 6" and 8" pipe, and related appurtenances, including valves, services, fire hydrants, and one pressure reducing station. Also included would be a future expansion of storage capacity.

The project also involves purchasing sufficient capacity in the existing or expanded Auburn Lake Trails Water Treatment Plant to serve one SFU or equivalent (plus any additional SFU capacity represented by an increase in service connection size requested by property owners) for each of the parcels being assessed under these proceedings.

Reference is made to the original Engineer's Report for a complete description of improvements constructed.

The General Manager for the Georgetown Divide Public Utility District certifies that, to best of his knowledge, the above recitals are true and correct.

Steven Palmer
General Manager
Georgetown Divide Public Utility District

Date

NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS

Georgetown Divide Public Utility District Assessment District No. 1977-4 (Spanish Dry Diggins Water Improvement District)

Notice is hereby given that rights of use in certain facilities to be constructed through Assessment District No. 1977-4 (Spanish Dry Diggins Water Improvement District) of the Georgetown Divide Public Utility District as fully described in the Engineer's Report for said Assessment District have been constructed.

The following is an excerpt from the Engineer's Report for the Assessment District:

The Project shall consist of the construction of a commercial and domestic water system to serve the lots and parcels of land within Assessment District No. 1977-4. The area to be served by the Spanish Dry Diggins Water Project contains approximately 204 separate parcels, covering approximately 2,200 acres in the general vicinity north of Spanish Dry Diggins.

Approximately 42 of the parcels have improvements on them, with a population within the area to be served of approximately 125 people.

Water for the project will be obtained from the existing Georgetown-Buckeye Treatment Plant facilities, which include a 1.5 mgd water treatment plant and two storage tanks with a total capacity of 800,000 gallons.

The Spanish Dry Diggins Water Project shall consist of 28,000 feet of 6" and 8" pipe, and related appurtenances, including valves, services, and one pressure reducing station. Also included would be a 200,000 gallon storage tank.

The project also involves purchasing sufficient capacity in the existing Georgetown-Buckeye Treatment Plant to serve one SFU or equivalent (plus any additional SFU capacity represented by an increase in service connection size requested by property owners) for each of the parcels being assessed under these proceedings.

Reference is made to the original Engineer's Report for a complete description of improvements constructed.

The General Manager for the Georgetown Divide Public Utility District certifies that, to best of his knowledge, the above recitals are true and correct.

Steven Palmer
General Manager
Georgetown Divide Public Utility District

Date

NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS

Georgetown Divide Public Utility District Assessment District No. 1977-5 (Water Line Extension)

Notice is hereby given that rights of use in certain facilities to be constructed through the Assessment District No. 1977-5 (Water Line Extension) of the Georgetown Divide Public Utility District as fully described in the Engineer's Report for said Assessment District have been constructed.

Assessment District No. 1977-5 (Water Line Extension) was originally formed to finance specific improvements related to five individual water line projects:

- Pine Forest Acres
- Meadowbrook Road
- Irish Lane
- Garden Valley Estates
- Oak Ridge

The following is an excerpt from the Engineer's Report for the Assessment District:

The principal features of the proposed projects include approximately 21,400 feet of 2-inch through 6-inch PVC pipe and related appurtenances such as fire hydrants, valves, services, and air release valves. Additionally, one booster pump and hydro-pneumatic take will be required for Irish Lane.

Reference is made to the original Engineer's Report for a complete description of improvements constructed.

The General Manager for the Georgetown Divide Public Utility District certifies that, to best of his knowledge, the above recitals are true and correct.

Steven Palmer
General Manager
Georgetown Divide Public Utility District

Date

NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS

Georgetown Divide Public Utility District Pilot Hill North Water Assessment District No. 1989-2

Notice is hereby given that rights of use in certain facilities to be constructed through the Pilot Hill North Water Assessment District No. 1989-2 of the Georgetown Divide Public Utility District as fully described in the Engineer's Report for said Assessment District have been constructed.

The following is an excerpt from the Engineer's Report for the Assessment District:

The project shall consist of the construction of a commercial and domestic water system to serve the lots and parcels of land within Water Assessment District 1989—2. The area to be served by the Pilot Hill North Water Project contains approximately 90 assessable separate parcels covering approximately 725 acres in the general vicinity south of Cool as shown on the map in Figure 1.

Water for the project will be obtained from the existing Auburn Lake Trails facilities which include a 1.8 mgd water treatment plant and two storage tanks with a total capacity of 750,000 gallons.

The Pilot Hill North Water Project shall consist of 22,000 feet of 6" and 8" pipe, as shown in Figure 1, and related appurtenances, including valves, services, and one pressure reducing station. Also included would be a proportional share of an expansion of storage capacity.

The project also involves purchasing sufficient capacity in the existing or expanded Auburn Lake Trails Water Treatment plant to serve one SFU or equivalent (plus any additional SFU capacity represented by an increase in service connection size requested by property owners) for each of the parcels being assessed under these proceedings.

Reference is made to the original Engineer's Report for a complete description of improvements constructed.

The General Manager for the Georgetown Divide Public Utility District certifies that, to best of his knowledge, the above recitals are true and correct.

Steven Palmer
General Manager
Georgetown Divide Public Utility District

Date

NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS

Georgetown Divide Public Utility District Kelsey South Water Assessment District No. 1989-4

Notice is hereby given that rights of use in certain facilities to be constructed through the Kelsey South Water Assessment District No. 1989-4 of the Georgetown Divide Public Utility District as fully described in the Engineer's Report for said Assessment District have been constructed.

The following is an excerpt from the Engineer's Report for the Assessment District:

Within the Georgetown Divide Public Utility District, County of El Dorado, State of California, the construction and acquisition of the following public improvements, including the acquisition of all lands, easements, rights-of-way, licenses, franchises, and permits and the construction of all auxiliary work necessary and/or convenient to the accomplishment thereof in accordance with plans and specifications to be approved by the Georgetown Divide Public Utility District:

- (A) *The construction and installation of a domestic water system to serve the lots and parcels of land within the proposed district, including financially participating in construction, through proceedings for the Kelsey North Water Assessment District 1989-1, for a 300,000 gallon water storage tank, and P.V.C. C900 (or equivalent quality) transmission and distribution mains varying from 8-inch to 6-inch in size along the following routes to wit:*
- 1) *Commencing at a point on the proposed water pipeline in State Highway Number 193 (to be installed pursuant to proceedings conducted for the Kelsey North Water Assessment District) which is approximately at the intersection of Garden Valley Road and State Highway Number 193 and extending southerly from said point 12,400 feet, more or less, along the westerly side of said State Highway Number 193 to the intersection of said State Highway and Texas Canyon Road, more or less;*
 - 2) *Commencing at the Intersection of State Highway Number 193 and Garden Valley Road and extending northeasterly along said road 13,200 feet, more or less, to the intersection of Garden Valley Road and Garden Park Drive;*
 - 3) *Commencing at the intersection of State Highway Number 193 and Spanish Flat Road and extending 4,250 feet, more or less, northeasterly along Spanish Flat Road to a point of interception with a proposed water line to be installed through proceedings for the Kelsey North Water Assessment District; together with required transmission lines to and from valves, hydrants, services and appurtenances.*

(B) The acquisition within the boundaries of said proposed assessment district of rights of service and use in the existing water treatment plant of said Utility District (constructed pursuant to said proceedings for the Georgetown-Buckeye Water Improvement District), such rights of service and use to cover and include (A) for each assessment parcel upon which at the date hereof there is no building requiring domestic water service, only the treatment plant capacity required for a single structure.

Reference is made to the original Engineer's Report for a complete description of improvements constructed.

The General Manager for the Georgetown Divide Public Utility District certifies that, to best of his knowledge, the above recitals are true and correct.

Steven Palmer
General Manager
Georgetown Divide Public Utility District

Date

NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS

Georgetown Divide Public Utility District Bayne Road Water Assessment District No. 1991-1

Notice is hereby given that rights of use in certain facilities to be constructed through the Bayne Road Water Assessment District No. 1991-1 of the Georgetown Divide Public Utility District as fully described in the Engineer's Report for said Assessment District have been constructed.

The following is an excerpt from the Engineer's Report for the Assessment District:

Within the Georgetown Divide Public Utility District, County of El Dorado, State of California, the construction and acquisition of the following public improvements, including the acquisition of all lands, easements, rights-of-way, licenses, franchises, and permits and the construction of all auxiliary work necessary and/or convenient to the accomplishment thereof in accordance with plans and specifications to be approved by the Georgetown Divide Public Utility District:

- (A) *The construction and installation of a domestic water system to serve the lots and parcels of land within the proposed district, consisting of ductile iron and P.V.C. C900 (or equivalent quality) transmission and distribution mains 6-inch in size along the following routes to wit:*
- 1) *Commencing at a point which is the terminus of an existing water pipeline at the end of Garden Park Drive located on the north section line of Section 15, Township 11 North, Range 10 East, M.D.M. and extending in a generally southerly and westerly direction, along existing and proposed easements, approximately 3,000 feet to an intersection with Bayne Road;*
 - 2) *Commencing at said intersection with Bayne Road and extending easterly along Bayne Road approximately 1,400 feet;*
 - 3) *Commencing at said intersection with Bayne Road and extending southwesterly along Bayne Road approximately 4,000 feet to the intersection of said road and Toad Road; together with required transmission lines to and from valves, hydrants, services and appurtenances;*
- (B) *The acquisition within the boundaries of said proposed assessment district of rights of service and use in the existing water treatment plant of said Utility District (constructed pursuant to said proceedings for the Georgetown-Buckeye Water Improvement District), such rights of service and use to cover and include (a) for each assessment parcel upon which at the date hereof there is no building requiring domestic water service, only the treatment plant capacity required for a single structure with a three-quarter ($\frac{3}{4}$) inch service connection, and (b) for each assessment parcel upon which at the date hereof there is a building and buildings requiring domestic water service, the treatment plant capacity required for such parcel (being the family unit capacity*

attributable thereto by reason of the size of the service connection provided in Section 15-1 of Ordinance Number 89-2 of said Utility District).

Reference is made to the original Engineer's Report for a complete description of improvements constructed.

The General Manager for the Georgetown Divide Public Utility District certifies that, to best of his knowledge, the above recitals are true and correct.

Steven Palmer
General Manager
Georgetown Divide Public Utility District

Date

Section 5. RESOLUTIONS

The following pages contain the Resolutions Declaring Surplus, Ordering Disposition of the Surplus, Approving this Closeout Report, and accepting the Notices of Completion to be passed by the GDPUD General Manager and Board of Directors.

RESOLUTION NO. _____

RESOLUTION DECLARING THE REDEMPTION FUND AS SURPLUS, ORDERING THE DISPOSITION OF SURPLUS AMOUNTS, APPROVING THE AMENDED ASSESSMENT DISTRICT CLOSEOUT ANALYSIS AND FINDINGS REPORT PREPARED BY NBS, AND ACCEPTING THE NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS FOR ASSESSMENT DISTRICT NO. 1977-1 (GREENWOOD WATER IMPROVEMENT DISTRICT)

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (the “GDPUD”) has, by previous resolution and related actions, undertaken proceedings pursuant to the Municipal Improvement Act of 1913 to form and confirm assessments in the special assessment district known and designated as Assessment District No. 1977-1 (the “Assessment District”); and,

WHEREAS, Berkadia Commercial Mortgage LLC held a loan for funds advanced to the GDPUD for the completion of the improvements authorized by the Assessment District; and,

WHEREAS, the payment of all principal and interest due on the loan has been satisfied and surplus funds exist in the following amount:

Assessment District Fund	Fund Balance, as of June 30, 2018
Redemption Fund	\$6,513.26

WHEREAS, the GDPUD Board of Directors via previous resolution adopted the Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS and declared the above fund balance to be used in a manner described in the Assessment District Closeout Analysis and Findings Report.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

Section 1. The above recitals are true and correct.

Section 2. The expenses to be paid from the above fund balance have been amended and NBS has prepared an Amended Assessment District Closeout Analysis and Findings Report accordingly.

Section 3. The GDPUD Board of Directors hereby approves the Amended Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS.

Section 4. The GDPUD Board of Directors hereby orders the disposition of said surplus funds, less closeout fees and GDPUD administrative expenses, according to Sections 8784 and 8885 of the California Streets and Highways Code, and in the manner described in the Amended Assessment District Closeout Analysis and Findings Report prepared by NBS.

Section 5. The GDPUD authorizes the closeout of Assessment District No. 1977-1 (Greenwood Water Improvement District).

PASSED AND ADOPTED on this ____ day of _____, 20__, by the following vote:

AYES:

NOES:

ABSENT:

Steven Palmer
General Manger
Georgetown Divide Public Utility District

ATTEST:

District Clerk
Georgetown Divide Public Utility District

APPROVED AS TO FORM:

District Attorney
Georgetown Divide Public Utility District

RESOLUTION NO. _____

RESOLUTION DECLARING THE REDEMPTION FUND AS SURPLUS, ORDERING THE DISPOSITION OF SURPLUS AMOUNTS, APPROVING THE AMENDED ASSESSMENT DISTRICT CLOSEOUT ANALYSIS AND FINDINGS REPORT PREPARED BY NBS, AND ACCEPTING THE NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS FOR ASSESSMENT DISTRICT NO. 1977-2 (COOL CHERRY ACRES WATER IMPROVEMENT DISTRICT)

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (the “GDPUD”) has, by previous resolution and related actions, undertaken proceedings pursuant to the Municipal Improvement Act of 1913 to form and confirm assessments in the special assessment district known and designated as Assessment District No. 1977-2 (the “Assessment District”); and,

WHEREAS, Berkadia Commercial Mortgage LLC held a loan for funds advanced to the GDPUD for the completion of the improvements authorized by the Assessment District; and,

WHEREAS, the payment of all principal and interest due on the loan has been satisfied and surplus funds existed in the following amount:

Assessment District Fund	Fund Balance, as of June 30, 2018
Redemption Fund	\$3,624.24

WHEREAS, the GDPUD Board of Directors via previous resolution adopted the Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS and declared the above fund balance to be used in a manner described in the Assessment District Closeout Analysis and Findings Report.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

Section 1. The above recitals are true and correct.

Section 2. The expenses to be paid from the above fund balance have been amended and NBS has prepared an Amended Assessment District Closeout Analysis and Findings Report accordingly.

Section 3. The GDPUD Board of Directors hereby approves the Amended Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS.

Section 4. The GDPUD Board of Directors hereby orders the disposition of said surplus funds, less closeout fees and GDPUD administrative expenses, according to Sections 8784 and 8885 of the California Streets and Highways Code, and in the manner described in the Amended Assessment District Closeout Analysis and Findings Report prepared by NBS.

Section 5. The GDPUD authorizes the closeout of Assessment District No. 1977-2 (Cool Cherry Acres Water Improvement District).

PASSED AND ADOPTED on this ____ day of _____, 20__, by the following vote:

AYES:

NOES:

ABSENT:

Steven Palmer
General Manger
Georgetown Divide Public Utility District

ATTEST:

District Clerk
Georgetown Divide Public Utility District

APPROVED AS TO FORM:

District Attorney
Georgetown Divide Public Utility District

RESOLUTION NO. _____

RESOLUTION DECLARING THE REDEMPTION FUND AS SURPLUS, ORDERING THE DISPOSITION OF SURPLUS AMOUNTS, APPROVING THE AMENDED ASSESSMENT DISTRICT CLOSEOUT ANALYSIS AND FINDINGS REPORT PREPARED BY NBS, AND ACCEPTING THE NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS FOR ASSESSMENT DISTRICT NO. 1977-4 (SPANISH DRY DIGGINS WATER IMPROVEMENT DISTRICT)

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (the “GDPUD”) has, by previous resolution and related actions, undertaken proceedings pursuant to the Municipal Improvement Act of 1913 to form and confirm assessments in the special assessment district known and designated as Assessment District No. 1977-4 (the “Assessment District”); and,

WHEREAS, Berkadia Commercial Mortgage LLC held a loan for funds advanced to the GDPUD for the completion of the improvements authorized by the Assessment District; and,

WHEREAS, the payment of all principal and interest due on the loan has been satisfied and surplus funds exist in the following amount:

Assessment District Fund	Fund Balance, as of June 30, 2018
Redemption Fund	\$7,983.95

WHEREAS, the GDPUD Board of Directors via previous resolution adopted the Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS and declared the above fund balance to be used in a manner described in the Assessment District Closeout Analysis and Findings Report.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

Section 1. The above recitals are true and correct.

Section 2. The expenses to be paid from the above fund balance have been amended and NBS has prepared an Amended Assessment District Closeout Analysis and Findings Report accordingly.

Section 3. The GDPUD Board of Directors hereby approves the Amended Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS.

Section 4. The GDPUD Board of Directors hereby orders the disposition of said surplus funds, less closeout fees and GDPUD administrative expenses, according to Sections 8784 and 8885 of the California Streets and Highways Code, and in the manner described in the Amended Assessment District Closeout Analysis and Findings Report prepared by NBS.

Section 5. The GDPUD authorizes the closeout of Assessment District No. 1977-4 (Spanish Dry Diggins Water Improvement District).

PASSED AND ADOPTED on this ____ day of _____, 20__, by the following vote:

AYES:

NOES:

ABSENT:

Steven Palmer
General Manger
Georgetown Divide Public Utility District

ATTEST:

District Clerk
Georgetown Divide Public Utility District

APPROVED AS TO FORM:

District Attorney
Georgetown Divide Public Utility District

RESOLUTION NO. _____

RESOLUTION DECLARING THE REDEMPTION FUND AS SURPLUS, ORDERING THE DISPOSITION OF SURPLUS AMOUNTS, APPROVING THE AMENDED ASSESSMENT DISTRICT CLOSEOUT ANALYSIS AND FINDINGS REPORT PREPARED BY NBS, AND ACCEPTING THE NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS FOR ASSESSMENT DISTRICT NO. 1977-5 (WATER LINE EXTENSION)

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (the “GDPUD”) has, by previous resolution and related actions, undertaken proceedings pursuant to the Municipal Improvement Act of 1913 to form and confirm assessments in the special assessment district known and designated as Assessment District No. 1977-5 (the “Assessment District”); and,

WHEREAS, Berkadia Commercial Mortgage LLC held a loan for funds advanced to the GDPUD for the completion of the improvements authorized by the Assessment District; and,

WHEREAS, the payment of all principal and interest due on the loan has been satisfied and surplus funds exist in the following amount:

Assessment District Fund	Fund Balance, as of June 30, 2018
Redemption Fund	\$1,948.98

WHEREAS, the GDPUD Board of Directors via previous resolution adopted the Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS and declared the above fund balance to be used in a manner described in the Assessment District Closeout Analysis and Findings Report.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

Section 1. The above recitals are true and correct.

Section 2. The expenses to be paid from the above fund balance have been amended and NBS has prepared an Amended Assessment District Closeout Analysis and Findings Report accordingly.

Section 3. The GDPUD Board of Directors hereby approves the Amended Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS.

Section 4. The GDPUD Board of Directors hereby orders the disposition of said surplus funds, less closeout fees and GDPUD administrative expenses, according to Sections 8784 and 8885 of the California Streets and Highways Code, and in the manner described in the Amended Assessment District Closeout Analysis and Findings Report prepared by NBS.

Section 5. The GDPUD authorizes the closeout of Assessment District No. 1977-5 (Water Line Extension).

PASSED AND ADOPTED on this ____ day of _____, 20__, by the following vote:

AYES:

NOES:

ABSENT:

Steven Palmer
General Manger
Georgetown Divide Public Utility District

ATTEST:

District Clerk
Georgetown Divide Public Utility District

APPROVED AS TO FORM:

District Attorney
Georgetown Divide Public Utility District

RESOLUTION NO. _____

RESOLUTION DECLARING THE REDEMPTION FUND AS SURPLUS, ORDERING THE DISPOSITION OF SURPLUS AMOUNTS, APPROVING THE AMENDED ASSESSMENT DISTRICT CLOSEOUT ANALYSIS AND FINDINGS REPORT PREPARED BY NBS, AND ACCEPTING THE NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS FOR KELSEY SOUTH WATER ASSESSMENT DISTRICT NO. 1989-4

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (the “GDPUD”) has, by previous resolution and related actions, undertaken proceedings pursuant to the Municipal Improvement Act of 1913 to form and confirm assessments in the special assessment district known and designated as Assessment District No. 1989-4 (the “Assessment District”); and,

WHEREAS, the Department of Water Resources held a loan for funds advanced to the GDPUD for the completion of the improvements authorized by the Assessment District; and,

WHEREAS, the payment of all principal and interest due on the loan has been satisfied and surplus funds exist in the following amount:

Assessment District Fund	Fund Balances, as of June 30, 2018
Redemption Fund	\$55,526.44

WHEREAS, the GDPUD Board of Directors via previous resolution adopted the Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS and declared the above fund balance to be used in a manner described in the Assessment District Closeout Analysis and Findings Report.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

Section 1. The above recitals are true and correct.

Section 2. The expenses to be paid from the above fund balance have been amended and NBS has prepared an Amended Assessment District Closeout Analysis and Findings Report accordingly.

Section 3. The GDPUD Board of Directors hereby approves the Amended Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS.

Section 4. The GDPUD Board of Directors hereby orders the disposition of said surplus funds, less closeout fees and GDPUD administrative expenses, according to Sections 8784 and 8885 of the California Streets and Highways Code, and in the manner described in the Amended Assessment District Closeout Analysis and Findings Report prepared by NBS.

Section 5. The GDPUD authorizes the closeout of Kelsey South Water Assessment District No. 1989-4.

PASSED AND ADOPTED on this ____ day of _____, 20__, by the following vote:

AYES:

NOES:

ABSENT:

Steven Palmer
General Manger
Georgetown Divide Public Utility District

ATTEST:

District Clerk
Georgetown Divide Public Utility District

APPROVED AS TO FORM:

District Attorney
Georgetown Divide Public Utility District

RESOLUTION NO. _____

RESOLUTION DECLARING THE REDEMPTION FUND AS SURPLUS, ORDERING THE DISPOSITION OF SURPLUS AMOUNTS, APPROVING THE AMENDED ASSESSMENT DISTRICT CLOSEOUT ANALYSIS AND FINDINGS REPORT PREPARED BY NBS, AND ACCEPTING THE NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS FOR BAYNE ROAD WATER ASSESSMENT DISTRICT NO. 1991-1

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (the “GDPUD”) has, by previous resolution and related actions, undertaken proceedings pursuant to the Municipal Improvement Act of 1913 to form and confirm assessments in the special assessment district known and designated as Bayne Road Water Assessment District No. 1991-1 (the “Assessment District”); and,

WHEREAS, the Limited Obligation Improvement Bonds, Georgetown Divide Public Utility District, Bayne Road Water Assessment District 1991-1 (the “Bonds”) were issued to provide funds to the GDPUD for the completion of the improvements authorized by the Assessment District; and,

WHEREAS, the payment of all principal and interest due on the Bonds has been satisfied and surplus funds exist in the following amount:

Assessment District Fund	Fund Balance, as of June 30, 2018
Redemption Fund	\$25,349.29

WHEREAS, the GDPUD Board of Directors via previous resolution adopted the Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS and declared the above fund balance to be used in a manner described in the Assessment District Closeout Analysis and Findings Report.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

Section 1. The above recitals are true and correct.

Section 2. The expenses to be paid from the above fund balance have been amended and NBS has prepared an Amended Assessment District Closeout Analysis and Findings Report accordingly.

Section 3. The GDPUD Board of Directors hereby approves the Amended Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS.

Section 4. The GDPUD Board of Directors hereby orders the disposition of said surplus funds, less closeout fees and GDPUD administrative expenses, according to Sections 8784 and 8885 of the California Streets and Highways Code, and in the manner described in the Amended Assessment District Closeout Analysis and Findings Report prepared by NBS.

Section 5. The GDPUD authorizes the closeout of Bayne Road Water Assessment District No. 1991-1.

PASSED AND ADOPTED on this ____ day of _____, 20__, by the following vote:

AYES:

NOES:

ABSENT:

Steven Palmer
General Manger
Georgetown Divide Public Utility District

ATTEST:

District Clerk
Georgetown Divide Public Utility District

APPROVED AS TO FORM:

District Attorney
Georgetown Divide Public Utility District

Section 6. LEVY AND COLLECTION SUMMARIES

The following pages show a summary of the levies and collections for the Assessment Districts.

Georgetown Divide Public Utility District Delinquency Summary Report

As of: 11/01/2018

District	Due Date	Billed Amount	Paid Amount	Delinquent Amount	Delinquent Amount %	Billed Installments	Paid Installments	Delinquent Installments	Delinquent Installments %
Cool Cherry - Assessment District No. 1977-2 (Cool-Cherry Acres)									
08/01/2007 Billing:									
	12/10/2007	\$6,146.93	\$6,146.93	\$0.00	0.00%	97	97	0	0.00%
	04/10/2008	\$6,146.93	\$6,146.93	\$0.00	0.00%	97	97	0	0.00%
	Subtotal:	\$12,293.86	\$12,293.86	\$0.00	0.00%	194	194	0	0.00%
08/01/2008 Billing:									
	12/10/2008	\$6,455.78	\$6,455.78	\$0.00	0.00%	97	97	0	0.00%
	04/10/2009	\$6,455.78	\$6,455.78	\$0.00	0.00%	97	97	0	0.00%
	Subtotal:	\$12,911.56	\$12,911.56	\$0.00	0.00%	194	194	0	0.00%
08/01/2009 Billing:									
	12/10/2009	\$6,277.23	\$6,277.23	\$0.00	0.00%	97	97	0	0.00%
	04/10/2010	\$6,277.23	\$6,277.23	\$0.00	0.00%	97	97	0	0.00%
	Subtotal:	\$12,554.46	\$12,554.46	\$0.00	0.00%	194	194	0	0.00%
08/01/2010 Billing:									
	12/10/2010	\$6,560.56	\$6,560.56	\$0.00	0.00%	97	97	0	0.00%
	04/10/2011	\$6,560.56	\$6,560.56	\$0.00	0.00%	97	97	0	0.00%
	Subtotal:	\$13,121.12	\$13,121.12	\$0.00	0.00%	194	194	0	0.00%
08/01/2011 Billing:									
	12/10/2011	\$6,353.85	\$6,353.85	\$0.00	0.00%	97	97	0	0.00%
	04/10/2012	\$6,353.85	\$6,353.85	\$0.00	0.00%	97	97	0	0.00%
	Subtotal:	\$12,707.70	\$12,707.70	\$0.00	0.00%	194	194	0	0.00%
08/01/2012 Billing:									
	12/10/2012	\$6,594.02	\$6,594.02	\$0.00	0.00%	97	97	0	0.00%
	04/10/2013	\$6,594.02	\$6,594.02	\$0.00	0.00%	97	97	0	0.00%
	Subtotal:	\$13,188.04	\$13,188.04	\$0.00	0.00%	194	194	0	0.00%

Georgetown Divide Public Utility District Delinquency Summary Report

As of: 11/01/2018

District	Due Date	Billed Amount	Paid Amount	Delinquent Amount	Delinquent Amount %	Billed Installments	Paid Installments	Delinquent Installments	Delinquent Installments %
Cool Cherry - Assessment District No. 1977-2 (Cool-Cherry Acres)									
08/01/2013 Billing:									
	12/10/2013	\$6,359.93	\$6,359.93	\$0.00	0.00%	97	97	0	0.00%
	04/10/2014	\$6,359.93	\$6,359.93	\$0.00	0.00%	97	97	0	0.00%
	Subtotal:	\$12,719.86	\$12,719.86	\$0.00	0.00%	194	194	0	0.00%
08/01/2014 Billing:									
	12/10/2014	\$6,164.55	\$6,164.55	\$0.00	0.00%	97	97	0	0.00%
	04/10/2015	\$6,164.55	\$6,164.55	\$0.00	0.00%	97	97	0	0.00%
	Subtotal:	\$12,329.10	\$12,329.10	\$0.00	0.00%	194	194	0	0.00%
08/01/2015 Billing:									
	12/10/2015	\$6,775.25	\$6,775.25	\$0.00	0.00%	97	97	0	0.00%
	04/10/2016	\$6,775.25	\$6,775.25	\$0.00	0.00%	97	97	0	0.00%
	Subtotal:	\$13,550.50	\$13,550.50	\$0.00	0.00%	194	194	0	0.00%
08/01/2016 Billing:									
	12/10/2016	\$946.04	\$946.04	\$0.00	0.00%	97	97	0	0.00%
	04/10/2017	\$946.04	\$946.04	\$0.00	0.00%	97	97	0	0.00%
	Subtotal:	\$1,892.08	\$1,892.08	\$0.00	0.00%	194	194	0	0.00%
Cool Cherry	Total:	\$117,268.28	\$117,268.28	\$0.00	0.00%	1,940	1,940	0	0.00%

Georgetown Divide Public Utility District Delinquency Summary Report

As of: 11/01/2018

District	Due Date	Billed Amount	Paid Amount	Delinquent Amount	Delinquent Amount %	Billed Installments	Paid Installments	Delinquent Installments	Delinquent Installments %
Greenwood - Assessment District No. 1977-1 (Greenwood WID)									
08/01/2007 Billing:									
	12/10/2007	\$5,141.04	\$5,141.04	\$0.00	0.00%	138	138	0	0.00%
	04/10/2008	\$5,141.04	\$5,141.04	\$0.00	0.00%	138	138	0	0.00%
	Subtotal:	\$10,282.08	\$10,282.08	\$0.00	0.00%	276	276	0	0.00%
08/01/2008 Billing:									
	12/10/2008	\$5,234.60	\$5,234.60	\$0.00	0.00%	138	138	0	0.00%
	04/10/2009	\$5,234.60	\$5,234.60	\$0.00	0.00%	138	138	0	0.00%
	Subtotal:	\$10,469.20	\$10,469.20	\$0.00	0.00%	276	276	0	0.00%
08/01/2009 Billing:									
	12/10/2009	\$5,317.93	\$5,317.93	\$0.00	0.00%	138	138	0	0.00%
	04/10/2010	\$5,317.93	\$5,317.93	\$0.00	0.00%	138	138	0	0.00%
	Subtotal:	\$10,635.86	\$10,635.86	\$0.00	0.00%	276	276	0	0.00%
08/01/2010 Billing:									
	12/10/2010	\$5,106.33	\$5,106.33	\$0.00	0.00%	137	137	0	0.00%
	04/10/2011	\$5,106.33	\$5,106.33	\$0.00	0.00%	137	137	0	0.00%
	Subtotal:	\$10,212.66	\$10,212.66	\$0.00	0.00%	274	274	0	0.00%
08/01/2011 Billing:									
	12/10/2011	\$4,762.01	\$4,762.01	\$0.00	0.00%	132	132	0	0.00%
	04/10/2012	\$4,762.01	\$4,762.01	\$0.00	0.00%	132	132	0	0.00%
	Subtotal:	\$9,524.02	\$9,524.02	\$0.00	0.00%	264	264	0	0.00%
08/01/2012 Billing:									
	12/10/2012	\$5,057.28	\$5,057.28	\$0.00	0.00%	132	132	0	0.00%
	04/10/2013	\$5,057.28	\$5,057.28	\$0.00	0.00%	132	132	0	0.00%
	Subtotal:	\$10,114.56	\$10,114.56	\$0.00	0.00%	264	264	0	0.00%

Georgetown Divide Public Utility District Delinquency Summary Report

As of: 11/01/2018

District	Due Date	Billed Amount	Paid Amount	Delinquent Amount	Delinquent Amount %	Billed Installments	Paid Installments	Delinquent Installments	Delinquent Installments %
Greenwood - Assessment District No. 1977-1 (Greenwood WID)									
08/01/2013 Billing:									
	12/10/2013	\$4,882.80	\$4,882.80	\$0.00	0.00%	132	132	0	0.00%
	04/10/2014	\$4,882.80	\$4,882.80	\$0.00	0.00%	132	132	0	0.00%
	Subtotal:	\$9,765.60	\$9,765.60	\$0.00	0.00%	264	264	0	0.00%
08/01/2014 Billing:									
	12/10/2014	\$5,188.82	\$5,188.82	\$0.00	0.00%	132	132	0	0.00%
	04/10/2015	\$5,188.82	\$5,188.82	\$0.00	0.00%	132	132	0	0.00%
	Subtotal:	\$10,377.64	\$10,377.64	\$0.00	0.00%	264	264	0	0.00%
08/01/2015 Billing:									
	12/10/2015	\$5,311.19	\$5,311.19	\$0.00	0.00%	132	132	0	0.00%
	04/10/2016	\$5,311.19	\$5,311.19	\$0.00	0.00%	132	132	0	0.00%
	Subtotal:	\$10,622.38	\$10,622.38	\$0.00	0.00%	264	264	0	0.00%
Greenwood	Total:	\$92,004.00	\$92,004.00	\$0.00	0.00%	2,422	2,422	0	0.00%

Georgetown Divide Public Utility District Delinquency Summary Report

As of: 11/01/2018

District	Due Date	Billed Amount	Paid Amount	Delinquent Amount	Delinquent Amount %	Billed Installments	Paid Installments	Delinquent Installments	Delinquent Installments %
Kelsey South - Assessment District No. 1989-4 (Kelsey South)									
08/01/2007 Billing:									
	12/10/2007	\$20,491.88	\$20,491.88	\$0.00	0.00%	148	148	0	0.00%
	04/10/2008	\$20,491.88	\$20,491.88	\$0.00	0.00%	148	148	0	0.00%
	Subtotal:	\$40,983.76	\$40,983.76	\$0.00	0.00%	296	296	0	0.00%
08/01/2008 Billing:									
	12/10/2008	\$15,239.76	\$15,239.76	\$0.00	0.00%	148	148	0	0.00%
	04/10/2009	\$15,239.76	\$15,239.76	\$0.00	0.00%	148	148	0	0.00%
	Subtotal:	\$30,479.52	\$30,479.52	\$0.00	0.00%	296	296	0	0.00%
08/01/2009 Billing:									
	12/10/2009	\$21,031.74	\$21,031.74	\$0.00	0.00%	149	149	0	0.00%
	04/10/2010	\$21,031.74	\$21,031.74	\$0.00	0.00%	149	149	0	0.00%
	Subtotal:	\$42,063.48	\$42,063.48	\$0.00	0.00%	298	298	0	0.00%
08/01/2010 Billing:									
	12/10/2010	\$21,526.73	\$21,526.73	\$0.00	0.00%	148	148	0	0.00%
	04/10/2011	\$21,526.73	\$21,526.73	\$0.00	0.00%	148	148	0	0.00%
	Subtotal:	\$43,053.46	\$43,053.46	\$0.00	0.00%	296	296	0	0.00%
08/01/2011 Billing:									
	12/10/2011	\$20,920.36	\$20,920.36	\$0.00	0.00%	148	148	0	0.00%
	04/10/2012	\$20,920.36	\$20,920.36	\$0.00	0.00%	148	148	0	0.00%
	Subtotal:	\$41,840.72	\$41,840.72	\$0.00	0.00%	296	296	0	0.00%
08/01/2012 Billing:									
	12/10/2012	\$20,959.53	\$20,959.53	\$0.00	0.00%	148	148	0	0.00%
	04/10/2013	\$20,959.53	\$20,959.53	\$0.00	0.00%	148	148	0	0.00%
	Subtotal:	\$41,919.06	\$41,919.06	\$0.00	0.00%	296	296	0	0.00%

Georgetown Divide Public Utility District Delinquency Summary Report

As of: 11/01/2018

District	Due Date	Billed Amount	Paid Amount	Delinquent Amount	Delinquent Amount %	Billed Installments	Paid Installments	Delinquent Installments	Delinquent Installments %
Kelsey South - Assessment District No. 1989-4 (Kelsey South)									
08/01/2013 Billing:									
	12/10/2013	\$20,988.01	\$20,988.01	\$0.00	0.00%	148	148	0	0.00%
	04/10/2014	\$20,988.01	\$20,988.01	\$0.00	0.00%	148	148	0	0.00%
	Subtotal:	\$41,976.02	\$41,976.02	\$0.00	0.00%	296	296	0	0.00%
08/01/2014 Billing:									
	12/10/2014	\$21,018.29	\$21,018.29	\$0.00	0.00%	148	148	0	0.00%
	04/10/2015	\$21,018.29	\$21,018.29	\$0.00	0.00%	148	148	0	0.00%
	Subtotal:	\$42,036.58	\$42,036.58	\$0.00	0.00%	296	296	0	0.00%
08/01/2015 Billing:									
	12/10/2015	\$22,178.64	\$22,178.64	\$0.00	0.00%	148	148	0	0.00%
	04/10/2016	\$22,178.64	\$22,178.64	\$0.00	0.00%	148	148	0	0.00%
	Subtotal:	\$44,357.28	\$44,357.28	\$0.00	0.00%	296	296	0	0.00%
08/01/2016 Billing:									
	12/10/2016	\$22,077.86	\$22,077.86	\$0.00	0.00%	147	147	0	0.00%
	04/10/2017	\$22,077.86	\$22,077.86	\$0.00	0.00%	147	147	0	0.00%
	Subtotal:	\$44,155.72	\$44,155.72	\$0.00	0.00%	294	294	0	0.00%
Kelsey South	Total:	\$412,865.60	\$412,865.60	\$0.00	0.00%	2,960	2,960	0	0.00%

Georgetown Divide Public Utility District Delinquency Summary Report

As of: 11/01/2018

District	Due Date	Billed Amount	Paid Amount	Delinquent Amount	Delinquent Amount %	Billed Installments	Paid Installments	Delinquent Installments	Delinquent Installments %
Spanish Dry - Assessment District No. 1977-4 (Spanish Dry)									
08/01/2006 Billing:									
	12/10/2006	\$7,420.65	\$7,420.65	\$0.00	0.00%	169	169	0	0.00%
	04/10/2007	\$7,420.65	\$7,420.65	\$0.00	0.00%	169	169	0	0.00%
	Subtotal:	\$14,841.30	\$14,841.30	\$0.00	0.00%	338	338	0	0.00%
08/01/2007 Billing:									
	12/10/2007	\$8,249.62	\$8,249.62	\$0.00	0.00%	169	169	0	0.00%
	04/10/2008	\$8,249.62	\$8,249.62	\$0.00	0.00%	169	169	0	0.00%
	Subtotal:	\$16,499.24	\$16,499.24	\$0.00	0.00%	338	338	0	0.00%
08/01/2008 Billing:									
	12/10/2008	\$7,398.09	\$7,398.09	\$0.00	0.00%	168	168	0	0.00%
	04/10/2009	\$7,398.09	\$7,398.09	\$0.00	0.00%	168	168	0	0.00%
	Subtotal:	\$14,796.18	\$14,796.18	\$0.00	0.00%	336	336	0	0.00%
08/01/2009 Billing:									
	12/10/2009	\$8,322.61	\$8,322.61	\$0.00	0.00%	168	168	0	0.00%
	04/10/2010	\$8,322.61	\$8,322.61	\$0.00	0.00%	168	168	0	0.00%
	Subtotal:	\$16,645.22	\$16,645.22	\$0.00	0.00%	336	336	0	0.00%
08/01/2010 Billing:									
	12/10/2010	\$7,967.89	\$7,967.89	\$0.00	0.00%	166	166	0	0.00%
	04/10/2011	\$7,967.89	\$7,967.89	\$0.00	0.00%	166	166	0	0.00%
	Subtotal:	\$15,935.78	\$15,935.78	\$0.00	0.00%	332	332	0	0.00%
08/01/2011 Billing:									
	12/10/2011	\$8,197.62	\$8,197.62	\$0.00	0.00%	166	166	0	0.00%
	04/10/2012	\$8,197.62	\$8,197.62	\$0.00	0.00%	166	166	0	0.00%
	Subtotal:	\$16,395.24	\$16,395.24	\$0.00	0.00%	332	332	0	0.00%

Georgetown Divide Public Utility District Delinquency Summary Report

As of: 11/01/2018

District	Due Date	Billed Amount	Paid Amount	Delinquent Amount	Delinquent Amount %	Billed Installments	Paid Installments	Delinquent Installments	Delinquent Installments %
Spanish Dry - Assessment District No. 1977-4 (Spanish Dry)									
08/01/2012 Billing:									
	12/10/2012	\$7,873.16	\$7,873.16	\$0.00	0.00%	166	166	0	0.00%
	04/10/2013	\$7,873.16	\$7,873.16	\$0.00	0.00%	166	166	0	0.00%
	Subtotal:	\$15,746.32	\$15,746.32	\$0.00	0.00%	332	332	0	0.00%
08/01/2013 Billing:									
	12/10/2013	\$8,072.25	\$8,072.25	\$0.00	0.00%	166	166	0	0.00%
	04/10/2014	\$8,072.25	\$8,072.25	\$0.00	0.00%	166	166	0	0.00%
	Subtotal:	\$16,144.50	\$16,144.50	\$0.00	0.00%	332	332	0	0.00%
08/01/2014 Billing:									
	12/10/2014	\$5,328.67	\$5,328.67	\$0.00	0.00%	166	166	0	0.00%
	04/10/2015	\$5,328.67	\$5,328.67	\$0.00	0.00%	166	166	0	0.00%
	Subtotal:	\$10,657.34	\$10,657.34	\$0.00	0.00%	332	332	0	0.00%
Spanish Dry	Total:	\$137,661.12	\$137,661.12	\$0.00	0.00%	3,008	3,008	0	0.00%

Georgetown Divide Public Utility District Delinquency Summary Report

As of: 11/01/2018

District	Due Date	Billed Amount	Paid Amount	Delinquent Amount	Delinquent Amount %	Billed Installments	Paid Installments	Delinquent Installments	Delinquent Installments %
Water Line - Assessment District No. 1977-5 (Water Line Ext)									
08/01/2007 Billing:									
	12/10/2007	\$4,415.96	\$4,415.96	\$0.00	0.00%	78	78	0	0.00%
	04/10/2008	\$4,415.96	\$4,415.96	\$0.00	0.00%	78	78	0	0.00%
	Subtotal:	\$8,831.92	\$8,831.92	\$0.00	0.00%	156	156	0	0.00%
08/01/2008 Billing:									
	12/10/2008	\$4,644.69	\$4,644.69	\$0.00	0.00%	78	78	0	0.00%
	04/10/2009	\$4,644.69	\$4,644.69	\$0.00	0.00%	78	78	0	0.00%
	Subtotal:	\$9,289.38	\$9,289.38	\$0.00	0.00%	156	156	0	0.00%
08/01/2009 Billing:									
	12/10/2009	\$4,173.91	\$4,173.91	\$0.00	0.00%	78	78	0	0.00%
	04/10/2010	\$4,173.91	\$4,173.91	\$0.00	0.00%	78	78	0	0.00%
	Subtotal:	\$8,347.82	\$8,347.82	\$0.00	0.00%	156	156	0	0.00%
08/01/2010 Billing:									
	12/10/2010	\$4,044.31	\$4,044.31	\$0.00	0.00%	78	78	0	0.00%
	04/10/2011	\$4,044.31	\$4,044.31	\$0.00	0.00%	78	78	0	0.00%
	Subtotal:	\$8,088.62	\$8,088.62	\$0.00	0.00%	156	156	0	0.00%
08/01/2011 Billing:									
	12/10/2011	\$4,423.62	\$4,423.62	\$0.00	0.00%	78	78	0	0.00%
	04/10/2012	\$4,423.62	\$4,423.62	\$0.00	0.00%	78	78	0	0.00%
	Subtotal:	\$8,847.24	\$8,847.24	\$0.00	0.00%	156	156	0	0.00%
08/01/2012 Billing:									
	12/10/2012	\$4,266.48	\$4,266.48	\$0.00	0.00%	78	78	0	0.00%
	04/10/2013	\$4,266.48	\$4,266.48	\$0.00	0.00%	78	78	0	0.00%
	Subtotal:	\$8,532.96	\$8,532.96	\$0.00	0.00%	156	156	0	0.00%

Georgetown Divide Public Utility District Delinquency Summary Report

As of: 11/01/2018

District	Due Date	Billed Amount	Paid Amount	Delinquent Amount	Delinquent Amount %	Billed Installments	Paid Installments	Delinquent Installments	Delinquent Installments %
Water Line - Assessment District No. 1977-5 (Water Line Ext)									
08/01/2013 Billing:									
	12/10/2013	\$4,123.19	\$4,123.19	\$0.00	0.00%	78	78	0	0.00%
	04/10/2014	\$4,123.19	\$4,123.19	\$0.00	0.00%	78	78	0	0.00%
	Subtotal:	\$8,246.38	\$8,246.38	\$0.00	0.00%	156	156	0	0.00%
08/01/2014 Billing:									
	12/10/2014	\$4,491.59	\$4,491.59	\$0.00	0.00%	78	78	0	0.00%
	04/10/2015	\$4,491.59	\$4,491.59	\$0.00	0.00%	78	78	0	0.00%
	Subtotal:	\$8,983.18	\$8,983.18	\$0.00	0.00%	156	156	0	0.00%
08/01/2015 Billing:									
	12/10/2015	\$4,596.76	\$4,596.76	\$0.00	0.00%	78	78	0	0.00%
	04/10/2016	\$4,596.76	\$4,596.76	\$0.00	0.00%	78	78	0	0.00%
	Subtotal:	\$9,193.52	\$9,193.52	\$0.00	0.00%	156	156	0	0.00%
08/01/2016 Billing:									
	12/10/2016	\$4,425.29	\$4,425.29	\$0.00	0.00%	78	78	0	0.00%
	04/10/2017	\$4,425.29	\$4,425.29	\$0.00	0.00%	78	78	0	0.00%
	Subtotal:	\$8,850.58	\$8,850.58	\$0.00	0.00%	156	156	0	0.00%
Water Line	Total:	\$87,211.60	\$87,211.60	\$0.00	0.00%	1,560	1,560	0	0.00%
Agency Grand Total:		\$847,010.60	\$847,010.60	\$0.00	0.00%	11,890	11,890	0	0.00%

Georgetown Divide Public Utility District
Delinquency Summary Report
 As of: 11/01/2018

District	Due Date	Billed Amount	Paid Amount	Delinquent Amount	Delinquent Amount %	Billed Installments	Paid Installments	Delinquent Installments	Delinquent Installments %
Pilot Hill North									
	8/1/2007 Billing:								
	12/10/2007	\$16,401.70	\$16,401.70	\$0.00	0.00 %	84	84	0	0.00 %
	4/10/2008	16,401.70	16,401.70	0.00	0.00 %	84	84	0	0.00 %
	Subtotal:	\$32,803.40	\$32,803.40	\$0.00	0.00 %	168	168	0	0.00 %
	8/1/2008 Billing:								
	12/10/2008	\$16,340.11	\$16,340.11	\$0.00	0.00 %	84	84	0	0.00 %
	4/10/2009	16,340.11	16,340.11	0.00	0.00 %	84	84	0	0.00 %
	Subtotal:	\$32,680.22	\$32,680.22	\$0.00	0.00 %	168	168	0	0.00 %
	8/1/2009 Billing:								
	12/10/2009	\$16,353.57	\$16,353.57	\$0.00	0.00 %	84	84	0	0.00 %
	4/10/2010	16,353.57	16,353.57	0.00	0.00 %	84	84	0	0.00 %
	Subtotal:	\$32,707.14	\$32,707.14	\$0.00	0.00 %	168	168	0	0.00 %
	8/1/2010 Billing:								
	12/10/2010	\$16,342.77	\$16,342.77	\$0.00	0.00 %	84	84	0	0.00 %
	4/10/2011	16,342.77	16,342.77	0.00	0.00 %	84	84	0	0.00 %
	Subtotal:	\$32,685.54	\$32,685.54	\$0.00	0.00 %	168	168	0	0.00 %
	8/1/2011 Billing:								
	12/10/2011	\$16,358.42	\$16,358.42	\$0.00	0.00 %	84	84	0	0.00 %
	4/10/2012	16,358.42	16,358.42	0.00	0.00 %	84	84	0	0.00 %
	Subtotal:	\$32,716.84	\$32,716.84	\$0.00	0.00 %	168	168	0	0.00 %
Pilot Hill North	Total:	\$163,593.14	\$163,593.14	\$0.00	0.00 %	840	840	0	0.00 %
Agency Grand Total:		\$163,593.14	\$163,593.14	\$0.00	0.00 %				

Section 7. FINAL DEBT SERVICE SCHEDULES

The following pages contain the closing debt service schedules for each Assessment District.

Georgetown Divide Public Utility District
Assessment District No. 1977-1 (Greenwood W
Current Debt Service Schedule

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 7.G.
 Attachment 1
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Bonds Dated: 12/30/1978

Bonds Issued: \$166,842.00

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
01/02/1979		5.0000%	\$166,842.00	\$0.00	\$46.35	\$46.35	\$0.00	0.0000%	Paid
07/02/1979		5.0000	166,842.00	842.00	4,171.05	5,013.05	5,059.40	0.0000	Paid
01/02/1980		5.0000	166,000.00	.00	4,150.00	4,150.00	.00	0.0000	Paid
07/02/1980		5.0000	166,000.00	1,000.00	4,150.00	5,150.00	9,300.00	0.0000	Paid
01/02/1981		5.0000	165,000.00	.00	4,125.00	4,125.00	.00	0.0000	Paid
07/02/1981		5.0000	165,000.00	1,000.00	4,125.00	5,125.00	9,250.00	0.0000	Paid
01/02/1982		5.0000	164,000.00	.00	4,100.00	4,100.00	.00	0.0000	Paid
07/02/1982		5.0000	164,000.00	1,000.00	4,100.00	5,100.00	9,200.00	0.0000	Paid
01/02/1983		5.0000	163,000.00	.00	4,075.00	4,075.00	.00	0.0000	Paid
07/02/1983		5.0000	163,000.00	2,000.00	4,075.00	6,075.00	10,150.00	0.0000	Paid
01/02/1984		5.0000	161,000.00	.00	4,025.00	4,025.00	.00	0.0000	Paid
07/02/1984		5.0000	161,000.00	2,000.00	4,025.00	6,025.00	10,050.00	0.0000	Paid
01/02/1985		5.0000	159,000.00	.00	3,975.00	3,975.00	.00	0.0000	Paid
07/02/1985		5.0000	159,000.00	2,000.00	3,975.00	5,975.00	9,950.00	0.0000	Paid
01/02/1986		5.0000	157,000.00	.00	3,925.00	3,925.00	.00	0.0000	Paid
07/02/1986		5.0000	157,000.00	2,000.00	3,925.00	5,925.00	9,850.00	0.0000	Paid
01/02/1987		5.0000	155,000.00	.00	3,875.00	3,875.00	.00	0.0000	Paid
07/02/1987		5.0000	155,000.00	2,000.00	3,875.00	5,875.00	9,750.00	0.0000	Paid
01/02/1988		5.0000	153,000.00	.00	3,825.00	3,825.00	.00	0.0000	Paid
07/02/1988		5.0000	153,000.00	2,000.00	3,825.00	5,825.00	9,650.00	0.0000	Paid
01/02/1989		5.0000	151,000.00	.00	3,775.00	3,775.00	.00	0.0000	Paid
07/02/1989		5.0000	151,000.00	2,000.00	3,775.00	5,775.00	9,550.00	0.0000	Paid
01/02/1990		5.0000	149,000.00	.00	3,725.00	3,725.00	.00	0.0000	Paid
07/02/1990		5.0000	149,000.00	2,000.00	3,725.00	5,725.00	9,450.00	0.0000	Paid
01/02/1991		5.0000	147,000.00	.00	3,675.00	3,675.00	.00	0.0000	Paid
07/02/1991		5.0000	147,000.00	3,000.00	3,675.00	6,675.00	10,350.00	0.0000	Paid
01/02/1992		5.0000	144,000.00	.00	3,600.00	3,600.00	.00	0.0000	Paid
07/02/1992		5.0000	144,000.00	3,000.00	3,600.00	6,600.00	10,200.00	0.0000	Paid
01/02/1993		5.0000	141,000.00	.00	3,525.00	3,525.00	.00	0.0000	Paid
07/02/1993		5.0000	141,000.00	3,000.00	3,525.00	6,525.00	10,050.00	0.0000	Paid
01/02/1994		5.0000	138,000.00	.00	3,450.00	3,450.00	.00	0.0000	Paid
07/02/1994		5.0000	138,000.00	3,000.00	3,450.00	6,450.00	9,900.00	0.0000	Paid
01/02/1995		5.0000	135,000.00	.00	3,375.00	3,375.00	.00	0.0000	Paid
07/02/1995		5.0000	135,000.00	3,000.00	3,375.00	6,375.00	9,750.00	0.0000	Paid
01/02/1996		5.0000	132,000.00	.00	3,300.00	3,300.00	.00	0.0000	Paid
07/02/1996		5.0000	132,000.00	3,000.00	3,300.00	6,300.00	9,600.00	0.0000	Paid
01/02/1997		5.0000	129,000.00	.00	3,225.00	3,225.00	.00	0.0000	Paid
07/02/1997		5.0000	129,000.00	4,000.00	3,225.00	7,225.00	10,450.00	0.0000	Paid
01/02/1998		5.0000	125,000.00	.00	3,125.00	3,125.00	.00	0.0000	Paid
07/02/1998		5.0000	125,000.00	4,000.00	3,125.00	7,125.00	10,250.00	0.0000	Paid

Georgetown Divide Public Utility District
Assessment District No. 1977-1 (Greenwood W
Current Debt Service Schedule

GDPUD Board Mtg. of 04/09/2019
AGENDA ITEM 7.G.
Attachment 1
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Bonds Dated: 12/30/1978

Bonds Issued: \$166,842.00

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
01/02/1999		5.0000	121,000.00	.00	3,025.00	3,025.00	.00	0.0000	Paid
07/02/1999		5.0000	121,000.00	4,000.00	3,025.00	7,025.00	10,050.00	0.0000	Paid
01/02/2000		5.0000	117,000.00	.00	2,925.00	2,925.00	.00	0.0000	Paid
07/02/2000		5.0000	117,000.00	4,000.00	2,925.00	6,925.00	9,850.00	0.0000	Paid
01/02/2001		5.0000	113,000.00	.00	2,825.00	2,825.00	.00	0.0000	Paid
07/02/2001		5.0000	113,000.00	4,000.00	2,825.00	6,825.00	9,650.00	0.0000	Paid
01/02/2002		5.0000	109,000.00	.00	2,725.00	2,725.00	.00	0.0000	Paid
07/02/2002		5.0000	109,000.00	5,000.00	2,725.00	7,725.00	10,450.00	0.0000	Paid
01/02/2003		5.0000	104,000.00	.00	2,600.00	2,600.00	.00	0.0000	Paid
07/02/2003		5.0000	104,000.00	5,000.00	2,600.00	7,600.00	10,200.00	0.0000	Paid
01/02/2004		5.0000	99,000.00	.00	2,475.00	2,475.00	.00	0.0000	Paid
07/02/2004		5.0000	99,000.00	5,000.00	2,475.00	7,475.00	9,950.00	0.0000	Paid
01/02/2005		5.0000	94,000.00	.00	2,350.00	2,350.00	.00	0.0000	Paid
07/02/2005		5.0000	94,000.00	5,000.00	2,350.00	7,350.00	.00	0.0000	Paid
07/02/2005		0.0000	89,000.00	4,000.00	.00	4,000.00	13,700.00	0.0000	Bond Call
01/02/2006		5.0000	85,000.00	.00	2,125.00	2,125.00	.00	0.0000	Paid
07/02/2006		5.0000	85,000.00	6,000.00	2,125.00	8,125.00	10,250.00	0.0000	Paid
01/02/2007		5.0000	79,000.00	.00	1,975.00	1,975.00	.00	0.0000	Paid
07/02/2007		5.0000	79,000.00	6,000.00	1,975.00	7,975.00	.00	0.0000	Paid
07/02/2007		0.0000	73,000.00	9,000.00	.00	9,000.00	18,950.00	0.0000	Bond Call
01/02/2008		5.0000	64,000.00	.00	1,600.00	1,600.00	.00	0.0000	Paid
07/02/2008		5.0000	64,000.00	6,000.00	1,600.00	7,600.00	9,200.00	0.0000	Paid
01/02/2009		5.0000	58,000.00	.00	1,450.00	1,450.00	.00	0.0000	Paid
07/02/2009		5.0000	58,000.00	6,000.00	1,450.00	7,450.00	8,900.00	0.0000	Paid
01/02/2010		5.0000	52,000.00	.00	1,300.00	1,300.00	.00	0.0000	Paid
07/02/2010		5.0000	52,000.00	6,000.00	1,300.00	7,300.00	8,600.00	0.0000	Paid
01/02/2011		5.0000	46,000.00	.00	1,150.00	1,150.00	.00	0.0000	Paid
07/02/2011		5.0000	46,000.00	6,000.00	1,150.00	7,150.00	8,300.00	0.0000	Paid
01/02/2012		5.0000	40,000.00	.00	1,000.00	1,000.00	.00	0.0000	Paid
07/02/2012		5.0000	40,000.00	6,000.00	1,000.00	7,000.00	8,000.00	0.0000	Paid
01/02/2013		5.0000	34,000.00	.00	850.00	850.00	.00	0.0000	Paid
07/02/2013		5.0000	34,000.00	6,000.00	850.00	6,850.00	7,700.00	0.0000	Paid
01/02/2014		5.0000	28,000.00	.00	700.00	700.00	.00	0.0000	Paid
07/02/2014		5.0000	28,000.00	7,000.00	700.00	7,700.00	8,400.00	0.0000	Paid
01/02/2015		5.0000	21,000.00	.00	525.00	525.00	.00	0.0000	Paid
07/02/2015		5.0000	21,000.00	7,000.00	525.00	7,525.00	8,050.00	0.0000	Paid
01/02/2016		5.0000	14,000.00	.00	350.00	350.00	.00	0.0000	Paid
07/02/2016		5.0000	14,000.00	7,000.00	350.00	7,350.00	7,700.00	0.0000	Paid
01/02/2017		5.0000	7,000.00	.00	175.00	175.00	.00	0.0000	Paid
07/02/2017		5.0000	7,000.00	7,000.00	175.00	7,175.00	7,350.00	0.0000	Paid

Georgetown Divide Public Utility District
Assessment District No. 1977-1 (Greenwood W
Current Debt Service Schedule

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Bonds Dated: 12/30/1978

Bonds Issued: \$166,842.00

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
Grand Total:				\$166,842.00	\$210,167.40	\$377,009.40	\$377,009.40		

Georgetown Divide Public Utility District
Assessment District No. 1977-2 (Cool-Cherry Ac

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 7.G.
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Current Debt Service Schedule

Bonds Dated: 01/02/1979

Bonds Issued: \$205,500.00

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
01/02/1979		.0000%	\$205,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%	Paid
07/02/1979		5.0000	205,500.00	1,500.00	5,137.50	6,637.50	6,637.50	0.0000	Paid
01/02/1980		0.0000	204,000.00	.00	5,100.00	5,100.00	.00	0.0000	Paid
07/02/1980		5.0000	204,000.00	2,000.00	5,100.00	7,100.00	12,200.00	0.0000	Paid
01/02/1981		0.0000	202,000.00	.00	5,050.00	5,050.00	.00	0.0000	Paid
07/02/1981		5.0000	202,000.00	2,000.00	5,050.00	7,050.00	12,100.00	0.0000	Paid
01/02/1982		0.0000	200,000.00	.00	5,000.00	5,000.00	.00	0.0000	Paid
07/02/1982		5.0000	200,000.00	2,000.00	5,000.00	7,000.00	12,000.00	0.0000	Paid
01/02/1983		0.0000	198,000.00	.00	4,950.00	4,950.00	.00	0.0000	Paid
07/02/1983		5.0000	198,000.00	2,000.00	4,950.00	6,950.00	11,900.00	0.0000	Paid
01/02/1984		0.0000	196,000.00	.00	4,900.00	4,900.00	.00	0.0000	Paid
07/02/1984		5.0000	196,000.00	2,000.00	4,900.00	6,900.00	11,800.00	0.0000	Paid
01/02/1985		0.0000	194,000.00	.00	4,850.00	4,850.00	.00	0.0000	Paid
07/02/1985		5.0000	194,000.00	2,000.00	4,850.00	6,850.00	11,700.00	0.0000	Paid
01/02/1986		0.0000	192,000.00	.00	4,800.00	4,800.00	.00	0.0000	Paid
07/02/1986		5.0000	192,000.00	2,000.00	4,800.00	6,800.00	11,600.00	0.0000	Paid
01/02/1987		0.0000	190,000.00	.00	4,750.00	4,750.00	.00	0.0000	Paid
07/02/1987		5.0000	190,000.00	3,000.00	4,750.00	7,750.00	12,500.00	0.0000	Paid
01/02/1988		0.0000	187,000.00	.00	4,675.00	4,675.00	.00	0.0000	Paid
07/02/1988		5.0000	187,000.00	3,000.00	4,675.00	7,675.00	12,350.00	0.0000	Paid
01/02/1989		0.0000	184,000.00	.00	4,600.00	4,600.00	.00	0.0000	Paid
07/02/1989		5.0000	184,000.00	3,000.00	4,600.00	7,600.00	12,200.00	0.0000	Paid
01/02/1990		0.0000	181,000.00	.00	4,525.00	4,525.00	.00	0.0000	Paid
07/02/1990		5.0000	181,000.00	3,000.00	4,525.00	7,525.00	12,050.00	0.0000	Paid
01/02/1991		0.0000	178,000.00	.00	4,450.00	4,450.00	.00	0.0000	Paid
07/02/1991		5.0000	178,000.00	3,000.00	4,450.00	7,450.00	11,900.00	0.0000	Paid
01/02/1992		0.0000	175,000.00	.00	4,375.00	4,375.00	.00	0.0000	Paid
07/02/1992		5.0000	175,000.00	3,000.00	4,375.00	7,375.00	11,750.00	0.0000	Paid
01/02/1993		0.0000	172,000.00	.00	4,300.00	4,300.00	.00	0.0000	Paid
07/02/1993		5.0000	172,000.00	4,000.00	4,300.00	8,300.00	12,600.00	0.0000	Paid
01/02/1994		0.0000	168,000.00	.00	4,200.00	4,200.00	.00	0.0000	Paid
07/02/1994		5.0000	168,000.00	4,000.00	4,200.00	8,200.00	12,400.00	0.0000	Paid
01/02/1995		0.0000	164,000.00	.00	4,100.00	4,100.00	.00	0.0000	Paid
07/02/1995		5.0000	164,000.00	4,000.00	4,100.00	8,100.00	12,200.00	0.0000	Paid
01/02/1996		0.0000	160,000.00	.00	4,000.00	4,000.00	.00	0.0000	Paid
07/02/1996		5.0000	160,000.00	4,000.00	4,000.00	8,000.00	12,000.00	0.0000	Paid
01/02/1997		0.0000	156,000.00	.00	3,900.00	3,900.00	.00	0.0000	Paid
07/02/1997		5.0000	156,000.00	4,000.00	3,900.00	7,900.00	11,800.00	0.0000	Paid
01/02/1998		0.0000	152,000.00	.00	3,800.00	3,800.00	.00	0.0000	Paid
07/02/1998		5.0000	152,000.00	5,000.00	3,800.00	8,800.00	12,600.00	0.0000	Paid

Georgetown Divide Public Utility District
Assessment District No. 1977-2 (Cool-Cherry Ac
Current Debt Service Schedule

GDPUD Board Mtg. of 04/09/2019
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Bonds Dated: 01/02/1979

Bonds Issued: \$205,500.00

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
01/02/1999		0.0000	147,000.00	.00	3,675.00	3,675.00	.00	0.0000	Paid
07/02/1999		5.0000	147,000.00	5,000.00	3,675.00	8,675.00	12,350.00	0.0000	Paid
01/02/2000		0.0000	142,000.00	.00	3,550.00	3,550.00	.00	0.0000	Paid
07/02/2000		5.0000	142,000.00	5,000.00	3,550.00	8,550.00	12,100.00	0.0000	Paid
01/02/2001		0.0000	137,000.00	.00	3,425.00	3,425.00	.00	0.0000	Paid
07/02/2001		5.0000	137,000.00	5,000.00	3,425.00	8,425.00	11,850.00	0.0000	Paid
01/02/2002		0.0000	132,000.00	.00	3,300.00	3,300.00	.00	0.0000	Paid
07/02/2002		5.0000	132,000.00	6,000.00	3,300.00	9,300.00	12,600.00	0.0000	Paid
01/02/2003		0.0000	126,000.00	.00	3,150.00	3,150.00	.00	0.0000	Paid
07/02/2003		5.0000	126,000.00	6,000.00	3,150.00	9,150.00	12,300.00	0.0000	Paid
01/02/2004		0.0000	120,000.00	.00	3,000.00	3,000.00	.00	0.0000	Paid
07/02/2004		5.0000	120,000.00	6,000.00	3,000.00	9,000.00	12,000.00	0.0000	Paid
01/02/2005		0.0000	114,000.00	.00	2,850.00	2,850.00	.00	0.0000	Paid
07/02/2005		5.0000	114,000.00	6,000.00	2,850.00	8,850.00	.00	0.0000	Paid
07/02/2005		0.0000	108,000.00	1,000.00	.00	1,000.00	12,700.00	0.0000	Bond Call
01/02/2006		0.0000	107,000.00	.00	2,675.00	2,675.00	.00	0.0000	Paid
07/02/2006		5.0000	107,000.00	7,000.00	2,675.00	9,675.00	12,350.00	0.0000	Paid
01/02/2007		0.0000	100,000.00	.00	2,500.00	2,500.00	.00	0.0000	Paid
07/02/2007		5.0000	100,000.00	7,000.00	2,500.00	9,500.00	.00	0.0000	Paid
07/02/2007		0.0000	93,000.00	14,000.00	.00	14,000.00	26,000.00	0.0000	Bond Call
01/02/2008		0.0000	79,000.00	.00	1,975.00	1,975.00	.00	0.0000	Paid
07/02/2008		5.0000	79,000.00	7,000.00	1,975.00	8,975.00	10,950.00	0.0000	Paid
01/02/2009		0.0000	72,000.00	.00	1,800.00	1,800.00	.00	0.0000	Paid
07/02/2009		5.0000	72,000.00	7,000.00	1,800.00	8,800.00	10,600.00	0.0000	Paid
01/02/2010		0.0000	65,000.00	.00	1,625.00	1,625.00	.00	0.0000	Paid
07/02/2010		5.0000	65,000.00	7,000.00	1,625.00	8,625.00	10,250.00	0.0000	Paid
01/02/2011		0.0000	58,000.00	.00	1,450.00	1,450.00	.00	0.0000	Paid
07/02/2011		5.0000	58,000.00	7,000.00	1,450.00	8,450.00	9,900.00	0.0000	Paid
01/02/2012		0.0000	51,000.00	.00	1,275.00	1,275.00	.00	0.0000	Paid
07/02/2012		5.0000	51,000.00	7,000.00	1,275.00	8,275.00	9,550.00	0.0000	Paid
01/02/2013		0.0000	44,000.00	.00	1,100.00	1,100.00	.00	0.0000	Paid
07/02/2013		5.0000	44,000.00	8,000.00	1,100.00	9,100.00	10,200.00	0.0000	Paid
01/02/2014		0.0000	36,000.00	.00	900.00	900.00	.00	0.0000	Paid
07/02/2014		5.0000	36,000.00	8,000.00	900.00	8,900.00	9,800.00	0.0000	Paid
01/02/2015		0.0000	28,000.00	.00	700.00	700.00	.00	0.0000	Paid
07/02/2015		5.0000	28,000.00	9,000.00	700.00	9,700.00	10,400.00	0.0000	Paid
01/02/2016		0.0000	19,000.00	.00	475.00	475.00	.00	0.0000	Paid
07/02/2016		5.0000	19,000.00	10,000.00	475.00	10,475.00	10,950.00	0.0000	Paid
01/02/2017		0.0000	9,000.00	.00	225.00	225.00	.00	0.0000	Paid
07/02/2017		5.0000	9,000.00	9,000.00	225.00	9,225.00	9,450.00	0.0000	Paid

Georgetown Divide Public Utility District
Assessment District No. 1977-2 (Cool-Cherry Ac
Current Debt Service Schedule

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Bonds Dated: 01/02/1979
 Bonds Issued: \$205,500.00

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
Grand Total:				\$205,500.00	\$257,087.50	\$462,587.50	\$462,587.50		

Georgetown Divide Public Utility District
Assessment District No. 1977-4 (Spanish Dry)
Current Debt Service Schedule

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 7.G.
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Bonds Dated: 02/02/1978

Bonds Issued: \$267,200.00

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
01/02/1979		5.0000%	\$267,200.00	\$0.00	\$12,246.67	\$12,246.67	\$0.00	0.0000%	Paid
07/02/1979		5.0000	267,200.00	2,200.00	6,680.00	8,880.00	21,126.67	0.0000	Paid
01/02/1980		5.0000	265,000.00	.00	6,625.00	6,625.00	.00	0.0000	Paid
07/02/1980		5.0000	265,000.00	2,000.00	6,625.00	8,625.00	15,250.00	0.0000	Paid
01/02/1981		5.0000	263,000.00	.00	6,575.00	6,575.00	.00	0.0000	Paid
07/02/1981		5.0000	263,000.00	3,000.00	6,575.00	9,575.00	16,150.00	0.0000	Paid
01/02/1982		5.0000	260,000.00	.00	6,500.00	6,500.00	.00	0.0000	Paid
07/02/1982		5.0000	260,000.00	3,000.00	6,500.00	9,500.00	16,000.00	0.0000	Paid
01/02/1983		5.0000	257,000.00	.00	6,425.00	6,425.00	.00	0.0000	Paid
07/02/1983		5.0000	257,000.00	3,000.00	6,425.00	9,425.00	15,850.00	0.0000	Paid
01/02/1984		5.0000	254,000.00	.00	6,350.00	6,350.00	.00	0.0000	Paid
07/02/1984		5.0000	254,000.00	3,000.00	6,350.00	9,350.00	15,700.00	0.0000	Paid
01/02/1985		5.0000	251,000.00	.00	6,275.00	6,275.00	.00	0.0000	Paid
07/02/1985		5.0000	251,000.00	3,000.00	6,275.00	9,275.00	15,550.00	0.0000	Paid
01/02/1986		5.0000	248,000.00	.00	6,200.00	6,200.00	.00	0.0000	Paid
07/02/1986		5.0000	248,000.00	3,000.00	6,200.00	9,200.00	15,400.00	0.0000	Paid
01/02/1987		5.0000	245,000.00	.00	6,125.00	6,125.00	.00	0.0000	Paid
07/02/1987		5.0000	245,000.00	3,000.00	6,125.00	9,125.00	15,250.00	0.0000	Paid
01/02/1988		5.0000	242,000.00	.00	6,050.00	6,050.00	.00	0.0000	Paid
07/02/1988		5.0000	242,000.00	4,000.00	6,050.00	10,050.00	16,100.00	0.0000	Paid
01/02/1989		5.0000	238,000.00	.00	5,950.00	5,950.00	.00	0.0000	Paid
07/02/1989		5.0000	238,000.00	4,000.00	5,950.00	9,950.00	15,900.00	0.0000	Paid
01/02/1990		5.0000	234,000.00	.00	5,850.00	5,850.00	.00	0.0000	Paid
07/02/1990		5.0000	234,000.00	4,000.00	5,850.00	9,850.00	15,700.00	0.0000	Paid
01/02/1991		5.0000	230,000.00	.00	5,750.00	5,750.00	.00	0.0000	Paid
07/02/1991		5.0000	230,000.00	4,000.00	5,750.00	9,750.00	15,500.00	0.0000	Paid
01/02/1992		5.0000	226,000.00	.00	5,650.00	5,650.00	.00	0.0000	Paid
07/02/1992		5.0000	226,000.00	4,000.00	5,650.00	9,650.00	15,300.00	0.0000	Paid
01/02/1993		5.0000	222,000.00	.00	5,550.00	5,550.00	.00	0.0000	Paid
07/02/1993		5.0000	222,000.00	5,000.00	5,550.00	10,550.00	16,100.00	0.0000	Paid
01/02/1994		5.0000	217,000.00	.00	5,425.00	5,425.00	.00	0.0000	Paid
07/02/1994		5.0000	217,000.00	5,000.00	5,425.00	10,425.00	15,850.00	0.0000	Paid
01/02/1995		5.0000	212,000.00	.00	5,300.00	5,300.00	.00	0.0000	Paid
07/02/1995		5.0000	212,000.00	5,000.00	5,300.00	10,300.00	15,600.00	0.0000	Paid
01/02/1996		5.0000	207,000.00	.00	5,175.00	5,175.00	.00	0.0000	Paid
07/02/1996		5.0000	207,000.00	5,000.00	5,175.00	10,175.00	15,350.00	0.0000	Paid
01/02/1997		5.0000	202,000.00	.00	5,050.00	5,050.00	.00	0.0000	Paid
07/02/1997		5.0000	202,000.00	6,000.00	5,050.00	11,050.00	16,100.00	0.0000	Paid
01/02/1998		5.0000	196,000.00	.00	4,900.00	4,900.00	.00	0.0000	Paid
07/02/1998		5.0000	196,000.00	6,000.00	4,900.00	10,900.00	15,800.00	0.0000	Paid

Georgetown Divide Public Utility District
Assessment District No. 1977-4 (Spanish Dry)
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Bonds Dated: 02/02/1978

Bonds Issued: \$267,200.00

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
01/02/1999		5.0000	190,000.00	.00	4,750.00	4,750.00	.00	0.0000	Paid
07/02/1999		5.0000	190,000.00	6,000.00	4,750.00	10,750.00	15,500.00	0.0000	Paid
01/02/2000		5.0000	184,000.00	.00	4,600.00	4,600.00	.00	0.0000	Paid
07/02/2000		5.0000	184,000.00	7,000.00	4,600.00	11,600.00	16,200.00	0.0000	Paid
01/02/2001		5.0000	177,000.00	.00	4,425.00	4,425.00	.00	0.0000	Paid
07/02/2001		5.0000	177,000.00	7,000.00	4,425.00	11,425.00	15,850.00	0.0000	Paid
01/02/2002		5.0000	170,000.00	.00	4,250.00	4,250.00	.00	0.0000	Paid
07/02/2002		5.0000	170,000.00	7,000.00	4,250.00	11,250.00	15,500.00	0.0000	Paid
01/02/2003		5.0000	163,000.00	.00	4,075.00	4,075.00	.00	0.0000	Paid
07/02/2003		5.0000	163,000.00	8,000.00	4,075.00	12,075.00	16,150.00	0.0000	Paid
01/02/2004		5.0000	155,000.00	.00	3,875.00	3,875.00	.00	0.0000	Paid
07/02/2004		5.0000	155,000.00	8,000.00	3,875.00	11,875.00	15,750.00	0.0000	Paid
01/02/2005		5.0000	147,000.00	.00	3,675.00	3,675.00	.00	0.0000	Paid
07/02/2005		5.0000	147,000.00	8,000.00	3,675.00	11,675.00	.00	0.0000	Paid
07/02/2005		0.0000	139,000.00	2,000.00	.00	2,000.00	17,350.00	0.0000	Bond Call
01/02/2006		5.0000	137,000.00	.00	3,425.00	3,425.00	.00	0.0000	Paid
07/02/2006		5.0000	137,000.00	9,000.00	3,425.00	12,425.00	15,850.00	0.0000	Paid
01/02/2007		5.0000	128,000.00	.00	3,200.00	3,200.00	.00	0.0000	Paid
07/02/2007		5.0000	128,000.00	9,000.00	3,200.00	12,200.00	.00	0.0000	Paid
07/02/2007		0.0000	119,000.00	35,000.00	.00	35,000.00	50,400.00	0.0000	Bond Call
01/02/2008		5.0000	84,000.00	.00	2,100.00	2,100.00	.00	0.0000	Paid
07/02/2008		5.0000	84,000.00	10,000.00	2,100.00	12,100.00	14,200.00	0.0000	Paid
01/02/2009		5.0000	74,000.00	.00	1,850.00	1,850.00	.00	0.0000	Paid
07/02/2009		5.0000	74,000.00	10,000.00	1,850.00	11,850.00	13,700.00	0.0000	Paid
01/02/2010		5.0000	64,000.00	.00	1,600.00	1,600.00	.00	0.0000	Paid
07/02/2010		5.0000	64,000.00	11,000.00	1,600.00	12,600.00	14,200.00	0.0000	Paid
01/02/2011		5.0000	53,000.00	.00	1,325.00	1,325.00	.00	0.0000	Paid
07/02/2011		5.0000	53,000.00	11,000.00	1,325.00	12,325.00	13,650.00	0.0000	Paid
01/02/2012		5.0000	42,000.00	.00	1,050.00	1,050.00	.00	0.0000	Paid
07/02/2012		5.0000	42,000.00	12,000.00	1,050.00	13,050.00	14,100.00	0.0000	Paid
01/02/2013		5.0000	30,000.00	.00	750.00	750.00	.00	0.0000	Paid
07/02/2013		5.0000	30,000.00	12,000.00	750.00	12,750.00	13,500.00	0.0000	Paid
01/02/2014		5.0000	18,000.00	.00	450.00	450.00	.00	0.0000	Paid
07/02/2014		5.0000	18,000.00	13,000.00	450.00	13,450.00	13,900.00	0.0000	Paid
01/02/2015		5.0000	5,000.00	.00	125.00	125.00	.00	0.0000	Paid
07/02/2015		5.0000	5,000.00	5,000.00	125.00	5,125.00	5,250.00	0.0000	Paid
01/02/2016		5.0000	.00	.00	.00	.00	.00	0.0000	Paid
07/02/2016		5.0000	.00	.00	.00	.00	.00	0.0000	Paid
01/02/2017		5.0000	.00	.00	.00	.00	.00	0.0000	Paid
07/02/2017		5.0000	.00	.00	.00	.00	.00	0.0000	Paid

Georgetown Divide Public Utility District
Assessment District No. 1977-4 (Spanish Dry
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Bonds Dated: 02/02/1978

Bonds Issued: \$267,200.00

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
Grand Total:				\$267,200.00	\$333,426.67	\$600,626.67	\$600,626.67		

Georgetown Divide Public Utility District
Assessment District No. 1977-5 (Water Line Extension)
Current Debt Service Schedule

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Bonds Dated: 06/30/1979

Bonds Issued: \$134,460.00

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
01/02/1980		.0000%	\$134,460.00	\$0.00	\$3,408.24	\$3,408.24	\$0.00	0.0000%	Paid
07/02/1980		9.0380	134,460.00	460.00	3,370.79	3,830.79	7,239.03	0.0000	Paid
01/02/1981		0.0000	134,000.00	.00	3,350.00	3,350.00	.00	0.0000	Paid
07/02/1981		5.0000	134,000.00	1,000.00	3,350.00	4,350.00	7,700.00	0.0000	Paid
01/02/1982		0.0000	133,000.00	.00	3,325.00	3,325.00	.00	0.0000	Paid
07/02/1982		5.0000	133,000.00	1,000.00	3,325.00	4,325.00	7,650.00	0.0000	Paid
01/02/1983		0.0000	132,000.00	.00	3,300.00	3,300.00	.00	0.0000	Paid
07/02/1983		5.0000	132,000.00	1,000.00	3,300.00	4,300.00	7,600.00	0.0000	Paid
01/02/1984		0.0000	131,000.00	.00	3,275.00	3,275.00	.00	0.0000	Paid
07/02/1984		5.0000	131,000.00	1,000.00	3,275.00	4,275.00	7,550.00	0.0000	Paid
01/02/1985		0.0000	130,000.00	.00	3,250.00	3,250.00	.00	0.0000	Paid
07/02/1985		5.0000	130,000.00	2,000.00	3,250.00	5,250.00	8,500.00	0.0000	Paid
01/02/1986		0.0000	128,000.00	.00	3,200.00	3,200.00	.00	0.0000	Paid
07/02/1986		5.0000	128,000.00	2,000.00	3,200.00	5,200.00	8,400.00	0.0000	Paid
01/02/1987		0.0000	126,000.00	.00	3,150.00	3,150.00	.00	0.0000	Paid
07/02/1987		5.0000	126,000.00	2,000.00	3,150.00	5,150.00	8,300.00	0.0000	Paid
01/02/1988		0.0000	124,000.00	.00	3,100.00	3,100.00	.00	0.0000	Paid
07/02/1988		5.0000	124,000.00	2,000.00	3,100.00	5,100.00	8,200.00	0.0000	Paid
01/02/1989		0.0000	122,000.00	.00	3,050.00	3,050.00	.00	0.0000	Paid
07/02/1989		5.0000	122,000.00	2,000.00	3,050.00	5,050.00	8,100.00	0.0000	Paid
01/02/1990		0.0000	120,000.00	.00	3,000.00	3,000.00	.00	0.0000	Paid
07/02/1990		5.0000	120,000.00	2,000.00	3,000.00	5,000.00	8,000.00	0.0000	Paid
01/02/1991		0.0000	118,000.00	.00	2,950.00	2,950.00	.00	0.0000	Paid
07/02/1991		5.0000	118,000.00	2,000.00	2,950.00	4,950.00	7,900.00	0.0000	Paid
01/02/1992		0.0000	116,000.00	.00	2,900.00	2,900.00	.00	0.0000	Paid
07/02/1992		5.0000	116,000.00	2,000.00	2,900.00	4,900.00	7,800.00	0.0000	Paid
01/02/1993		0.0000	114,000.00	.00	2,850.00	2,850.00	.00	0.0000	Paid
07/02/1993		5.0000	114,000.00	2,000.00	2,850.00	4,850.00	7,700.00	0.0000	Paid
01/02/1994		0.0000	112,000.00	.00	2,800.00	2,800.00	.00	0.0000	Paid
07/02/1994		5.0000	112,000.00	2,000.00	2,800.00	4,800.00	7,600.00	0.0000	Paid
01/02/1995		0.0000	110,000.00	.00	2,750.00	2,750.00	.00	0.0000	Paid
07/02/1995		5.0000	110,000.00	2,000.00	2,750.00	4,750.00	7,500.00	0.0000	Paid
01/02/1996		0.0000	108,000.00	.00	2,700.00	2,700.00	.00	0.0000	Paid
07/02/1996		5.0000	108,000.00	3,000.00	2,700.00	5,700.00	8,400.00	0.0000	Paid
01/02/1997		0.0000	105,000.00	.00	2,625.00	2,625.00	.00	0.0000	Paid
07/02/1997		5.0000	105,000.00	3,000.00	2,625.00	5,625.00	8,250.00	0.0000	Paid
01/02/1998		0.0000	102,000.00	.00	2,550.00	2,550.00	.00	0.0000	Paid
07/02/1998		5.0000	102,000.00	3,000.00	2,550.00	5,550.00	8,100.00	0.0000	Paid
01/02/1999		0.0000	99,000.00	.00	2,475.00	2,475.00	.00	0.0000	Paid
07/02/1999		5.0000	99,000.00	3,000.00	2,475.00	5,475.00	7,950.00	0.0000	Paid

Georgetown Divide Public Utility District
Assessment District No. 1977-5 (Water Line Extension)
Current Debt Service Schedule

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 7.G.
 Attachment 1
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Bonds Dated: 06/30/1979

Bonds Issued: \$134,460.00

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
01/02/2000		0.0000	96,000.00	.00	2,400.00	2,400.00	.00	0.0000	Paid
07/02/2000		5.0000	96,000.00	3,000.00	2,400.00	5,400.00	7,800.00	0.0000	Paid
01/02/2001		0.0000	93,000.00	.00	2,325.00	2,325.00	.00	0.0000	Paid
07/02/2001		5.0000	93,000.00	3,000.00	2,325.00	5,325.00	7,650.00	0.0000	Paid
01/02/2002		0.0000	90,000.00	.00	2,250.00	2,250.00	.00	0.0000	Paid
07/02/2002		5.0000	90,000.00	3,000.00	2,250.00	5,250.00	7,500.00	0.0000	Paid
01/02/2003		0.0000	87,000.00	.00	2,175.00	2,175.00	.00	0.0000	Paid
07/02/2003		5.0000	87,000.00	4,000.00	2,175.00	6,175.00	8,350.00	0.0000	Paid
01/02/2004		0.0000	83,000.00	.00	2,075.00	2,075.00	.00	0.0000	Paid
07/02/2004		5.0000	83,000.00	4,000.00	2,075.00	6,075.00	8,150.00	0.0000	Paid
01/02/2005		0.0000	79,000.00	.00	1,975.00	1,975.00	.00	0.0000	Paid
07/02/2005		5.0000	79,000.00	4,000.00	1,975.00	5,975.00	7,950.00	0.0000	Paid
01/02/2006		0.0000	75,000.00	.00	1,875.00	1,875.00	.00	0.0000	Paid
07/02/2006		5.0000	75,000.00	4,000.00	1,875.00	5,875.00	7,750.00	0.0000	Paid
01/02/2007		0.0000	71,000.00	.00	1,775.00	1,775.00	.00	0.0000	Paid
07/02/2007		5.0000	71,000.00	4,000.00	1,775.00	5,775.00	.00	0.0000	Paid
07/02/2007		0.0000	67,000.00	4,000.00	.00	4,000.00	11,550.00	0.0000	Bond Call
01/02/2008		0.0000	63,000.00	.00	1,575.00	1,575.00	.00	0.0000	Paid
07/02/2008		5.0000	63,000.00	5,000.00	1,575.00	6,575.00	8,150.00	0.0000	Paid
01/02/2009		0.0000	58,000.00	.00	1,450.00	1,450.00	.00	0.0000	Paid
07/02/2009		5.0000	58,000.00	5,000.00	1,450.00	6,450.00	7,900.00	0.0000	Paid
01/02/2010		0.0000	53,000.00	.00	1,325.00	1,325.00	.00	0.0000	Paid
07/02/2010		5.0000	53,000.00	5,000.00	1,325.00	6,325.00	7,650.00	0.0000	Paid
01/02/2011		0.0000	48,000.00	.00	1,200.00	1,200.00	.00	0.0000	Paid
07/02/2011		5.0000	48,000.00	5,000.00	1,200.00	6,200.00	7,400.00	0.0000	Paid
01/02/2012		0.0000	43,000.00	.00	1,075.00	1,075.00	.00	0.0000	Paid
07/02/2012		5.0000	43,000.00	6,000.00	1,075.00	7,075.00	8,150.00	0.0000	Paid
01/02/2013		0.0000	37,000.00	.00	925.00	925.00	.00	0.0000	Paid
07/02/2013		5.0000	37,000.00	6,000.00	925.00	6,925.00	7,850.00	0.0000	Paid
01/02/2014		0.0000	31,000.00	.00	775.00	775.00	.00	0.0000	Paid
07/02/2014		5.0000	31,000.00	6,000.00	775.00	6,775.00	7,550.00	0.0000	Paid
01/02/2015		0.0000	25,000.00	.00	625.00	625.00	.00	0.0000	Paid
07/02/2015		5.0000	25,000.00	7,000.00	625.00	7,625.00	8,250.00	0.0000	Paid
01/02/2016		0.0000	18,000.00	.00	450.00	450.00	.00	0.0000	Paid
07/02/2016		5.0000	18,000.00	7,000.00	450.00	7,450.00	7,900.00	0.0000	Paid
01/02/2017		0.0000	11,000.00	.00	275.00	275.00	.00	0.0000	Paid
07/02/2017		5.0000	11,000.00	7,000.00	275.00	7,275.00	7,550.00	0.0000	Paid
01/02/2018		0.0000	4,000.00	.00	100.00	100.00	.00	0.0000	Paid
07/02/2018		5.0000	4,000.00	4,000.00	100.00	4,100.00	4,200.00	0.0000	Paid
Grand Total:				\$134,460.00	\$173,229.03	\$307,689.03	\$307,689.03		

Georgetown Divide Public Utility District
Assessment District No. 1989-4 (Kelsey South)
Current Debt Service Schedule

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 7.G.
 Attachment 1
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Bonds Dated: 07/24/1991

Bonds Issued: \$729,146.24

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
03/02/1992		.0000%	\$729,146.24	\$0.00	\$15,099.44	\$15,099.44	\$0.00	0.0000%	Paid
09/02/1992		3.9100	729,146.24	14,196.39	12,467.43	26,663.82	41,763.26	0.0000	Paid
03/02/1993		0.0000	714,949.85	.00	12,189.89	12,189.89	.00	0.0000	Paid
09/02/1993		3.4100	714,949.85	14,688.89	12,189.89	26,878.78	39,068.67	0.0000	Paid
03/02/1994		0.0000	700,260.96	.00	11,939.45	11,939.45	.00	0.0000	Paid
09/02/1994		3.4100	700,260.96	15,198.47	11,939.45	27,137.92	39,077.37	0.0000	Paid
03/02/1995		0.0000	685,062.49	.00	11,680.32	11,680.32	.00	0.0000	Paid
09/02/1995		3.4100	685,062.49	15,725.72	11,680.32	27,406.04	39,086.36	0.0000	Paid
03/02/1996		0.0000	669,336.77	.00	11,412.19	11,412.19	.00	0.0000	Paid
09/02/1996		3.4100	669,336.77	16,271.27	11,412.19	27,683.46	39,095.65	0.0000	Paid
03/02/1997		0.0000	653,065.50	.00	11,134.77	11,134.77	.00	0.0000	Paid
09/02/1997		3.4100	653,065.50	16,835.75	11,134.77	27,970.52	39,105.29	0.0000	Paid
03/02/1998		0.0000	636,229.75	.00	10,847.72	10,847.72	.00	0.0000	Paid
09/02/1998		3.4100	636,229.75	17,419.80	10,847.72	28,267.52	39,115.24	0.0000	Paid
03/02/1999		0.0000	618,809.95	.00	10,550.71	10,550.71	.00	0.0000	Paid
09/02/1999		3.4100	618,809.95	18,024.12	10,550.71	28,574.83	39,125.54	0.0000	Paid
03/02/2000		0.0000	600,785.83	.00	10,243.40	10,243.40	.00	0.0000	Paid
09/02/2000		3.4100	600,785.83	18,649.41	10,243.40	28,892.81	39,136.21	0.0000	Paid
03/02/2001		0.0000	582,136.42	.00	9,925.43	9,925.43	.00	0.0000	Paid
09/02/2001		3.4100	582,136.42	19,296.38	9,925.43	29,221.81	39,147.24	0.0000	Paid
03/02/2002		0.0000	562,840.04	.00	9,596.42	9,596.42	.00	0.0000	Paid
09/02/2002		3.4100	562,840.04	19,965.80	9,596.42	29,562.22	39,158.64	0.0000	Paid
03/02/2003		0.0000	542,874.24	.00	9,256.01	9,256.01	.00	0.0000	Paid
09/02/2003		3.4100	542,874.24	20,658.45	9,256.01	29,914.46	39,170.47	0.0000	Paid
03/02/2004		0.0000	522,215.79	.00	8,903.78	8,903.78	.00	0.0000	Paid
09/02/2004		3.4100	522,215.79	21,375.12	8,903.78	30,278.90	39,182.68	0.0000	Paid
03/02/2005		0.0000	500,840.67	.00	8,539.33	8,539.33	.00	0.0000	Paid
09/02/2005		3.4100	500,840.67	22,116.65	8,539.33	30,655.98	39,195.31	0.0000	Paid
03/02/2006		0.0000	478,724.02	.00	8,162.24	8,162.24	.00	0.0000	Paid
09/02/2006		3.4100	478,724.02	22,883.91	8,162.24	31,046.15	39,208.39	0.0000	Paid
03/02/2007		0.0000	455,840.11	.00	7,772.07	7,772.07	.00	0.0000	Paid
09/02/2007		3.4100	455,840.11	23,677.79	7,772.07	31,449.86	39,221.93	0.0000	Paid
03/02/2008		0.0000	432,162.32	.00	7,368.37	7,368.37	.00	0.0000	Paid
09/02/2008		3.4100	432,162.32	24,499.21	7,368.37	31,867.58	39,235.95	0.0000	Paid
03/02/2009		0.0000	407,663.11	.00	6,950.66	6,950.66	.00	0.0000	Paid
09/02/2009		3.4100	407,663.11	25,349.12	6,950.66	32,299.78	39,250.44	0.0000	Paid
03/02/2010		0.0000	382,313.99	.00	6,518.45	6,518.45	.00	0.0000	Paid
09/02/2010		3.4100	382,313.99	26,228.52	6,518.45	32,746.97	39,265.42	0.0000	Paid
03/02/2011		0.0000	356,085.47	.00	6,071.26	6,071.26	.00	0.0000	Paid
09/02/2011		3.4100	356,085.47	27,138.43	6,071.26	33,209.69	39,280.95	0.0000	Paid

Georgetown Divide Public Utility District
Assessment District No. 1989-4 (Kelsey South)
Current Debt Service Schedule

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 7.G.
 Attachment 1
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Bonds Dated: 07/24/1991

Bonds Issued: \$729,146.24

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Premium	Status
03/02/2012		0.0000	328,947.04	.00	5,608.55	5,608.55	.00	0.0000	Paid
09/02/2012		3.4100	328,947.04	28,079.90	5,608.55	33,688.45	39,297.00	0.0000	Paid
03/02/2013		0.0000	300,867.14	.00	5,129.78	5,129.78	.00	0.0000	Paid
09/02/2013		3.4100	300,867.14	29,054.03	5,129.78	34,183.81	39,313.59	0.0000	Paid
03/02/2014		0.0000	271,813.11	.00	4,634.41	4,634.41	.00	0.0000	Paid
09/02/2014		3.4100	271,813.11	30,061.96	4,634.41	34,696.37	39,330.78	0.0000	Paid
03/02/2015		0.0000	241,751.15	.00	4,121.86	4,121.86	.00	0.0000	Paid
09/02/2015		3.4100	241,751.15	31,104.85	4,121.86	35,226.71	39,348.57	0.0000	Paid
03/02/2016		0.0000	210,646.30	.00	3,591.52	3,591.52	.00	0.0000	Paid
09/02/2016		3.4100	210,646.30	32,183.93	3,591.52	35,775.45	39,366.97	0.0000	Paid
03/02/2017		0.0000	178,462.37	.00	3,042.78	3,042.78	.00	0.0000	Paid
09/02/2017		3.4100	178,462.37	33,300.44	3,042.78	36,343.22	39,386.00	0.0000	Paid
03/02/2018		0.0000	145,161.93	.00	2,475.01	2,475.01	.00	0.0000	Paid
09/02/2018		3.4100	145,161.93	34,455.68	2,475.01	36,930.69	39,405.70	0.0000	Paid
03/02/2019		0.0000	110,706.25	.00	1,887.54	1,887.54	.00	0.0000	Unpaid
09/02/2019		3.4100	110,706.25	35,651.00	1,887.54	37,538.54	39,426.08	0.0000	Unpaid
03/02/2020		0.0000	75,055.25	.00	1,279.69	1,279.69	.00	0.0000	Unpaid
09/02/2020		3.4100	75,055.25	36,887.78	1,279.69	38,167.47	39,447.16	0.0000	Unpaid
03/02/2021		0.0000	38,167.47	.00	650.76	650.76	.00	0.0000	Unpaid
09/02/2021		3.4100	38,167.47	38,167.47	650.76	38,818.23	39,468.99	0.0000	Unpaid
Grand Total:				\$729,146.24	\$450,535.61	\$1,179,681.85	\$1,179,681.85		

Georgetown Divide Public Utility District
Assessment District No. 1989-2 (Pilot Hill North)
Current Debt Service Schedule

GDPUD Board Mtg. of 04/09/2019
 AGENDA ITEM 7.G.
 Attachment 1
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Bonds Dated:
 Bonds Issued: \$310,030.54

Payment Date	CUSIP	Interest Rate	Balance	Principal	Interest	Payment Total	Annual Total	Call Prem.	Status
03/02/1992		0.0000%	\$310,030.54	\$0.00	\$6,636.42	\$6,636.42	\$0.00	0.0000%	Paid
09/02/1992		3.7957	310,030.54	10,213.55	5,479.61	15,693.16	22,329.58	0.0000	Paid
03/02/1993		0.0000	299,816.99	0.00	5,285.77	5,285.77	0.00	0.0000	Paid
09/02/1993		3.5260	299,816.99	10,573.67	5,285.77	15,859.44	21,145.21	0.0000	Paid
03/02/1994		0.0000	289,243.32	0.00	5,099.36	5,099.36	0.00	0.0000	Paid
09/02/1994		3.5260	289,243.32	10,946.48	5,099.36	16,045.84	21,145.20	0.0000	Paid
03/02/1995		0.0000	278,296.84	0.00	4,906.37	4,906.37	0.00	0.0000	Paid
09/02/1995		3.5260	278,296.84	11,332.45	4,906.37	16,238.82	21,145.19	0.0000	Paid
03/02/1996		0.0000	266,964.39	0.00	4,706.58	4,706.58	0.00	0.0000	Paid
09/02/1996		3.5260	266,964.39	11,732.02	4,706.58	16,438.60	21,145.18	0.0000	Paid
03/02/1997		0.0000	255,232.37	0.00	4,499.75	4,499.75	0.00	0.0000	Paid
09/02/1997		3.5260	255,232.37	12,145.67	4,499.75	16,645.42	21,145.17	0.0000	Paid
03/02/1998		0.0000	243,086.70	0.00	4,285.62	4,285.62	0.00	0.0000	Paid
09/02/1998		3.5260	243,086.70	12,573.92	4,285.62	16,859.54	21,145.16	0.0000	Paid
03/02/1999		0.0000	230,512.78	0.00	4,063.94	4,063.94	0.00	0.0000	Paid
09/02/1999		3.5260	230,512.78	13,017.26	4,063.94	17,081.20	21,145.14	0.0000	Paid
03/02/2000		0.0000	217,495.52	0.00	3,834.45	3,834.45	0.00	0.0000	Paid
09/02/2000		3.5260	217,495.52	13,476.24	3,834.45	17,310.69	21,145.14	0.0000	Paid
03/02/2001		0.0000	204,019.28	0.00	3,596.86	3,596.86	0.00	0.0000	Paid
09/02/2001		3.5260	204,019.28	13,951.40	3,596.86	17,548.26	21,145.12	0.0000	Paid
03/02/2002		0.0000	190,067.88	0.00	3,350.90	3,350.90	0.00	0.0000	Paid
09/02/2002		3.5260	190,067.88	14,443.31	3,350.90	17,794.21	21,145.11	0.0000	Paid
03/02/2003		0.0000	175,624.57	0.00	3,096.26	3,096.26	0.00	0.0000	Paid
09/02/2003		3.5260	175,624.57	14,952.57	3,096.26	18,048.83	21,145.09	0.0000	Paid
03/02/2004		0.0000	160,672.00	0.00	2,832.65	2,832.65	0.00	0.0000	Paid
09/02/2004		3.5260	160,672.00	15,479.78	2,832.65	18,312.43	21,145.08	0.0000	Paid
03/02/2005		0.0000	145,192.22	0.00	2,559.74	2,559.74	0.00	0.0000	Paid
09/02/2005		3.5260	145,192.22	16,025.58	2,559.74	18,585.32	21,145.06	0.0000	Paid
03/02/2006		0.0000	129,166.64	0.00	2,277.21	2,277.21	0.00	0.0000	Paid
09/02/2006		3.5260	129,166.64	16,590.63	2,277.21	18,867.84	21,145.05	0.0000	Paid
03/02/2007		0.0000	112,576.01	0.00	1,984.72	1,984.72	0.00	0.0000	Paid
09/02/2007		3.5260	112,576.01	17,175.60	1,984.72	19,160.32	21,145.04	0.0000	Paid
03/02/2008		0.0000	95,400.41	0.00	1,681.91	1,681.91	0.00	0.0000	Paid
09/02/2008		3.5260	95,400.41	17,781.19	1,681.91	19,463.10	21,145.01	0.0000	Paid
03/02/2009		0.0000	77,619.22	0.00	1,368.43	1,368.43	0.00	0.0000	Paid
09/02/2009		3.5260	77,619.22	18,408.14	1,368.43	19,776.57	21,145.00	0.0000	Paid
03/02/2010		0.0000	59,211.08	0.00	1,043.89	1,043.89	0.00	0.0000	Paid
09/02/2010		3.5260	59,211.08	19,057.19	1,043.89	20,101.08	21,144.97	0.0000	Paid
03/02/2011		0.0000	40,153.89	0.00	707.91	707.91	0.00	0.0000	Paid
09/02/2011		3.5260	40,153.89	19,729.13	707.91	20,437.04	21,144.95	0.0000	Paid
03/02/2012		0.0000	20,424.76	0.00	360.09	360.09	0.00	0.0000	Paid
09/02/2012		3.5260	20,424.76	20,424.76	360.09	20,784.85	21,144.94	0.0000	Paid

Grand Total: **\$310,030.54** **\$135,200.85** **\$445,231.39** **\$445,231.39**

RESOLUTION NO. 2019-27
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
RESCINDING RESOLUTION 2019-02, DECLARING THE REDEMPTION FUND
AS SURPLUS, ORDERING THE DISPOSITION OF SURPLUS AMOUNTS,
APPROVING THE AMENDED ASSESSMENT DISTRICT CLOSEOUT
ANALYSIS AND FINDINGS REPORT PREPARED BY NBS, AND ACCEPTING
THE NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS FOR
BAYNE ROAD WATER ASSESSMENT DISTRICT NO. 1991-1

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (the “GDPUD”) has, by previous resolution and related actions, undertaken proceedings pursuant to the Municipal Improvement Act of 1913 to form and confirm assessments in the special assessment district known and designated as Bayne Road Water Assessment District No. 1991-1 (the “Assessment District”); and,

WHEREAS, the Limited Obligation Improvement Bonds, Georgetown Divide Public Utility District, Bayne Road Water Assessment District 1991-1 (the “Bonds”) were issued to provide funds to the GDPUD for the completion of the improvements authorized by the Assessment District; and,

WHEREAS, the payment of all principal and interest due on the Bonds has been satisfied and surplus funds exist in the following amount:

Assessment District Fund	Fund Balance, as of June 30, 2018
Redemption Fund	\$25,349.29

WHEREAS, the Assessment District Closeout and Findings Report prepared by NBS that was previously approved by Resolution 2019-02 has been amended by NBS.

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

Section 1. The above recitals are true and correct.

Section 2. The expenses to be paid from the above fund balance have been amended and NBS has prepared an Amended Assessment District Closeout Analysis and Findings Report accordingly.

Section 3. The GDPUD Board of Directors hereby declares the fund balance of the Assessment District to be surplus.

Section 4. The GDPUD Board of Directors hereby approves the Amended Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS.

Section 5. The GDPUD Board of Directors hereby orders the disposition of said surplus funds, less closeout fees and GDPUD administrative expenses, according to Sections 8784 and 8885 of the California Streets and Highways Code, and in the manner described in the Amended Assessment District Closeout Analysis and Findings Report prepared by NBS.

Section 6. The GDPUD authorizes the closeout of Bayne Road Water Assessment District No. 1991-1.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer, 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 2019-27 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

RESOLUTION NO. 2019-28
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
RESCINDING RESOLUTION 2019-03, DECLARING THE REDEMPTION FUND
AS SURPLUS, ORDERING THE DISPOSITION OF SURPLUS AMOUNTS,
APPROVING THE AMENDED ASSESSMENT DISTRICT CLOSEOUT
ANALYSIS AND FINDINGS REPORT PREPARED BY NBS, AND ACCEPTING
THE NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS FOR
ASSESSMENT DISTRICT NO. 1977-2
(COOL CHERRY ACRES WATER IMPROVEMENT DISTRICT)

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (the “GDPUD”) has, by previous resolution and related actions, undertaken proceedings pursuant to the Municipal Improvement Act of 1913 to form and confirm assessments in the special assessment district known and designated as Assessment District No. 1977-2 (the “Assessment District”); and,

WHEREAS, Berkadia Commercial Mortgage LLC held a loan for funds advanced to the GDPUD for the completion of the improvements authorized by the Assessment District; and,

WHEREAS, the payment of all principal and interest due on the loan has been satisfied and surplus funds exist in the following amount:

Assessment District Fund	Fund Balance, as of June 30, 2018
Redemption Fund	\$3,624.24

WHEREAS, the Assessment District Closeout and Findings Report prepared by NBS that was previously approved by Resolution 2019-03 has been amended by NBS.

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

Section 1. The above recitals are true and correct.

Section 2. The expenses to be paid from the above fund balance have been amended and NBS has prepared an Amended Assessment District Closeout Analysis and Findings Report accordingly.

Section 3. The GDPUD Board of Directors hereby declares the fund balance of the Assessment District to be surplus.

Section 4. The GDPUD Board of Directors hereby approves the Amended Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS.

Section 5. The GDPUD Board of Directors hereby orders the disposition of said surplus funds, less closeout fees and GDPUD administrative expenses, according to Sections 8784 and 8885 of the California Streets and Highways Code, and in the manner described in the Amended Assessment District Closeout Analysis and Findings Report prepared by NBS.

Section 6. The GDPUD authorizes the closeout of Assessment District No. 1977-2 (Cool Cherry Acres Water Improvement District).

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer, 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 2019-28 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

RESOLUTION NO. 2019-29
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
RESCINDING RESOLUTION 2019-04, DECLARING THE REDEMPTION FUND
AS SURPLUS, ORDERING THE DISPOSITION OF SURPLUS AMOUNTS,
APPROVING THE AMENDED ASSESSMENT DISTRICT CLOSEOUT
ANALYSIS AND FINDINGS REPORT PREPARED BY NBS, AND ACCEPTING
THE NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS FOR
ASSESSMENT DISTRICT NO. 1977-1
(GREENWOOD WATER IMPROVEMENT DISTRICT)

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (the “GDPUD”) has, by previous resolution and related actions, undertaken proceedings pursuant to the Municipal Improvement Act of 1913 to form and confirm assessments in the special assessment district known and designated as Assessment District No. 1977-1 (the “Assessment District”); and,

WHEREAS, Berkadia Commercial Mortgage LLC held a loan for funds advanced to the GDPUD for the completion of the improvements authorized by the Assessment District; and,

WHEREAS, the payment of all principal and interest due on the loan has been satisfied and surplus funds exist in the following amount:

Assessment District Fund	Fund Balance, as of June 30, 2018
Redemption Fund	\$6,513.26

WHEREAS, the Assessment District Closeout and Findings Report prepared by NBS that was previously approved by Resolution 2019-04 has been amended by NBS.

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

Section 1. The above recitals are true and correct.

Section 2. The expenses to be paid from the above fund balance have been amended and NBS has prepared an Amended Assessment District Closeout Analysis and Findings Report accordingly.

Section 3. The GDPUD Board of Directors hereby declares the fund balance of the Assessment District to be surplus.

Section 4. The GDPUD Board of Directors hereby approves the Amended Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS.

Section 5. The GDPUD Board of Directors hereby orders the disposition of said surplus funds, less closeout fees and GDPUD administrative expenses, according to Sections 8784 and 8885 of the California Streets and Highways Code, and in the manner described in the Amended Assessment District Closeout Analysis and Findings Report prepared by NBS.

Section 6. The GDPUD authorizes the closeout of Assessment District No. 1977-1 (Greenwood Water Improvement District).

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer, 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 2019-29 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

**RESOLUTION NO. 2019-30
 OF THE BOARD OF DIRECTORS OF THE
 GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
 RESCINDING RESOLUTION 2019-05, DECLARING THE REDEMPTION FUND
 AS SURPLUS, ORDERING THE DISPOSITION OF SURPLUS AMOUNTS,
 APPROVING THE AMENDED ASSESSMENT DISTRICT CLOSEOUT
 ANALYSIS AND FINDINGS REPORT PREPARED BY NBS, AND ACCEPTING
 THE NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS FOR KELSEY
 SOUTH WATER ASSESSMENT DISTRICT NO. 1989-4**

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (the “GDPUD”) has, by previous resolution and related actions, undertaken proceedings pursuant to the Municipal Improvement Act of 1913 to form and confirm assessments in the special assessment district known and designated as Assessment District No. 1989-4 (the “Assessment District”); and,

WHEREAS, the Department of Water Resources held a loan for funds advanced to the GDPUD for the completion of the improvements authorized by the Assessment District; and,

WHEREAS, the payment of all principal and interest due on the loan has been satisfied and surplus funds exist in the following amount:

Assessment District Fund	Fund Balances, as of June 30, 2018
Redemption Fund	\$55,526.44

WHEREAS, the Assessment District Closeout and Findings Report prepared by NBS that was previously approved by Resolution 2019-05 has been amended by NBS.

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

Section 1. The above recitals are true and correct.

Section 2. The expenses to be paid from the above fund balance have been amended and NBS has prepared an Amended Assessment District Closeout Analysis and Findings Report accordingly.

Section 3. The GDPUD Board of Directors hereby declares the fund balances of the Assessment District to be surplus.

Section 4. The GDPUD Board of Directors hereby approves the Amended Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS.

Section 5. The GDPUD Board of Directors hereby orders the disposition of said surplus funds, less closeout fees and GDPUD administrative expenses, according to Sections 8784 and 8885 of the California Streets and Highways Code, and in the manner described in the Amended Assessment District Closeout Analysis and Findings Report prepared by NBS.

Section 6. The GDPUD authorizes the closeout of Kelsey South Water Assessment District No. 1989-4.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer, 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 2019-30 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

RESOLUTION NO. 2019-31
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
RESCINDING RESOLUTION 2019-06, DECLARING THE REDEMPTION FUND
AS SURPLUS, ORDERING THE DISPOSITION OF SURPLUS AMOUNTS,
APPROVING THE AMENDED ASSESSMENT DISTRICT CLOSEOUT
ANALYSIS AND FINDINGS REPORT PREPARED BY NBS,
AND ACCEPTING THE NOTICE OF COMPLETION OF PUBLIC
IMPROVEMENTS FOR ASSESSMENT DISTRICT NO. 1977-4
(SPANISH DRY DIGGINS WATER IMPROVEMENT DISTRICT)

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (the “GDPUD”) has, by previous resolution and related actions, undertaken proceedings pursuant to the Municipal Improvement Act of 1913 to form and confirm assessments in the special assessment district known and designated as Assessment District No. 1977-4 (the “Assessment District”); and,

WHEREAS, Berkadia Commercial Mortgage LLC held a loan for funds advanced to the GDPUD for the completion of the improvements authorized by the Assessment District; and,

WHEREAS, the payment of all principal and interest due on the loan has been satisfied and surplus funds exist in the following amount:

Assessment District Fund	Fund Balance, as of June 30, 2018
Redemption Fund	\$7,983.95

WHEREAS, the Assessment District Closeout and Findings Report prepared by NBS that was previously approved by Resolution 2019-06 has been amended by NBS.

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

Section 1. The above recitals are true and correct.

Section 2. The expenses to be paid from the above fund balance have been amended and NBS has prepared an Amended Assessment District Closeout Analysis and Findings Report accordingly.

Section 3. The GDPUD Board of Directors hereby declares the fund balance of the Assessment District to be surplus.

Section 4. The GDPUD Board of Directors hereby approves the Amended Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS.

Section 5. The GDPUD Board of Directors hereby orders the disposition of said surplus funds, less closeout fees and GDPUD administrative expenses, according to Sections 8784 and 8885 of the California Streets and Highways Code, and in the manner described in the Amended Assessment District Closeout Analysis and Findings Report prepared by NBS.

Section 6. The GDPUD authorizes the closeout of Assessment District No. 1977-4 (Spanish Dry Diggins Water Improvement District).

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer, 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 2019-31 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

RESOLUTION NO. 2019-32
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT RESCINDING
RESOLUTION 2019-07, DECLARING THE REDEMPTION FUND AS SURPLUS,
ORDERING THE DISPOSITION OF SURPLUS AMOUNTS, APPROVING THE
AMENDED ASSESSMENT DISTRICT CLOSEOUT ANALYSIS
AND FINDINGS REPORT PREPARED BY NBS, AND ACCEPTING
THE NOTICE OF COMPLETION OF PUBLIC IMPROVEMENTS
FOR ASSESSMENT DISTRICT NO. 1977-5 (WATER LINE EXTENSION)

WHEREAS, the Board of Directors of the Georgetown Divide Public Utility District (the “GDPUD”) has, by previous resolution and related actions, undertaken proceedings pursuant to the Municipal Improvement Act of 1913 to form and confirm assessments in the special assessment district known and designated as Assessment District No. 1977-5 (the “Assessment District”); and,

WHEREAS, Berkadia Commercial Mortgage LLC held a loan for funds advanced to the GDPUD for the completion of the improvements authorized by the Assessment District; and,

WHEREAS, the payment of all principal and interest due on the loan has been satisfied and surplus funds exist in the following amount:

Assessment District Fund	Fund Balance, as of June 30, 2018
Redemption Fund	\$1,948.98

WHEREAS, the Assessment District Closeout and Findings Report prepared by NBS that was previously approved by Resolution 2019-07 has been amended by NBS.

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

Section 1. The above recitals are true and correct.

Section 2. The expenses to be paid from the above fund balance have been amended and NBS has prepared an Amended Assessment District Closeout Analysis and Findings Report accordingly.

Section 3. The GDPUD Board of Directors hereby declares the fund balance of the Assessment District to be surplus.

Section 4. The GDPUD Board of Directors hereby approves the Amended Assessment District Closeout Analysis and Findings Report prepared for the Assessment District by NBS.

Section 5. The GDPUD Board of Directors hereby orders the disposition of said surplus funds, less closeout fees and GDPUD administrative expenses, according to Sections 8784 and 8885 of the California Streets and Highways Code, and in the manner described in the Amended Assessment District Closeout Analysis and Findings Report prepared by NBS.

Section 6. The GDPUD authorizes the closeout of Assessment District No. 1977-5 (Water Line Extension).

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the ninth day of April 2019, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Dane Wadle, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Steven Palmer, 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 2019-32 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 ninth day of April 2019.

Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

AMENDED ASSESSMENT DISTRICT CLOSEOUTS

Steven Palmer, PE, General Manager
Georgetown Divide Public Utility District

April 9, 2019

Background

- **January 8, 2019**
 - Board adopted Resolutions 2019-02 through 2019-07
 - Approved the Assessment District Closeout Analysis and Findings by NBS
 - Approved transfer of surplus funds to the water fund
- **NBS amended their analysis and findings after January 8, 2019**
 - Corrected closeout fees to \$26,550
 - Results in reduced surplus funds

Amended Analysis & Findings

District	Initial Surplus	Amended Surplus
Greenwood (1977-1)	\$ 5,674.47	\$ 4,800.20
Cool Cherry Acres (1977-2)	\$ 3,157.50	\$ 2,671.02
Spanish Dry Diggins (1977-4)	\$ 6,955.76	\$ 5,884.08
Water Line Extensions (1977-5)	\$ 1,697.99	\$ 1,436.38
Kelsey South (1989-4)	\$ 48,375.66	\$ 40,922.34
Bayne Road (1991-1)	\$ 22,084.77	\$ 18,682.14
Pilot Hill North (1989-2)	(\$ 7,480.80)	(\$ 7,480.80)
Total	\$ 80,465.35	\$ 66,915.36

Board Action

- **Adopt new resolutions rescinding Resolutions 2019-02 through 2019-07 and approving the Amended Assessment District Closeout Analysis and Findings by NBS**