

AGENDA
REGULAR MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CA 95634
TUESDAY, NOVEMBER 14, 2017
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

2. ADOPTION OF AGENDA

- 3. PUBLIC FORUM** – Any member of the public may address the Board on any matter within the jurisdictional authority of the District. Public members desiring to provide comments, must be recognized by the Board President, and speak from the podium. Comments must be directed only to the Board. The public should address the Board members during the public meetings as President, Vice President, or Director, followed by the Board member's individual last name. The Board will hear communications on matters not on the agenda, but no action will be taken. No disruptive conduct shall be permitted at any Board meeting. Persistence in disruptive conduct shall be grounds for summary termination, by the President, of that person's privilege of address.

4. CONSENT CALENDAR

A. Approval of Minutes-- Special Meeting of October 24, 2017

B. Financial Reports

1. Month End Cash Disbursements Report
2. Statement of Cash and Investment Balances

5. INFORMATIONAL ITEMS

A. President's Report

B. Board Reports

C. General Manager's Report

D. Operation Manager's Report

E. ALT Treatment Plant Update

6. NEW BUSINESS

A. Review and Provide Direction on Process to Appoint a New Director to Fill One (1) Vacancy on the Board of Directors

Possible Board Action: Provide direction to post notice of vacancy or prepare for a special election.

B. First Quarter Budget Comparison

Possible Board Action:Receive and file

C. Policy for Responding to Proposed Legislation

Possible Board Action:Review and provide direction on a policy on Legislative Action

D. Authorize Fiscal 2017-2018 Budget Amendment Increasing Budget for Wastewater Operations by \$2,300 for leach field investigation, and \$29,300 for force main and pump station repairs and maintenance

Possible Board Action:Adopt a Resolution Authorizing Fiscal 2017-2018 Budget Amendment Increasing Budget for Wastewater Operations

E. Review and Provide Direction Regarding Inactive Meters and Proposed Water Rates

Possible Board Action: Provide direction on proposed water rates for inactive meters

7.ADJOURN TO CLOSED SESSION

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Pursuant to Government Code section 54957(b)(1))
Title: General Manager

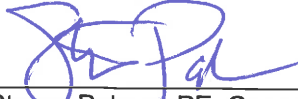
B. CONFERENCE WITH LEGAL COUNSEL--LABOR NEGOTIATION

(Pursuant to Government Code Section 54954.5(f) and Government Code 54957.6)
District Representatives: General Manager Steven Palmer; District General Counsel
Employee Organization: International Union of Operating Engineers Stationary Engineers, Local No. 39

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 – Next regular meeting is December 12, 2017, at 5:30 PM, at the Georgetown Community Center, 6329 Lower Main Street, Georgetown, CA 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 November 9, 2017



Steven Palmer, PE, General Manager

11/9/17

Date

**CONFORMED AGENDA
SPECIAL MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS**

Please note alternative meeting location and time:

**GEORGETOWN ELEMENTARY SCHOOL
6530 WENTWORTH SPRINGS, GEORGETOWN, CALIFORNIA**

TUESDAY, OCTOBER 24, 2017

5:30 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 5:30 PM.

ROLL CALL:

Present: Director Halpin, Director Hanschild, Director Uso, Director Wadle.

Staff Present: General Manager Steven Palmer; Board Assistant Gloria Omania

Legal Counsel: Robin Baral, Churchwell White

Consultant: John Van den Bergh, Rural Development Specialist, Rural Community Assistant Corporation

2. ADOPTION OF AGENDA

Motion by Director Halpin to adopt the agenda. Second by Director Hanschild.

Public Comment: None

The motion passed unanimously.

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

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

Linnea Marengo stated that the public should be given ample notice of the time and location of the December meeting when the Board will be voting on the rates. Director Uso concurred.

4. **CONSENT CALENDAR** – Approve Minutes of Special Meeting of October 18, 2017

Motion by Director Wadle to approve the minutes of October 18, 2017. Second by Director Halpin.

Public Comment: None

The motion passed unanimously.

4. **REVIEW RATE STUDY FINAL REPORT AND ADOPT RESOLUTION 2017-27 – NOTICE OF A PUBLIC HEARING PURSUANT TO PROPOSITION 218**

Possible Board Action: Adopt Resolution 2017-27 authorizing the General Manager to prepare and deliver a notice of a public hearing pursuant to Proposition 218.

General Manager Steve Palmer and Consultant John Van den Bergh presented the Rate Study Final Report with a Power Point presentation (copy attached) to supplement the staff report.

Mr. Palmer described the input received from those who participated in the two public workshops and the Board workshop meeting. He stated that at the workshop of October 18, 2017, the Board directed Staff to look at using the ad valorem to fund administrative costs, establish a low-income assistance program, stretch the timeframe for funding capital projects from 5 years to 10 years, and review the capital replacement program.

Mr. Van den Bergh, Rural Development Specialist, described what Staff did, how they did it, and the resulting computations. Mr. Van den Bergh presented the table below showing the current bi-monthly base rate and the new rate in the first year as recommended by the Board (Column F) and as recommended by Staff (Column G):

Bi-Monthly Base Rate for Treated Water in first year			
	Current	Board F	Recommended G
5/8"	\$47.14	\$68.43	\$58.81
3/4"	\$47.14	\$68.43	\$58.81
1"	\$47.14	\$68.43	\$58.81
1.5"	\$47.14	\$228.12	\$196.04
2"	\$47.14	\$364.98	\$313.66
3"	\$47.14	\$729.97	\$627.32
4"	\$50.32	\$1,140.58	\$980.18
Usage per 100CF of Treated Water in first year			
All	\$1.38-\$2.21	\$2.25	\$2.55
Average Treated Water Bi-Monthly Bill for 5/8" meter in first year, for 2100 CF			
	84.18	112.7	108.98
% Increase		34%	29%
Seasonal rate for 1 MI of Irrigation Water in first year			
1 MI	\$363.70	\$986.00	\$771.00
% Increase		171%	112%

Director Uso then brought the matter to the Board and members directed questions to the General Manager and Consultant before inviting public comments.

Director Uso reviewed the ground rules for public comments, indicating that each speaker would have 4 minutes to speak.

The following individuals commented: Joe Duarte, Wendell Smith, Linnea Marenco, Ray Kringel, Stephen Dowd, Cherie Carlyon, Ray Paul, Johanna Friesen, Amy Ratto, Potato Richardson, Mike Baker, and Rick Gillespie.

The comments and discussion are summarized below:

- The District is expected to tighten its belt.
- These increased rates will kill ag.
- There should be separate voting for treated water customers and irrigation customers.
- The County Registrar of Voters should count the ballots.
- Some customers use irrigation for gardening and to keep things green for fire safety reasons.
- In addition to increased rates, also have the cost of electricity to pump the water.
- What will happen if an irrigation customer chooses not to use the water; will they lose their irrigation service? Director Uso stated he would like to work with irrigation customers to review irrigation policy.
- Did Staff look at potential of growth?
- Look at putting assessment on tax bill.
- The Rural Community Coalition would like to be involved in the implementation of the low income assistance program.
- The Board listened and have tried to keep the rates down.
- The Board was urged to try to get more customer emails for disseminating information. Director Uso added this is also important for notifying customers during urgent and emergency situations.
- People should get involved and learn more about the District. There are vacancies on the Finance Committee. Interested persons were urged to contact the current Finance Committee members to learn more about the work of the committee.

Director Uso thanked everyone for participating and brought the matter back to the Board for additional questions for Mr. Palmer and Mr. Van den Berg about the two options. The Board approved the Staff recommendation and authorized the General Manager to:

- Defer some capital replacements.
- Spread rate increases over 10 years.
- Split the General Administration costs based on number of customers.
- Allocate 64% of property tax to treated water system.
 - \$1,006,000 per year to capital replacement program
- Allocate 36% of property tax to irrigation water system.
 - \$563,000 per year to fund irrigation water operations
 - No contributions to capital replacement program in the first year.

MOTION by Director Wadle to adopt Resolution 2017-27 authorizing staff to move forward with the 218. Second by Director Hanschild.

Public Comment:

The motion passed unanimously.

The Board set the Public Hearing for Tuesday, December 12, 2017, at 5:30 PM. The General Manager stated that the District will send out the official notification to property owners.

Discussion ensued regarding the process of having the El Dorado County Elections Department count the votes to ensure the integrity of the voting process. The Board directed Staff to investigate the possibility of having the County Registrar of Voters count the protest letters.

- 5. NEXT MEETING DATE AND ADJOURNMENT** – The next regular meeting will be November 14, 2017, at 2:00 PM, at the Georgetown Divide Public Utility District office.

The meeting was adjourned at 7:55 PM

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Steven 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 October 20, 2017.

Steven Palmer, PE, General Manager

Date

DRAFT

MONTH END CASH DISBURSEMENT REPORT

GDPUD Board Meeting of November 14, 2017

Agenda Item No. 4B1

Date...: Nov 9, 2017
 Time...: 12:58 pm
 Run by.: Christina Cross

Georgetown Divide PUD
 BOARD CHECK REVIEW

Page: 1
 List: BOAR
 ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
028262	10/11/17	CAL18	California State Disbursement	PAYROLL CLEARING-N. TILMAN	366.92
Sub-Total: (1)					366.92
Sub-Count: 1					
028263	10/11/17	ICM02	ICMA-R.T.-457 (ee)	Payroll withholding-ICMA	1179.75
Sub-Total: (1)					1179.75
Sub-Count: 1					
028264	10/11/17	IU001	IUOE, LOCAL 39	Union Dues Payable-LOCAL 39	343.53
Sub-Total: (1)					343.53
Sub-Count: 1					
028265	10/11/17	IU002	PEU LOCAL #1	UNION DUES-LOCAL 1	107.90
Sub-Total: (1)					107.90
Sub-Count: 1					
028266	10/11/17	EDL01	ISAAC EDELMAN	OVERTIME PAY FOR PP#20	319.64
Sub-Total: (1)					319.64
Sub-Count: 1					
028267	10/20/17	HOE01	CARL HOELSCHER	FINEAL DIRECTOR PAYCHECK	369.40
Sub-Total: (1)					369.40
Sub-Count: 1					
028268	10/25/17	AAR01	AARP MEDICARERX SAVER PLUS, PD AARP MEDICARE M DAVIS NOVEMBER 2017		33.40
Sub-Total: (1)					33.40
Sub-Count: 1					
028269	10/25/17	ACW01	ACWA/JPIA	AUTO & GENERAL LIABILITY INSURANCE	7738.08
028269	10/25/17	ACW01	ACWA/JPIA	AUTO & GENERAL LIABILITY INSURANCE	16093.36
028269	10/25/17	ACW01	ACWA/JPIA	AUTO & GENERAL LIABILITY INSURANCE	9560.48
028269	10/25/17	ACW01	ACWA/JPIA	AUTO & GENERAL LIABILITY INSURANCE	17158.51
028269	10/25/17	ACW01	ACWA/JPIA	AUTO & GENERAL LIABILITY INSURANCE	6107.02
028269	10/25/17	ACW01	ACWA/JPIA	AUTO & GENERAL LIABILITY INSURANCE	5992.53
028269	10/25/17	ACW01	ACWA/JPIA	AUTO & GENERAL LIABILITY INSURANCE	4194.82
028269	10/25/17	ACW01	ACWA/JPIA	WORKERS COMPENSATION 7/1-9/30/17	1808.77
028269	10/25/17	ACW01	ACWA/JPIA	WORKERS COMPENSATION 7/1-9/30/17	4423.66
028269	10/25/17	ACW01	ACWA/JPIA	WORKERS COMPENSATION 7/1-9/30/17	1704.15
028269	10/25/17	ACW01	ACWA/JPIA	WORKERS COMPENSATION 7/1-9/30/17	3378.68
028269	10/25/17	ACW01	ACWA/JPIA	WORKERS COMPENSATION 7/1-9/30/17	346.22
028269	10/25/17	ACW01	ACWA/JPIA	WORKERS COMPENSATION 7/1-9/30/17	299.61
028269	10/25/17	ACW01	ACWA/JPIA	WORKERS COMPENSATION 7/1-9/30/17	561.23
Sub-Total: (1)					79367.12
Sub-Count: 14					
028270	10/25/17	ACW02	ACWA	2018 ANNUAL AGENCY DUES	12160.00
Sub-Total: (1)					12160.00
Sub-Count: 1					
028271	10/25/17	ADT01	ADT SECURITY SERVICES	SECURITY SERVICES 8180 BALDERSTON 10/20-11/19/17	42.08
028271	10/25/17	ADT01	ADT SECURITY SERVICES	SECURITY SERVICES 10/21-11/20/17 6425 MAIN ST	148.89
Sub-Total: (1)					190.97
Sub-Count: 2					
028272	10/25/17	BEC01	STEPHANIE BECK	HR SEMINAR MILEAGE REIMB	49.64
028272	10/25/17	BEC01	STEPHANIE BECK	HR SEMINAR LUNCH REIMB	10.00
Sub-Total: (1)					59.64
Sub-Count: 2					
028273	10/25/17	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE J. MANZER 11/1-11/30/17	265.19
028273	10/25/17	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE W MANZER 11/1-11/30/17	265.19

Date...: Nov 9, 2017
 Time...: 12:58 pm
 Run by.: Christina Cross

Georgetown Divide PUD
 BOARD CHECK REVIEW

Page: 2
 List: BOAR
 ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
028273	10/25/17	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE R PRINCE JR 11/1-11/30/17	227.97
028273	10/25/17	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE M WILSON 11/1-11/30/17	292.50
Sub-Total: (1)					1050.85
Sub-Count: 4					
028274	10/25/17	BLU07	BLUE SHIELD OF CALIFORNIA	PREPAID HEALTH INSURANCE J LEU 11/1/17-1/31/18	738.00
028274	10/25/17	BLU07	BLUE SHIELD OF CALIFORNIA	INSURANCE PREPAY E. LEU 11/1/17-1/31/18	816.00
Sub-Total: (1)					1554.00
Sub-Count: 2					
028275	10/25/17	CAL16	CALTRONICS BUSINESS SYSTEMS CO	COPIER CONTRACT	517.92
Sub-Total: (1)					517.92
Sub-Count: 1					
028276	10/25/17	CLS01	CLS LABS	MONTHLY TREATMENT-RAW	78.40
Sub-Total: (1)					78.40
Sub-Count: 1					
028277	10/25/17	DEL05	DELAGE LANDEN, INC	COPIER CONTRACT 10/1-10/31/17	228.20
028277	10/25/17	DEL05	DELAGE LANDEN, INC	FORMAX FOLDING MACHINE CONTRACT 10/1-10/30/17	185.65
Sub-Total: (1)					413.85
Sub-Count: 2					
028278	10/25/17	GAR02	GARDEN VALLEY FEED & HDW.	BOLTS FOR PRV VAULT ON INDIAN ROCK RD	17.15
Sub-Total: (1)					17.15
Sub-Count: 1					
028279	10/25/17	GEO04	DIVIDE SUPPLY INC.	PRVS	841.26
Sub-Total: (1)					841.26
Sub-Count: 1					
028280	10/25/17	GRA01	GRAINGER, INC.	BAND SAW BLADES	48.80
028280	10/25/17	GRA01	GRAINGER, INC.	BAND SAW BLADES	48.80
Sub-Total: (1)					97.60
Sub-Count: 2					
028281	10/25/17	MED01	MEDICAL EYE SERVICES	VISION INSURANCE NOVEMBER 2017	18.74
028281	10/25/17	MED01	MEDICAL EYE SERVICES	VISION INSURANCE NOVEMBER 2017	65.59
028281	10/25/17	MED01	MEDICAL EYE SERVICES	VISION INSURANCE NOVEMBER 2017	18.74
028281	10/25/17	MED01	MEDICAL EYE SERVICES	VISION INSURANCE NOVEMBER 2017	46.85
028281	10/25/17	MED01	MEDICAL EYE SERVICES	VISION INSURANCE NOVEMBER 2017	28.11
028281	10/25/17	MED01	MEDICAL EYE SERVICES	VISION INSURANCE NOVEMBER 2017	176.12
028281	10/25/17	MED01	MEDICAL EYE SERVICES	VISION INSURANCE NOVEMBER 2017	9.37
Sub-Total: (1)					363.52
Sub-Count: 7					
028282	10/25/17	MYE01	Myers and Sons	CONTRACTOR'S APPLICATION #6	38802.09
028282	10/25/17	MYE01	Myers and Sons	CONTRACTOR'S APPLICATION #6	415163.29
Sub-Total: (1)					453965.38
Sub-Count: 2					
028283	10/25/17	PRO04	PAUL FUNK	CLEANING SERVICES FOR OCTOBER 2017	250.00
Sub-Total: (1)					250.00
Sub-Count: 1					
028284	10/25/17	ROB02	ROBINSON ENTERPRISES	T & D RAW WATER FUEL USAGE ALLOCATION	534.65
028284	10/25/17	ROB02	ROBINSON ENTERPRISES	WATER TREATMENT FUEL USAGE ALLOCATION	192.39
028284	10/25/17	ROB02	ROBINSON ENTERPRISES	T & D TREATED WTR FUEL USAGE ALLOCATION	861.49
028284	10/25/17	ROB02	ROBINSON ENTERPRISES	ZONE FUEL USAGE ALLOCATION	95.82
028284	10/25/17	ROB02	ROBINSON ENTERPRISES	UPCOUNTRY FUEL USAGE ALLOCATION	217.81
028284	10/25/17	ROB02	ROBINSON ENTERPRISES	ADMIN. FUEL USAGE ALLOCATION	.00

Date...: Nov 9, 2017
Time...: 12:58 pm
Run by.: Christina Cross

Georgetown Divide PUD
BOARD CHECK REVIEW

Page: 3
List: BOAR
ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
Sub-Total: (1)					1902.16
Sub-Count: 6					
028285	10/25/17	RUL01	RULE, BRIAN	BOOT REIMB PER MOU	92.05
Sub-Total: (1)					92.05
Sub-Count: 1					
028286	10/25/17	SIE06	SIERRA CHEMICAL CO.	SALES TAX FROM INVOICE 10052481	145.61
Sub-Total: (1)					145.61
Sub-Count: 1					
028287	10/25/17	UNI06	UNITEDHEALTHCARE INSURANCE CO	PREPAY SUPPLEMENTAL INSURANCE D. SCHWAGEL NOV 2017	145.00
Sub-Total: (1)					145.00
Sub-Count: 1					
028288	10/25/17	UNI07	UNITEDHEALTHCARE CLAIM DIVISIO	PREPAID HEALTH INSURANCE J ST DENNIS 11/1-11/30/17	153.85
Sub-Total: (1)					153.85
Sub-Count: 1					
028289	10/25/17	WEL02	WELLS FARGO BANK, NA	WALTON LAKE ANNUAL RESERVE NOVEMBER 2017	2296.95
Sub-Total: (1)					2296.95
Sub-Count: 1					
028290	10/25/17	YOU01	YOUNGDAHL CONSULTING GRP.	PROFESSIONAL SERVICES THROUGH AUGUST 2017	4752.00
Sub-Total: (1)					4752.00
Sub-Count: 1					
028291	10/24/17	AFL01	AMERICAN FAMILY LIFE INS	AFLAC Premiums	1345.58
Sub-Total: (1)					1345.58
Sub-Count: 1					
028292	10/24/17	CAL18	California State Disbursement	PAYROLL CLEARING-N. TILMAN	366.92
Sub-Total: (1)					366.92
Sub-Count: 1					
028293	10/24/17	GEO08	GEORGETOWN DIVIDE	GDPUD PUBLIC MEETING-DEPOSIT	200.00
028293	10/24/17	GEO08	GEORGETOWN DIVIDE	GDPUD PUBLIC MEETING-RENT/CUSTODIAL FEE	125.00
Sub-Total: (1)					325.00
Sub-Count: 2					
028294	10/24/17	ICM02	ICMA-R.T.-457 (ee)	Payroll withholding-ICMA	1179.75
Sub-Total: (1)					1179.75
Sub-Count: 1					
028295	10/24/17	IUO01	IUOE, LOCAL 39	Union Dues Payable-LOCAL39	343.53
Sub-Total: (1)					343.53
Sub-Count: 1					
028296	10/24/17	IUO02	PEU LOCAL #1	UNION DUES-LOCAL 1	116.06
Sub-Total: (1)					116.06
Sub-Count: 1					
028297	10/24/17	SWR03	STATE WATER RESOURCES CONTROL	WATER TREAT CERTIFICTION-D. CREEKS	90.00
Sub-Total: (1)					90.00
Sub-Count: 1					

Date...: Nov 9, 2017
Time...: 12:58 pm
Run by.: Christina Cross

Georgetown Divide PUD
BOARD CHECK REVIEW

Page: 4
List: BOAR
ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
028298	10/30/17	USP01	POSTMASTER	PERMIT 6 OCTOBER 2017 PROP 218/REG BILLING	375.00
028298	10/30/17	USP01	POSTMASTER	PERMIT 6 OCTOBER 2017 PROP 218/REG BILLING	1875.00
028298	10/30/17	USP01	POSTMASTER	PERMIT 6 OCTOBER 2017 PROP 218/REG BILLING	250.00
Sub-Total: (1)					2500.00
Sub-Count: 3					
028299	11/08/17	CAL18	California State Disbursement	PAYROLL CLEARING-N.TILMAN	366.92
Sub-Total: (1)					366.92
Sub-Count: 1					
028300	11/08/17	ICM02	ICMA-R.T.-457 (ee)	Payroll withholding-ICMA	1179.75
Sub-Total: (1)					1179.75
Sub-Count: 1					
028301	11/08/17	IUO01	IUOE, LOCAL 39	Union Dues Payable-LOCAL 39	343.53
Sub-Total: (1)					343.53
Sub-Count: 1					
028302	11/08/17	IUO02	PEU LOCAL #1	UNION DUES-LOCAL 1	116.06
Sub-Total: (1)					116.06
Sub-Count: 1					
028303	11/09/17	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS DECEMBER 2017	4032.52
028303	11/09/17	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS DECEMBER 2017	6403.06
028303	11/09/17	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS DECEMBER 2017	4362.78
028303	11/09/17	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS DECEMBER 2017	12749.75
028303	11/09/17	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS DECEMBER 2017	2932.63
028303	11/09/17	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS DECEMBER 2017	8148.96
028303	11/09/17	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS DECEMBER 2017	2534.74
028303	11/09/17	ACW05	ACWA/JPIA HEALTH	HEALTH INSURANCE PREMIUMS DECEMBER 2017	2380.47
Sub-Total: (1)					43544.91
Sub-Count: 8					
028304	11/09/17	AME08	AMERICAN MESSAGING	PAGECOPY USAGE 10/27/17	10.73
Sub-Total: (1)					10.73
Sub-Count: 1					
028305	11/09/17	ATT02	AT&T	UTILITIES- PHONE 530-333-1119 10/14-11/13/17	131.37
028305	11/09/17	ATT02	AT&T	UTILITIES- PHONE 530-333-9442 10/14-11/13/17	104.19
028305	11/09/17	ATT02	AT&T	UTILITIES- PHONE 234-371-7957 10/14-11/13/17	66.89
028305	11/09/17	ATT02	AT&T	UTILITIES- PHONE 530-333-4356 10/14-11/13/17	154.64
028305	11/09/17	ATT02	AT&T	UTILITIES- PHONE 530-333-4356 10/14-11/13/17	103.09
028305	11/09/17	ATT02	AT&T	UTILITIES- PHONE 530-333-4356 10/14-11/13/17	154.63
028305	11/09/17	ATT02	AT&T	UTILITIES- PHONE 530-885-6287 10/14-11/13/17	127.41
028305	11/09/17	ATT02	AT&T	UTILITIES- PHONE 234-343-7252 10/14-11/13/2017	66.89
Sub-Total: (1)					909.11
Sub-Count: 8					
028306	11/09/17	CHU02	CHURCHWELL WHITE, LLP	PROFESSIONAL SERVICES THROUGH SEPT 30, 2017	4070.93
028306	11/09/17	CHU02	CHURCHWELL WHITE, LLP	PROFESSIONAL SERVICES THROUGH SEPT 30, 2017	50.00
028306	11/09/17	CHU02	CHURCHWELL WHITE, LLP	PROFESSIONAL SERVICES THROUGH SEPT 30, 2017	2075.00
028306	11/09/17	CHU02	CHURCHWELL WHITE, LLP	PROFESSIONAL SERVICES THROUGH SEPT 30, 2017	234.00
028306	11/09/17	CHU02	CHURCHWELL WHITE, LLP	PROFESSIONAL SERVICES THROUGH SEPT 30, 2017	5076.00
028306	11/09/17	CHU02	CHURCHWELL WHITE, LLP	PROFESSIONAL SERVICES THROUGH SEPT 30, 2017	180.00
Sub-Total: (1)					11685.93
Sub-Count: 6					
028307	11/09/17	CWS01	CORBIN WILLITS SYS. INC.	MONTHLY CHARGES FOR NOVEMBER 2017	375.20
Sub-Total: (1)					375.20
Sub-Count: 1					
028308	11/09/17	MOB01	MOBILE MINI, LLC-CA	STORAGE RENTAL 11/1-11/28/17	184.39
Sub-Total: (1)					184.39

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
Sub-Count: 1					
028309	11/09/17	PAC02	PACIFIC GAS & ELECTRIC	UTILITIES- ELECTRIC	14916.19
028309	11/09/17	PAC02	PACIFIC GAS & ELECTRIC	UTILITIES- ELECTRIC	453.43
028309	11/09/17	PAC02	PACIFIC GAS & ELECTRIC	UTILITIES- ELECTRIC	579.11
028309	11/09/17	PAC02	PACIFIC GAS & ELECTRIC	UTILITIES- ELECTRIC	465.63
Sub-Total: (1)					16414.36
Sub-Count: 4					
028310	11/09/17	POW01	POWERNET GLOBAL COMM.	Utilities-LONG DISTANCE 09/19-10/19/17	198.55
Sub-Total: (1)					198.55
Sub-Count: 1					
028311	11/09/17	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE NOVEMBER 2017	223.12
028311	11/09/17	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE NOVEMBER 2017	278.90
028311	11/09/17	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE NOVEMBER 2017	55.78
028311	11/09/17	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE NOVEMBER 2017	278.90
028311	11/09/17	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE NOVEMBER 2017	167.34
028311	11/09/17	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE NOVEMBER 2017	1715.53
028311	11/09/17	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE NOVEMBER 2017	111.56
Sub-Total: (1)					2831.13
Sub-Count: 7					
028312	11/09/17	ROB02	ROBINSON ENTERPRISES	T & D RAW WATER FUEL USAGE ALLOCATION	452.21
028312	11/09/17	ROB02	ROBINSON ENTERPRISES	WATER TREATMENT FUEL USAGE ALLOCATION	247.57
028312	11/09/17	ROB02	ROBINSON ENTERPRISES	T & D TREATED WTR FUEL USAGE ALLOCATION	742.79
028312	11/09/17	ROB02	ROBINSON ENTERPRISES	ZONE FUEL USAGE ALLOCATION	139.31
028312	11/09/17	ROB02	ROBINSON ENTERPRISES	UPCOUNTRY FUEL USAGE ALLOCATION	152.56
028312	11/09/17	ROB02	ROBINSON ENTERPRISES	ADMIN. FUEL USAGE ALLOCATION	.00
Sub-Total: (1)					1734.44
Sub-Count: 6					
028313	11/09/17	SAN02	Santander Leasing	TRUCK LEASE PAYMENT	119.72
028313	11/09/17	SAN02	Santander Leasing	TRUCK LEASE PAYMENT	1111.16
Sub-Total: (1)					1230.88
Sub-Count: 2					
028314	11/09/17	USD01	USDA-FOREST SERVICE	SPECIAL USES GTN20 PERMIT	1002.50
028314	11/09/17	USD01	USDA-FOREST SERVICE	SPECIAL USES GTN20 PERMIT	369.24
028314	11/09/17	USD01	USDA-FOREST SERVICE	SPECIAL USES GTN20 PERMIT	372.93
028314	11/09/17	USD01	USDA-FOREST SERVICE	SPECIAL USES GTN20 PERMIT	2992.67
Sub-Total: (1)					4737.34
Sub-Count: 4					
028315	11/09/17	VER01	VERIZON WIRELESS	Utilities-CELL PHONE 9/16-10/15/17	133.72
028315	11/09/17	VER01	VERIZON WIRELESS	Utilities-CELL PHONE 9/16-10/15/17	107.18
028315	11/09/17	VER01	VERIZON WIRELESS	Utilities-CELL PHONE 9/16-10/15/17	27.30
028315	11/09/17	VER01	VERIZON WIRELESS	Utilities-CELL PHONE 9/16-10/15/17	277.54
028315	11/09/17	VER01	VERIZON WIRELESS	Utilities-CELL PHONE 9/16-10/15/17	501.50
028315	11/09/17	VER01	VERIZON WIRELESS	Utilities-CELL PHONE 9/16-10/15/17	250.75
Sub-Total: (1)					1297.99
Sub-Count: 6					
028316	11/14/17	AIM01	AIM CONSULTING INC	2017 PROFESSIONAL SERVICE AGREEMENT	5900.31
Sub-Total: (1)					5900.31
Sub-Count: 1					
028317	11/14/17	ALL01	ALLEN KRAUSE	UNIT #16 SVC, RADIATOR REPAIR, FRONT BREAKS, SHOCK	2436.35
028317	11/14/17	ALL01	ALLEN KRAUSE	UNIT # 34 LUBE, OIL AND FILTER CHANGE	77.70
028317	11/14/17	ALL01	ALLEN KRAUSE	CASE MIX OIL	72.84
Sub-Total: (1)					2586.89
Sub-Count: 3					
028318	11/14/17	AND01	ANDERSON'S SIERRA PIPE CO	CDS FIELD REPAIR	206.93
Sub-Total: (1)					206.93

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount

Sub-Count: 1					
028319	11/14/17	BAR07	BARBOUR, CHRIS	PANT REPLACEMENT DUE TO DAMAGE FROM SEWAGE	18.09
Sub-Total: (1)					18.09

Sub-Count: 1					
028320	11/14/17	BEN04	BENNETT ENGINEERING SERVICES	2017 PROFESSIONAL SERVICES AGREEMENT	7356.54
Sub-Total: (1)					7356.54

Sub-Count: 1					
028321	11/14/17	CAR08	CSI	MONTHLY SERVICE FEE NOVEMBER 2017	59.00
Sub-Total: (1)					59.00

Sub-Count: 1					
028322	11/14/17	CCS01	CCSINTERACTIVE	MONTHLY WEBSITE HOSTING NOVEMBER 2017	69.00
Sub-Total: (1)					69.00

Sub-Count: 1					
028323	11/14/17	CLS01	CLS LABS	ROUTINE DIST SYST BACTERIA	45.00
028323	11/14/17	CLS01	CLS LABS	ROUTINE DIST SYST BACTERIA	45.00
028323	11/14/17	CLS01	CLS LABS	SPECIAL SAMPLES ALT ZONE GROUNDWATER	120.00
028323	11/14/17	CLS01	CLS LABS	ALT ZONE/CDS INFLUENT WASTEWATER SAMPLING	149.94
028323	11/14/17	CLS01	CLS LABS	ROUTINE DIST SYST BACTERIA	44.10
028323	11/14/17	CLS01	CLS LABS	ROUTINE DIST SYST BACTERIA	44.10
028323	11/14/17	CLS01	CLS LABS	QUARTERLY DBP DIST SYST	423.36
Sub-Total: (1)					871.50

Sub-Count: 7					
028324	11/14/17	CRO02	CHRISTINA CROSS	EMPLOYEE REIMB	114.19
Sub-Total: (1)					114.19

Sub-Count: 1					
028325	11/14/17	DEL01	DEL PASO PIPE & STEELE	MATERIALS AND SUPPLIES FOR SAFETY WALKWAYS	691.97
Sub-Total: (1)					691.97

Sub-Count: 1					
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	MATERIALS AND SUPPLIES	36.08
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	MATERIALS AND SUPPLIES	36.08
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	MATERIALS AND SUPPLIES	36.07
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	SHOP MATERIALS AND SUPPLIES	50.38
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	SHOP MATERIALS AND SUPPLIES	50.38
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	SHOP MATERIALS AND SUPPLIES	50.38
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	MATERIALS AND SUPPLIES	68.64
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	BACKHOE PARTS	28.12
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	BACKHOE PARTS	28.12
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	BACKHOE PARTS	28.12
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	BACKHOE PARTS	28.13
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	CASE TRACTOR AND BACKHOE MATERIALS AND SUPPLIES	12.46
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	CASE TRACTOR AND BACKHOE MATERIALS AND SUPPLIES	12.46
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	CASE TRACTOR AND BACKHOE MATERIALS AND SUPPLIES	12.46
028326	11/14/17	DIV05	PLACERVILLE AUTO PARTS, INC	CASE TRACTOR AND BACKHOE MATERIALS AND SUPPLIES	12.45
Sub-Total: (1)					490.33

Sub-Count: 15					
028327	11/14/17	ECO01	ECORP CONSULTING, INC.	JULY 11, 2017 PSA	431.23
028327	11/14/17	ECO01	ECORP CONSULTING, INC.	PROFESSIONAL SERVICES 9/1-9/30/17	3279.86
Sub-Total: (1)					3711.09

Sub-Count: 2					
028328	11/14/17	ELD16	EL DORADO DISPOSAL	UTILITIES-GARBAGE 6425 MAIN ST 10/1-10/31/17	103.58
028328	11/14/17	ELD16	EL DORADO DISPOSAL	UTILITIES-GARBAGE 3650 SWEETWATER TR 10/1-10/31/17	105.17
028328	11/14/17	ELD16	EL DORADO DISPOSAL	UTILITIES-GARBAGE 8180 BALDERSTON 10/1-10/31/17	105.17
Sub-Total: (1)					313.92

Sub-Count: 3					

Date...: Nov 9, 2017
Time...: 12:58 pm
Run by.: Christina Cross

Georgetown Divide PUD
BOARD CHECK REVIEW

Page: 7
List: BOAR
ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
028329	11/14/17	EN201	EN2 RESOURCES, INC	PROFESSIONAL SERVICES THROUGH SEPT 30, 2017	3905.25
Sub-Total: (1)					3905.25
Sub-Count: 1					
028330	11/14/17	FEC01	FECHTER & COMPANY	2016/2017 FISCAL YEAR AUDIT 90% COMPLETION	10802.00
Sub-Total: (1)					10802.00
Sub-Count: 1					
028331	11/14/17	FER02	FERGUSON ENTERPRISES INC	DISTRIBUTION STOCK	7560.76
028331	11/14/17	FER02	FERGUSON ENTERPRISES INC	MATERIALS FOR HYDRANT REPAIR ON KIT FOX CT	900.90
028331	11/14/17	FER02	FERGUSON ENTERPRISES INC	DISTRIBUTION STOCK	1506.72
028331	11/14/17	FER02	FERGUSON ENTERPRISES INC	DISTRIBUTION RESTOCK	1102.53
028331	11/14/17	FER02	FERGUSON ENTERPRISES INC	DISTRIBUTION STOCK	1762.13
028331	11/14/17	FER02	FERGUSON ENTERPRISES INC	MATERIALS AND SUPPLIES FOR STATION 16 IN ALT	1141.05
Sub-Total: (1)					13974.09
Sub-Count: 6					
028332	11/14/17	GAR02	GARDEN VALLEY FEED & HDW.	MATERIALS AND SUPPLIES FOR CDS	228.69
Sub-Total: (1)					228.69
Sub-Count: 1					
028333	11/14/17	GEI02	GEI Consultants, Inc.	PROFESSIONAL SERVICES FROM 8/27-9/30/17	1191.00
028333	11/14/17	GEI02	GEI Consultants, Inc.	2017 PROFESSIONAL SERVICE AGREEMENT	3544.75
Sub-Total: (1)					4735.75
Sub-Count: 2					
028334	11/14/17	GEO01	GEORGETOWN ACE HDW	MATERIALS AND SUPPLIES FOR DITCH MAINTENANCE	69.03
028334	11/14/17	GEO01	GEORGETOWN ACE HDW	MATERIALS AND SUPPLIES DISTRIBUTION	44.12
028334	11/14/17	GEO01	GEORGETOWN ACE HDW	MATERIALS AND SUPPLIES	17.14
028334	11/14/17	GEO01	GEORGETOWN ACE HDW	MAINTENANCE MATERIALS AND SUPPLIES	41.32
028334	11/14/17	GEO01	GEORGETOWN ACE HDW	LIGHT BULBS FOR SHOP	14.99
028334	11/14/17	GEO01	GEORGETOWN ACE HDW	SAFETY WALKWAY MATERIALS AND SUPPLIES	54.69
028334	11/14/17	GEO01	GEORGETOWN ACE HDW	PROPANE FOR BURNING MAINTENANCE	8.33
Sub-Total: (1)					249.62
Sub-Count: 7					
028335	11/14/17	GEO04	DIVIDE SUPPLY INC.	MATERIALS AND SUPPLIES MAINTENANCE	77.04
028335	11/14/17	GEO04	DIVIDE SUPPLY INC.	CDS MATERIALS AND SUPPLIES	74.38
028335	11/14/17	GEO04	DIVIDE SUPPLY INC.	MATERIALS AND SUPPLIES FOR ZONE	46.72
028335	11/14/17	GEO04	DIVIDE SUPPLY INC.	DISTRIBUTION MATERIALS AND SUPPLIES CEDAR DRIVE	38.23
Sub-Total: (1)					236.37
Sub-Count: 4					
028336	11/14/17	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES FOR OCTOBER 2017	240.00
028336	11/14/17	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES FOR OCTOBER 2017	8226.30
Sub-Total: (1)					8466.30
Sub-Count: 2					
028337	11/14/17	GOO01	THE GOODYEAR TIRE & RUBBER COM	TIRES FOR UNIT #16	691.00
Sub-Total: (1)					691.00
Sub-Count: 1					
028338	11/14/17	HAC01	HACH COMPANY	1720E REPLACEMENT PHOTO CELL	522.15
Sub-Total: (1)					522.15
Sub-Count: 1					
028339	11/14/17	HAR03	HARRIS INDUSTRIAL GASES	WELDING ROD FOR CDS	47.94
Sub-Total: (1)					47.94
Sub-Count: 1					
028340	11/14/17	MJT01	MJT ENTERPRISES, INC.	TEMPORARY EMPLOYEE WAGES L ROSS 9/25-10/1/17	879.60

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
028340	11/14/17	MJT01	MJT ENTERPRISES, INC.	TEMPORARY EMPLOYEE WAGES G OMANIA 9/25-10/1/17	450.80
028340	11/14/17	MJT01	MJT ENTERPRISES, INC.	TEMPORARY EMPLOYEE WAGES G OMANIA 9/25-10/1/17	254.80
028340	11/14/17	MJT01	MJT ENTERPRISES, INC.	TEMPORARY EMPLOYEE WAGES G OMANIA 9/25-10/1/17	88.20
028340	11/14/17	MJT01	MJT ENTERPRISES, INC.	TEMPORARY EMPLOYEE WAGES G OMANIA 10/2-10/8/17	519.40
028340	11/14/17	MJT01	MJT ENTERPRISES, INC.	TEMPORARY EMPLOYEE WAGES G OMANIA 10/2-10/8/17	352.80
028340	11/14/17	MJT01	MJT ENTERPRISES, INC.	TEMPORARY EMPLOYEE WAGES	352.80
028340	11/14/17	MJT01	MJT ENTERPRISES, INC.	TEMPORARY EMPLOYEE WAGES G OMANIA 10/16-10/22/17	1117.20
028340	11/14/17	MJT01	MJT ENTERPRISES, INC.	TEMPORARY EMPLOYEE WAGES G OMANIA 10/23-10/29/17	784.00
028340	11/14/17	MJT01	MJT ENTERPRISES, INC.	TEMPORARY EMPLOYEE WAGES G OMANIA 10/23-10/29/17	19.60
028340	11/14/17	MJT01	MJT ENTERPRISES, INC.	TEMPORARY EMPLOYEE WAGES G OMANIA 10/23-10/29/17	19.60
Sub-Total: (1)					4838.80
Sub-Count: 11					
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	11.82
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	20.69
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	8.87
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	6.50
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	8.87
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	11.82
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	20.69
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	8.87
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	11.82
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	20.69
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	8.87
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	6.50
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	8.87
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	11.82
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	20.69
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	8.87
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	6.50
028341	11/14/17	MUR04	MURCHIE'S SMOG & REPAIR	SMOG CHECK UNITS #1,4,14,16,18,32,34,35	8.87
Sub-Total: (1)					227.00
Sub-Count: 20					
028342	11/14/17	PSO01	PSOMAS	PROFESSIONAL SERVICES FROM 8/25-9/28/17	6922.00
Sub-Total: (1)					6922.00
Sub-Count: 1					
028343	11/14/17	ROY01	KENNETH ROYAL	Utilities-PORTABLE RESTROOM SERV WITH HANDWASH FAC	435.00
Sub-Total: (1)					435.00
Sub-Count: 1					
028344	11/14/17	SIE06	SIERRA CHEMICAL CO.	REFUND OF CHEMICALS NOT DELIVERED ALT WTP	-708.58
028344	11/14/17	SIE06	SIERRA CHEMICAL CO.	REFUND ON CHEMICALS NOT DELIVERED WALTON WTP	-708.58
028344	11/14/17	SIE06	SIERRA CHEMICAL CO.	DEPOSIT REFUND	-360.00
028344	11/14/17	SIE06	SIERRA CHEMICAL CO.	DEPOSIT REFUND	-360.00
028344	11/14/17	SIE06	SIERRA CHEMICAL CO.	DEPOSIT REFUND	-360.00
028344	11/14/17	SIE06	SIERRA CHEMICAL CO.	SODA ASH AND CHLORINE FOR WALTON LAKES WTP	3939.13
028344	11/14/17	SIE06	SIERRA CHEMICAL CO.	SODA ASH AND CHLORINE FOR AUBURN LAKE TRAILS WTP	2859.30
028344	11/14/17	SIE06	SIERRA CHEMICAL CO.	SODA ASH AND CHLORINE FOR AUBURN LAKE TRAILS WTP	1079.83
Sub-Total: (1)					5381.10
Sub-Count: 8					
028345	11/14/17	SIE10	SIERRA SAFETY	MATERIALS AND SUPPLIES FOR ZONE	258.55
Sub-Total: (1)					258.55
Sub-Count: 1					
028346	11/14/17	SIE12	MICHAEL S. SALLAC	BIT INSPECTION FOR UNIT #17	60.00
028346	11/14/17	SIE12	MICHAEL S. SALLAC	BIT INSPECTION FOR UNIT #17	60.00
028346	11/14/17	SIE12	MICHAEL S. SALLAC	BIT INSPECTION FOR UNIT #17	60.00
028346	11/14/17	SIE12	MICHAEL S. SALLAC	BIT INSPECTION FOR UNIT #17	60.00
028346	11/14/17	SIE12	MICHAEL S. SALLAC	CASE BACKHOE REPAIR	100.00
028346	11/14/17	SIE12	MICHAEL S. SALLAC	CASE BACKHOE REPAIR	100.00
028346	11/14/17	SIE12	MICHAEL S. SALLAC	CASE BACKHOE REPAIR	100.00
028346	11/14/17	SIE12	MICHAEL S. SALLAC	CASE BACKHOE REPAIR	100.00
Sub-Total: (1)					640.00
Sub-Count: 8					

Date...: Nov 9, 2017
Time...: 12:58 pm
Run by.: Christina Cross

Georgetown Divide PUD
BOARD CHECK REVIEW

Page: 9
List: BOAR
ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
028347	11/14/17	SON01	SONSRAY MACHINERY, LLC	FUEL PUMP #24 BACKHOE	27.03
028347	11/14/17	SON01	SONSRAY MACHINERY, LLC	FUEL PUMP #24 BACKHOE	27.03
028347	11/14/17	SON01	SONSRAY MACHINERY, LLC	FUEL PUMP #24 BACKHOE	27.02
028347	11/14/17	SON01	SONSRAY MACHINERY, LLC	FUEL PUMP #24 BACKHOE	27.02
Sub-Total: (1)					108.10
Sub-Count: 4					
028348	11/14/17	TEI01	A. TEICHERT & SON, INC	ROCK FOR DISTRIBUTION	158.52
Sub-Total: (1)					158.52
Sub-Count: 1					
028349	11/14/17	UNI06	UNITEDHEALTHCARE INSURANCE CO	PREPAID HEALTH INSURANCE D SCHWAGEL 12/1-12/31/17	145.00
Sub-Total: (1)					145.00
Sub-Count: 1					
028350	11/14/17	UNI07	UNITEDHEALTHCARE CLAIM DIVISIO	PREPAID HEALTH INSURANCE J ST DENNIS 12/1-12/31/17	153.85
Sub-Total: (1)					153.85
Sub-Count: 1					
028351	11/14/17	USA03	USA BLUE BOOK	PH TESTER	-148.01
028351	11/14/17	USA03	USA BLUE BOOK	POCKET PRO PH METER/ OAKTON REPLACEMENT ELECTRODE	227.37
028351	11/14/17	USA03	USA BLUE BOOK	POCKET PRO PH METER/ OAKTON REPLACEMENT ELECTRODE	103.22
028351	11/14/17	USA03	USA BLUE BOOK	SLUDGE CORE SAMPLER	393.97
028351	11/14/17	USA03	USA BLUE BOOK	MATERIALS AND SUPPLIES	210.07
028351	11/14/17	USA03	USA BLUE BOOK	MATERIALS AND SUPPLIES	263.57
Sub-Total: (1)					1050.19
Sub-Count: 6					
028352	11/14/17	VAV01	VAVRINEK, TRINE, DAY & CO., LL	2017 PROFESSIONAL SERVICE AGREEMENT	5880.00
Sub-Total: (1)					5880.00
Sub-Count: 1					
028353	11/14/17	WAL02	WALKER'S OFFICE SUPPLY	Office Supplies	227.05
028353	11/14/17	WAL02	WALKER'S OFFICE SUPPLY	Office Supplies	109.97
028353	11/14/17	WAL02	WALKER'S OFFICE SUPPLY	Office Supplies LABELS FOR 218	30.01
Sub-Total: (1)					367.03
Sub-Count: 3					
028354	11/14/17	WEL02	WELLS FARGO BANK, NA	WALTON LAKE ANNUAL RESERVE DECEMBER 2017	2296.95
Sub-Total: (1)					2296.95
Sub-Count: 1					
028355	11/14/17	YOU01	YOUNGDAHL CONSULTING GRP.	PROFESSIONAL SERVICES THROUGH SEPT 30, 2017	1740.00
Sub-Total: (1)					1740.00
Sub-Count: 1					
028356	11/14/17	\N002	NOLTE, ERIC	MQ CUSTOMER REFUND FOR NOL0006	77.30
Sub-Total: (1)					77.30
Sub-Count: 1					
028357	11/14/17	\P001	POZO, JERRY/DIANE	MQ CUSTOMER REFUND FOR POZ0001	400.00
Sub-Total: (1)					400.00
Sub-Count: 1					
Grn-Total:					753892.19
Ttl-Count: 268					

STATEMENT OF CASH AND INVESTMENT BALANCE

GDPUD Board Meeting of November 14, 2017

Agenda Item No. 4B2

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
STATEMENT OF CASH AND INVESTMENT BALANCES OCTOBER 31, 2017**

	BEGINNING BALANCE	CASH RECEIPTS	CASH DIS- BURSEMENTS	TRANSFERS IN (OUT)	ENDING BALANCE
8 SMUD Fund	324,069.00				324,069.00
9 CABY Grant	(19,262.70)		(800.00)		(20,062.70)
10 General Fund	1,310,193.19	106,036.05	(370,827.24)		1,045,402.00
12 Retiree	514,844.24	3,794.58	(7,572.64)		511,066.18
14 Stewart Mine	30,309.01	110.44	(337.44)		30,082.01
25 Bayne Road & Other Assessment Districts	45,144.85	63.43			45,208.28
17 Water Development	403,798.37	1,129.48			404,927.85
19 Stumpy Meadows Emergency Reserve Fund (SMERF)	1,048,681.27	2,933.26			1,051,614.53
43 Capital Reserve Cash Clearing	692,158.81		(3,615.69)		688,543.12
53 Pilot Hill North	(7,480.80)				(7,480.80)
54 Pilot Hill South	53.68				53.68
51 Kelsey North	111,712.35	355.43	(674.99)		111,392.79
52 Kelsey South	54,473.87	650.96			55,124.83
29 State Revolving Fund	54,896.05	2,357.95	(2,296.95)		54,957.05
30 Small Hydro Fund	634,293.47	10,248.81			644,542.28
31 Pipeline Extension Holding Fund to 26	0.00				0.00
20 ALT	513,217.50	540,675.00	(1,014,651.50)		39,241.00
35 Environmental Protection Agency	(90,530.11)				(90,530.11)
37 Garden Valley Water Improvement District	71,886.35	201.07			72,087.42
39 Capital Facility Charges	1,707,869.93	4,777.47			1,712,647.40
24 ALT - WTP Capital Reserve	734,777.41	2,151.59	(79,588.84)		657,340.16
40 Auburn Lake Trails (ALT) Zone Fund	952,049.63	15,775.05	(32,844.77)		934,979.91
41 ALT Tank Replacement Loans & Repair Activity	39,184.17	109.62			39,293.79
42 ALT CDS Reserve Connection Fund	214,740.54	600.65			215,341.19
	9,341,080.08	691,970.84	(1,513,210.06)	0.00	8,519,840.86

Totals by Type of Account:

	Rate Information:
EI Dorado Savings Bank Checking	0.03%
EI Dorado Savings Bank Savings	0.14%
Wells Fargo State Revolving Fund Debt Accounts	2.00%
Wells Fargo Brokered Time Deposits	1.08%
Local Agency Investment Fund	
Grand Total	

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
STATEMENT OF CASH AND INVESTMENT BALANCES OCTOBER 31, 2017**

Accounting Basis Unrestricted, Designated and Restricted Funds Recap:
 Unrestricted Undesignated Funds \$1,045,402.00
Designated Funds are in Italics 3,857,112.57
 Restricted Funds are Shaded 3,617,326.29
\$8,519,840.86

District Designated Funds/Reserve Policy Funds Recap:	Estimated 2016-17 Budget	Calculated from 2014-15 Audited
Water - Operations	550,000	510,000
Water - Cash Flow	209,000	197,222
Water - Capital:		
Stumpy Meadows Emergency Reserve Fund	1,051,615	
Capital Facility Charges	1,712,647	
Replacement Reserve (required by USDA)	657,340	
Other reserves	690,491	
Sub Total - Water	8,193,835	7,871,516
Debt Service	8,952,835	8,578,738
Retiree Health	431,412	480,991
Hydroelectric	621,235 *	421,765
Wastewater - Operations	504,191	461,219
Zone - Capital	52,000	45,978
Community Disposal System - Capital	5,000	5,000
Sub Total - Wastewater/Zone	250,000	250,211
	307,000	301,189
	10,816,673.00	10,243,902.00

Two month operations expense
10% Water Sales

50% Accumulated Depreciation

Actual amounts
Actual amount
Actual amount

Two month operations expense
Amount set at \$5,000
50% Accumulated Depreciation

Actual total reserves as of June 30, 2015
Actual total reserves as of June 30, 2014
Actual total reserves as of June 30, 2013
Actual total reserves as of June 30, 2012

Approved:

Treasurer _____ General Manager _____

\$9,162,818
 \$8,725,362
 \$8,427,421
 \$7,595,078

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF NOVEMBER 14, 2017
AGENDA ITEM NO. 5C**



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 "SP", is written over the name "Steven Palmer" in the "PREPARED BY" line.

RATE STUDY

Public hearing will be held at the Board meeting on December 12, 2017 at 5:30 pm at the Georgetown Community Center.

The General Manager will be attending meetings with Rural Community Coalition, rotary, and chamber of commerce in advance of the public hearing in order to share information regarding the proposed rate structure.

SPILLWAY EVALUATION

Initial work for the Mark Edson Dam at Stumpy Meadows spillway evaluation is complete. The initial work did not identify issues requiring immediate repair before winter. GEI Consultants will likely recommend some repairs, patching, and/or joint sealing; the extent of repairs will not be known until they complete their report.

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Operations Manager's Report for October 2017

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

November 14, 2017, AGENDA ITEM #5D

Water Production for the Month of

October

Auburn Lake Trails Water Treatment Plant

25.857 million gallons
834,096 gallons/day average

Walton Lake Water Treatment Plant

26.114 million gallons
842,387 gallons/day average

Water Quality Monitoring

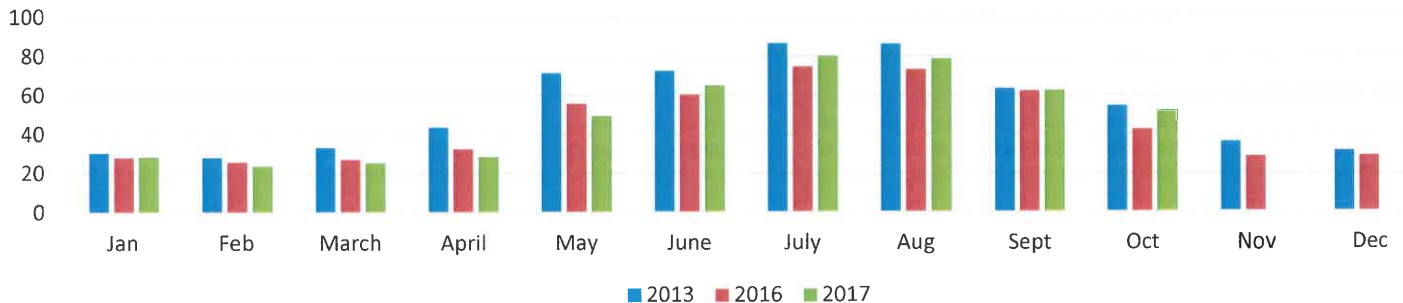
Monitoring has been completed and reports have been submitted to the State Water Resources Control Board.

- ✓ 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)



Waste Water: Auburn Lake Trails

The Notice of Violation issued by the Regional Water Quality Control Board included an August 1, 2017 deadline for submittal of a Leachfield Capacity Report and Water Balance Report. The District received an extension to November 9, 2017 to complete the work required and submit the reports. Smoke testing of sewer lines was completed September 21.

Average daily flows in the community disposal system were 16,194 gallons per day. This value does not exceed the limit of 71,800 gallons per day as identified in the Waste Discharge Requirements.

The District has, to date, completed all required laboratory monitoring of groundwater, surface water and wastewater effluent.

The District is currently up to date in the monitoring of waste water systems in the zone.

Summary of Field Work Activities

Distribution Crew

- ✓ Repaired leaks: 10
- ✓ Repair/replace meters: 2
- ✓ Installed new service: 2 treated
- ✓ Adjusted altitude and pressure reducing valves

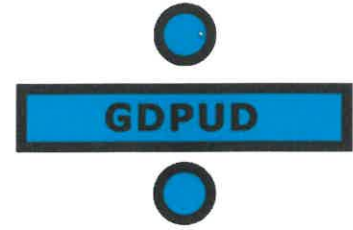
Maintenance Crew

The maintenance crew continued to use the excavator and brush cutters to clean over a 1000 feet of canal. New grizzlies were installed on the upper canal with safety walkways. Work has been started on the level monitoring device by Ecorp.

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

REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF November 14, 2017
Agenda Item No. 5E



AGENDA SECTION: **INFORMATIONAL ITEMS**

SUBJECT: **ALT WATER TREATMENT PLANT PROJECT UPDATE**

PREPARED BY: George Sanders, Engineering Consultant

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, PE, General Manager".

This is a summary of the various work activities at the ALT Treatment Plant for the month of October. Attachment 1 is the sixth in a series of update flyers that will be posted on the District's website and Facebook.

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 during construction, Youngdahl Consulting Group for material testing, and Foothill Associates for CEQA compliance.

Myers & Sons Construction

Construction activities at the site, during the month of October, have centered around three areas. These are identified as the Filter Building, Raw Water Pump Station Building and Sludge Drying Beds.

- Filter Building – This is the largest building at the site, approximately 5,500 SF. It is a metal building on a concrete slab with exterior footings. The Chlorine Contact Basin is below grade and under the center portion of this building. Work activities within this building have consisted of multiple concrete pours for the slab in the Electrical Room and Compressor/Blower Room together with the footings within the Chemical Room, Office Control Room and the Lavatory/Break Room. The filters, 3 in number, have arrived and placed on the concrete pads within the Filter Building. These are steel vessels that will need the media, miscellaneous piping and controls to become operational. The filters are a key component of the water treatment process. Structural members for the metal filter building are on site and painted.

- Raw Water Pump Station Building – This is a metal building on a concrete slab with exterior footings, consisting of approximately 1350 SF. Work activities within this building have consisted of the placement of the metal siding and a portion of the roofing materials.

- Sludge Drying Beds – These are concrete bays, 4 in number, encompassing a total area of approximately 4,000 SF. Work in this area requires approximately 36 individual concrete pours. Work during this month has consisted of six individual concrete pours.

PSOMAS

This firm is under contract with the District to provide Engineering Support during construction. Primary functions consist of the review of contractor submittals, requests for information (RFI) and to provide added clarity on various construction related matters. As of this date, the total number of contractor submittals is 165 and the number of requests for information is 111. PSOMAS continues to provide Engineering Support.

Youngdahl Consulting Group

This firm is under contract to provide the material testing of soils and concrete. Material testing during this reporting period includes the testing of concrete (air entrainment, temperature, slump and compressive strength) for multiple concrete pours within the Sludge Drying Beds.

Foothill Associates

This firm is under contract with the District to assist with CEQA compliance together with implementation of the Storm Water Pollution Prevention Plan (SWPPP). This firm has not performed any work activities during this reporting period.

NEXGEN

This firm is under contract with the District to provide Construction Management services. NEXGEN is currently providing construction inspection at the site daily.

Budget

Project expenses since start of construction as compared to budget are summarized in the table below. At this point, projected expenditures are within the approved project budget.

Phase	Expended to Date	Budget
Construction	\$3,702,473	\$11,249,000
Construction Engineering, Construction Management, and Environmental	\$ 302,827	\$ 1,076,226
Total	\$4,005,300	\$12,325,226

Contract Change Orders

One Contract Change Order was processed during this reporting period. This is identified as Contract Change Order Number 3. Contract Change Order Number 1 resulted in a net increase in the contract amount by \$39,772. This Change Order was identified at the regular Board meeting in September. Contract Change Order Number 2 resulted in a net decrease in the contract amount by <\$970.41>. This Change Order was identified at the regular Board meeting in October. Contract Change Order Number 3 increased the contract time by 17 days due to weather related days during the months of March, April, May and June of this year. This change order did not affect the budget. A copy of Change Order Number 3 is included within this report as Attachment 2.

EPA Grant and State SRF Payment Requests

There is no change in the reporting under this activity from that of the Board meeting in October. All monies have been received under the EPA Grant. Staff is currently working on the final reporting as required to close out the Grant.

The District has received four reimbursement payments from the State Revolving Fund Loan Agreement for a total amount of \$ 2,206,123. The first payment was received during the month of June in the amount of \$ 1,157,141, the second payment was received in August in the amount of \$ 439,850. The third payment was received in September in the amount of \$ 68,457. The fourth payment was received in October in the amount of \$540, 675. At the time of this report, the District has a current reimbursement request in the amount of \$550,389.

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

GDPUD ALT WTF Upgrades Project

CHANGE ORDER NO.: 03

Myers and Sons Construction, LP

4600 Northgate Blvd, Sacramento, CA, 95834

Contract No: 0910013-005C

Date: 11/2/2017

Prepared By: Nexgen Utility Management

Notice to Proceed:

3/13/2017

On Behalf Of: Georgetown Divide PUD

Original Completion Date:

12/24/2018

6425 Main Street,
Georgetown, CA 95634

Title: Initial Weather Related Contract Time Extension

The Contract Documents are modified as follows upon execution of this Change Order:

NOTE: This change order is not effective until approved by the District.

DESCRIPTION OF CHANGES (Supplemental Contract Documents Attached)	Net Change In Contract Price
<p>This Change Order corrects the Original Project Completion date to 650 days from the Notice to Proceed, as stipulated by Addendum #3 and the Contract. (This date was incorrectly stated on prior Change Orders)</p> <p>This Change includes adding seventeen (17) days to the Contract times due to weather related delays claimed by the Contractor.</p> <p>These days are for weather related impacts to the Contractor's critical path operations. Primarily the ability to do earthwork during and immediately after significant rain events. Additional (future) rain days may further extend the Completion Date and will be addressed in a future Change Order as necessary.</p> <p>There is no change in Contract price associated with this Change Order.</p>	<p>\$0.00</p>

JUSTIFICATION: The Contract does not provide a defined allowance for weather related delays, therefore the Contractor may claim delays when weather affects critical path operations.

ATTACHMENTS: Att. A – Computation of completion dates, Att. B – Working Days statements identifying rain impacted days.

MEASUREMENT AND PAYMENT: Measurement - as per Attachments A and B, payment - N/A

CONTRACT STATUS PER THIS CHANGE ORDER	
The time to complete the contract is:	ORIGINAL CONTRACT SUM..... \$10,249,000.00
Increased By: 17 Days	Previous Change Orders: \$38,802.09
Decreased By: Days	By This Change Order: \$0.00
Unchanged	Net Change By All Change Orders to Date: \$38,802.09
The Date of Completion Is Now: 1/9/2019	New Contract Sum \$10,287,802.09

ACCEPTANCE

We, the undersigned Contractor, have given careful consideration to the change proposed and hereby agree if this proposal is approved that we will provide all equipment, furnish all materials, except as may otherwise be noted above and perform all services necessary for the work above specified, and will accept as full payment therefore the prices shown above.

Accepted: Contractor / Myers and Sons

By:

Recommended: Nexgen, CM - Joe DiGiorgio, P.E.

By:

Reviewed: Psomas, Design Eng. – Ernie Laporini, P.E.

By:

Approved: GDPUD,
George Sanders, P.E., District Representative

By:

Steve Palmer, P.E., General Manager

By:

If the Contractor does not sign acceptance of this order, their attention is directed to the requirements of the specifications as to proceeding with ordered work and filing a written protest within the time therein specified

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF NOVEMBER 14, 2017
AGENDA ITEM NO. 6A**



AGENDA SECTION: NEW BUSINESS

**SUBJECT: REVIEW AND PROVIDE DIRECTION ON PROCESS TO FILL ONE (1)
VACANCY ON THE BOARD OF DIRECTORS**

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

On October 17, 2017, Director Carl Hoelscher notified the General Manager in writing that he has moved out of the boundaries of the Georgetown Divide Public Utility District (District) and resigned from his position on the Board of Directors. This was effective on Tuesday, October 17, 2017 at 4:00pm. Director Hoelscher's term was to continue through December 7, 2018; thereby leaving the seat vacant for approximately 14 months.

Pursuant to Public Utilities Code section 16003, vacancies on the board of directors are governed by Government Code section 1780, which requires the District to notify the county elections official of the vacancy no later than 15 days after the effective date of the vacancy; Wednesday, November 1, 2017. The District notified the elections official of the vacancy on Tuesday, October 31, 2017.

The State Code allows the remaining Board members to either appoint or call an election to fill the vacancy. The newly appointed/elected Board member would serve until the end of Director Hoelscher's term on December 7, 2018.

DISCUSSION

Appointment shall be made within 60 days after the effective date of the vacancy, which is Monday, December 18, 2017. The District must post a notice of the vacancy in three or more conspicuous places in the District at least 15 days before the Board makes the appointment. The notice would direct those interested in serving to submit a letter of interest to the General Manager.

Instead of appointment, the Board may call for an election within 60 days after the effective date of the vacancy. The election must be held on the next established election date as provided in the State Elections Code that is 130 or more days after the date the Board calls the election.

REVIEW AND PROVIDE DIRECTION ON PROCESS TO APPOINT A NEW DIRECTOR TO ONE (1) VACANCY ON THE BOARD OF DIRECTORS

Regular Board Meeting of November 14, 2017

Agenda Item #6A

Assuming that the Board calls for the election immediately prior to December 17, 2017, the qualifying election date would be the first Tuesday after the first Monday in June 2018; which is June 5, 2018. The deadline for interested candidates to file for a June election will be in February 2018.

In order to proceed with a special election to fill the vacant director position, the Board would need to adopt a resolution to request assistance from the El Dorado County Elections Department (County) to conduct an election on the District's behalf. The resolution needs to be submitted to the County prior to December 17, 2017. The District will be required to reimburse the County for the costs of the election. The County estimates the costs for this election to be approximately \$8,000. This expense was not budgeted and additional funds would need to be appropriated from reserves for this special election.

In either case, appointment or election, the new Director would serve through December 7, 2018.

FISCAL IMPACT

There is no fiscal impact to appointing a Director to the vacant seat.

If the Board chooses to call a special election, a budget amendment would be needed to appropriate at least \$8,000 from reserves to pay the El Dorado County Elections Office for the cost of the special election.

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 and post a notice of the vacancy in three or more conspicuous places in the District at least 15 days before the Board makes the appointment.

ALTERNATIVES

The Board of Directors may choose to call for a special election and direct the General Manager to prepare a resolution calling for the election. This resolution would be adopted at a future Board meeting, prior to December 17, 2017.

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF NOVEMBER 14, 2017
AGENDA ITEM NO. 6B**



AGENDA SECTION: NEW BUSINESS

SUBJECT: FISCAL YEAR 2016-2017 FIRST QUARTER BUDGET REVIEW

PREPARED BY: Steven Palmer, PE, General Manager

APPROVED BY: Steven Palmer, PE, General Manager

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

BACKGROUND

In order to provide timely information to the Board and the public, the attached report provides a comparison of approved operating budget to actual revenues and expenditures for the First Quarter of Fiscal Year 2016-2017 (Attachment 1). Material differences are explained in the staff report.

DISCUSSION

Revenues

At the end of the first quarter, water operating fund revenues including property taxes, leases, and the water treatment plant supplemental charge are at 15.5% of the budgeted amount. Residential water sales are at 23.8%, commercial water sales are at 25.6%, and irrigation water sales are at 50.8%. Property tax revenues were not received during the first quarter and the first installment is anticipated during the second quarter.

Wastewater operating fund revenues are at 27.2% of the budgeted amount.

Expenditures

At the end of the first quarter, water operating fund expenditures are at 18.1% of the budgeted amount, and wastewater operating fund expenditures are at 12.0% of the budgeted amount.

Water

Overtime expenses are running higher than expected at this point in the year. Across all water divisions, administration, and customer service overtime expenditures are averaging 42% of the annual budget. This is due to responding to a larger than anticipated number of emergencies and water line leaks. At this point in time, it appears that this increase in overtime expenditures can be managed within the existing budget without a budget amendment.

Vehicle maintenance expenses are also higher than expected at this point in the year. Several of the District vehicles are nearing the end of their service life and starting to require expensive repairs. Across all water divisions, vehicle maintenance expenses are already exceeding the annual budget for this item by \$1,424 or 28%. At this point in time, it appears that this increase in vehicle maintenance expenditures can be managed within the existing overall budget without a budget amendment. If additional unexpected vehicle repairs are needed, then a budget amendment will be required as part of a future Board action.

Wastewater

All wastewater operating expenditures during the first quarter are within expected ranges for this point in the fiscal year.

FISCAL IMPACT

First Quarter operating revenues and expenditures are within the expected ranges for this time of year. Overtime and vehicle maintenance expenses in the water operations are higher than anticipated, but manageable within the existing budget. The General Manager will continue to monitor these expenses, and a budget amendment by the Board may be required in the future to accommodate unforeseen repairs and maintenance.

CEQA ASSESSMENT

This action is not a CEQA Project.

RECOMMENDED ACTION

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

ATTACHMENTS

1. Fiscal Year 2016-2017 First Quarter Budget Report

GDPUD Regular Board Meeting of 11/14/17 AGENDA ITEM 6B Attachment #1

REPORT.: 11/08/17
 RUN....: 11/08/17 TIME: 16:10
 Run By.: Kristen West

Georgetown Divide PUD
 Budget Report for Revenues by FUND
 For Calendar Period.: 09-17 Fiscal.: 03-18

PAGE: 002
 ID #: GLRR
 CTL.: GEO

FUND #: 10		Name: Water Fund					
Revenue Description		Annual Proforma Budget	Annual Amended Budget	Current Actual	Year-to-Date Actual	Pct (%)	Budget Remaining
3010	Water Sales-Res	0.00	1,319,000.00	-6,547.22	313,842.12	-23.8	1,005,157.88
3020	Water Sales-Com	0.00	211,860.00	0.00	54,235.05	-25.6	157,624.95
3030	Water Sales-Cst	0.00	2,140.00	20.00	160.00	-7.5	1,980.00
3040	Water Sales-Irr	0.00	269,000.00	0.00	136,567.22	-50.8	132,432.78
3045	SURCHARGE	0.00	0.00	217.12	0.00	.0	0.00
3045	5300 SURCHARGE Water Treatmnt	0.00	648,923.00	-217.12	109,504.96	-16.9	539,418.04
3060	Installation	0.00	0.00	800.00	4,232.70	.0	-4,232.70
3090	Other Operating	0.00	0.00	0.00	1.84	.0	-1.84
4020	Interest	0.00	3,594.00	238.44	463.66	-12.9	3,130.34
4030	Penalties	0.00	37,000.00	294.00	7,545.96	-20.4	29,454.04
4040	Lease/Media One	0.00	70,000.00	3,933.10	11,799.30	-16.9	58,200.70
4050	Property Taxes	0.00	1,569,000.00	0.00	0.00	.0	1,569,000.00
4090	Other/lease	0.00	0.00	3.00	9.00	.0	-9.00
FUND TOTAL		0.00	4,130,517.00	-1,258.68	638,361.81	-15.5	3,492,155.19

REPORT.: 11/08/17
 RUN....: 11/08/17 TIME: 16:10
 Run By.: Kristen West

Georgetown Divide PUD
 Budget Report for Revenues by FUND
 For Calendar Period.: 09-17 Fiscal.: 03-18

PAGE: 013
 ID #: GLRR
 CTL.: GEO

FUND #: 40

Name: Zone Fund

Revenue Description	Annual		Current Actual	Year-to-Date Actual	Pct (%)	Budget Remaining
	Proforma Budget	Amended Budget				
3192 Zone Charges	0.00	344,000.00	0.00	104,137.70	-30.3	239,862.30
3193 ZONE-ESCROW FEE	0.00	0.00	2,125.00	6,725.00	.0	-6,725.00
3194 Septic Design	0.00	4,000.00	600.00	1,200.00	-30.0	2,800.00
4020 Interest	0.00	3,737.00	0.00	0.00	.0	3,737.00
4090 Other/lease	0.00	60,000.00	0.00	0.00	.0	60,000.00
FUND TOTAL	0.00	411,737.00	2,725.00	112,062.70	-27.2	299,674.30

FUND #: 10		Name: Water Fund	Annual	Annual	Encumbrance	Current	Year-to-Date		Unencumbered
Expenditure Description		Prof Budget	Amended Budget	Balance	Actual	Actual	Pct(%)		Balance
5010	5100 Super & Labor Srce of Supply	0.00	126801.00	0.00	7958.31	22158.13	17.5		104642.87
5011	5100 Wages-Part time Srce of Supply	0.00	0.00	0.00	0.00	6840.00	.0		-6840.00
5013	5100 PERS UAL Srce of Supply	0.00	83930.00	0.00	0.00	0.00	.0		83930.00
5014	5100 P.E.R.S. Srce of Supply	0.00	12335.00	0.00	901.95	2986.98	24.2		9348.02
5015	5100 I.C.M.A. Srce of Supply	0.00	680.00	0.00	0.00	0.00	.0		680.00
5016	5100 Payroll Taxes Srce of Supply	0.00	12680.00	0.00	772.84	2172.31	17.1		10507.69
5017	5100 Standby Srce of Supply	0.00	6530.00	0.00	1210.00	3620.00	55.4		2910.00
5018	5100 Insurance - H&L Srce of Supply	0.00	41887.00	0.00	3171.48	6436.81	15.4		35450.19
5019	5100 Overtime Srce of Supply	0.00	6759.00	0.00	1432.74	3964.26	58.7		2794.74
5020	5100 Insurance - W.C Srce of Supply	0.00	4501.00	0.00	0.00	0.00	.0		4501.00
5028	5100 Engineering Srce of Supply	0.00	0.00	0.00	0.00	2421.00	.0		-2421.00
5034	5100 Insurance - Gen Srce of Supply	0.00	4000.00	0.00	0.00	0.00	.0		4000.00
5038	5100 Mat.& Supp. Srce of Supply	0.00	12700.00	0.00	1691.81	2121.24	16.7		10578.76
5039	5100 Materials - Oth Srce of Supply	0.00	5000.00	0.00	0.00	0.00	.0		5000.00
5041	5100 Staff Develop Srce of Supply	0.00	1000.00	0.00	0.00	0.00	.0		1000.00
5044	5100 Utilities Srce of Supply	0.00	9015.00	0.00	0.00	0.00	.0		9015.00
5046	5100 Veh. Maint. Srce of Supply	0.00	1000.00	0.00	154.60	1345.21	134.5		-345.21
5048	5100 Vehicle - Oper Srce of Supply	0.00	4000.00	0.00	372.22	1432.65	35.8		2567.35
5080	5100 Outside Serv Srce of Supply	0.00	8580.00	0.00	4665.81	5998.56	7.0		79801.44
5084	5100 Government Reg Srce of Supply	0.00	34300.00	0.00	0.00	0.00	.0		34300.00
5089	5100 Memberships Srce of Supply	0.00	616.00	0.00	0.00	0.00	.0		616.00
5090	5100 Other Srce of Supply	0.00	14000.00	0.00	0.00	0.00	.0		14000.00
DEPT 5100 Subtotal ----->		0.00	467534.00	0.00	22331.76	61497.15	13.2		406036.85
5010	5200 Super & Labor T&D Raw Water	0.00	270961.00	0.00	15617.27	49019.25	18.1		221941.75
5011	5200 Wages-Part time T&D Raw Water	0.00	39500.00	0.00	6931.20	14044.80	35.6		25455.20
5013	5200 PERS UAL T&D Raw Water	0.00	168160.00	0.00	0.00	0.00	.0		168160.00
5014	5200 P.E.R.S. T&D Raw Water	0.00	26360.00	0.00	1694.34	6293.07	23.9		20066.93
5015	5200 I.C.M.A. T&D Raw Water	0.00	1440.00	0.00	0.00	0.00	.0		1440.00
5016	5200 Payroll Taxes T&D Raw Water	0.00	27096.00	0.00	1452.13	4634.37	17.1		22461.63
5017	5200 Standby T&D Raw Water	0.00	13060.00	0.00	1900.00	6420.00	49.2		6640.00
5018	5200 Insurance - H&L T&D Raw Water	0.00	89508.00	0.00	7656.21	14104.24	15.8		75403.76
5019	5200 Overtime T&D Raw Water	0.00	14443.00	0.00	2402.51	7989.02	55.3		6453.98
5024	5200 Dental & Opticl T&D Raw Water	0.00	9619.00	0.00	0.00	0.00	.0		9619.00
5034	5200 Insurance - Gen T&D Raw Water	0.00	15000.00	0.00	0.00	0.00	.0		15000.00
5038	5200 Mat.& Supp. T&D Raw Water	0.00	23700.00	0.00	1455.96	8428.71	35.6		15271.29
5039	5200 Materials - Oth T&D Raw Water	0.00	15000.00	0.00	0.00	1860.84	12.4		13139.16
5040	5200 Office Supplies T&D Raw Water	0.00	1600.00	0.00	0.00	0.00	.0		1600.00
5041	5200 Staff Develop T&D Raw Water	0.00	1000.00	0.00	0.00	0.00	.0		1000.00
5044	5200 Utilities T&D Raw Water	0.00	750.00	0.00	64.93	132.66	17.7		617.34
5046	5200 Veh. Maint. T&D Raw Water	0.00	2000.00	0.00	1715.62	3188.96	159.4		-1188.96
5048	5200 Vehicle - Oper T&D Raw Water	0.00	15000.00	0.00	1326.69	4298.85	28.7		10701.15
5080	5200 Outside Serv T&D Raw Water	0.00	0.00	0.00	-573.75	0.00	.0		0.00
5084	5200 Government Reg T&D Raw Water	0.00	0.00	0.00	0.00	218.00	.0		-218.00
DEPT 5200 Subtotal ----->		0.00	734197.00	0.00	41643.11	120632.77	16.4		613564.23
5010	5300 Super & Labor Water Treatmnt	0.00	216417.00	0.00	10108.80	31376.72	14.5		185040.28
5013	5300 PERS UAL Water Treatmnt	0.00	17120.00	0.00	0.00	0.00	.0		17120.00
5014	5300 P.E.R.S. Water Treatmnt	0.00	21053.00	0.00	1084.49	4194.78	19.9		16858.22
5015	5300 I.C.M.A. Water Treatmnt	0.00	1150.00	0.00	0.00	0.00	.0		1150.00
5016	5300 Payroll Taxes Water Treatmnt	0.00	21642.00	0.00	928.97	3006.96	13.9		18635.04
5017	5300 Standby Water Treatmnt	0.00	15710.00	0.00	1310.00	4280.00	27.2		11430.00
5018	5300 Insurance - H&L Water Treatmnt	0.00	71490.00	0.00	4626.65	9401.44	13.2		62088.56
5019	5300 Overtime Water Treatmnt	0.00	11536.00	0.00	1324.16	5494.59	47.6		6041.41
5020	5300 Insurance - W.C Water Treatmnt	0.00	7683.00	0.00	0.00	0.00	.0		7683.00
5034	5300 Insurance - Gen Water Treatmnt	0.00	12000.00	0.00	0.00	0.00	.0		12000.00
5038	5300 Mat.& Supp. Water Treatmnt	0.00	76700.00	0.00	5708.30	27837.34	36.3		48862.66
5039	5300 Materials - Oth Water Treatmnt	0.00	0.00	0.00	0.00	2829.99	.0		-2829.99
5040	5300 Office Supplies Water Treatmnt	0.00	1800.00	0.00	0.00	0.00	.0		1800.00
5041	5300 Staff Develop Water Treatmnt	0.00	1000.00	0.00	0.00	0.00	.0		1000.00
5042	5300 Travel Water Treatmnt	0.00	1000.00	0.00	0.00	0.00	.0		1000.00
5044	5300 Utilities Water Treatmnt	0.00	141650.00	0.00	22882.96	43884.75	31.0		97765.25
5046	5300 Veh. Maint. Water Treatmnt	0.00	1000.00	0.00	151.65	628.92	62.9		371.08
5048	5300 Vehicle - Oper Water Treatmnt	0.00	5500.00	0.00	418.82	1256.79	22.9		4243.21
5076	5300 Bldg. Maint. Water Treatmnt	0.00	1000.00	0.00	0.00	0.00	.0		1000.00
5080	5300 Outside Serv Water Treatmnt	0.00	63524.00	0.00	-1981.78	60523.47	95.3		3000.53
5084	5300 Government Reg Water Treatmnt	0.00	35000.00	0.00	80.00	240.00	.7		34760.00
5089	5300 Memberships Water Treatmnt	0.00	616.00	0.00	0.00	0.00	.0		616.00
DEPT 5300 Subtotal ----->		0.00	724591.00	0.00	46643.02	194955.75	26.9		529635.25
5010	5400 Super & Labor T&D Treated Wtr	0.00	372485.00	0.00	26338.10	76178.95	20.5		296306.05

FUND #: 10		Name: Water Fund		Annual	Encumbrance	Current	Year-to-Date		Unencumbered
Expenditure Description		Prof Budget	Amended Budget	Balance	Actual	Actual	Pct (%)		Balance
5013	5400 PERS UAL T&D Treated Wtr	0.00	102800.00	0.00	0.00	0.00	.0		102800.00
5014	5400 P.E.R.S. T&D Treated Wtr	0.00	36236.00	0.00	2879.56	8864.76	24.5		27371.24
5015	5400 I.C.M.A. T&D Treated Wtr	0.00	1980.00	0.00	0.00	0.00	.0		1980.00
5016	5400 Payroll Taxes T&D Treated Wtr	0.00	37249.00	0.00	2472.07	6755.40	18.1		30493.60
5017	5400 Standby T&D Treated Wtr	0.00	15710.00	0.00	1730.00	4440.00	28.3		11270.00
5018	5400 Insurance - H&L T&D Treated Wt	0.00	123045.00	0.00	8318.79	15410.97	12.5		107634.03
5019	5400 Overtime T&D Treated Wtr	0.00	19854.00	0.00	5845.79	12396.51	62.4		7457.49
5020	5400 Insurance - W.C T&D Treated Wt	0.00	13223.00	0.00	0.00	0.00	.0		13223.00
5034	5400 Insurance - Gen T&D Treated Wt	0.00	13000.00	0.00	0.00	0.00	.0		13000.00
5038	5400 Mat.& Supp. T&D Treated Wtr	0.00	63000.00	0.00	14592.59	35372.51	56.1		27627.49
5039	5400 Materials - Oth T&D Treated Wt	0.00	5000.00	0.00	0.00	3007.94	60.2		1992.06
5040	5400 Office Supplies T&D Treated Wt	0.00	300.00	0.00	0.00	0.00	.0		300.00
5041	5400 Staff Develop T&D Treated Wtr	0.00	1000.00	0.00	180.00	180.00	18.0		820.00
5042	5400 Travel T&D Treated Wtr	0.00	1000.00	0.00	0.00	0.00	.0		1000.00
5044	5400 Utilities T&D Treated Wtr	0.00	19645.00	0.00	738.41	2051.33	10.4		17593.67
5046	5400 Veh. Maint. T&D Treated Wtr	0.00	1000.00	0.00	655.53	1131.78	113.2		-131.78
5048	5400 Vehicle - Oper T&D Treated Wtr	0.00	11000.00	0.00	1724.88	5410.91	49.2		5589.09
5060	5400 Payroll Process T&D Treated Wt	0.00	1000.00	0.00	0.00	0.00	.0		1000.00
5080	5400 Outside Serv T&D Treated Wtr	0.00	12000.00	0.00	-456.24	0.00	.0		12000.00
5084	5400 Government Reg T&D Treated Wtr	0.00	11600.00	0.00	174.60	1897.96	16.4		9702.04
5089	5400 Memberships T&D Treated Wtr	0.00	616.00	0.00	0.00	528.94	85.9		87.06
DEPT 5400 Subtotal ----->		0.00	862743.00	0.00	65194.08	173627.96	20.1		689115.04
5010	5500 Super & Labor Customer Accts	0.00	110925.00	0.00	4256.95	16208.82	14.6		94716.18
5011	5500 Wages-Part time Customer Accts	0.00	0.00	0.00	3350.73	11195.66	.0		-11195.66
5013	5500 PERS UAL Customer Accts	0.00	7590.00	0.00	0.00	0.00	.0		7590.00
5014	5500 P.E.R.S. Customer Accts	0.00	10791.00	0.00	361.42	1848.89	17.1		8942.11
5015	5500 I.C.M.A. Customer Accts	0.00	590.00	0.00	0.00	0.00	.0		590.00
5016	5500 Payroll Taxes Customer Accts	0.00	11092.00	0.00	310.30	1182.56	10.7		9909.44
5018	5500 Insurance - H&L Customer Accts	0.00	36642.00	0.00	1125.43	4534.90	12.4		32107.10
5019	5500 Overtime Customer Accts	0.00	5913.00	0.00	0.00	0.00	.0		5913.00
5020	5500 Insurance - W.C Customer Accts	0.00	3938.00	0.00	0.00	0.00	.0		3938.00
5034	5500 Insurance - Gen Customer Accts	0.00	9200.00	0.00	0.00	0.00	.0		9200.00
5040	5500 Office Supplies Customer Accts	0.00	15800.00	0.00	0.00	1875.00	11.9		13925.00
5041	5500 Staff Develop Customer Accts	0.00	4531.00	0.00	0.00	0.00	.0		4531.00
5044	5500 Utilities Customer Accts	0.00	5830.00	0.00	221.03	853.16	14.6		4976.84
5060	5500 Payroll Process Customer Accts	0.00	0.00	0.00	0.00	20.00	.0		-20.00
5080	5500 Outside Serv Customer Accts	0.00	0.00	0.00	0.00	1146.40	.0		-1146.40
DEPT 5500 Subtotal ----->		0.00	222842.00	0.00	9625.86	38865.39	17.4		183976.61
5010	5600 Super & Labor	0.00	233010.00	0.00	20101.11	61384.89	26.3		171625.11
5011	5600 Wages-Part time	0.00	37600.00	0.00	1489.60	5194.00	13.8		32406.00
5013	5600 PERS UAL	0.00	55900.00	0.00	0.00	0.00	.0		55900.00
5014	5600 P.E.R.S.	0.00	22668.00	0.00	1882.43	6744.65	29.8		15923.35
5015	5600 I.C.M.A.	0.00	1240.00	0.00	596.16	1788.48	144.2		-548.48
5016	5600 Payroll Taxes	0.00	23301.00	0.00	1611.25	4918.90	21.1		18382.10
5018	5600 Insurance - H&L	0.00	76972.00	0.00	1922.34	78.53	.1		76893.47
5019	5600 Overtime	0.00	12420.00	0.00	0.00	0.00	.0		12420.00
5020	5600 Insurance - W.C	0.00	8272.00	0.00	0.00	0.00	.0		8272.00
5027	5600 Audit	0.00	16300.00	0.00	0.00	4233.00	26.0		12067.00
5034	5600 Insurance - Gen	0.00	8500.00	0.00	0.00	0.00	.0		8500.00
5036	5600 Legal	0.00	110000.00	0.00	0.00	18625.03	16.9		91374.97
5038	5600 Mat.& Supp.	0.00	0.00	0.00	340.05	1183.11	.0		-1183.11
5039	5600 Materials - Oth	0.00	0.00	0.00	184.39	553.17	.0		-553.17
5040	5600 Office Supplies	0.00	38150.00	0.00	2316.88	6811.51	17.9		31338.49
5041	5600 Staff Develop	0.00	4140.00	0.00	914.02	1330.08	32.1		2809.92
5042	5600 Travel	0.00	8625.00	0.00	30.00	907.76	10.5		7717.24
5044	5600 Utilities	0.00	19835.00	0.00	1987.93	5479.50	27.6		14355.50
5046	5600 Veh. Maint.	0.00	0.00	0.00	128.79	128.79	.0		-128.79
5060	5600 Payroll Process	0.00	5600.00	0.00	331.04	1013.64	18.1		4586.36
5070	5600 Director Remun	0.00	24000.00	0.00	0.00	0.00	.0		24000.00
5076	5600 Bldg. Maint.	0.00	8500.00	0.00	250.00	1050.00	12.4		7450.00
5080	5600 Outside Serv	0.00	122828.00	0.00	-2621.39	23536.39	19.2		99291.61
5084	5600 Government Reg	0.00	3300.00	0.00	0.00	2573.07	78.0		726.93
5089	5600 Memberships	0.00	22621.00	0.00	7274.00	11438.99	50.6		11182.01
5090	5600 Other	0.00	40000.00	0.00	780.00	1210.00	3.0		38790.00
7010	5600 Interest	0.00	0.00	0.00	123.50	381.80	.0		-381.80
7011	5600 PRINCIPLE EXP	0.00	0.00	0.00	3310.84	3310.84	.0		-3310.84
DEPT 5600 Subtotal ----->		0.00	903782.00	0.00	42952.94	163876.13	18.1		739905.87
5070	5661 Director Remun	0.00	0.00	0.00	2000.00	6000.00	.0		-6000.00
FUND TOTAL		0.00	3915689.00	0.00	230390.77	709455.15	18.1		3206233.85

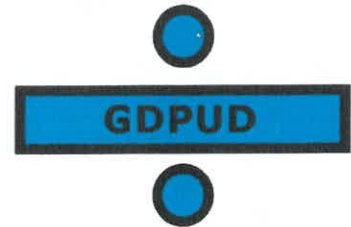
REPORT.: 11/01/17
 RUN...: 11/01/17 TIME: 15:48
 Run By.: Kristen West

Georgetown Divide PUD
 Budget Report for Expenditures by FUND
 For Calendar Period.: 09-17 Fiscal.: 03-18

PAGE: 008
 ID #: GLER
 CTL.: GEO

FUND #: 40		Name: Zone Fund		Annual	Encumbrance	Current	Year-to-Date	Pct(%)	Unencumbered
Expenditure Description		Prof Budget	Amended Budgt	Balance	Actual	Actual			Balance
5010	6700 Super & Labor Zone	0.00	132572.00	0.00	6284.46	16357.13	12.3		116214.87
5013	6700 PERS UAL Zone	0.00	14030.00	0.00	0.00	0.00	.0		14030.00
5014	6700 P.E.R.S. Zone	0.00	12897.00	0.00	535.67	1611.27	12.5		11285.73
5015	6700 I.C.M.A. Zone	0.00	710.00	0.00	0.00	0.00	.0		710.00
5016	6700 Payroll Taxes Zone	0.00	13257.00	0.00	458.18	1194.83	9.0		12062.17
5018	6700 Insurance - H&L Zone	0.00	43793.00	0.00	1594.23	3291.40	7.5		40501.60
5019	6700 Overtime Zone	0.00	7066.00	0.00	0.00	0.00	.0		7066.00
5020	6700 Insurance - W.C Zone	0.00	4706.00	0.00	0.00	0.00	.0		4706.00
5034	6700 Insurance - Gen Zone	0.00	4000.00	0.00	0.00	0.00	.0		4000.00
5038	6700 Mat.& Supp. Zone	0.00	6800.00	0.00	1293.57	2156.18	31.7		4643.82
5039	6700 Materials - Oth Zone	0.00	0.00	0.00	0.00	5583.16	.0		-5583.16
5040	6700 Office Supplies Zone	0.00	3600.00	0.00	0.00	250.00	6.9		3350.00
5041	6700 Staff Develop Zone	0.00	1000.00	0.00	0.00	0.00	.0		1000.00
5044	6700 Utilities Zone	0.00	11200.00	0.00	720.26	2396.10	21.4		8803.90
5046	6700 Veh. Maint. Zone	0.00	1000.00	0.00	224.36	324.36	32.4		675.64
5048	6700 Vehicle - Oper Zone	0.00	4000.00	0.00	138.65	473.83	11.8		3526.17
5080	6700 Outside Serv Zone	0.00	100688.00	0.00	600.00	10965.73	10.9		89722.27
5084	6700 Government Reg Zone	0.00	35550.00	0.00	0.00	3265.48	9.2		32284.52
5089	6700 Memberships Zone	0.00	616.00	0.00	0.00	0.00	.0		616.00
DEPT	6700 Subtotal ----->	0.00	397485.00	0.00	11849.38	47869.47	12.0		349615.53
FUND TOTAL		0.00	397485.00	0.00	11849.38	47869.47	12.0		349615.53

**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

A blue ink signature of Steven Palmer, consisting of a stylized, flowing script that starts with a large loop and ends with a small flourish.

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.

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 NOVEMBER 14, 2017
AGENDA ITEM NO. 6D**



AGENDA SECTION: NEW BUSINESS

**SUBJECT: AUTHORIZE FISCAL YEAR 2017-2018 BUDGET AMENDMENT
INCREASING BUDGET FOR WASTEWATER OPERATIONS BY
\$2,300 FROM FUND 40 OPERATING FUND AND \$29,300 FROM
FUND 42 ALT CDS RESERVE CONNECTION**

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

Two recent occurrences have resulted in increased expenditures related to Wastewater Operations, which will cause expenditures in this department to exceed the Board approved budget.

First, additional work is needed to properly respond to the Notice of Violation (NOV) from the Regional Water Quality Control Board (RWQCB) dated April 13, 2017, related to the Auburn Lake Trails On-Site Wastewater Disposal.

Secondly, a wastewater force main ruptured and a leak was found on October 2, 2017, leaking wastewater into an open area and requiring immediate action by the District.

DISCUSSION

The first reason for a budget amendment is to fund additional work to comply with the April 13, 2017 NOV from the RWQCB. On July 11, 2017, the Board previously took action to authorize a Professional Services Agreement (PSA) with Bennett Engineering Services for an engineering evaluation of the Auburn Lake Trails Wastewater Disposal System. One of the tasks associated with this work included performing percolation testing to evaluate the leach field capacity. Initial percolation testing resulted in highly variable and inconclusive data. Additional percolation testing is required to validate the initial results and complete the reporting required by the RWQCB. The budget increase required to perform this additional testing is \$2,300.

The second reason for a budget amendment is to fund repairs to a wastewater force main leak that was discovered on October 2, 2017. Staff had to respond immediately to stop the resulting wastewater leak, continue to transfer wastewater from the pump station to the leachfield, cleanup

the wastewater that leaked, and repair the force main. Photographs of the leak and repairs are included in Attachment 1. The following actions and associated costs were identified as a result of this leak:

1. Pump and haul wastewater from pump station to leachfield - \$9,125
To continue to provide wastewater service, a septic pumping company was hired to pump wastewater from the pump station wet well, haul, and discharge at the leachfield. This activity started at 3:30pm on October 2, 2017, and continued until 1:30pm on October 3, 2017.
2. Excavate around leak to make repairs - \$3,270
District equipment was not available to excavate in and around soil impacted by wastewater, so a contractor was hired to perform the excavation and backfill while District Staff performed the repairs.
3. Replace faulty flow meter and rebuild pump station motors - \$16,905
The flow meter at the pump station was budgeted to be replaced in prior years, but that replacement did not occur until this fiscal year. Budget is needed in this fiscal year. Also, warning indicator on one of the pumps is indicating that it needs to be rebuilt. This pump rebuild was not budgeted this year.

A budget amendment is needed to allocate funds for the additional work related to the April 13, 2017 NOV from the RWQCB, and for the repairs needed for a force main rupture that occurred on October 2, 2017.

FISCAL IMPACT

These expenditures were not anticipated in the Fiscal Year 2017-2018 budget. A budget increase of \$2,300 from Wastewater Operating Fund 40 fund balance to 40-5080-6700 to fund the additional percolation testing required to respond to the April 13, 2017 NOV from the RWQCB; and a budget increase of \$29,300 from ALT CDS Reserve Connection Fund 42 fund balance.

These actions will result in the Wastewater Operating Fund 40 projected fund balance at June 30, 2018 decreasing from \$899,766 to \$897,466.

The ALT CDS Reserve Connection Fund 42 fund balance at June 30, 2018 will decrease from \$213,840 to \$184,540.

A budget amendment form is included in Attachment 2.

CEQA ASSESSMENT

This action is not a CEQA Project. The activities associated with these budget amendments are statutorily exempt from CEQA pursuant to California Code of Regulations Section 15301 Existing Facilities, Section 15306 Information Collection, Section 15061 No Possibility of Significant Effect on the Environment, and Section 15330 Minor Actions to Prevent, Minimize, Stabilize, Mitigate or Eliminate the Release or Threat of Release of Hazardous Waste or Hazardous Substances. The activities are limited to maintenance of existing facilities and does not involve an expansion of use,

investigations to collect information regarding the functioning of the sewer collection and disposal system, and minor earthwork to prevent and minimize the release of partially treated residential wastewater.

RECOMMENDED ACTION

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) adopt the attached Resolution authorizing a budget increase of \$2,300 from Wastewater Operating Fund 40 fund balance to Account 40-5080-6700, and authorizing a budget increase of \$29,300 from ALT CDS Reserve Connection Fund 42 fund balance.

ATTACHMENTS

1. Photos of wastewater force main leak and repair
2. Budget Amendment Form
3. Resolution

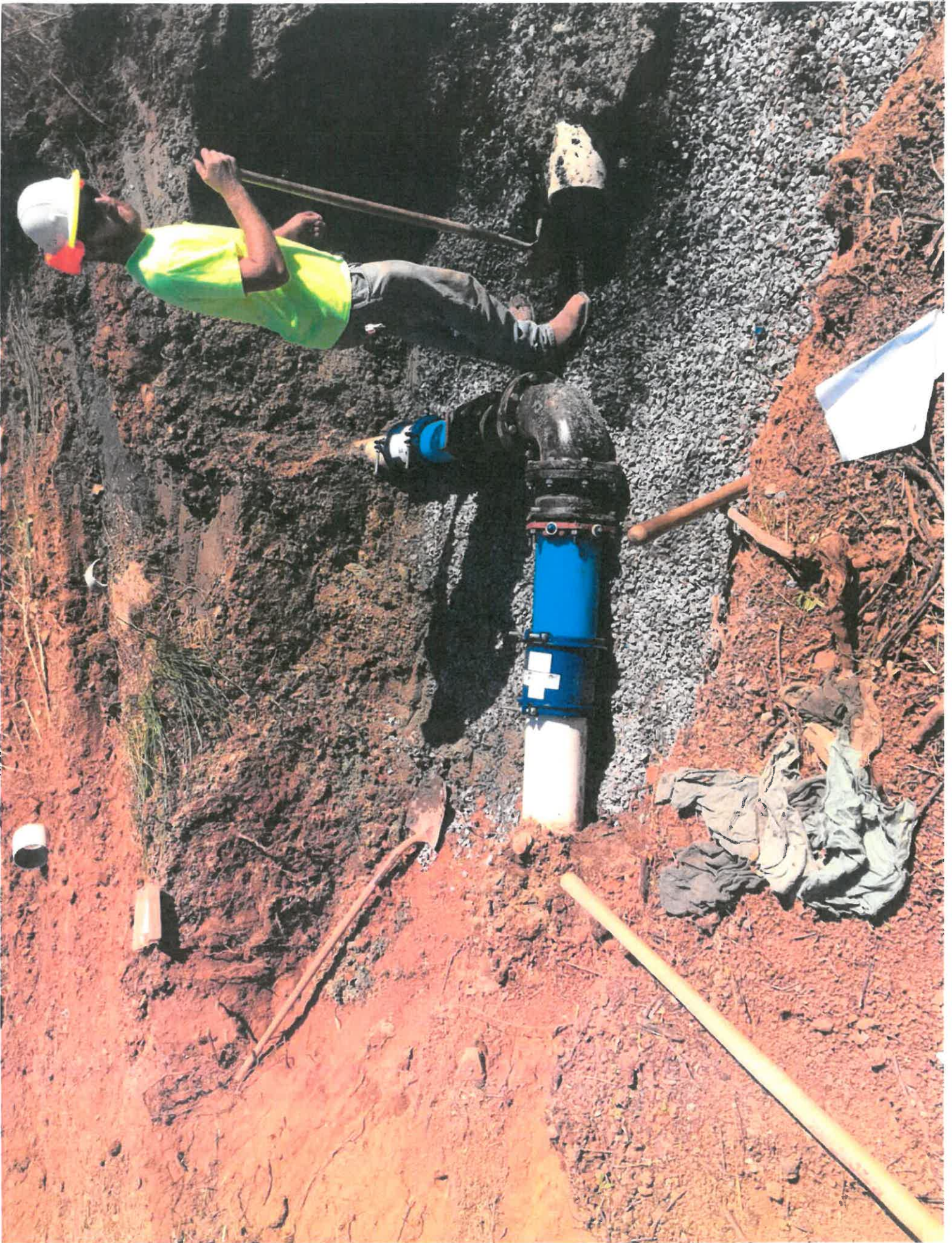


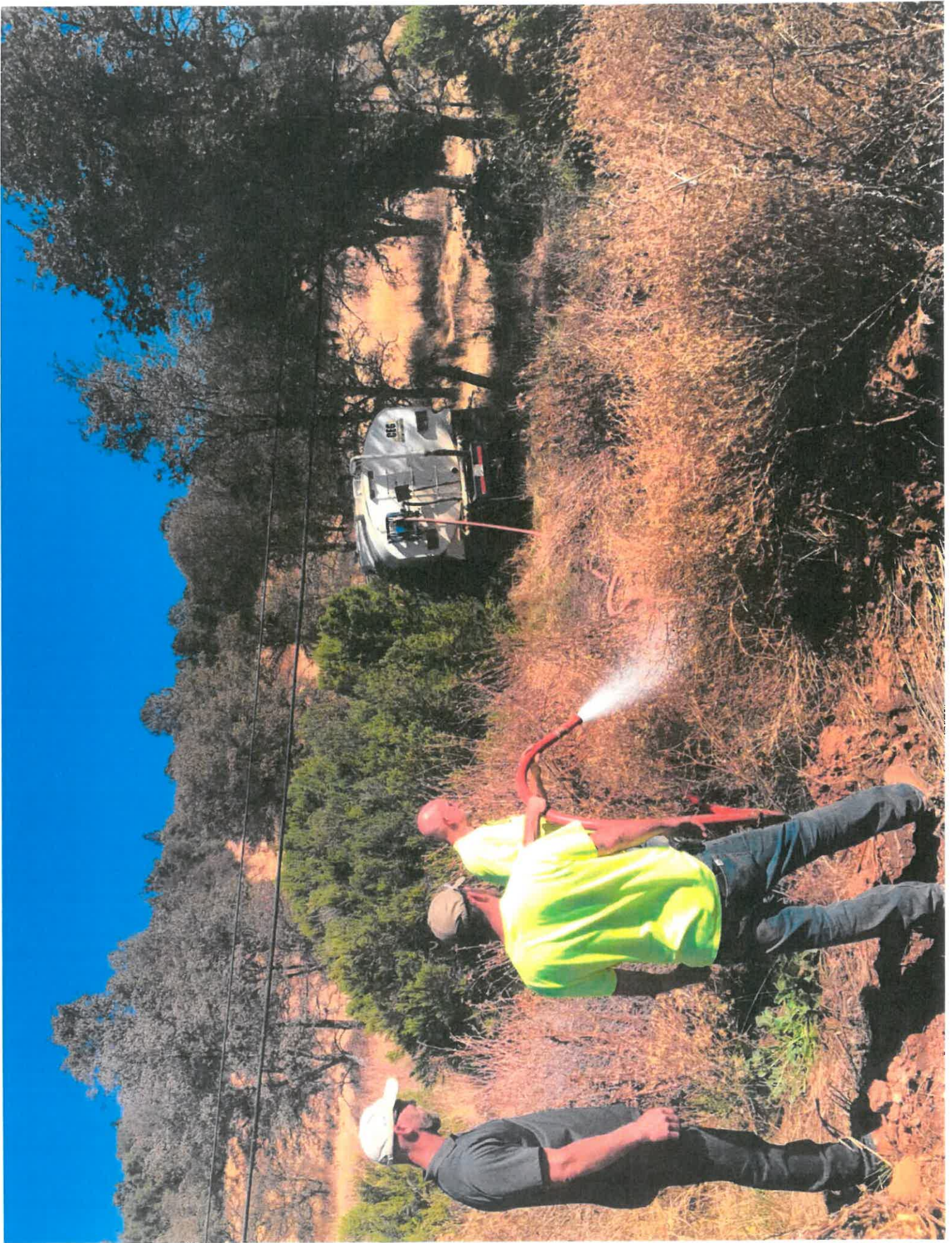
GDPUD





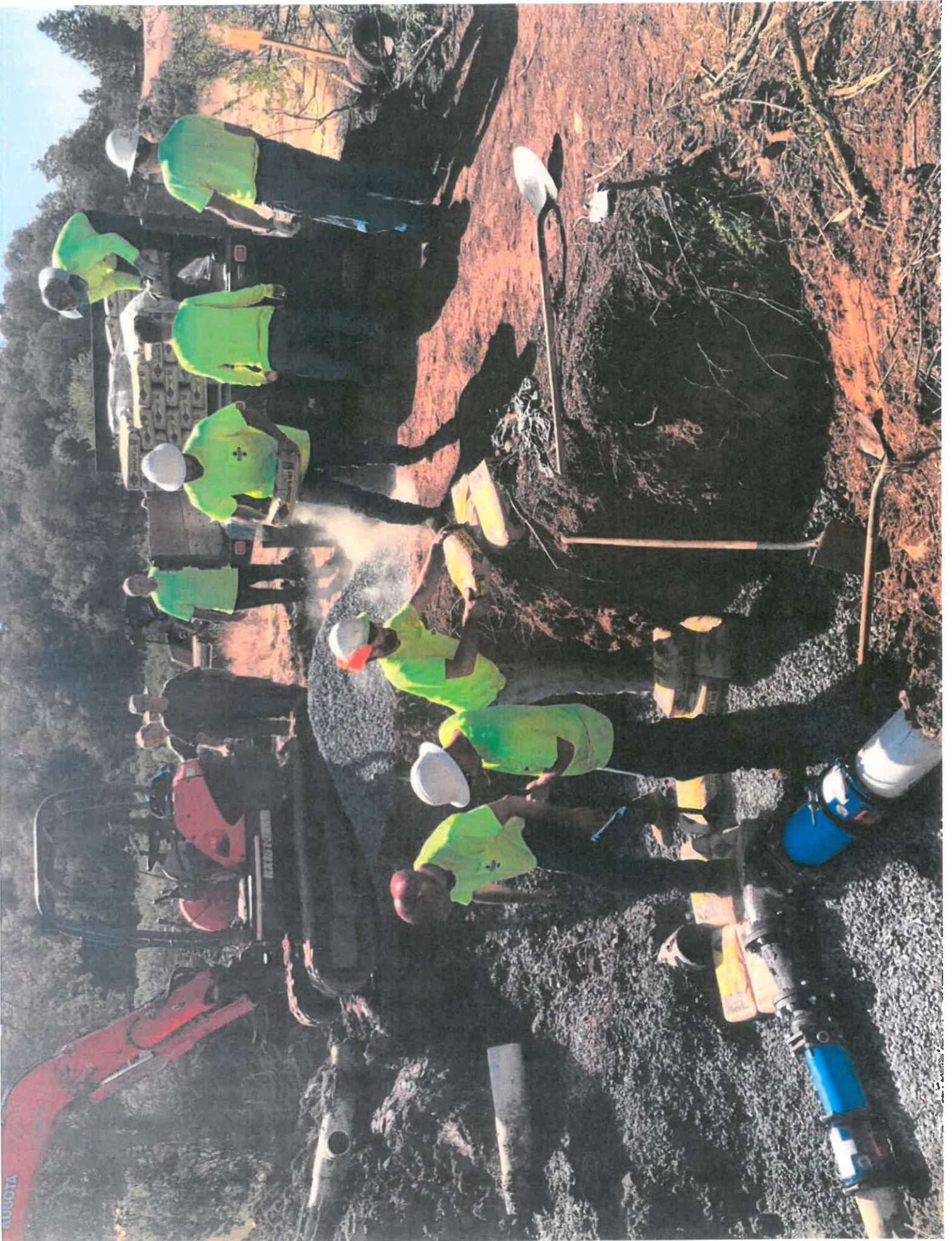














GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
Administrative Directive 2018-07
Budget Change Request Form
 Fiscal Year 2017-18

Date: 11/14/2017

To: Steven Palmer, PE, General Manager

From: Darrell Creeks, Operations Manager

Source of Funds or Transfer from:

<u>Account Description</u>	<u>Account Number</u>	<u>Current</u> <u>Budget</u>	<u>Amount</u>	
			<u>Budget</u> <u>Change</u>	<u>Amended</u> <u>Budget</u>
Wastewater Operating	Fund 40	\$ 899,766	(2,300)	897,466
ALT CDS Reserve Connection	Fund 42	\$ 213,840	(29,300)	184,540
		\$		-
		\$		-
		\$		-
		Total:	\$	<u>(31,600)</u>

New Appropriation or Transfer to:

<u>Account Description</u>	<u>Account Number</u>	<u>Current</u> <u>Budget</u>	<u>Amount</u>	
			<u>Budget</u> <u>Change</u>	<u>Amended</u> <u>Budget</u>
Outside Services/Consultants - WW	40-5080-6700	\$ 100,688	2,300	102,988
ALT CDS Reserve Connection	Fund 42	\$ -	29,300	29,300
		\$		-
		\$		-
		\$		-
		Total:	\$	<u>31,600</u>

Reason for change:

Additional percolation testing to respond to Wastewater NOV
Wastewater force main leak and repairs
Approved on Novemebr 14, 2017 by Board Resolution 2018-XX

Requested by: Darrell Creeks, Operations Manager Date: _____

General Manager: Steven Palmer, PE, General Manager Date: _____

Recommended: Yes: No:
 Approved: Yes: No:

RESOLUTION NO. 2017-

**RESOLUTION AUTHORIZING A BUDGET INCREASE OF \$2,300 FROM
WASTEWATER OPERATING FUND 40 RESERVES TO ACCOUNT 40-5080-6700,
AND AUTHORIZING A BUDGET INCREASE OF \$29,300 FROM ALT CDS RESERVE
CONNECTION FUND 42**

WHEREAS, the District received a Notice of Violation (NOV) from the Regional Water Quality Control Board (RWQCB) dated April 13, 2017, related to the Auburn Lake Trails On-Site Wastewater Disposal; and

WHEREAS, on July 11, 2017, the Board approved Professional Services Agreement Bennett Engineering to prepare a Leach Field Capacity Report and a Water Balance Report required by the NOV to quantify the ability of the CDS to handle increased storm runoff, quantify the need to reduce infiltration and inflow, identify any necessary improvements, and develop a timeline for implementation; and

WHEREAS, additional leachfield investigation at an additional, unbudgeted cost is required to comply with the requirements of the NOV; and

WHEREAS, a wastewater force main ruptured and a leak was discovered on October 2, 2017; and

WHEREAS, Staff responded immediately to stop the resulting wastewater leak, transfer wastewater from the pump station to the leachfield, cleanup the wastewater that leaked, and repair the force main; and

WHEREAS, additional unbudgeted pump station repairs are now needed to reduce the potential for future wastewater leaks; and

WHEREAS, the work related to the force main rupture and leak was not included in the Fiscal Year 2017-2018 Budget.

NOW, THEREFORE, IT IS HEREBY RESOLVED as follows:

1. A budget increase of \$2,300 from Wastewater Operating Fund 40 Reserves (ALT Zone) to account 40-5080-6700 is authorized.
2. A budget increase of \$29,300 from ALT CDS Reserve Connection Fund 42 is authorized.

PASSED AND ADOPTED on this 14th day of November, 2017, by the following vote:

AYES:

NOES:

ABSENT:

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

ATTEST:

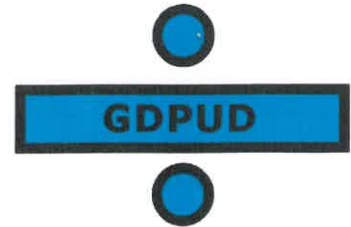
Steven Palmer, Clerk and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

CERTIFICATION

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2017- 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 14th day of November 2017.

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

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF NOVEMBER 14, 2017
AGENDA ITEM NO. 6E**



AGENDA SECTION: NEW BUSINESS

SUBJECT: WATER RATE STUDY AND INACTIVE METERS

PREPARED BY: Steven Palmer, PE, General Manager

APPROVED BY: Steven Palmer, PE, General Manager

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

BACKGROUND

As of November 6, 2017, the District currently has 3,774 treated water customers. Of those, 223 customers have a meter installed but do not use any water and are considered "inactive" customers. The meters are turned off, and are not connected to on-site plumbing. They currently do not pay a water bill to the District. During regular meter reading activities every other month, District staff verifies that these meters are still locked off from use.

The water rate study prepared by Rural Community Assistance Corporation (RCAC) treats all customers the same, and therefore all customers, active and inactive, pay the base rate. Consequently, all District water customers (active and inactive treated water, and irrigation) were notified of the Proposition 218 required public hearing regarding water rates that will be held on December 12.

President Uso has requested that this item be presented to the Board for discussion.

DISCUSSION

The approach in RCAC's water rate study to charge inactive customers the base rate is consistent with American Water Works Association (AWWA) guidelines and with Proposition 218 requirements. Reasons for this approach include, but are not limited to:

- Inactive customers have a meter which could be activated at any time. All necessary connections have been made and treated water is immediately available to inactive customers upon request by the customer. Therefore, the District's water supply system must have adequate treatment and distribution capacity to provide inactive customers with water.
- District staff checks all meters bi-monthly, including inactive meters. Inactive meters are checked to verify that they have not been unlocked or turned on by the customer.

1. Because inactive customers have a meter installed on their property, they are a District customer and must be treated similar to other customers with meters. This avoids active customers subsidizing the fixed costs for inactive customers.

- Fixed costs are funded through the base charge.

Charging the base rate to inactive customers is consistent with AWWA recommendations, and is a best practice that is recognized in legal decisions.

If an inactive customer does not want to pay the base rate, they can request the District to terminate their service and remove the meter. Under current District ordinance and fee schedule, they would not pay for removal of the meter. If they wish to start active service again in the future, they would only pay the District meter installation fee; which is currently \$130 for smaller meters and \$200 for larger meters.

ANALYSIS

RCAC's rate study calculated the cost of providing treated water service to all active and inactive District customers. Based on the recommendation in the RCAC rate study, inactive customers would be subject to the fixed charge unless they terminate service and have their meters removed. Alternatively, the District could opt to continue the District's practice of not imposing the base charge on inactive customers. This approach would be permissible provided that the District backfills the lost revenue with the District's ad valorem property tax revenue, as opposed to adjusting the monthly charges for treated water customers to make up the difference in lost revenue.

Under either scenario, the District's active and inactive customers will be allowed participate in the Proposition 218 proceedings.

FISCAL IMPACT

The proposed monthly base charge is \$29.41 in the first year of the proposed water rates. If all 223 inactive customers decided to terminate service and remove their meter, the District's revenue would decrease by approximately \$78,701 in the first year of the proposed rate structure. This loss of revenue would only be realized if all inactive customers requested that the District remove their meters. There would be additional staff time required to remove all of the meters.

If the District does not impose the base charge on inactive customers, then the revenue received from water rates will be \$78,701 less than calculated in the rate study.

CEQA ASSESSMENT

This action is not a CEQA project.

RECOMMENDED ACTION

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) receive and file this report. If the Board wishes to provide different direction regarding water rates and inactive customers, then the Board should provide that direction to the General Manager by motion action.