



## AGENDA

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

**TUESDAY, AUGUST 10, 2021  
2:00 P.M.**

### **BOARD OF DIRECTORS**

Michael Saunders, President  
Mitch MacDonald, Vice President  
Mike Thornbrough, Treasurer  
Donna Seaman, Director  
Gerry Stewart, Director

### **MISSION STATEMENT**

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

- Provide reliable water supplies.
  - Ensure high quality drinking water.
  - Promote stewardship to protect community resources, public health, and quality of life.
  - Provide excellent and responsive customer services through dedicated and valued staff.
  - Ensure fiscal responsibility and accountability are observed by balancing immediate and long-term needs.
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NOTICE: THIS MEETING WILL BE HELD IN ACCORDANCE WITH EXECUTIVE ORDER N-29-20, ISSUED BY CALIFORNIA GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, THE RALPH M. BROWN ACT (CALIFORNIA GOVERNMENT CODE SECTION 54950, ET SEQ.), AND THE FEDERAL AMERICANS WITH DISABILITIES ACT.

THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY PARTICIPATE IN THE MEETING VIA VIDEO CONFERENCE AT

<https://us02web.zoom.us/j/85651962557?pwd=cGdELzY4U1VTVmVlaTFQaEF0V09MUT09>

MEETING ID: **856 5196 2557** AND PASSWORD: **116733** OR VIA TELECONFERENCE BY CALLING 1-669-900-6833, MEETING ID: **856 5196 2557** AND PASSWORD: **116733** AND WILL BE GIVEN THE OPPORTUNITY TO PROVIDE PUBLIC COMMENT. PLEASE NOTE THAT ANY PERSON ATTENDING VIA TELECONFERENCE WILL BE SHARING THE PHONE NUMBER FROM WHICH THEY CALL IN WITH THE BOARD AND THE PUBLIC.

We encourage Board members and participants to join the teleconference 15 minutes early. Due to high call volumes, we ask that Board members and participants retry calling in if there is a busy signal or if you cannot successfully connect to the meeting when you call in.

Out of respect for the meeting and others in attendance via teleconference and videoconference, please adhere to the guidance below for addressing the Board of Directors for both items on the agenda and a matter that is not on the agenda.

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

1. Please use the raise your hand feature when you wish to address the Board or, if participating via teleconference, dial \*9 to indicate you would like to speak. The President will call upon you by addressing you by the name or phone number indicated.
2. Comments are to be directed only to the Board.
3. The Board will not entertain outbursts from the audience.
4. There is a three-minute time limit per speaker.
5. The Board is not permitted to act on items addressed under Public Forum.
6. Disruptive conduct shall not be permitted.
7. Persistence in disruptive conduct shall be grounds for removal of that person's privilege of address.

The Board President is responsible for maintaining an orderly meeting.

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

## **2. ADOPTION OF AGENDA**

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

## **4. PROCLAMATIONS AND PRESENTATIONS**

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

### **A. Approval of Minutes**

1. Regular Meeting June 13, 2021

### **B. Financial Reports**

1. Check Report with Descriptions – July 2021

### **C. Authorizing Change of Bank Authority**

**Possible Action:** Adopt Resolution 2021-33 adding Adam Coyan, General Manager, and removing former Interim General Manager

## **6. INFORMATIONAL ITEMS**

### **A. Board Reports**

- B. Legislative Liaison Report**
- C. General Manager's Report**
- D. Operation Manager's Report**
- E. Water Resources Report**

## **7. COMMITTEES**

- A. Finance Committee – Steven Miller, Chair**
- B. Ad Hoc Grant Writing Committee - President Saunders**
- C. Ad Hoc Committee for the Finance Committee Policy - Director MacDonald and Director Thornbrough**
- D. Ad Hoc Committee for Policy Manual – To be appointed.**
- E. Ad Hoc Committee for the Special Audit – Director Saunders**

## **8. NEW BUSINESS**

- A. Adoption of Ordinance 2021-01 Certifying Annual Direct Charges, Fees, and Assessments**

**Possible Board Action:** Second Reading and adoption of Ordinance 2021-01.

- B. Approval of Directors' Attendance at CSDA Special Leadership Academy**

**Possible Board Action:** Adopt Resolution 2021-34 approving Board attendance at CSDA Special Leadership Academy.

- C. Discussion of Establishing an Internship Program**

**Possible Board Action:** Receive Information and Direct Staff to prepare a District Policy for a District Internship Program

- D. Approval of Construction Contract to JM Environmental, Inc., for the old Auburn Lake Trails Water Treatment Plant Demolition Project**

**Possible Board Action:** Adopt Resolution 2021-35 approving the Construction Contract with JM Environmental, Inc.

- E. Discussion of Board Monthly Financial Reports**

**Possible Board Action:** Discuss and provide staff direction to follow up on information compiled and template provided for a monthly module to be created through the Tyler accounting management system.

## **9. PUBLIC HEARING**

**None.**

10. **BOARD MEMBER 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.

**NEXT MEETING DATE AND ADJOURNMENT** – The next Regular Meeting will be on September 14, 2021, at 2:00 P.M. via teleconference. Details to follow.

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 the District Office by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on August 5, 2021.

  
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Adam Coyan, P.E., General Manager

8/9/21  
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Date