

**AGENDA
REGULAR MEETING
OF
THE IRRIGATION COMMITTEE**

6425 Main Street,
Georgetown, California 95634
**Thursday, July 20, 2023
2:00 P.M.**

Irrigation Committee

Ray Griffiths, Chairman
Bill Threlkel, Vice Chair
Carla Sutton, Secretary
Fran Todd

Alexandra Duarte
Kristy McKay
Eric Mead

Board of Directors Liaison

Donna Seaman
Mike Thornbrough

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.
-

NOTICE: This meeting will be held in accordance with Resolution 2021-50 of the Georgetown Divide Public Utility District which allows the committee to meet with the provisions of the Brown Act as described in Assembly Bill 361, 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 be physically open to the public. All members of the public also have the option to participate in the meeting via video conference at:

<https://us02web.zoom.us/j/81129039058?pwd=c2t4d3NnUXZZb1dNVjczQzQzS21JUT09>

Meeting ID: **811 2903 9058** and Password: **800609** or via teleconference by calling 1-669-900-6833, meeting id: **811 2903 9058** and password: **800609** 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 committee and the public.

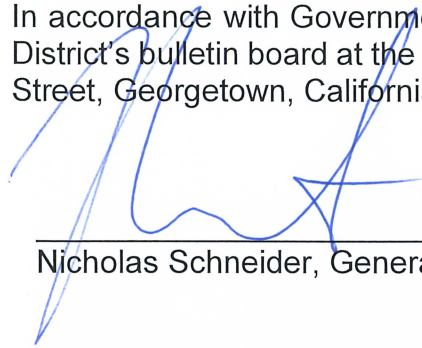
The Irrigation Committee Chairperson is responsible for maintaining an orderly meeting.

- 1. CALL TO ORDER — ROLL CALL — PLEDGE OF ALLEGIANCE**
- 2. ADOPTION OF AGENDA**
- 3. PUBLIC FORUM** - Any member of the public may address the Irrigation Committee on any matter within the jurisdictional authority of the Irrigation Committee. Public members desiring to provide comments, must be recognized by the Committee Chairman, and speak from the podium. Comments must be directed only to the Irrigation Committee. The public should address the Irrigation Committee members during the public meetings as Chairman, Vice Chairman, Secretary, or Member, followed by the Committee member's individual last name. The Irrigation Committee will hear communications on matters not on the agenda, but no action will be taken. No disruptive conduct shall be permitted at any Irrigation Committee meeting. Persistence in disruptive conduct shall be grounds for summary termination, by the Chairman, of that person's privilege of address.
- 4. APPROVAL OF MINUTES – April 20, 2023**
- 5. INFORMATIONAL REPORTS**
 - A. Water Resources Update
- 6. ACTION ITEMS**
 - A. Review Historic Irrigation Sales Data**

Possible Action: Identify irrigation sales opportunities and strategies.
 - B. Review of Resolution, Irrigation Committee Roles, and Responsibilities.**
 - **Possible Action-** Review the Resolution with possible referral to the Board of Directors for approval.
 - C. Review of Current and Future Water Seasons**
 - **Possible Action-**Identify season concerns and possible action referrals to the Board.
 - D. Review the Proposed Ordinance**

Possible Action: Submit Final Recommendations to the Board of Directors for approval.
 - E. Recommend Removal of Eric Mead to The Board of Directors:** This is due to lack of attendance or communication.
 - **Possible Action:** A Committee vote referring the removal recommendation to The Board of Directors.
- 7. IRRIGATION COMMITTEE MEMBER COMMENTS AND REPORTS**
- 8. AGENDA ITEMS FOR THE NEXT IRRIGATION COMMITTEE MEETING**
- 9. NEXT MEETING DATE AND ADJOURNMENT –** The Irrigation Committee set the 3rd Thursday for regular committee meetings during the Irrigation season, and as needed or directed by the Board. The next regular Irrigation Committee meeting is August 17, 2023.

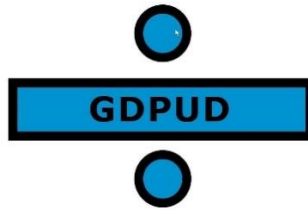
In compliance with the Americans With Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, contact the District Office by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible 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 July 12, 2023.



Nicholas Schneider, General Manager

7-12-23

Date



REGULAR MEETING OF THE IRRIGATION COMMITTEE

MINUTES

Thursday, April 20, 2023

2:00 P.M.

6425 Main Street, Georgetown, California 95634

Irrigation Committee

Ray Griffiths, Chairman
Bill Threlkel, Vice Chair
Carla Sutton, Secretary
Fran Todd

Alexandra Duarte
Kristy McKay
Eric Mead

Board of Directors Liaison

Donna Seaman
Mike Thornbrough

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-

1. CALL TO ORDER — ROLL CALL — PLEDGE OF ALLEGIANCE-

Chairman Ray Griffiths called the meeting to order at 2:24 PM and led the Pledge of Allegiance.

Roll Call was taken.

PRESENT: Bill Threlkel, Carla Sutton, Fran Todd, Alexandra Duarte, Kristy McKay, and Ray Griffiths

ABSENT: Eric Mead

2. ADOPTION OF AGENDA

Member Carla Sutton moved to adopt the agenda and Member Fran Todd seconded the motion.

Ayes: Bill Threlkel, Kristy McKay, Alexandra Duarte, Ray Griffiths, Fran Todd, and Carla Sutton

Nays: None

Absent: Eric Mead

The motion passed **unanimously**.

3. PUBLIC FORUM -

Cherrie Carlyon submitted public comment per the attachment.

Ray Paul requested clarification regarding a potential rate hike. Given the big water year, he inquired about extending the irrigation season by one month making a six-month season as opposed to the five-month season currently.

4. APPROVAL OF MINUTES – February 16, 2023, and March 16, 2023

Public Comment-

Cherrie Carlyon commented that the February 16th 6A item was not available, and the attachment was not included in the minutes. The item is also not on the website. She requested its inclusion in the minutes.

Member Carla Sutton moved to approve the February 16th minutes with the handout attachment added/amended. Member Bill Threlkel seconded the motion.

Ayes: Bill Threlkel, Kristy McKay, Alexandra Duarte, Ray Griffiths, Fran Todd, and Carla Sutton

Nays: None

Absent: Eric Mead

The motion passed **unanimously**.

5. IRRIGATION COMMITTEE MEMBER COMMENTS AND REPORTS

No reports were delivered.

6. INFORMATIONAL REPORTS

A. Water Resources Statistics

The Operations Manager Adam Brown reviewed the report. This year reflects that the Stumpy Meadows Reservoir is full. The three-month outlook on precipitation and temperature average prediction was reviewed.

7. ACTION ITEMS

A. Review Proposed Ordinance Changes

Member Kristy McKay presented four items;

- 1) Are the terms ditch and canal interchangeable? The answer the upper or larger pieces are generally referred to as the canal or main canal and the lower smaller infrastructure is generally referred to as ditches.
- 2) The definitions appendix is missing and misspelled.
- 3) Addressing item 1D, the addition of the word service (due to lack of water service) after water in the last sentence is needed.
- 4) Regarding the selling of available water item, current documents give the option to decrease not increase inches. This option needs to be added to the ordinance, the option to sell and assign a process, she suggested adding this language to the end. This would need to occur in a short time frame. Perhaps The District could give a pre-

season view of areas with water availability. The application could contain a link to the site which would then reflect areas of availability, and place public outreach in the front of the packet, also possibly including a cover letter with the application to clarify regions of availability, were all suggested items shared. She also inquired about adding inches and what would be the mechanism triggering an action sending information to the public in general.

The General Manager Nicholas Schneider offered that The District could reopen and build a waiting list now. This can also be included in the proposal next year. It was also shared that the current form does allow for an increase in water amounts, inches.

Public Comment-

Cherie Carlyon suggested that there be a post declaring available inches on the website. Ray Paul inquired as to how the waiting list is generated. Is it from existing customers or non-irrigation properties? The answer irrigation service is limited, most with easy access already have the service. Those with properties further from the ditch face challenges of cost, and easements. Ultimately cost and mechanics on the customer side are the biggest hurdles and challenges for potential new irrigation accounts.

B. Review Customer Letters and Applications

The General Manager Nicholas Schneider shared that it would be best to table this item and bring it back after more time for review.

C. Identify Needed Media Content for Development

The General Manager Nicholas Schneider shared project intentions of educating and sharing more information with customers. Various social media platforms have been started, and the idea of mailers is being explored as well. The main idea is to utilize media platforms for educational content. The project will also include a method for potential customers to express interest in starting an irrigation service. He then asked for topics the committee had identified for development.

Member Fran Todd offered the idea of a responsibility explainer video. This would clarify at which point on the line a maintenance issue becomes a customer's responsibility versus the District's obligation. This could be presented by possibly filming the line from the street to the customer connection emphasizing the sides of the valve for clarity.

Member Kristy McKay offered the idea of water district introduction videos. This would include clarification around; the definition of a ditch, maps, and general service areas being defined. She also pitched the idea of explainer videos educating on accessing and opening accounts.

The General Manager proposed using a drone to follow the water path from The Stumpy Meadows Reservoir down through canal and ditch paths. This would allow folks to experience parts of The District not always viewed.

The Operation's Manager Adam Brown pitched the idea of going over common FAQs in videos.

Liaison Donna Seaman presented the idea of educating the public on the infrastructure vis a vis the irrigation ordinance. She also suggested a video illustrating the infrastructure near the ditches and emphasizing that those items are not for personal use. She also

pitched creating an explainer on the ditches as part of the overall water system and reviewing ordinance facts to create understanding around, not recreating in ditches and ponds.

Member Bill Threlkel shared the idea of showing customers where to turn off water, and location finding in the case that maintenance or other needs should arise.

Liaison Seaman shared the idea of education around actions to take when a customer receives a cleaning notification email, for example how to open the valve for flushes.

8. AGENDA ITEMS FOR THE NEXT IRRIGATION COMMITTEE MEETING

Member Fran Todd requested additional sales of water as a subject for examination. The details needed include historic data on irrigation inches sold and data on the loss of service inches from recent years for examination. Information about the possibility and process of adding inches after approval by the Board with a possible ordinance collaboration was suggested.

It was discussed and decided to prepare the ordinance with final changes for approval and recommendation to the Board of Directors

Ray Paul requested exploring extending the irrigation season to start on May 1 next year adding a month at the end for a six-month season total. He requested an exploration of the legal issues surrounding season extension from 5 to 6 months to accommodate both agriculture and fire issues.

There was discussion around the idea of creating a standing action item that would be included in every committee meeting for open irrigation season discussion. This item would give the public and the committee an open forum for public feedback and active season updates. It was decided to include this item on agendas moving forward.

Continued work on the customer letters and application forms were decided upon for the next agenda's inclusion.

There was a discussion with public participants, who had not been in attendance for the last committee meeting, to address concerns surrounding the current irrigation season decisions. The April meeting was when the discussion and recommendation to the Board of Directors for the season was formulated. The General Manager Nicholas Schneider shared that there had been agricultural operations requests for a later season, as there is currently enough water in their systems for the crops, and they wanted water at the end of the season instead. In terms of the other aspects which were weighed in consideration of a later season start for the year, there is a stream gauge system that measures water amounts which paired with the Stumpy Meadows Reservoir being at full capacity and this aberrational water year was used to make the determination that there was enough water early for a later season start. The approaching fire season has the potential to pose higher risks given the vegetation density growing this year as a result of the precipitation. Operations Manager Adam Brown shared that there are also siltation accumulations in the system from the Mosquito Fire. There is water at the headworks, but not the capacity to move the water due to the siltation from the fire and runoff. Access to the upper canal is difficult at the moment. Due to the late heavy snow, and The Mosquito Fire silt run off into the upper reaches of the canals a May first season start is not feasible this year.

9. NEXT MEETING DATE AND ADJOURNMENT – The Irrigation Committee set the 3rd Thursday for regular committee meetings during the Irrigation season, and as needed or directed by the Board.

Member Kristy McKay motioned to adjourn the meeting. Member Bill Threlkel seconded the motion. The motion passed by acclamation. The meeting adjourned at 3:30 PM.

Nicholas Schneider, General Manager

Date

Attachments:

- 1) The public comment of Cherie Carlyon

DRAFT

GDPUD Irrigation Committee Meeting
April 20, 2023 2:00 pm
Cherie Carlyon's Public Comments

I would like to bring to the attention of the Irrigation Committee that the 2023 Irrigation Season total is 17.5 minor's inches less than the 2022 season.

When the 2018 Rate Study was completed the Rate Study Consultant stated repeatedly that treated water Customers cannot subsidize the service of the Irrigation Customers.

Below is a chart of each year's total demands in Minor's inches:

2003	632
2017	617.5
2018	562.5
2019	544
2020	509.5
2021	516
2022	518.5
2023	501

$617.5 - 501 = 116.5 \times \$77 = 8,970.50 \times 5 \text{ months} = \$44,852.50$ loss in irrigation revenue for the 2023 Irrigation Season.

Since the District is planning to do another Rate Study soon, you will probably see that the current rates will have to be raised because of the loss of the above revenue.

The Board approved the 2023 Irrigation Season on April 11, 2023. I would like to ask why today's packet did not include the Irrigation Staff Report.



Part of Cherie Carlyon's
Public Comments
Page 3

**Consideration of 2023 Irrigation Applications
Board Meeting of April 11, 2023**

Route	2003 Demand (Miners Inch)	2022 Demand (Miners Inch)	2023 Demand (Miners Inch)	Available (Miners Inch)
080 – Upper-Lower	43.5	31.0	30.0	13.5
081 – Cool-Cherry Acres	45	40.5	40.5	4.5
082 – C-CA/Croft	19.5	16.5	15.0	4.5
083 – Cunningham	8	7.5	7.5	0.5
084 – Garden Valley	58.5	41.5	42.5	16.0
085 – GV/Greenwood	24	19.0	18.5	5.5
086 – Hocket Hollow	21	16.5	14.5	6.5
087 – Kelsey Ditch	84.5	81.5	78.5	6.0
088 – Kelsey Pipeline	7	6.0	6.0	1.0
089 – Main Ditch #1	66.5	66.5	64.5	2.0
090 – Main Ditch #2	113	61.5	58.5	54.5
091 – Pedro Hill Pipeline	8.5	6.5	6.0	2.5
092 – Pilot Hill Ditch	27	27.0	25.0	2.0
093 – Pilot Hill Pipeline	15.5	13.5	13.5	2.0
094 – Pilot Hill Estates	20	20.0	18.5	1.5
095 – Rattlesnake Bar	9.5	10.5	9.5	0
096 – Spanish Dry Diggins	29	29.0	28.0	1.0
097 – Taylor Mine	32	24.0	25.0	7.0
TOTALS	632	518.5	501.0	131.0

As shown in the table, the projected irrigation demand for 2023 is 17.5 miners inches less than the 2022 demand. This represents a four percent reduction in demand.

Irrigation water deliveries are scheduled to commence on May 1, 2023.

SERVICE APPEALS BY ROUTE

In the 2019 irrigation season, Staff began enforcing the policy that every active customer is required to submit an application for irrigation service by the March 1 deadline or risk losing their service and priority standing. The application period was from January 1 through March 1.

Typically, District staff maintain and regularly update checklist of active irrigation customers, detailing the status of active customers applications. Periodically, District staff reach out to active customers for which the District has yet to receive an application to remind those active customers to submit an application before the March 1st deadline.

GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Operations Report for June 2023

Presented to the GDPUD Board of Directors
by Operations Manager: Adam Brown

Informational Item
July 11, 2023

Stumpy Meadows Historical Capacity Chart



Note: Full Pool – 21,206 acre feet | July 1, 2023 – 21,206 acre feet

Treatment Operations

Walton Lake Treatment Plant

29.806 mg / 993,533 average gpd

- ✓ No operational shutdowns

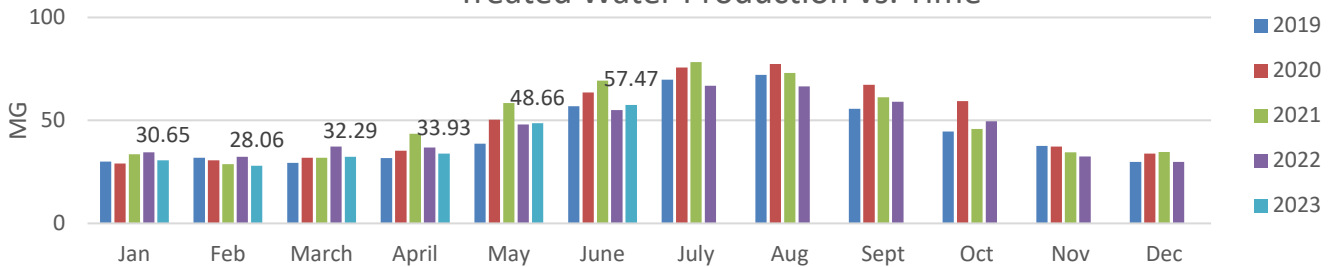
Sweetwater Treatment Plant

27.660 / 922,000 average gpd

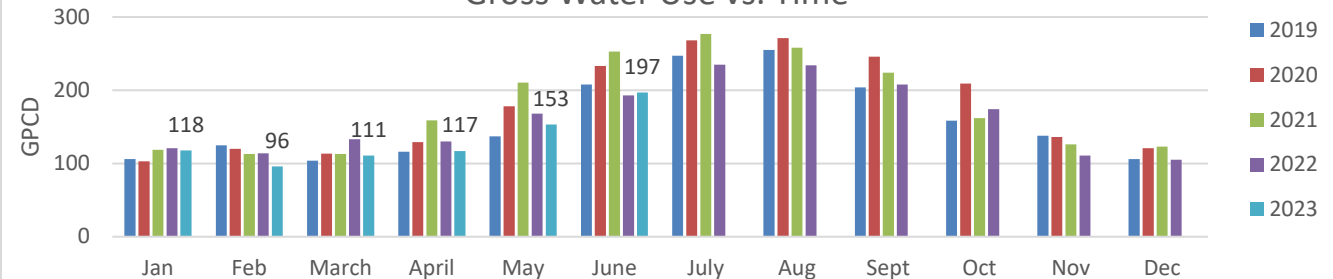
Water Quality Monitoring:

- ✓ All finished water was in compliance with drinking water standards.
- ✓ Collected routine bacteria distribution and quarterly disinfection by products samples.
- ✓ Distribution monitoring samples were absent of bacteriological contamination indicating adequate disinfection.

Treated Water Production vs. Time



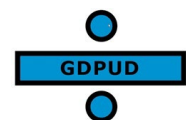
Gross Water Use vs. Time



Notes:

GPCD – Gallons per Capita per Day

MG – millions gallons



GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Auburn Lake Trails Wastewater Management Zone Report June 2023

6E Presented to the GDPUD Board of Directors by: Alexis Elliott

July 11, 2023

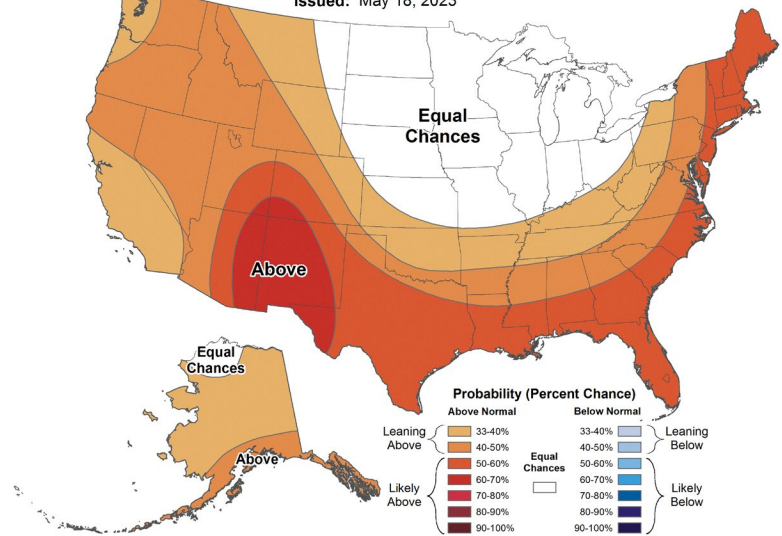
No change in the forecast from NOAA. We have equal chances of temperature and rainfall.



Seasonal Temperature Outlook



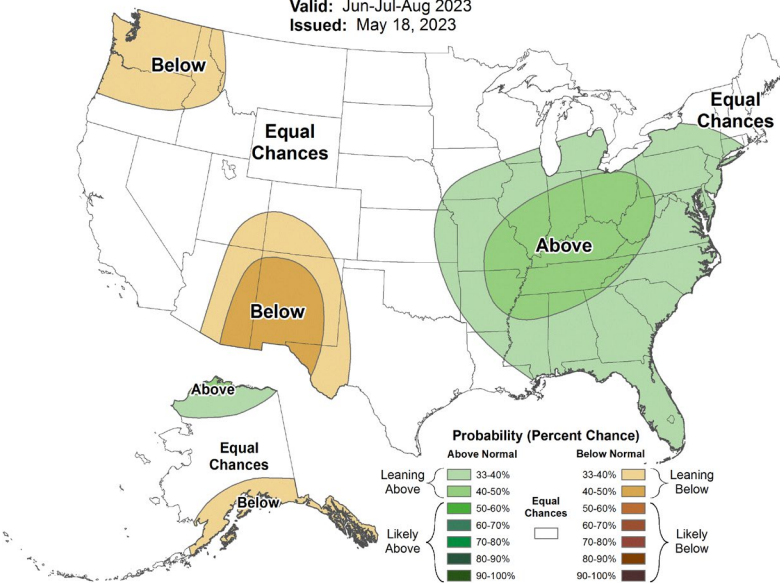
Valid: Jun-Jul-Aug 2023
Issued: May 18, 2023



Seasonal Precipitation Outlook



Valid: Jun-Jul-Aug 2023
Issued: May 18, 2023



Rainfall	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
2023	14.66	8.05	15	0.33	1.23	0.07							39.34
2022	0.69	0.17	1.6	7.54	0.41	0.99	0	0	1.2	0.07	4.45	24.12	41.24
2021	9.10	4.72	4.30	0.14	0.01	0.00	0.02	0.00	0.93	14.29	2.84	16.59	52.94
2020	5.26	0.00	10.15	5.49	2.84	0.06	0.00	0.00	0.00	0.00	4.64	3.51	31.95
2019	10.00	18.09	6.89	2.02	6.50	0.00	0.00	0.00	1.30	0.40	1.88	11.13	58.21

IRRIGATION SALES SUMMARY

	Accts	Active	Non Active	Demand MI Sold Month	MI Sold Year	Monthly Revenue	Annual Revenue	Acre Ft. Annual Sales
2018 Totals	534	399	135.0	561	85,833	\$63,466	\$317,330	4,256
2019 Totals	534	395	139	534.5	81,779	\$83,273.80	\$416,369	4,055
2020 Totals	534	382	152	524	80,096	\$79,004	\$395,020	3,972
2021 Totals	534	38	154	515.5	78,872	\$79,490.10	\$397,450.50	3,919
2022 Totals	534	383	151	514	78,642	\$79,258.80	\$396,294	3,900
2023 Totals	546.5	385.5	161	501.5	75,965	\$77,331.30	\$386,656.50	3,767

**RESOLUTION NO. 2022-65
OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
ADOPTING THE DISTRICT POLICY ON THE ROLE
AND RESPONSIBILITIES OF THE IRRIGATION COMMITTEE**

WHEREAS, the Irrigation Committee was established to advise the Board on matters related to irrigation service; and

WHEREAS, the committee was provided with a draft policy as a guide for moving the committee forward; and

WHEREAS, the committee reviewed the policy on May 19, 2022, and had no recommended changes to the policy.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS THAT THE DISTRICT POLICY ON THE ROLE AND RESPONSIBILITIES OF THE IRRIGATION COMMITTEE (EXHIBIT A) IS HEREBY APPROVED.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utilities District at a meeting of said Board held on the 11th day of October, 2022, by the following vote:

AYES: Stewart, Seaman, Thornbrough, MacDonald, Saunders

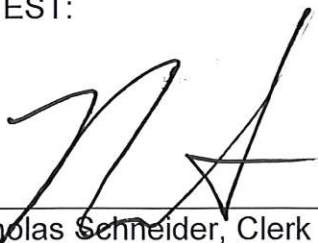
NOES: None

ABSENT/ABSTAIN: None



Michael Saunders, President
Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

ATTEST:



Nicholas Schneider, 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 2022-65 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 11th day of October, 2022.

A handwritten signature in black ink, appearing to read 'NS', written over a horizontal line.

Nicholas Schneider, Clerk and ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

POLICY TITLE: Irrigation Committee Role and Responsibilities

POLICY NUMBER: XXX:

1. **Purpose.** The Irrigation Committee was established in January 2020 to provide recommendations to the Board of Directors on matters related to the District’s Irrigation services and allow Irrigation customers an opportunity to provide feedback to this committee. The Committee is advisory nature and the Committee, and its members have no authority to set policy, expend funds, or make obligations on behalf of the Board and/or the District.
2. **Brown Act:** The Irrigation committee is a committee formed formally under the Board of Directors Policy 5000.3 and must comply with the Brown Act. The Brown Act. The Legislature adopted the Brown Act, commonly referred to as California’s “Open Meetings Laws” in 1964. The Brown Act is contained in Government Code section 54950 et seq. The Brown Act is broadly construed, and compliance is constitutionally mandated. Committee members must be knowledgeable of the Brown Act and there will be annual/bi-annual training.
3. **Membership; Quorum.** The Committee shall be comprised of no more than seven (7) public members. A quorum shall consist of four (4) public members currently appointed to the Committee.
4. **Board Liaison(s).** One Director up to a maximum total of two (2) Directors, shall be appointed to the Committee as Board Liaison members.
 - a) The duties of the Board Liaison include presenting relevant data to the Board and arranging for any presentation of important progress on projects to the Board by the Committee chairperson.
 - b) The Board Liaison’s role will be advisory to the Committee-
 - c) The Board Liaison will not have a vote on the Committee.
 - d) Only Two (2) Board of Directors can be present at any of the Committee meetings
 - e) If a regular Liaison cannot attend a meeting, that member will contact the Board President and the Board President will arrange for another member to attend the meeting. If there are three members present the Board Liaison is authorized to request the non-liaison Board member to leave.
5. **Selection of Committee Members.**
 - (a) A Notice of Vacancy on the Irrigation Committee shall be posted on the District’s website and social media sites, and must be published in a newspaper of general circulation in the District with instructions for applying, including a deadline for submittal.
 - (b) All applicants who reside within the District boundaries and are current irrigation water customers will be eligible for consideration by the Board.
 - (c) Applications must be submitted by the stated deadline and must include a Statement of

Interest, the number of years as an irrigation water customer, and the area in the District the applicant resides. Applications can be mailed or hand-delivered to the General Manager at the District Office, located at 6425 Main Street, Georgetown, CA 95634, or transmitted by email to gm@gd-pud.org or the Board President.

- (d) The General Manager will distribute all applications to the Board of Directors.
 - (e) All applicants shall be available for personal comments at the Board of Directors during the selection board meeting.
 - (f) The Board of Directors will ask questions of the applicants during the Board meeting and will publicly vote on each applicant to be appointed. In the case where there are more applicants than Committee seats, the Board of Directors will submit their ranking of the applicants to the President after the questioning period and the applicant(s) with the highest number of first place, then second place if needed, etc.. will be selected and announced as the appointee(s).
 - (g) Those Irrigation Committee members who resign or who do not renew their two-year commitment shall provide a letter of resignation to the Irrigation Committee Chair, the President of the Board of Directors, and the General Manager.
 - (h) The Board of Directors will confirm appointments or resignations by Resolution of the Board.
- 6. Role of the Committee.** The primary role of the Committee is to provide recommendations to the Board of Directors (“Board”) from their direction, or in response to Board approved proposals on matters related to the District’s Irrigation water services. [Additional mission to be provided by the committee.](#)
- (a) Present all Committee findings and proposals to the Board for approval.
 - (b) Accept all projects requested by the Board.
- 7. Meetings.** [The committee shall meet at least quarterly, and more often if needed or requested by the Board or the Committee.](#) Meetings shall be held at the District’s offices unless otherwise stipulated by an emergency or Executive Order
- (a) At any meeting of the Irrigation Committee, the majority of the members currently appointed shall constitute a quorum for purposes of conducting business or meetings. Unless otherwise posted, a majority vote of those present and voting shall be sufficient to adopt any motion. A quorum cannot be under three (3) public appointed members.
 - (b) All meetings of the Committee shall be open and public, and all persons shall be permitted to attend any meeting of the committee as provided by Government Code Section 54950 et seq
 - (c) All meetings of the Committee shall be held in the GDPUD offices at 6425 Main Street, Georgetown, CA 95634, unless there is a special need to hold a meeting at a different location.
 - (d) The proceedings of all meetings of the Committee shall be conducted in accordance with GDPUD Board Policy Numbers 5000, 5030 and 5040.
 - (e) The Committee shall follow the order of business for the conduct of its meetings by the agenda. The order can be changed during the Adoption of the Agenda by majority vote.
 - (f) Any meeting may be adjourned to a time and place stated in the Order of Adjournment. Less than a quorum may also adjourn from time to time. If all members are absent, the Secretary may declare the meeting adjourned to a stated time and place and shall cause each notice to be given in the same manner as for special meetings.
 - (g) Special meetings may be called at any time at the direction of the Chairperson or by a majority of the Committee. However, scheduling must be coordinated with the General Manager and Board President to ensure there are no conflicts with other scheduled

Committee, Board, County, Regional, or Legislative meetings. A minimum of Forty-Eight hours advance written notice of special meetings shall be provided by the Chairperson to the Board President and General Manager stating the time and business to be transacted. The public shall be notified through the district regular communications and procedures, in accordance with Government Code Section 54950 et seq – At least Twenty-four (24) hours prior to the meeting.

(h) The Committee Secretary shall maintain meeting minutes, including a complete record of all transactions, findings, and determinations, and present a full statement to the General Manager for the Board prior to the next Board meeting. A signed copy of meeting minutes shall be filed with the Staff Liaison.

8. Terms. The terms of office shall be two (2) years. Committee members may be reappointed to subsequent terms by providing their letter of intent to the Board and the General Manager, and then the Board voting on the Committee members to be reappointed during a Board meeting.

9. Removal. All committee members serve at the will of the Board, and any member may be removed by an affirmative vote of three (3) members of the Board. The Committee member removal will follow procedure as described in [Board Policy XXX.X](#)

10. Officers. The committee shall designate from among its members a Chair, Vice-Chair, and Secretary. The Chair shall preside over the meetings, and in the Chair's absence, the Vice-Chair shall preside. If both the Chair and the Vice-Chair are absent, the remaining members, if a quorum exists, shall select from among themselves a person to preside over the meeting. The Board Clerk, or Staff designee, shall prepare agendas and minutes of every meeting and shall be responsible for transmitting the agenda and the final copy of all minutes to the General Manager or designee. Items needing Board action shall be transmitted as soon as possible to the General Manager or designee for inclusion on the next available Board agenda.

11. Agenda.

- (a) The General Manager, in cooperation with the Board President and the Chair of the Irrigation Committee, shall prepare an agenda for each regular and special meetings of the Irrigation Committee Meeting in accordance with the Ralph M. Brown Act (California Government Code Section 54950).
- (b) During the last item of the Irrigation Committee agenda before adjournment, a Committee member may bring up items they would like the Committee to review and for what purpose. Requests affirmed by a majority vote of the Committee shall be reported to the Board of Directors by the Committee Chair at the next meeting of the Board of Directors.
- (c) Requests for additional information by Committee members should be directed to the Irrigation Committee Chair. The Chair will provide the Board Liaison with these requests. The requests will then be given and discussed with the General Manager with a copy to the Board President. Only the General Manager can direct staff for reports. Only the Board can direct the General Manager.

12. Board Reports. The Committee shall report on its activities to the Board at the following meeting after the Committee meets. The Board Report shall be either oral or written and shall include a description of the activities of the Committee for the proceeding, and any on-going or outstanding activities or tasks. The Board Report will be given at the next Regular Board Meeting by the Irrigation Committee Chair or Vice-Chair. Committee member minutes can be used to satisfy this requirement if the Chair or Vice-Chair is not present at the Board of Directors meeting.

RESOLUTION NO. 2023-XX
OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
PROVIDING ROLES AND RESPONSIBILITIES OF THE IRRIGATION COMMITTEE

WHEREAS, the Board of Directors (Board) of the Georgetown Divide Public Utility District (District) previously memorialized the membership, duties, responsibilities, and other matters pertaining to the Irrigation Committee,

WHEREAS the Irrigation Committee will assist the Board in the review of Irrigation season information of the District and make recommendations to the Board for actions related to the Irrigation season and

WHEREAS, the Board finds it to be in the best interest of the public to establish the Irrigation Committees' role as set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT AS FOLLOWS:

Section 1: The Irrigation Committee ("Committee") shall be created as follows:

1. **Membership; Quorum.** The Committee shall be composed of no fewer than three (4) and no more than five (7) members. A quorum shall consist of a simple majority of the total number of the members of the Committee.
2. **Selection of Committee Members.** The policy for selecting Committee members is shown in "Exhibit A", which is attached hereto and incorporated herein by the reference as if set forth in full.
3. **Role of the Committee.** The primary role of the Committee is to provide recommendations to the Board of Directors ("Board") in response to proposals made by staff on matters related to The District's irrigation system.
4. **Meetings.** The Committee shall meet at least quarterly, and more often if needed or requested by the Board. Meetings shall be held at the District's Offices. The Rules of Operating Procedure are shown in "Exhibit B" which is attached hereto and incorporated herein by reference as if set forth in full.
5. **Terms.** The terms of the office shall be two (2) years. Committee members may be re-appointed to subsequent terms.
6. **Vacancies.** Any vacancies shall be filled for the unexpired term by the Board of Directors.
7. **Removal.** All Committee members serve at the will of the Board and any member may be removed by an affirmative vote of three (3) members of the Board. There shall be no requirement to show cause for removal.
8. **Officers.** The Committee shall designate from among its members a Chair, Vice-Chair, and Secretary. The Chair shall preside over meetings and in the

Chair's absence the Vice-Chair shall preside. If both the Chair and the Vice-Chair are absent, the remaining members, if a quorum exists, shall select from among themselves a person to preside over the meeting. The Secretary (or another member if the Secretary is absent) shall prepare agendas and minutes of every meeting. The Secretary (or another member if the Secretary is absent) shall prepare the agenda and final minutes of every meeting and shall be responsible for transmitting the agenda and final copy of the minutes to the General Manager or Designee for inclusion on the next available Board agenda.

9. Advisory Nature of the Committee. The Committee is advisory in nature and shall report and be responsible to the Board of Directors. The Committee and its members have no authority to set policy, expend funds, or make obligations on behalf of the Board and/or the District.

10. Board Reports. The Committee shall report its activities to the Board at least quarterly, and more often if needed or requested by the Board. The Board Report can be either oral or written and shall include a description of the activities of the Committee for the preceding period and any ongoing or outstanding activities or tasks. Committee meeting minutes can be used to satisfy this requirement.

11. Board Liaison and Staff Support. The Committee shall have the following Board and/or staff members to assist it with its work from time to time as may be necessary or desired by the Committee and/or the Board. Board Treasurer who will serve as the Board Liaison and a staff liaison designated by the General Manager. The Board Liaison and staff shall (a) not be regular or ex officio members of the Committee; (b) not have the right to vote; and (c) not be counted for the purposes of determining the presence of a quorum.

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

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the (insert date), by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Mitch MacDonald, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Nicholas Schneider, 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 2023-XX duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this (Insert Date).

Nicholas Schneider, Clerk, and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Exhibit A

Policy for Selecting Irrigation Committee Members

- 1) A notice of vacancy shall be posted on the District's website and social media sites and must be published in a newspaper of general circulation in the District with instructions for applying and a desire to fill said vacancy, including a deadline for submittal.
- 2) All applicants who reside within the District boundaries and are current irrigation water customers will be eligible for consideration by the Board.
- 3) Applications must be submitted by the stated deadline and must include a statement of interest, the number of years as an irrigation water customer, and the area in the District the applicant resides. Applications will be submitted to the General Manager or the Board President.
- 4) The Board will interview all applicants for Committee appointment.
- 5) Alternately, the Board President may elect to appoint a selection committee made up of two Board Members to interview applicants which will return to the Board with recommendation for the Committee appointment.
- 6) The Board will confirm the selections by resolution.

Exhibit B

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

MEETINGS

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

- j) The duties of the Board Liaison include presenting relevant data to the Board and arranging for the presentation of important progress on projects to the Board by the Committee chairperson.
- k) The Board Liaison's role will be advisory to the Committee, but the process is meant to be staff driven.
- l) The Board Liaison will not have a vote on the Committee.

DRAFT

ORDINANCE 2005-01

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

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

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

SECTION 1. Definitions:

- a) Acres Managed: Area served by irrigation service.
- b) Acres Irrigated: Area served that directly receives or utilizes irrigation supply.
- c) Alternate Boxes: Irrigation service connection point that does not allow for measuring of water supplied.
- d) Backflow Assembly: Testable device that does not allow reverse flow used to protect potable water supplies from contamination or pollution due to backflow.
- e) Ditch Tenders: District staff tasked to ~~operating~~operate and ~~maintaining~~maintain the District's raw water conveyance system.
- f) Ingress/Egress: Legal term referring to entering, leaving, and returning to a property.
- g) Irrigation Service Account: Account established by annual application, processed by District staff, and approved by the Board of Directors.
- h) Irrigation Water: Non-potable seasonal water service supplied by the District.
- i) Livestock: Domesticated animals raised in an agricultural setting to provide labor and produce diversified products for consumption.
- j) Out-of-District: Parcel not with the District service area.

k) Right of Entry: The right of District Ditch Tender to Ingress/Egress onto a real property without committing trespass to operate and maintain the District's raw water conveyance system.

-Turbulent Water: Chaotic changes in pressure and flow velocity.

SECTION ~~12~~. General Conditions:

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

(b) The District shall not be liable for interruption, shortage, or insufficiency of irrigation water supply, or for any loss or damage occasioned thereby. This would include loss of plant material or other loss related to a lack of water.

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

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

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

(f) No purchaser of water from the District acquires a proprietary or vested right by reason of use. No purchaser acquires a right to resell water or to use for a purpose other than that for which it was applied nor to use it on premises other than indicated on the application. The terms, conditions, priorities, and allocation of irrigation service may be altered and amended by the Board of Directors. The District does not guarantee irrigation service customers the right to future service.

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

(h) Ditch tenders and other agents of the District shall have access and right of entry to all lands irrigated from its water system and to all conduits for the purpose of inspection, examination, measurements, surveys, or other necessary purposes of the District with the right of installation, maintenance, control, and regulation of all meters and other measuring devices, gates, turnouts, and other structures necessary or proper for the measurement and distribution of water. This includes a 12.5 foot easement from the centerline of the canal to either side, to include a total of 25 feet. -No unauthorized people are allowed on district facilities on private property. ~~The public is not allowed on ditches on private property.~~

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

(j) No rubbish, garbage, refuse, chemicals, or animal matter from any source may be placed within the easement or allowed to be emptied into any ditch, canal, or reservoir of the District. This does not include the ~~any~~ application of herbicides by the District that have been approved to be applied adjacent to drinking water conveyance systems. ~~pest control work done by the District utilizing environmental safe, properly labeled products.~~ Any chemical treatments performed within the easement by property owners must be approved by District staff.

(k) District canals or reservoirs shall not be used for human or animal swimming or bathing. Greenwood Lake, ~~Sweetwater~~ Sweetwater Lake, and Walton Lake may be utilized as storm water capture reservoirs and thus would not be acceptable for swimming.

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

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

(n) Any irrigation customer that is connected to the District's potable water system, a backflow assembly is required to be installed and certified annually by an American Water Work Association (AWWA) backflow prevention assembly tester.

~~(o)~~ No buildings, corrals or other structures, fences, trees, lines or bushes shall be permitted upon rights-of-way or use thereof be made in any way except by written authority of the District. Construction of fences and/or gates is not permitted without written approval of the specifications by the General Manager.

(p) All District improvements to the canal shall follow Federal, State, and local regulations.

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

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

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

SECTION ~~23~~. Application for an Irrigation Service Account:

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

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

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

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

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

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

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

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

SECTION 34. Distribution of Water:

(a) The irrigation season shall generally be from May 1 through October 1 of each year. The Board of Directors shall consider changes to the irrigation season to respond to climactic conditions and may implement such changes by a majority vote. This can include extending, shortening or adjusting the irrigation season for any reason. District must respond and comply with any state mandates that arise in regard to water use efficiency.

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

(c) Water is distributed under continuous flow. Water shall ~~must~~ be used continuously during all days and nights including holidays and Sundays and no allowances shall be made for failure to use water when it is made available. -Failure to use water on schedule shall not entitle the customer to any rebate. District will make all reasonable attempts to notify customers of any outages for both emergency and non-emergency purposes.-

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

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

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

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

(h) Irrigation customers shall prevent any unnecessary or wasteful use of water. Should a customer permit wasteful use of water,

the District may discontinue service if such condition is not corrected within five (5) days after giving the parcel owner written notice of intention to terminate service.

(i) No more than one parcel shall be served through each Irrigation Service Account. ~~A provision-However, consent will be given except~~ with the prior written approval of the Board of Directors to allow for multiple properties to utilize one diversion point. Any such approval shall be recorded against each parcel with the caveat that the agreement expires upon any change of ownership. Each Irrigation Service Account shall have independent service lines and sumps. Any legal issues that arise between authorized parties as a result of these agreements will be the sole responsibility of the irrigation account holder.

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

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

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

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

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

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

(p) Unusual costs incurred by the District to provide irrigation service shall be paid in full by the applicant or customer. An estimate of

the expense shall be approved by the property owner prior to work commencing.

SECTION 45. Charges, Rates, and Billings:

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

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

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

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

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

(f) The District will actively market available water and develop a waitlist to grow Irrigation Service Accounts.

SECTION 6. Additional Irrigation Service Sales

(a) The District Reserves the right to pursue additional revenue through ~~develop~~ additional irrigation water sales. This can be done through increased time frames or by other means. These sales may be limited in availability, service areas, and duration.

(b) This could result in a longer irrigation season or the development of a 12-month irrigation service to specific areas within the District.

SECTION 576. REPEAL

(a) Upon the effective date of this Ordinance 2005-__ all previously adopted Ordinances pertinent to the Rules and Regulations for Irrigation Service will be ~~supereeded~~ superseded and repealed, including, but not limited to, Ordinance 79-2, 79-8, 87-1, and 04-01.

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

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

NOES: None

ABSENT: None

, President
Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

ATTEST:

~~Henry N. White~~, Clerk, and ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

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

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

Attachment:
Appendix of Definitions