

AGENDA
REGULAR MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA
TUESDAY, FEBRUARY 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
 - Insure fiscal responsibility and accountability are observed by balancing immediate and long term needs.
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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 -

1. Regular Meeting of January 10, 2017
2. Special Board Meeting of January 30, 2017

B. Financial Reports

1. Early Pays – February 2017
2. December 2016 Month End Payable Activity Report
3. December 2016 Month End Revenue and Expense Summary Report
4. Auburn Lake Trails Zone and CDS Summary

C. Mid-Term Budget and Investment Review

D. Surplus Equipment

Discussion – Staff has identified a vehicle that is no longer in use and unable to pass a smog check. This vehicle should be declared as surplus.

Possible Board Action – It is Staff's recommendation that the Board declare said vehicle as surplus and direct Staff to dispose of it through an auction or through other appropriate action.

5. Approve and Execute Employment Agreement with New General Manager

Discussion – After an extensive search, the Board has announced the hiring of Steve Palmer as the new General Manager.

Possible Board Action – Approve and execute Employment Agreement.

6. PRESIDENT'S REPORT

7. BOARD REPORTS

8. GENERAL MANAGER'S REPORT

9. OPERATIONS MANAGER'S REPORT

10. FINANCE COMMITTEE REPORT

- A. Finance Committee Minutes of January 24, 2017 Meeting.
- B. Finance Committee Agenda – February 21, Meeting

11. ACKNOWLEDGE RECEIPT OF 2016 AUDIT REPORT

Discussion – The District received on January 30, 2017, the final signed copy of the Financial Statements along with the Final Management Report from Fechter & Company.

Possible Board Action - It is Staff's recommendation that the Board acknowledge receipt of the report and direct Staff to distribute appropriately for review and development of action plan for addressing identified deficiencies.

12. PROFESSIONAL SERVICES AGREEMENT – SIREN & ASSOCIATES

Discussion – The District has contracted with Siren & Associates since 2006 to assist the District with regulatory compliance for both the Public Water and Onsite Wastewater Management Zone reporting. The District has received a proposal from Siren & Associates for the period beginning February 12, 2017, through February 12, 2018, for a total contact amount not to exceed \$34,906.

Possible Board Action – It is Staff's recommendation that the Board approve this Professional Services Agreement with Siren & Associates.

13. CalPERS DISCOUNT RATE CHANGE

Discussion – The District has received notification from CalPERS of recent changes to the discount rate assumption and the impact of these changes on required employer and member contributions.

Possible Board Action – It is Staff's recommendation that the Board acknowledge receipt of this notification and direct Staff to provide the Board with an analysis of how this change will impact the District's budget at a forthcoming Board meeting.

14. TRAINING ON BEST PRACTICES IN PENSION AND BENEFITS ADMINISTRATION

Discussion – Given the relevance of pension issues faced by the District, Director Wadle requested Board approval to attend training on Best Practices in Pension and Benefits Administration offered by the Government Finance Officers Association on March 21-22, 2017, in Reno, Nevada. Staff has learned that this class has been cancelled.

Possible Board Action – It is Staff's recommendation that the Board direct Staff to identify similar training opportunities for Board Members and Staff to attend.

15. WATER RIGHTS

Discussion – At the Board meeting of January 10, 2017, the Board directed Staff to add this item to the Board's agenda.

Possible Board Action – It is Staff's recommendation that the Board receive and file information provided and direct Staff to schedule a Water Rights Workshop in the near future.

16. CONSIDER REQUEST FROM DEAN LACEY TO SPLIT IRRIGATION WATER SERVICE

Discussion – During the regular Board meeting of January 10, 2017, the Board deferred action on this request from Dean Lacey, an irrigation customer, pending a closer review of the current Irrigation Ordinance.

Possible Board Action – Staff is neutral on this matter recommendation and awaits direction from the Board.

17. ACWA SPRING CONFERENCE

Discussion – The ACWA Spring Conference is scheduled for May 9-12, 2017, in Monterey, California. The registration deadline is

Possible Board Action – It is Staff's recommendation that the Board approve attendance by Staff and interested Board members and direct Staff to follow registration requirements.

18. FINANCIAL ASSISTANCE FOR GDPUD CUSTOMERS IN HARDSHIP CASES

Discussion – District Staff was directed by the Board at its meeting of January 10, 2017, to search options for providing financial assistance to GDPUD customers who are experiencing financial hardship in paying their water bills.

Possible Board Action – It is Staff's recommendation that the Board receive the findings and direct Staff accordingly.

19. **AUBURN LAKE TRAILS WATER TREATMENT PLANT PROJECT – CHANGE ORDER AUTHORITY**

Discussion – Construction activities are about to begin on the Auburn Lake Trails Water Treatment Plant Project. Elements of construction will move rapidly. Inasmuch as the Board regularly on a monthly basis, there is a benefit to authorizing Staff (General Manager) to approve change orders during construction. This is a common practice within the construction industry.

Possible Board Action – Authorize General Manager to approve and process Change Orders on the ALT Project, with Meyers & Sons Construction, for a total amount not to exceed \$10,000.

20. **ALT TREATMENT PLANT UPDATE**

Discussion – This constitutes this month's update on the ALT Treatment Plant Project.

Possible Board Action – It is Staff's recommendation that the Board receive and file this report.

21. **PSOMAS CONTRACT – ENGINEERING SUPPORT DURING CONSTRUCTION OF ALT WATER TREATMENT PLANT**

22. **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.

23. **NEXT MEETING DATE AND ADJOURNMENT** – Next regular meeting March 14, 2017, at 2:00 PM, at the Georgetown Divide Public Utility District office.

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 Darrell Creeks 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 February 10, 2017.