



MINUTES

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

**TUESDAY, SEPTEMBER 14, 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

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

Director Saunders called the meeting to order at 2:05 PM.

ROLL CALL:

PRESENT: THORNBROUGH, MACDONALD, SEAMAN, STEWART, SAUNDERS

OTHERS PRESENT: Adam Coyan, General Manager; Barbara Brenner, Legal Counsel; Steven Miller, Chair, Finance Committee.

Director Seaman led in the Pledge of Allegiance.

2. ADOPTION OF AGENDA

Director Saunders reordered the sequence of the New Business Items as follows: (1) Item 8G; (2) Item 8H; (3) Item 8A; (4) Item 8C; (5) Item 8F; (6) Item 8B; (7) Item 8D; and (8) Item 8E.

MOTIONED BY DIRECTOR STEWART TO ADOPT THE AGENDA WITH THE REORDERED ITEMS UNDER NEW BUSINESS. SECONDED BY DIRECTOR MACDONALD.

ROLL CALL VOTE:

AYES: THORNBROUGH, MACDONALD, SEAMAN, STEWART, SAUNDERS

NOES: NONE.

ABSENT/ABSTAIN: NONE.

THE MOTION PASSED.

3. PROCLAMATIONS AND PRESENTATIONS

A. Acceptance of Resignation of Don Waltz from the Finance Committee and Approval of Proclamation of Commendation for his Valuable Service.

Possible Action: Approve Resolution 2021-38 accepting the resignation from the Finance Committee and approving Proclamation of Commendation

Director Saunders read the Proclamation commending Mr. Waltz for his valuable service to the District.

Director Thornbrough said he wanted to personally thanked Don who was a great asset and he was sorry to see him leaving.

Director MacDonald extended his appreciation to Mr. Waltz for his tenure on the Finance Committee stating he was knowledgeable and instrumental in helping to develop strategies for projects that the Finance Committee was willing to undertake from the Board

Director Saunders stated the District has implemented a lot of his suggestions for finance management.

Public Comment: None.

MOTIONED BY DIRECTOR MACDONALD TO ADOPT RESOLUTION 2021-38 AND APPROVE THE PROCLAMATION OF COMMENDATION FOR DON WALTZ. SECONDED BY DIRECTOR THORNBROUGH.

ROLL CALL VOTE:

AYES: THORNBROUGH, MACDONALD, SEAMAN, STEWART, SAUNDERS.

NOES: None.

ABSENT/ABSTAIN: None.

THE MOTION PASSED.

4. **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. Financial Reports

1. Budget to Actual Report
2. Pooled Cash Report
3. Monthly Check Report – August 2021

B. Approval of Minutes

1. Regular Meeting August 10, 2021
2. Special Meeting of August 26, 2021 (Strategic Planning Workshop – Part 1)

C. Approval of Amendment to Resolution 2021-34 to Name Additional Directors Participating in the CSDA Conference

Possible Board Action: Amend Resolution 2021-34 with additional or change in participation for approval of reimbursement for conference-related expenses.

D. Approval of Irrigation Season Ending Date

Possible Board Action: Adopt Resolution 2021-37 Declaring September 30 as the end of the irrigation season.

Director Saunders pulled Items 5A, 5B1, and 5D Irrigation from the Consent Calendar and entertained a motion to approve the balance of the Consent Calendar.

MOTIONED BY DIRECTOR THORNBROUGH TO APPROVE CONSENT ITEMS 5B2 and 5C. SECONDED BY DIRECTOR MACDONALD.

ROLL CALL VOTE:

AYES: THORNBROUGH, MACDONALD, SEAMAN, STEWART, SAUNDERS.

NOES: None.

ABSENT/ABSTAIN: None.

THE MOTION PASSED.

*The Board discussed **Item 5A – Financial Reports**. Director Saunders asked about residential sales and commercial sales and Mr. Coyan explained as of the date of the report, no revenue had been received.*

Public Comments: Cherie Carlyon stated the heading under the Account Summary

should be Budget Fiscal Year 2020-2021 instead of 2021-2022. Director Saunders explained the report headings.

MOTIONED BY DIRECTOR SEAMAN TO ACCEPT CONSENT ITEM 5A – FINANCIAL REPORTS. SECONDED BY DIRECTOR THORNBROUGH.

ROLL CALL VOTE:

AYES: THORNBROUGH, MACDONALD, SEAMAN, STEWART, SAUNDERS.

NOES: None.

ABSENT/ABSTAIN: None.

THE MOTION PASSED.

The Board discussed **Consent Item B1 - Approval of Minutes of the August 10, 2021 Regular Board Meeting**. Director Saunders corrected the vote on Page 6 to 4 – 0 since the vote was 4 ayes and one abstention.

Public Comment: None.

MOTIONED BY DIRECTOR THORNBROUGH TO APPROVE THE MINUTES OF THE REGULAR MEETING OF AUGUST 10, 2021, WITH THE CORRECTION. SECONDED BY DIRECTOR STEWART.

ROLL CALL VOTE:

AYES: THORNBROUGH, MACDONALD, SEAMAN, STEWART, SAUNDERS.

NOES: None.

ABSENT/ABSTAIN: None.

THE MOTION PASSED.

The Board then considered **Consent Item C – Approval of End of Irrigation Season.**

Director Thornbrough stated the District should look at shifting to a five-month season to the end October for next season. Director Saunders commented the shifting of the irrigation season should be based on forecasting and water projections. Director MacDonald stated the District could also offset the season by a couple of weeks instead of a full month, depending on the weather patterns.

PUBLIC COMMENT: Stephen Dowd stated he has lived here 47 years, and this is pretty much normal.

MOTIONED BY DIRECTOR STEWART TO ADOPT RESOLUTION 2021-37 DECLARING THE END OF THE IRRIGATION SEASON. SECONDED BY DIRECTOR THORNBROUGH.

ROLL CALL VOTE:

AYES: THORNBROUGH, MACDONALD, SEAMAN, STEWART, SAUNDERS.

NOES: None.

ABSENT/ABSTAIN: None.

THE MOTION PASSED.

5. INFORMATIONAL ITEMS

A. Board Reports

Director Stewart stated he received a letter from a customer about charges for an inactive meter, which he will refer to the General Manager.

Director Seaman reported she went on another irrigation system tour which she found enlightening and provided some background to help her deal with irrigation issues.

Director Thornbrough reported he attended the EDWA meeting last week where they discussed support for Grizzly Flats who lost their office during the Caldor fire.

Director MacDonald reported he signed up for the CSDA Special Leadership Academy using his military discount which includes a three-day cancellation period without penalty. Director MacDonald also stated he reviewed the new water bills and could not understand the bar graph showing water consumption so he is concerned customers would not understand it. He said he preferred the tabular and numeric format which was used last year.

Director Saunders reported that efforts are being made to get a facilitator for the second strategic planning workshop. District-wise, he stated he contacted the Board President and General Manager of Grizzly Flats to offer any assistance. Like Director Stewart, Director Saunders said he received letters from customers regarding inactive meter fees. He further reported that he received an email from one of the employees about health and safety policies. He stated these issues fall under CalOSHA, which is where employees can voice their concerns about safety standards. He stated the Board takes seriously any incident of harassment and discrimination, and that policy is being worked on and that will be provided to staff. He indicated he also wants to work with the General Manager on a policy on how staff can best contact the Board for clear accessibility. Director Saunders reported that Founder's Day is scheduled for September 9 and the District will submit an application for a booth.

B. Legislative Liaison Report

No report.

C. General Manager's Report

General Manager Adam Coyan reported that he has been working on financial reports and just had a verbal update. He noted that there is a delay in the internship program

because of the size of the agenda this month. There were no questions or comments from the Board.

Public Comment: None.

D. Operation Manager's Report

Operations Manager Darrell Creeks provided a summary of his written report noting the lake is at 63% capacity and described an incident that required leak repairs.

Director Saunders commented on the bridge fire and stated a fire mitigation policy should be added for the future discussion.

E. Water Resources Report – Update on Annual Water Supply and Demand Report

Adam Brown summarized his report, which he indicated he prepared with a different supply and demand chart.

Director Saunders asked about Land Management Report and Mr. Brown responded the State is working on new models and have not determined if that model could be applied to the water districts.

Director Thornbrough asked Mr. Brown if he has had any contact with Ken Payne regarding the \$37M the count will receive from the state. Mr. Brown responded he spoke with Mr. Payne at the beginning of August and put together some smaller projects and submitted them. It appears the funds are going to other utility districts and nothing to water and the county could basically use all of it. Director Thornbrough expressed his disappointment. Director Saunders commented that water districts were not considered essential.

Public Comment: None.

6. COMMITTEES

A. Finance Committee – Steven Miller, Chair

Steve Miller stated he was looking forward to the Board adopting the Policy on the Role and Responsibilities of the Finance Committee so it can start moving forward. He also asked the Board's help in recruiting interested persons to apply to serve on the committee. The Board Clerk was directed to send out a press release announcing the application period for filling the openings on the Finance Committee.

Public Comment: None

B. Ad Hoc Grant Writing Committee - President Saunders

Director Saunders stated he hopes to have a meeting this week and will invite Ken Payne of the El Dorado Water Agency to discuss the American Rescue Plan and strategies for applying for those funds.

Public Comment: None.

C. Ad Hoc Committee for the Finance Committee Policy - Director MacDonald and Director Thornbrough

Director Thornbrough commented that the policy is finally on the agenda. Director MacDonald ready to discuss the policy and is actively recruiting applicants.

D. Ad Hoc Committee for Policy Manual – To be appointed.

Director Saunders stated the committee may meet this month.

E. Ad Hoc Committee for the Special Audit – Director Saunders

Director Saunders reported that Director Thornbrough was added to the committee, and they met with the General Manager about a variety of issues the committee is considering. This includes an RFP for an asset evaluation project, especially if the District is going to do a rate study and an asset management program. Director Saunders further reported that the committee is considering an external financial investigation for the District to get all the finances squared away. The Committee plans to present recommendations at the next Board meeting.

Public Comment: None

Directed Saunders then announced that the Board is starting the Irrigation Committee with he will be serving with Director Seaman. The public outreach for public members will now begin since the season has ended. The Board Clerk was directed to issue a press release announcing the establishment of an Irrigation Committee and inviting interested irrigation customers to apply.

Public Comments: None.

7. NEW BUSINESS

The New Business items were considered in the new order established during the adoption of the agenda.

A. Consider Approval of Contract with Ferguson Enterprises, LLC, for the Automated Meter Replacement Project

Possible Action: Adopt Resolution 2021-42 awarding Contract to Ferguson Waterworks for the Automated Meter Replacement Project.

Adam Brown summarized the staff report and invited questions from the Board. Mr. Brown and Asa Utterbeck, Consulting Engineer with Coastland responded to questions by the Board and the public Director Saunders asked that questions and comments be presented under discussion categories; the discussion under each category is summarized below:

Bids and Bid Process

Director Saunders asked why a bidder was disqualified and Barbara Brenner, Legal Counsel, responded the bidder did not meet the bid requirements.

Responding to Director Saunders, Mr. Adams stated Aqua Metric was not invited for an interview because they proposed a plastic body for the meter and their costs were way above budget.

Public Comments: *In response to an inquiry by Cherie Carlyon, Mr. Brown stated meter specifications were included in the RFP and references were checked.*

Steve Dowd inquired about funds for the meters and Director Saunders explained funds are in reserves and grant funding was pursued.

About the Installer (Experience/Qualifications)

Director MacDonald asked who was responsible for repair and replacement under the warranty. Mr. Utterbeck stated it is typical for the actual diagnostics and some initial replacement effort to be done by the District. The material replacement is provided through the warranty, which is the same across all the manufacturers.

Director MacDonald asked if battery replacement could be done in the field without having to take out the meter. Mr. Utterbeck explained the meters are a “potted” set of electronics and requires complete replacement of the meter in the smaller sizes when the battery goes out. The benefit for the District is if anything goes wrong with the meter, you get a brand new one at the warranty price directly from the manufacturer.

Director MacDonald asked if there is complete failure due to a dead battery or a malfunction, whether the data collection is lost. Mr. Utterbeck explained that any data already collected would not be lost, you just lose the ability to read the data until the meter is replaced. He further described the automatic low battery warning system. He added the industry likes to say the error rate is at 1%, but from his experience it is much lower than that.

In response to Director Thornbrough regarding other jurisdictions with automated meters, Mr. Utterbeck stated the District Staff is familiar with the Meadow Vista County Water District’s automated meter system and have had a chance to review their system operation and get their input and recommendations.

Public Comments:

Stephen Dowd asked about responsibility for any breaks on the customer’s side of the pipes. Mr. Brown stated this is not the contractor’s first installation and they take any and all precautions to prevent any issues.

Mr. Dowd asked if the system was susceptible to hacking and Mr. Utterbeck responded it is on a radio frequency output and no one can come in from the outside to reprogram it.

Ms. Carlyon asked again about responsibility for any breaks on the customer's side resulting from the installation because we have 40-50 year old pipes. Mr. Utterbeck responded that the need to repair any pipelines is not anticipated. The contract requires that the installation be done with due care and caution. Mr. Brown added that a situation where it is obvious the pipe is so old is different, and the pipe will be replaced at that time. Mr. Utterbeck added that meters are replaced on a regular basis and rarely requires touching the customer's side.

Dane Wadle stated the current meters underestimate actual water usage and installing new meters is going to increase consumption which will increase people's water bills. He asked how the District will communicate this to the public. Director Saunders stated the District will definitely conduct an expanded public education and outreach approach to inform the customers and answer their questions about the details of the project .

Mr. Brown confirmed for Steve Miller that the meters will each have an ID #. Mr. Utterbeck also explained there is a work order management system that is basically an on-line set of data trackable by the District and contractor to help ensure that they get the tracking, and the numbers correct. Mr. Miller stated just for safety sake, the District should share with customers the specific period of time that anything that happens on the customer side of the installation is covered by the warranty to address customer concerns.

Ms. Carlyon asked if the installation schedule can be posted on the website so the customers will know when their meters are close to being installed. Mr. Utterbeck explained the contract includes a project timeline and required postcard notifications to the service address of the meter change out schedule with a 72-period advance notice of service interruption, as well as a notice of installation completion. He added the service disruption generally lasts 5 to 15-minute service disruption.

Technical Specifications

Responding to Director Seaman's inquiry about the warranty period, Asa indicated the warranties are different depending on the size of the meters. The larger meters have a shorter 5-year warranty period.' The smaller ones have a 20-year warranty period. There is a one-year warranty on the installation and workmanship beginning on the date of installation.

Director Seaman asked about battery life and Mr. Utterbeck stated a vast majority of the meters are 1" or smaller with a 20-year warranty so they essentially expect the battery to last 20 years. If for some reason it doesn't, the replacement is based on a prorated value for the remaining years. The larger meters have a 5-10 year warranty on batteries.

Director Thornbrough asked why the batter life on the larger meters is half as long and whether the battery can be replaced in the field. Mr. Utterbeck stated the full meter has to be pulled and a fresh one installed.

Data Integration and Meters and Systems

Director Saunders asked if customers would be able to view their data. Mr. Utterbeck stated there is software that will be in house. There is not a public portal that is coming with this because you don't have the ability to transmit live information to your customers. Director Saunders if the data was integrable with Tyler and Mr. Utterbeck confirmed that it was. In response to Director Saunders' question about the plan for reading the meters, Mr. Brown stated it is anticipated that one to three operators over a day and a half can do the entire system. Mr. Creeks added that multiple staff will be trained.

Mr. Utterbeck further explained there will be a test run of a small number of meters that have been installed to make sure everything is running and the data integration into Tyler is working.

Director MacDonald what a meter audit was, and Mr. Brown explained that is when the contractor goes through and confirms what it takes to put the meter into the ground.

Mr. Dowd asked if it takes special training and Mr. Utterbeck responded that the training is not extensive adding there are settings and operational procedures. It will be a day or two of training for persons who are directly involved with ongoing support provided. Mr. Dowd was further informed that the system is designed for a drive by at the speed limit to read meters on both sides of the street

Director Saunders asked if there was information on what the standards are for return of investment, cross benefit cost saving. Mr. Brown stated when the District applied for the grant it included information that the labor requirement for reading meters would reduce from 30 person days to two days. Director Saunders asked if this information could be provided.

In response to Director Saunders' inquiry about the system being cloud-based, Mr. Utterbeck explained the system is a direct read radio-frequency so the need or the drive by. The mobile units serve as the carrier to collect data from the meters. The fact that you have cloud based system allows everything to be stored locally. There is the ability to upload data once you get to the office or hot spot to transmit the data to the system.

Project Schedule

There were no questions about the project schedule.

Director Saunders added to comments made by Mr. Wadle referring to Page 24 in the package related to public education and public relations campaign that include multi-media print broadcast and personal presentations. Mr. Utterbeck stated he and Mr. Brown can work with Ferguson to see what they have available to communicate with customers.

Director Saunders again emphasized the need for a community workshop to be done one to two months before the start of installation. Mr. Wadle expressed concerns about impacts on the customers. Director Saunders stated this is a matter that should

be directed to the Finance Committee. He indicated he would work with Mr. Miller and the General Manager to contact Meadow Vista County Water District and other local jurisdictions to understand impacts of an automatic meter replacement project.

Director Stewart stated the sooner we can do this, the better noting if the contract is awarded and installation begins in February, the Board has one to two months to prepare for the workshop and public outreach and education campaign.

Cherie Carlyon asked if there is any specific credit or recycle value for the old meters. Any credit for meters that are being taken out. Mr. Utterbeck indicated they could put out an inquiry.

Other

Director Seaman Saunders asked if there was any information on any side effects on the radio waves. Mr. Utterbeck there is much more exposure from their cell phones than from the meters. Mr. Brown added they have resources to answer those concerns.

Director MacDonald asked about the audit and Mr. Utterbeck this involves directing the contractor to look at existing equipment in each box and confirm the size condition of material types and level of work.

Ms. Carlyon pointed out that the Contractor's license expires on October 21, 2021, and asked if the District is requiring an updated license. Mr. Brown confirmed they are negotiating that.

Director Thornbrough asked what the cost was for one 5/8" meter off the shelf. Mr. Creeks responded that the District purchases the meters by the case at a reduced cost, and he thinks it costs around \$250 for one meter.

After a very lengthy discussion of this item, Director Saunders stated the District has been working on this project for a long time. It was included in a Grand Jury Report, and it is a State requirement to deal with loss of water and revenue. It will save the District time and money and trees due to all the paperwork involved in the current system.

MOTIONED BY DIRECTOR THORNBROUGH TO AWARD TO THE CONTRACT TO FERGUSON. SECONDED BY DIRECTOR MACDONALD.

DIRECTOR SAUNDERS ASKED TO AMEND THE MOTION TO INCLUDE A PUBLIC WORKSHOP AND PUBLIC EDUCATION CAMPAIGN IN THE RESOLUTION AND RECEIVED AGREEMENT FROM DIRECTORS THORNBROUGH AND MACDONALD.

ROLL CALL VOTE:

AYES: THORNBROUGH, MACDONALD, SEAMAN, STEWART, SAUNDERS.

NOES: None.

ABSENT/ABSTAIN: None.

THE MOTION PASSED.

B. Consider Approval of Contract for Old ALT Treatment Plant Demolition

Possible Action: Adopt Resolution 2021-43 rescinding Resolution 2021-35 and awarding the contract to JM Environmental for the Old ALTWTP Demolition Project for a new amount.

Darrell Creeks presented the staff report and summarized the process of a second bid process in which three bids were received and Ferguson was selected.

Director Seaman again brought up the removal of hazardous materials from the demolition project. After the discussion on the removal of hazardous materials, the Board directed the contractor, JM Environmental, to make sure to provide the Board and the Staff with the generated copies of the Hazardous Waste Manifest for the project.

Public Comments: None

Director Saunders pointed out that the District saved around \$20,000 through the rebid process.

MOTIONED BY DIRECTOR SEAMAN TO AWARD CONTRACT TO JM ENVIRONMENTAL WITH VERIFICATION THAT THE HAZARDOUS WASTE DISPOSAL MANIFEST COMES BACK TO THE DISTRICT. SECONDED BY DIRECTOR MACDONALD.

ROLL CALL VOTE:

AYES: THORNBROUGH, MACDONALD, SEAMAN, STEWART, SAUNDERS.

NOES:

ABSENT/ABSTAIN:

THE MOTION PASSED.

C. A. Consider Approval of Proposed FY 2021-2022 Operating Budget

Possible Action: Receive proposed FY 2021-2022 Operating Budget and adopt Resolution 2021-39 approving the Final Budget as a replacement to Interim Budget.

The General Manager presented the proposed operating budget stating it was reviewed by the Finance Committee at their August 26, 2021, meeting. Steve Miller, Chair of the Finance Committee, commended the General Manager on the his proposed budget, and noted the Tyler system is completely inadequate and needs some modifications to produce adequate monthly reports and before the next budget review process.

Mr. Coyan stated there are some inaccurate numbers coming out of Tyler and it will be necessary to go through Tyler line by line to ensure it is accounted correctly. Director Saunders asked if the water transfer funds of \$650,000 have been captured as well as the WaterSmart grant award for the generator at Walton Lake Treatment Plant.

Director MacDonald stated he has been wanting to see transparency and accountability which is a breath of fresh air.

Director Saunders thanked the General Manager and listed out some items that need to be addressed:

- How much is being transferred to reserves at the end of each fiscal year. .
- LAIF fund needs to be captured and reported.
- Make sure water transfer funds are captured.

Public Comments: None.

Director Saunders asked if the Finance Committee had additional input, and Mr. Miller responded he was very pleased with what was presented.

MOTIONED BY DIRECTOR STEWART TO APPROVE THE BUDGET. SECONDED BY DIRECTOR THORNBROUGH.

ROLL CALL VOTE:

AYES: THORNBROUGH, MACDONALD, SEAMAN, STEWART, SAUNDERS.

NOES: None.

ABSENT/ABSTAIN: None.

THE MOTION PASSED.

D. Consider Approval of Ballot for Vote in the ACWA Region 3 Election

Possible Board Action: Adopt Resolution 2021-40 approving the submittal of the ballot for the election of ACWA Region 3 Representative.

The Board Clerk provided a brief summary of the item and Director Saunders explained the voting process.

PUBLIC COMMENT: None.

MOTIONED BY DIRECTOR MACDONALD TO ADOPT RESOLUTION 2021-40. SECONDED BY DIRECTOR THORNBROUGH.

ROLL CALL VOTE:

AYES: THORNBROUGH, MACDONALD, SEAMAN, STEWART, SAUNDERS.

NOES: None.

ABSENT/ABSTAIN: None.

THE MOTION PASSED.

E. Consider Approval of District Policy for Finance Committee Role and Responsibilities

Possible Action: Adopt Resolution 2021-41 Approving District Policy outlining the role and responsibilities of the Finance Committee.

Ms. Omania summarized the staff report. Director Saunders further explained the recommendation of the ad hoc Finance Policy Committee.

Director MacDonald commented on the recommended District policy related to the provision for removing members from the committee without cause. He expressed his opposition that would allow, without explanation and with three votes, a Finance Committee member can be removed without explanation. Director MacDonald stated he would like to change this section to require four votes for removal.

Director Thornbrough stated he agreed it should be 4 votes or unanimous.

Director Saunders stated we should not have a threshold for the removal of a committee member higher than the threshold for removing a General Manager. He stated he was opposed to changing the vote to 4.

Director Seaman added stated there should be a requirement to show cause. She added any conduct against a District policy, like the harassment and discrimination policy, should be used to justify removal.

Mr. Miller stated the majority vote should never be changed. He indicated he was a victim of the removal policy in which he was not notified of the intention to remove him. This process is wrong; as a volunteer, he said he deserves the courtesy of being told what he has done to be removed.

Additional discussion related to the need to expand the section on removal. Director Saunders asked that this item come back to the Board.

PUBLIC COMMENT: Cherie Carlyon stated she did not agree with how it was handled years ago. There should be a process where the committee member can come before the Board. She said she would not change the three vote requirement.

MOTIONED BY DIRECTOR THORNBROUGH TO BRING THE POLICY BACK TO NEXT MONTH'S REGULAR MEETING. SECONDED BY DIRECTOR SEAMAN.

ROLL CALL VOTE:

AYES: THORNBROUGH, MACDONALD, SEAMAN, STEWART, SAUNDERS.

NOES: None.

ABSENT/ABSTAIN: None.

THE MOTION PASSED.

Director Saunders provided direction for the ad hoc Finance Policy Committee to meet to expand on Item 8 of the proposed policy.

Director MacDonald asked if this would affect the Finance Committee's ability to continue to meet. Director Saunders stated the committee could operate on all provisions of the proposed policy, except for #8.

F. B. Review Draft Capital Improvement Plan Budget

Possible Board Action: Review draft CIP Budget and provide direction to Staff.

Mr. Coyan presented the draft CIP.

Director Stewart expressed concern that District facilities are in the path of wildfires. She stated towns are being wiped out and the District will have some real problems if we get hit by a wildfire. She said the District needs to be fire-prepared noting getting appropriate size tanks and placing them in strategic locations.

Additional discussion related to Stumpy Reservoir being the sole source of water for the district and what would happen if Stumpy was compromised, and what would happen if the tunnel collapsed and backed up the river. How would it take to re-route the flow of water?

Director Saunders stated he would have more to say about this at the end of the meeting. We need to have discussions about fire mitigation and strategies including irrigation and canals and inviting our fire districts to provide some additional recommendations.

Director Saunders further stated the KASL Study discussed alternate sources because we are single source of water. If the Infrastructure Bill goes through, we need to work with EDWA and our Congressional and Senate delegation to lobby for a pipeline the District and SMUD to provide the District with an additional 10,000 acre feet.

Mr. Coyan stated he would like to get shovel-ready projects so if funding becomes available we can jump on the opportunity quickly.

Public Comments: Ms. Carlyon asked about solar panels that could cut down on the PG&E bills.

Director Saunders stated he wanted to give the public a 30-day notice to the public to weigh in on the plan.

G. Discussion of Establishing an RFP Policy

Possible Board Action: Discuss establishing an RFP policy and provide direction to Staff.

President Saunders as we're doing RFP, the Procurement Policy, and the Signing

Policy and ability to commit the District to certain items which may require a level of authorization that we may not be doing in the past. He noted the RFP for an update on the KASL Study for \$250,000 went out without Board review or approval.

Another issue Director Saunders raised related to public outreach as a key component to make sure the community knows what the District is committing to do. He pointed to the El Dorado Irrigation District policy with the different tiers for triggers.

Director Thornbrough stated the General Manager's signing authority is not consistent between the various documents.

Public Comment: None.

Director Saunders stated this item would go to the ad hoc Policy Committee.

H. Discussion of a Rate Study

Possible Board Action: Discuss a rate study and provide direction to Staff.

The General Manager presented his report pointing out the inconsistencies he found in the last rate study and explained the rough rate comparison to provide the Board with more facts for an intelligent discussion.

Director MacDonald stated a good customer information campaign is needed to build trust in the community.

Director Thornbrough commented that he was the one who requested this item be added to the agenda and applauded Mr. Coyan on an outstanding presentation. He stated there is no doubt in anybody's mind that we need to do a rate study. The last study was free, and you get what you pay for. We need to start putting together a scope of work for an RFP so we can solicit companies to do the rate study.

Director Saunders stated the past rate study was a capital replacement plan. The next RFP is not going to be a single source. A capital replacement plan is based on replacing all the assets in the District. He also commended Mr. Coyan on his presentation.

Public Comment: None.

8. PUBLIC HEARING

None.

- 9. 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.

Director Seaman stated she has seen a lot of confusion and complaints from customers not knowing who to call about issues like a water leak. She indicated a flyer could go out again on who to call.

Director MacDonald stated he just calls the District office. Staff responds and it makes him look good. He added he is still interested in a tour of the community wastewater disposal system.

Director Thornbrough asked if the GDPUD Facebook page was going back up. Both Director Saunders and the General Manager indicated this is work in progress. Mr. Cohan stated he was able to get the General Manager's Facebook page back up.

Director Saunders reported on starting the Irrigation Committee and initiating outreach to irrigation customers to recruit interested persons to apply to serve on the committee. He also outlined the items previously discussed for future Board action as follows:

- *Outreach for the openings on the Finance Committee;*
- *An outreach program to inform and provide information about the automated meter replacement project that would include a community workshop, bill inserts, information in the newsletter, press releases, bill inserts, etc.*
- *Modifications to the Tyler system for budget and monthly reports.*
- *Expanding the section on Removal in the Finance Committee policy;*
- *The Strategic Planning and Goal-Setting process and the upcoming Workshop #2.*
- *Outreach on the Capital Improvement Plan;*
- *Workshop on Fire Mitigation; and*
- *Workshop to inform the public about water conservation legislation.*

NEXT MEETING DATE AND ADJOURNMENT – The next Regular Meeting will be on October 10, 2021, at 2:00 P.M. via teleconference. Details to follow.

THE MEETING WAS ADJOURNED BY ACCLAMATION AT 8:01 PM.