

**CONFORMED AGENDA
SPECIAL MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

**TUESDAY, JUNE 4, 2019
2:00 P.M.**

***Director David Halpin will participate in this meeting from a satellite location via telephone. The Public may participate in all Open Session portions of this meeting from this location. The specifics of his location, while participating in the meeting, are as follows:
14750 Lakeside Circle, Sterling Heights, Michigan 48313***

Note: This meeting is being held in lieu of the June 11, 2019 Regular Board Meeting

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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Out of respect for the meeting and others in attendance, please turn off all cell phones or put in the silent mode.

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

1. When called on to speak by the Board President, please approach and speak from the podium.
2. Comments are to be directed only to the Board.
3. The Board will not entertain outbursts from the audience.
4. There is a three-minute time limit per speaker.
5. The Board is not permitted to take action on items addressed under Public Forum.
6. Disruptive conduct shall not be permitted.
7. Persistence in disruptive conduct shall be grounds for removal of that person's privilege of address.

The Board President is responsible for maintaining an orderly meeting.

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

The meeting was called to order at 2:00 P.M.

Directors present: Cynthia Garcia, Michael Saunders, David Souza, Dane Wadle; David Halpin participated via teleconference.

Staff present: General Manager Steven Palmer, Operations Manager Darrell Creeks, Board Assistant Diana Michaelson. Legal Counsel: Barbara Brenner, Churchwell White, LLP.

The Pledge of Allegiance was led by Director Saunders.

2. ADOPTION OF AGENDA

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

Public Comment: *There was no public comment.*

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

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

Stephen Dowd spoke regarding the water rates and requests for agenda topics.

Potato Richardson spoke requesting repairs to his driveway.

4. PROCLAMATIONS AND PRESENTATIONS

There were no proclamations or presentations.

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

Directors Garcia and Saunders requested that Item 5.A.1. be pulled.

Motion by Director Garcia to adopt the Consent Calendar as revised. Second by Director Saunders.

Public Comment: *There was no public comment.*

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

A. Approval of Minutes

1. Regular Meeting of May 14, 2019

Director Garcia requested that the Minutes reflect a request by Directors Garcia and Saunders to have a public workshop before adopting the wastewater rates and fees.

Director Saunders requested that the Minutes reflect his recommendation to use any end of year surplus to pay down PERS unfunded liability.

Staff will listen to the recording and update the Minutes accordingly and will bring them back to the Board at the next meeting.

B. Financial Reports

1. Statement of Cash Balances
2. Month-End Cash Disbursements Report

Approved on Consent

C. Nomination of General Manager to ACWA Region 3 Board of Directors

Possible Board Action: Adopt Resolution 2019-38.

Approved on Consent

6. INFORMATIONAL ITEMS

A. Board Reports

Director Garcia reported that she attended the recent CSDA Legislative Days at the Capitol. She also attended a cannabis cultivation workshop sponsored by the California Conference of Directors of Environmental Health. She announced that she and Director Saunders will have a town hall meeting at the Cool Hall on June 29. She then mentioned some letters and emails she had received regarding the ALT Wastewater rate change. Finally, she referred to a list of topics she would like to see addressed at the next Board meeting (Attachment 1).

Director Saunders reported that he participated in a work group at a meeting presented by the Department of Water Resources and the State Water Resources Control Board. He also met with State Representative Frank Bigalow regarding High Speed Internet access to special districts.

Director Wadle reported that he attended the CSDA Legislative Days and provided some handouts to be included with these Minutes (Attachment 2). He then reported on current legislation of interest to special districts, in particular SB 13, which CSDA is opposing.

B. General Manager's Report

Mr. Palmer summarized his list of planned upcoming agenda topics through the end of the summer and asked for feedback from Directors. Director Saunders asked that the creation of a disaster preparedness subcommittee be discussed at the July Board meeting.

C. Operation Manager's Report

Due to the timing of this month's meeting, current data was not available prior to posting the Agenda. The Operations Manager's Report will be presented at the next Board Meeting.

D. ALT Treatment Plant Update

Engineering Consultant George Sanders gave a status report of work done at the plant in May and provided a slide show of photos. He reported on the status of the latest payments from the State Water Board.

E. Finance Committee Report

Finance Committee Chair Steve Miller presented the report. He listed several topics that the Committee would like to look at. There was some discussion regarding the role of the Committee.

7. NEW BUSINESS

A. Consider Irrigation Customer Request for Change of Flow

Possible Board Action: Consider request and make determination.

Mr. Palmer introduced Potato Richardson who presented his request for a reduction of irrigation water from one inch to one-half inch.

Public Comment: *Unidentified members of the audience had comments. Cherie Carlyon commented. Karen Bartholomew commented.*

Director Garcia noted that if the Board approves the request, the Directors would also need to set the fee to make the adjustment. Mr. Creeks said the District has a set hourly fee for staff and equipment and estimated that it would take one to two hours at the most to make the adjustment.

Director Wadle commented that approving the request would likely open the door to other requests with circumstances that might be more complex. He also noted that the rates were set on January 14 and applications were being accepted up to March 1; therefore, Mr. Richardson had time to amend his application prior to the application deadline.

Motion by Director Garcia to grant the request to reduce the flow from one inch to one-half inch, to adjust the usage charge accordingly, and to charge a fee not to exceed \$90 to make the adjustment, with the understanding that this change will not affect any other irrigation water customer. Second by Director Halpin.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: No

The motion passed 4-1.

B. Consider Proposed Approval of Amendment 4 to the Professional Services Agreement with George Sanders Extending the Term and Increasing Compensation

Possible Board Action: Adopt Resolution 2019-39.

Mr. Palmer presented the staff report.

Public Comment: *Ms. Bartholomew commented.*

Motion by Director Souza to adopt Resolution 2019-39. Second by Director Garcia.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

C. Adoption of FY 2019/2020 Operating Budget

Possible Board Action: Adopt Resolution 2019-40.

Mr. Palmer presented the staff report.

Public Comment: *There was no public comment.*

Motion by Director Saunders to adopt the Fiscal Year 2019-2020 Operating Budget. Second by Director Souza.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

D. Adoption of 5-Year Capital Improvement Plan

Possible Board Action: Adopt Resolution 2019-41.

Mr. Palmer presented the staff report. He noted that the staff report in the packet had been corrected to show the meter replacement project in Fiscal Year 2020-2021, unless funding is secured sooner.

Directors Saunders and Garcia suggested prioritizing and scheduling the projects as well as including an asset management plan. Director Halpin asked about a grant for ditch rehabilitation.

Public Comment: *Mr. Miller asked for and received confirmation that the Finance Committee recommendations were included.*

Motion by Director Gracia to adopt the 5-Year Capital Improvement Plan as presented. Second by Director Souza.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

8. PUBLIC HEARING

A. Consider Adoption of Resolution 2019-42 Setting the Annual Appropriations Limit at \$2,753,977 for Fiscal Year 2019-2020

Possible Board Action: Adopt Resolution 2019-42 Setting the Annual Appropriations Limit for the District.

Mr. Palmer presented the staff report.

Director Wadle opened the public hearing at 4:09 P.M.

Public Comment: *There was no public comment.*

Director Wadle closed the hearing.

Motion by Director Saunders to adopt Resolution 2019-42. Second by Director Souza.

Roll call vote was taken, and the vote was as follows:

Garcia: Aye
Halpin: Aye

Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

- 9. 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.

Director Halpin left the meeting at 4:11 P.M.

Director Saunders requested a July Board meeting agenda item to consider an Emergency and Disaster Preparedness subcommittee. He also requested that staff extend an invitation to Rick Gillespie to attend the July Board meeting so that the Directors could recognize his service on the Finance Committee and to formally accept his resignation.

- 10. NEXT MEETING DATE AND ADJOURNMENT** – The next Regular Meeting will be on July 11, 2019, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

The meeting adjourned at 4:12 P.M.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Steve Palmer by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on May 30, 2019.



Steven Palmer, PE, General Manager



Date

AGENDA ITEM 5.A.2.

June 4, 2019 Special Meeting Minutes

Attachment 1

Director Garcia Notes

AGENDA ITEM 5.A.2.

June 4, 2019 Special Meeting Minutes

Attachment 2-A

CSDA Fact Sheet

AGENDA ITEM 5.A.2.

June 4, 2019 Special Meeting Minutes

Attachment 2-B

**CSDA Legal Advisory Working Group
Cases of Interest**

AGENDA ITEM 5.A.2.

June 4, 2019 Special Meeting Minutes

Attachment 2-C

CSDA Legislative Items of Interest