

AGENDA
REGULAR MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA
TUESDAY, APRIL 12, 2016
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 AND APPROVAL OF CONSENT CALENDAR** – These items are expected to be routine and non-controversial. Action by the Board will be taken at one time without discussion. A Board member may request an item be removed from the Consent Calendar for discussion and possible action. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

Item No. 15 – Approve FY 2014-15 Audit is time specific, because the Auditor will be participating via phone conference. **The time set for this item is 3:40 PM.** It will be taken up at the conclusion of the item under consideration just prior to that time.

A. Board action to adopt Agenda and approve Consent Calendar.

- 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** – These items are expected to be routine and non-controversial. Action by the Board will be taken at one time without discussion. A Board member may request an item be removed from the Consent Calendar for discussion and possible action. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

ACTION:

A. APPROVE MINUTES

- 1) Regular Meeting of March 8, 2016
- 2) Special Meeting of March 22, 2016.

B. DECLARATION OF PROJECTED WATER YEAR

C. CONSIDERATION OF IRRIGATION APPLICATIONS

D. RESOLUTION 2016-07 – GEORGETOWN KIDS FISHING DERBY

RECEIVE AND FILE:

E. FINANCIAL REPORTS

- 1) Accounts Payable for April 2016, and Disbursements for March 2016
- 2) Revenue and Expense Summary for February 2016
- 3) Balance Sheet for February 2016
- 4) Cash and Investment Reports for February 2016
- 5) ALT Zone and CDS Summary for February 2016

5. PRESIDENT’S REPORT

6. BOARD REPORTS

7. OPERATIONS MANAGER’S REPORT

8. GENERAL MANAGER’S REPORT

9. FINANCE COMMITTEE REPORT

10. RESOLUTION 2016-08 – ADOPTION OF ALT WTP PROJECT IS/MND AND MMRP

- a. **Discussion** – The Auburn Lake Trails Water Treatment Plant Project proposed to construct a series of upgrades and new improvements to the existing plant. As an element of the CEQA process, the District is the designated lead agency and has evaluated the potential environmental effects of the upgrades and improvements,
- b. **Possible Board Action** – Staff recommends the Board of Directors adopt **Resolution 2016-08** adopting the Project IS/MND and the MMRP.

11. RESOLUTION 2016-09 – APPROVAL OF ALT WTP PROJECT CONTINGENT ON COMPLIANCE WITH MMRP

- a. **Discussion** – The Auburn Lake Trails Water Treatment Plant Project proposed to construct a series of upgrades and new improvements to the existing plant. Adoption of **Resolution**

2016-09 will approve the project upgrades and improvements discussed in Item 10, above, contingent on compliance with the MMRP.

- b. **Possible Board Action** – Staff recommends the Board of Directors adopt **Resolution 2016-09** approving the Project contingent on compliance with the MMRP.

12. PILOT HILL SOUTH ASSESSMENT DISTRICT CLOSEOUT

- a. **Discussion** – The debt for the Pilot Hill South Assessment District was paid in full in June 2015. There is a residual held in GDPUD’s cash accounts of \$46,915.26. NBS, the administrator of the District assessment, has provided a quote for providing closeout and apportionment services for Assessment District Number 1989-3 (Pilot Hill).
- b. **Possible Board Action** – Staff recommends the Board authorize NBS to provide closeout and apportionment services for Assessment District No. 1989-3 (Pilot Hill South).

13. ADMINISTRATIVE AIDE I POSITION – CONVERSION OF TEMPORARY POSITION

- a. **Discussion** – GDPUD currently has a contractor who functions as an Administrative Assistant. This position has fulfilled the need for a receptionist, accounting clerk, and administrative aide for the past four years. With turnover every six months, the normal, routine tasks are disrupted each time a new, temporary person is brought in. In addition to budgetary savings, the District will receive a range of intangible benefits that will have a positive impact on public services.
- b. **Possible Board Action** – Staff recommends the Board approve the creation of a permanent, full-time Administrative Aide I position to perform the Office Assistant duties currently being performed through temporary labor.

14. ORDINANCE 2016-01 – SECOND READING

- A. **Discussion** – This is the second reading of **Ordinance 2016-01** amending Article 5 of Ordinance 07-01 to allow a connection fee waiver under certain, specified conditions. In response to a State requirement that one- or two-family dwellings and townhouses be equipped with residential automatic fire sprinkler systems, the Ordinance waives the additional charge for upgrading a 5/8-3/4-inch connection to a 1-inch connection when the upgrade is required to meet the needs of a residential automatic fire sprinkler system.
- B. **Possible Board Action** – Staff recommends the Board of Directors adopt **Ordinance 2016-01** adding a Connection Fee for Residential Fire Sprinkler.

15. APPROVE FY 2014-15 AUDIT - This is a time certain item, scheduled for 3:40 PM.

- a. **Discussion** – Moss, Levy & Hartzheim provided the independent external audit of the District. The FY 2014-15 Draft audited financials were reviewed by the Audit Committee on March 15, 2016, after being submitted to the Directors on March 2. The Auditor’s report is submitted to the Board for approval.

- b. **Possible Board Action** – Staff recommends the Board approve the Annual Audit Report for the Fiscal Year 2014-15.

16. ALT TREATMENT UPDATE

- a. **Discussion** – Recap and extension of prior month report on progress towards plant replacement.
- b. **Possible Board Action** –

17. BOARD MEMBER AND STAFF 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.

18. CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation. Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9 (one potential case).

19. NEXT MEETING DATE AND ADJOURNMENT – The next regular meeting will be May 10, 2016 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 Wendell Wall 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 April 8, 2016.