



**AGENDA**  
**SPECIAL MEETING OF THE**  
**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS**  
**STRATEGIC PLANNING WORKSHOP**

**THURSDAY, NOVEMBER 18, 2021**  
**4:00 PM – 8 PM**

**Northside Elementary School Multipurpose Room**  
**860 Cave Valley Road, Cool, CA 95614**

**BOARD OF DIRECTORS**

Michael Saunders, President  
Mitch MacDonald, Vice President  
Mike Thornbrough, Treasurer  
Donna Seaman, Director  
Gerry Stewart, Director

**MISSION STATEMENT**

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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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NOTICE: THIS MEETING IS PHYSICALLY OPEN TO THE PUBLIC AT THE LOCATION NOTED ABOVE AND WILL FOLLOW COVID-PREVENTION PROTOCOL REQUIRED BY THE BLACK OAK MINES UNIFIED SCHOOL DISTRICT FOR USE OF THEIR FACILITY: MASKS MUST BE WORN AND SOCIAL DISTANCING PRACTICED.

THE PUBLIC MAY ALSO PARTICIPATE IN THE MEETING WEBINAR VIA VIDEO CONFERENCE AT:

<https://us02web.zoom.us/j/89805049900?pwd=WXRvdFhsa1FTby81QWcza1NyQjBFZz09>

WEBINAR ID: 898 0504 9900 AND PASSWORD: 249074 VIA TELECONFERENCE BY CALLING 1-669-900-6833, WEBINAR ID: 898 0504 9900 AND PASSWORD: 249074 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 BOARD AND THE PUBLIC.

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**
2. **ADOPTION OF AGENDA**
3. **PUBLIC FORUM (ONLY ITEMS THAT ARE NOT ON THE AGENDA)**
4. **STRATEGIC PLANNING WORKSHOP – Building Stability and Looking to the Future, facilitated by Dr. Bill Mathis, Mathis Consulting Group (Workshop Outline attached)**
5. **NEW BUSINESS**

- A. Consider Authorizing the District to Conduct Meetings by Teleconference During the Period December 1 – December 31, 2021, as provided by Assembly Bill 361.**

**Possible Board Action:** Approve Resolution 2021-53 authorizing the District to continue teleconference meetings during the period December 1 – December 31, 2021.

6. **NEXT MEETING DATE AND ADJOURNMENT** – The next Regular Meeting will be on December 14, 2021, at 2:00 P.M. via teleconference. Details to follow.

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 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 November 16, 2021.

  
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Adam Coyan, General Manager

11/16/21  
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Date



## GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

### ***Building on Stability and Planning for the Future***

A Strategic Planning Workshop facilitated by Dr. Bill Mathis, Mathis Consulting Group

Approx.  
Time

#### Workshop Outline

- 4:00 **Registration**
- 4:20 I. **Call to Order of Special Board Meeting**  
**Opening of Workshop Session and Introductions**
- Discussion of Workshop Outline
  - Ground Rules for a Productive Planning Session
  - Principles of a High Performing Board
  - General Manager's Top Goals
- II. **Review of 2018 Goals and Objectives**
- III. **Customer Survey Results**
- IV. **Seven Assumptions**
- 6:00 **BREAK – Take Five**
- V. **Building on Stability**  
"A" Priorities for the Year 2021-2022
- Asset Valuation Process
  - Asset Management Program
  - Rate Study
  - Vehicle Maintenance Program
  - Audit of Organizational Effectiveness
    - Staff Retention: Supervision, Compensation & Training Goals
    - Effectiveness, Resources, and Treatment of the Board, Staff and Public
    - Approval of Employee Handbook Rewrite
    - Board Committees
- Fiscal Integrity and Reporting
- Hire Office/Finance Manager and Retain CPA Firm
  - Complete Tyler Conversion and Training to Provide Transparency
  - External Investigative Audit
  - Finance Committee/Grants Committee
- Future Consideration
- Fire Mitigation Plan/Implementation Schedule – Evacuation Study from Fire Threat
  - Internship Program
  - Apprenticeship Program Grant
- VI. **Infrastructure**
- CIP Program
  - Water Tunnel Inspection and Lining
  - Pipe Replacement
  - Revenue-producing Projects: Hydroelectric and Microgeneration, Solar
  - Improve Irrigation Delivery and Cost-Effectiveness
- 7:30 VII. **Summary of Priorities**
- 7:50 VIII. **Next Steps/Close**
- Additional Board Action and Adjournment**