

AGENDA
REGULAR MEETING
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA

Special Notation:

*Director Norm Krizl will participate in this meeting from a satellite location via telephone.
The Public may participate in the Public Portion of this meeting from this location.
The specifics of his location, while participating in this meeting, are as follows:
Escénica La Ropa 55, Zihuatanejo, Playa la Ropa, 40895 Zihuatanejo, Gro., Mexico*

TUESDAY, NOVEMBER 8, 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.
-

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

2. ADOPTION OF AGENDA – Board action to adopt 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. APPROVAL OF CONSENT CALENDAR – Board Action to approve the 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.

A. Approve Minutes – Regular Board Meeting of October 11, 2016.

B. Request for Approval of Purchase of TrailMax Trailer

Discussion – This request is for the purchase of a **2016 TrailMax Trailer** at a cost of \$12,447.42. The FY 2016-17 Capital Budget provides for \$150,000 for the purchase of equipment. There is \$13,992 remaining in that budget item.

The purchase of this trailer will offer greater efficiency for the crew to get necessary equipment to the work site.

Possible Board Action – Staff recommends the approval of this purchase request.

C. Resolution 2016-15 - Reappointment of Rick Gillespie to the Finance Committee

Discussion – Director Uso confirmed Rick Gillespie’s willingness to continue to serve on the Finance Committee until the vacancy can be filled.

Possible Board Action – Adopt Resolution 2016-15, reappointing Rick Gillespie to the Finance Committee.

D. Proposal from ECORP for Pilot Creek Stream Gaging Maintenance and SWRCB Water Usage Reporting – Contract with ECORP

Discussion – The current three-year contract with ECORP Consultants to maintain, monitor, and prepare monthly reports of flow and diversion data at the District’s three Pilot Creek gages, as well as perform SWRCB water usage reporting, expired on September 30, 2016.

Possible Board Action - Authorize the Interim General Manager to execute a Professional Services Agreement with ECORP Consultants to continue to provide stream gaging maintenance and SWRCB water usage reporting for the District.

5. RESOLUTION 2016-16 – REVISIONS TO ORGANIZATIONAL CHART

Discussion – Resolution 2016-16 relates to proposed changes in the current configuration of the GDPUD Organizational Chart. These proposed changes would affect the orientation of Legal Counsel and the deletion of the Maintenance lead position.

Possible Board Action – Staff recommends that the Board adopt Resolution 2016-16 which will result in changes to the current Organizational Chart.

6. FINANCIAL REPORTS AND REQUEST FOR APPROVAL OF PURCHASE OF ACCOUNTING SOFTWARE

A. Financial Reports

Discussion – The following reports are submitted for the Board’s review:

- 1) Early Pay Accounts Payable for November 2016
- 2) Revenue and Expense Summary (07/01/2016-09/30/2016)
- 3) Balance Sheet, September 2016
- 4) Statement of Cash and Investment Balances, September 2016

5) ALT Zone and CDS Summary (07/01/2016-09/30/2016)

Possible Board Action – Staff recommends approval of financial reports.

B. Request for Approval of Purchase -- MOM Modules

Discussion - Staff presented this request at the regular Board meeting of October 11, 2016. The Board directed Staff to provide additional information regarding the compatibility of MOM to the meter reading software that will come with the new meters.

Possible Board Action – Staff recommends the Board approve the purchase of additional MOM Modules.

7. PRESIDENT’S REPORT

8. BOARD REPORTS

9. GENERAL MANAGER’S REPORT

10. OPERATIONS MANAGER’S REPORT

11. EL DORADO COUNTY WATER AGENCY COST SHARE FUNDING

Discussion – Staff met with the El Dorado County Water Agency and the Municipal Consulting Group and identified additional funding opportunities available to the District through the cost share program.

Possible Board Action – Staff recommends that the Board authorize the Interim General Manager to enter into an agreement with the El Dorado County Water Agency for cost share funding of projects identified by staff.

12. METER REPLACEMENT PROGRAM – PROFESSIONAL SERVICES AGREEMENT, REQUEST FOR PROPOSALS

Discussion – At the last regular Board meeting of October 11, 2016, the Board directed Staff to follow up on securing the loan for the meter replacement program with Holman Capital. On October 31, Staff, along with two board members, met with Mark Carey of MC Engineering to discuss the need for a Request for Proposal (RFP).

Possible Board Action – Staff recommends that the Board approve a Professional Services Agreement with MC Engineering for the development of a Request for Proposals for the Meter Replacement Program in the amount of \$25,180 from Fund Account 39, Capital Facility Charges.

13. METER REPLACEMENT PROGRAM – FINANCING PLAN

Discussion – At the regular Board meeting of October 11, 2016, Frank Gill of Holman Capital gave a presentation on funding options available to the District for the replacement of its aging water meters. The Board directed Staff to identify a listing of possible sources of revenue to fund the semi-annual loan payments. Frank Gill has since provided additional information and documents.

Possible Board Action – Staff recommends the consideration of additional information to be provided by Frank Gill at the meeting with a possible execution of a loan with Homeland Capital in the amount not to exceed \$2,100,000.

14. FINANCE COMMITTEE REPORT – The committee will meet on November 15, 2016 (proposed agenda attached) and a committee report presented at the December Board meeting.

15. ALT TREATMENT PLANT UPDATE

Discussion – This is part of a monthly update, provided by Staff, relating to the status of the Auburn Lake Trails Water Treatment Plant Project. The content changes monthly with the deletion of those items that are deemed complete.

Possible Board Action – Receive and file.

16. 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 to provide input for future meetings as well as report on their District-related meeting attendance.

17. CLOSED SESSION – There are no closed session items for this meeting.

18. NEXT MEETING DATE AND ADJOURNMENT – The next regular meeting will be December 13, 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 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 November 4, 2016.**