



AGENDA

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

**TUESDAY, OCTOBER 12, 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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NOTICE: THIS MEETING WILL BE HELD IN ACCORDANCE WITH RESOLUTION 2021-45 OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS WHICH ALLOWS THE BOARD MEETING TO BE CONDUCTED UNDER THE SUBSTANTIVE AND PROCEDURAL REQUIREMENTS OF AB 361 TO CONDUCT A REMOTE TELECONFERENCE MEETING WITHOUT ADHERING TO THE REQUIREMENTS OF PARAGRAPH (3) OF SUBDIVISION (B) OF SECTION 54953 OF THE BROWN ACT, THE RALPH M. BROWN ACT (CALIFORNIA GOVERNMENT CODE SECTION 54950, ET SEQ.), AND THE FEDERAL AMERICANS WITH DISABILITIES ACT.

THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY PARTICIPATE IN THE MEETING VIA VIDEO CONFERENCE AT

<https://us02web.zoom.us/j/83013126610?pwd=QWpuNHVMSE5RRWIZa2h6SU5aM0xtdz09>

MEETING ID: 830 1312 6610 AND PASSWORD: 681094 VIA TELECONFERENCE BY CALLING 1-669-900-6833, MEETING ID: 830 1312 6610 AND PASSWORD: 681094 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.

We encourage Board members and participants to join the teleconference 15 minutes early. Due to high call volumes, we ask that Board members and participants retry calling in if there is a busy signal or if you cannot successfully connect to the meeting when you call in.

Out of respect for the meeting and others in attendance via teleconference and videoconference, please adhere to the guidance below for addressing the Board of Directors for both items on the agenda and a matter that is not on the agenda.

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. Please use the raise your hand feature when you wish to address the Board or, if participating via teleconference, dial *9 to indicate you would like to speak. The President will call upon you by addressing you by the name or phone number indicated.
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 act 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. PROCLAMATIONS AND 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.

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 September 14, 2021
2. Special Meeting of September 30, 2021

C. Approve Final Job Description for General Manager

Possible Action: Adopt Resolution 2021-46 approving the final Job Description for the General Manager position and direct Staff to replace Exhibit A of the Employment Agreement with Adam Coyan, General Manager, with this final job description.

D. Approval of Participation in the ACWA Fall Conference for Expense Reimbursement

Possible Action: Adopt Resolution 2021-47 approving reimbursement for conference-related expenses for participation in the Fall ACWA Conference

6. INFORMATIONAL ITEMS

A. Board Reports

B. Legislative Liaison Report - move to actionable item to vote on AB 361

C. General Manager's Report

D. Operation Manager's Report

E. Water Resources Report

F. Update on the Goal-Setting and Strategic Planning Process

7. COMMITTEES

A. Finance Committee - Steven Miller, Chair

B. Ad Hoc Grant Writing Committee - President Saunders

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

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

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

8. OLD BUSINESS

A. Consider Approval of FY 2021-2022 Update to Five-Year Capital Improvement Plan

Possible Board Action: Adopt Resolution 2021-48 approving the FY 2021-22 update to the Five-Year Capital Improvement Plan

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

Possible Action: Adopt Resolution 2021-41 Approving the District Policy outlining the Role and Responsibilities of the Finance Committee

9. NEW BUSINESS

A. Consider Customer Request for Leak Consideration

Possible Action: Provide staff direction.

B. Receive and Discuss Report and Recommendation of the Ad Hoc Special Audit Committee

Possible Action: Receive report and provide direction to Staff.

C. Consider Approval of the Issuance of RFP for CPA Services

Possible Action: Adopt Resolution 2021- 49 authorizing the issuance of a Request for Proposals for CPA services.

D. Presentation by WaterSmart - Customer Engagement Software Associated with Automated Meter Project.

Possible Board Action: Receive presentation and provide direction to Staff.

E. Consider Authorizing the District to Conduct Meetings by Teleconference During the Period November 1 - November 30, 2021, as provided by Assembly Bill 361.

Possible Board Action: Approve Resolution 2021-50 authorizing the District to continue teleconference meetings during the period November 1 - November 30, 2021.

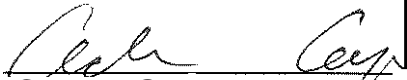
10. PUBLIC HEARING

None.

11. 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.

12. NEXT MEETING DATE AND ADJOURNMENT - The next Regular Meeting will be on November 9, 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 October 5, 2021.



AdaCoyan, General Manager

10/5/21
Date