

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

**TUESDAY, JUNE 12, 2018
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
 - Ensure 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

The meeting was called to order at 2:00 P.M. Director Souza led in the Pledge of Allegiance.

Directors Present: David Halpin, Jesse Hanschild, David Souza, Lon Uso, Dane Wadle.

Staff Present: General Manager Steven Palmer, Operations Manager Darrell Creeks, Engineering Consultant George Sanders, Board Assistant Diana Michaelson. Legal Counsel: Barbara Brenner, Churchwell White, LLP.

2. ADOPTION OF AGENDA

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

Public Comment: There was no public comment.

Vote: The motion passed unanimously.

- 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. PROCLAMATIONS AND PRESENTATIONS

5. CONSENT CALENDAR

A. Approval of Minutes

1. Special Meeting of May 7, 2018
2. Special Meeting of May 18, 2018

B. Financial Reports

1. Statement of Cash Balances
2. Month End Cash Disbursements Report
3. Quarterly Reports

- C. **Authorize GM to execute a Personal Services Agreement with Wood Group in the Amount of \$61,885 for the Inundation Mapping and Emergency Action Plans**

Possible Board Action: Adopt Resolution 2018-33.

- D. **Consider Proposed Approval of Amendment 3 to the Professional Services Agreement with George Sanders Extending the Term and Increasing Compensation**

Possible Board Action – Adopt Resolution 2018-34

- E. **Approve Reimbursement for Director Expenses Incurred for Attendance at the GFOA Long-Term Financial Planning Training**

Possible Board Action – Adopt Resolution 2018-35.

Motion by Director Halpin to approve the Consent Calendar. Second by Director Hanschild.

Public Comment: *There was no public comment.*

Vote: *The motion passed unanimously.*

6. INFORMATIONAL ITEMS

A. President's Report

Director Uso reported that he and the General Manager attended the recent ACWA Conference in Sacramento. There were some interesting conversations and he learned more about the Fazio water project, that GDPUD is involved with, and other projects. Overall it was a worthwhile conference.

B. Board Reports

Director Wadle reported that he also attended the conference for a few days and found it helpful for networking. He also participated in Lobbying Day with other water agencies. Director Wadle further reported that he attended the Georgetown Divide Recreation District volunteer recognition day and was impressed that so many people are volunteering to help so many organizations on the Divide.

C. General Manager's Report

GM Palmer asked Adam Brown, GDPUD Water Resource Manager, to provide a summary of the fire hydrant flushing program. Mr. Brown reported that the program was completed last week. Of the 120 end-of-the-line hydrants that were tested and operated, 11 were identified that need maintenance, and one was broken. These hydrants will be serviced in the next week. Next year a more comprehensive flushing will be undertaken while Stumpy Meadows Reservoir is spilling.

Mr. Palmer continued his report noting that the Governor signed legislation making drought conservation measures the new normal and making water conservation a way of life in California. In 2022, water agencies in California will be required to show that indoor water use is no more than 55 gallons per person (capita) per day. Also, the statewide water tax that was part of SB 623 was pulled from the budget by the Conference Committee; however, ACWA is urging continued vigilance as it may come back between now and August 31 when the Legislature adjourns to Final Recess. The General Manager attended a Mountain Counties conference billed as North Meets South to find some common ground for water districts to work together and form some coalitions to present a united front when approaching the State. A follow up event is in the works to bring southern agencies to Northern California in October.

Turning to administrative items, Mr. Palmer reported that maintenance worker Bryan Stiles was promoted to canal operator to fill the vacancy created by the retirement of Craig Carlyon. Christian Klahn and Michael Chaidez were hired as maintenance workers to fill vacancies created by promotions and retirements.

Mr. Palmer noted that the office will be closed on Wednesday, July 4, in observation of the Independence Day holiday.

D. Operation Manager's Report

Operations Manager Darrell Creeks reported that Stumpy stopped spilling the first week of June, but is still at 99%. All systems are good. Crews are keeping busy – the maintenance crews continued to use the excavator and brush cutters to clean canals, and they are still replacing Orifices where people reduced their irrigation water and are repairing leaks that occur. The new hires are working hard and customers have called in with high praise for the employees and the work they are doing.

Mr. Creeks also reported on leaks in the irrigation line that crews repaired in Garden Valley.

E. ALT Treatment Plant Update

Engineering Consultant George Sanders walked the Board and audience through a slide show of project-related photos. Following the slide show, Mr. Sanders provided a summary of work activities at the ALT treatment plant. To date, \$8.3M has been spent on construction, about half a million has been spent on construction engineering. There was one change order in this reporting period: Change Order Number 5 resulted in a net increase in the contract amount by \$20,922. This change order relates to the addition and upgrade of miscellaneous pipe supports to meet current seismic requirements together with an upgrade of moisture resistant sheetrock in all rooms within the Filter Building.

F. Finance Committee Report

Finance Committee Chair Rick Gillespie reported that the Committee has been working with the General Manager to complete the annual budget and the capital improvement plan. Some committee members have also been working with staff to review bids for the Wastewater Cost of Service.

7. NEW BUSINESS

A. Consider Adoption of Draft Fiscal Year 2018-19 District Budget

Possible Board Action: Receive General Manager's Draft Fiscal Year 2018-19 District Budget and provide direction on preparation of a final budget.

Mr. Palmer began by thanking the Finance Committee members for their flexibility regarding scheduling meetings and their assistance in selecting the new auditor. He then reviewed changes to the budget that staff had made in response to direction from the Board at the May 12 Board meeting. Most of those changes involved increasing capital reserves. There is an increase of \$410k over last year's budget in salaries and benefits for cost of living adjustments and step increases per the MOU, for PERS increases, state tax increases, and health insurance increases, as well as three new positions.

Director Uso suggested that it might be prudent to hold off on the full-time engineer position for now and instead hire an engineering consultant to move forward in a timelier manner with capital improvement projects that need to get started in the next few months. There was some discussion. It was the consensus of the Board to table the item and direct Staff to not fund the engineering manager and office assistant positions from operating revenues and to utilize an engineering consultant instead; and to schedule a Special Meeting later in June to adopt the budget.

B. Consider Adoption of Draft 5-Year Capital Improvement Plan

Possible Board Action: Receive the draft 5-Year Capital Improvement Plan and provide direction on preparation of a final 5-Year Capital Improvement Plan.

Mr. Palmer presented the 5-Year Capital Improvement Plan. He recommended that this item be tabled until the Special Meeting to be considered along with the Budget. The 5-Year CIP was tabled to be considered at the Special Meeting later in June.

8. PUBLIC HEARINGS

A. Consider Adoption of Resolution 2018-32 Adopting the Annual Appropriations Limit of \$2,621,587 for Fiscal Year 2018-2019.

Possible Board Action: Adopt Resolution 2018-32 setting the Proposition 4 Appropriations Limit for the District.

Management Analyst Christina Cross presented the staff report and recommendation.

Director Uso opened the Public Hearing. There were no comments from the public.

Director Uso closed the Public Hearing.

Motion by Director Wadle to adopt the Annual Appropriations Limit. Second by Director Hanschild.

Public Comment: *There was no public comment.*

Vote: *The motion passed unanimously.*

9. BOARD DISCUSSION

10. 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.

There were no additional comments.

The Board adjourned to closed session at 3:49 P.M.

11. ADJOURN TO CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL

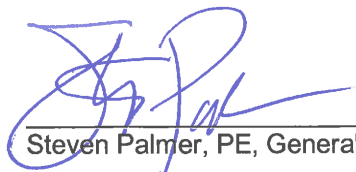
A. Existing Litigation Pursuant to Paragraph (1) of Subdivision (d) of Section 54956.9: Georgetown Divide Taxpayers Association v. Georgetown Divide Public Utility District.

The Board returned to open session at 4:00 P.M. and reported that no action was taken in closed session.

12. NEXT MEETING DATE AND ADJOURNMENT – Next Regular Meeting is Tuesday, July 10, 2018, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, CA 95634.

The meeting adjourned at 4:00 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 June 8, 2018.



Steven Palmer, PE, General Manager

2/10/18

Date