

**AGENDA
REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**

6425 Main Street,
Georgetown, California 95634

**TUESDAY, DECEMBER 12, 2023
2:00 P.M.**

BOARD OF DIRECTORS

Mitch MacDonald,
President

Donna Seaman, Vice President Mike Thornbrough, Treasurer
Michael Saunders, Director Robert Stovall, 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.

NOTICE: This meeting will be held in person in the Board room of the Georgetown Divide Public Utility District office, located at 6425 Main Street in Georgetown. This meeting will be open to all members of the public. The public may also choose to observe via video conference at:

<https://us02web.zoom.us/j/81476655076?pwd=UIZJNEw4eVZ1STJNTHZ5TXFiNGp3Zz09>

Meeting ID: **814 7665 5076** and Passcode: **982328** or via teleconference by calling **1-669-900-6833**, Please note that any person attending via teleconference will be sharing the phone number from which they call with the Board and the public.

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

2. ADOPTION OF AGENDA

3. BOARD REORGANIZATION

A. Roll Call of Seated Board Directors

B. Election of Officers for Calendar Year 2024 (President, Vice-President, and Treasurer)

- **Possible Action:** Adopt Resolution 2024-XX Approval of Board Officers

C. Reaffirm Board Assignments to Committees

- **Possible Action:** Affirm by motion assignments to Board committees.

D. Reaffirm Legislative Liaison

E. Reaffirm Appointments to Outside Organizations

- El Dorado County Water Agency (EDWA)
- Regional Water Authority (RWA)

4. PUBLIC FORUM (Please review the below criteria before participating in the public forum.)

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. The Board President will call for public comment. 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. Follow the procedures for speaking:

- A. Public members desiring to provide comments, must raise their hand and wait to be recognized by the Board President, speak from the podium, and begin by stating their name.
- B. If participating via teleconference, please utilize the raise your hand feature. The President will call upon you by addressing you by the name or phone number indicated.
- C. Comments must be directed only to the Board.
- D. Disruptive conduct shall not be permitted at any Board meeting. Persistence in disruptive conduct shall be grounds for summary termination of the privilege to address the Board of Directors.
- E. There is a three (3)-minute time limit per speaker and/or 15 minutes in total.
- F. The Board is not permitted to take action on items addressed under the Public Forum.
- G. The Board President is responsible for maintaining an orderly meeting.

5. CONSENT CALENDAR

A. Approval of Minutes

- November 14th Regular Board Meeting, November 22nd Special Board Meeting

B. Review of Forms for the 2024 Irrigation Season

C. Approve Surplus Equipment Sales

6. OFFICE/FINANCE MANAGER'S REPORT

7. INFORMATIONAL ITEMS

A. Board Reports

B. Legislative Liaison Report

C. Operation Manager's Report

- Monthly Water Demand Assessment
- Solar Presentations

D. Water Resources Manager's Report

E. General Manager's Report

8. COMMITTEES

A. Irrigation Committee – Ray Griffiths, Chairman – Next Meeting January 9, 2024

- **Board Liaisons:** Directors Seaman and Thornbrough

B. Finance Committee – Andy Fisher, Chairman - Next Meeting January 25, 2024

- **Board Liaisons:** Directors MacDonald and Stovall

C. Ad-Hoc Committee for Policy Manual – Next Meeting December 21, 2023.

- **Board Liaisons:** Directors Saunders, Seaman
- Committee Report Progress Update

D. Ad-Hoc Grant Writing Committee – Next Meeting February 7, 2024

- **Board Liaisons:** Directors Saunders and Stovall

E. AD-Hoc Labor Negotiations Committee- Meetings Held as Necessary

- **Board Liaisons:** Directors Thornbrough and MacDonald

9. ACTION ITEMS

A. Consider Adoption of Policy 1000 Guidelines and Procedures for the Development, Adoption, and Amendment of Policies.

- **Possible Action-** Approve Resolution 2023-XX adopting Policy 1000 Guidelines and Procedures for the Development, Adoption and Amendment of Policies

B. Consider Adoption of Policy 2200 Disposal of Surplus Property or Equipment

- **Possible Action-** Approve Resolution 2023-XX adopting Policy 2200 Disposal of Surplus Property or Equipment.

C. Consider Adoption of Policy 2190 Employee Expense Authorization

- **Possible Action-** Approve Resolution 2023-XX adopting Policy 2190 Employee Expense Authorization

D. Consider Adopting Policy 2105 Asset Protection and Fraud Prevention

- **Possible Action-** Approve Resolution 2023-XX adopting Policy 2105 Asset Management

10. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION

(Gov. Code § 54956.9(d)(1))

Name of Case: GDPUD v. PG&E

B. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)

Agency Designated Representative: General Manager Schneider

Employee Organizations: Local 1, Local 39

C. REPORT OUT OF CLOSED SESSION

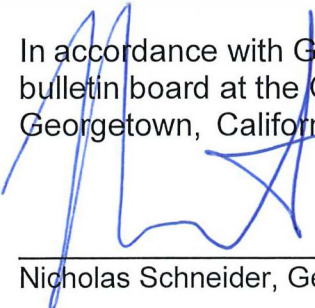
11. BOARD MEMBER REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS

- A. Opportunity for Board members to discuss and provide input for future meetings.

12. NEXT MEETING DATE AND ADJOURNMENT

- A. The next Regular Meeting will be January 4, 2024, at 2:00 PM., at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

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 December 8, 2023.



Nicholas Schneider, General Manager



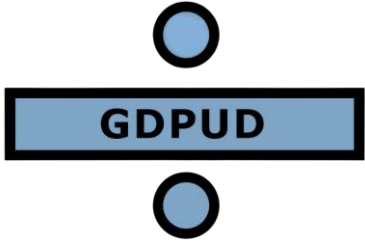
Date

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, 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.

Public documents related to an item on the open session portion of this agenda, which are distributed to the Board less than 72 hours prior to the meeting, shall be available for public inspection at the office of the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634, and at the time of the meeting.

Unless otherwise noted below, Board actions include a determination they are not a "Project" under Section 15378 under the California Environmental Quality Act (CEQA) Guidelines.

**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF DECEMBER 12, 2023
AGENDA ITEM NO. 3**



AGENDA SECTION: BOARD REORGANIZATION

SUBJECT: ELECTION OF OFFICERS FOR THE CALENDAR YEAR 2024

PREPARED BY: Elizabeth Olson, Executive Assistant

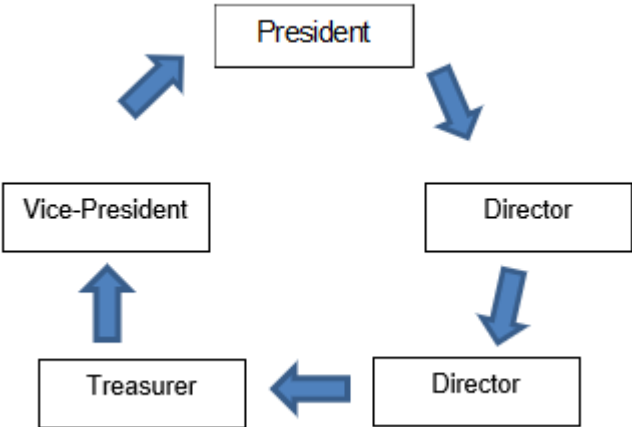
APPROVED BY: Nicholas Schneider, General Manager

BACKGROUND

The Board has traditionally reorganized in December or January after the November General Election.

DISCUSSION

An established leadership rotation protocol provides each Director with an opportunity to experience the various roles on the Board. Each Director brings to the Board a set of skills and experience which could benefit the District and allow them to grow into their positions gaining a better understanding of how the District is managed. During the November 15, 2022 Board Meeting a leadership rotation protocol was established.



Nominations will be taken from the floor and officers duly elected to serve as President, Vice-President, and Treasurer.

FISCAL IMPACT

None.

CEQA ASSESSMENT

Not a CEQA Project

RECOMMENDED ACTION

Staff recommends that the Board of Directors of the Georgetown Divide Public Utility District adopt a resolution confirming the election of officers for the 2024 calendar year.

ALTERNATIVES

(a) Request substantive changes to the Resolution for staff to implement; (b) Reject the Resolution.

ATTACHMENTS

1. Resolution 2023-XX (Draft)

RESOLUTION 2023-XX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
ELECTING OFFICERS OF THE 2024 CALENDAR YEAR**

WHEREAS, the Georgetown Divide Public Utility District has historically conducted an election of officers in December or January for the upcoming calendar year; and

WHEREAS, the nominations were received from the floor during the Board's regular Board meeting of December 12, 2023:

President:

Vice President:

Treasurer:

NOW THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT, El Dorado County, California, that the slate of officers elected are confirmed to serve for the 2024 calendar year.

PASSED AND ADOPTED at a regularly held meeting of the Board of Directors of the GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT on the 12th day of December 2023, by the following vote:

President:

AYES:

NAYS:

ABSENT/ABSTAIN:

Vice President:

AYES:

NAYS:

ABSENT/ABSTAIN:

Treasurer:

AYES:

NAYS:

ABSENT/ABSTAIN:

Mitch MacDonald, President
Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

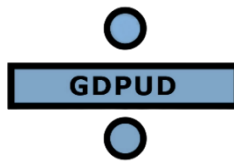
ATTEST:

Nicholas Schneider, Clerk, and ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

CERTIFICATION

I hereby certify that the foregoing is a full, true, and correct copy of Resolution 2023-XX duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on the 12th day of December 2023.

Nicholas Schneider, Clerk, and ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT



**ACTION ONLY MINUTES
REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**

6425 Main Street,
Georgetown, California 95634

**TUESDAY, NOVEMBER 14, 2023
2:00 P.M.**

BOARD OF DIRECTORS

Mitch MacDonald, President

Donna Seaman, Vice President

Michael Saunders, Director

Mike Thornbrough, Treasurer

Robert Stovall, Director

PRESENTING STAFF

Nicholas Schneider General Manager

Adam Brown Operations Manager

Jessica Buckle Office Finance Manager

Alexis Elliott Water Resource Manager

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.

A complete record of the meeting can be found on the District site at:

<https://www.gd-pud.org/2023-11-14-regular-board-meeting>

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

President MacDonald called the meeting to order at 2:00 p.m.

Roll Call:

Present: Saunders, Stovall, Thornbrough, Seaman, and MacDonald

Absent: None

Director Thornbrough led the Pledge of Allegiance.

2. ADOPTION OF AGENDA

Public Comment:

No public comments were received.

Director Saunders motioned to adopt the agenda. Director Stovall seconded the motion.

President MacDonald called for the vote.

Ayes: Seaman, Stovall, Thornbrough, Saunders, and MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

3. PUBLIC FORUM

Public Comment:

Vicky Nakabayashi

4. CONSENT CALENDAR

- A. **Approval of Minutes** -October 10th Regular Board Meeting
- B. **Consider Adopting Irrigation Ordinance 2023-04 Establishing Rules and Regulations for Irrigation Service**
- C. **Consider Adopting Updated Policy 1010 Basis of Authority**
- D. **Consider Adopting Updated Policy 1045 Legal Counsel and Auditor**
- E. **Consider Adopting Updated Policy 4060 Ethics Training**
- F. **Consider Adopting Updated Policy 4100 Members of the Board of Directors**
- G. **Receive WDR Technical Memo and Report**

Public Comment:

Cherie Carlyon

Director Thornbrough pulled items D, E, F, and G, for discussion.

Director Saunders pulled item B for discussion.

Director Saunders motioned to pass items A, Approval of the Minutes from October 10th, and C Policy 1010 Basis of Authority. Director Thornbrough seconded the motion.

President MacDonald called for the vote.

Ayes: Seaman, Stovall, Thornbrough, Saunders, and MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

Item B: Ordinance 2023-04 Rules and Regulations for Irrigation Service

The Irrigation Ordinance was pulled by Director Saunders to allow for both an individual vote and public comment on the item before its adoption.

Public Comment:

No comments were received.

Director Saunders motioned to adopt Ordinance 2023-04 Establishing Rules and Regulations for Irrigation Service. Director Seaman seconded the motion.

President MacDonald called for the vote.

Ayes: Seaman, Stovall, Thornbrough, Saunders, and MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

Item D: Policy 1045 Legal Counsel and Auditor

Public Comment:

No comments were received.

**Director Stovall motion to adopt item D Policy 1045 Legal Counsel and Auditor.
Director Thornbrough seconded the motion.**

President MacDonald called for the vote.

Ayes: Seaman, Stovall, Thornbrough, Saunders, and MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

Item E: Policy 4060 Ethics Training

Public Comment:

Cherie Carlyon

Director Seaman Motioned to adopt Policy 4060 Ethics Training. Director Stovall seconded the motion.

President MacDonald called for the vote.

Ayes: Seaman, Stovall, Thornbrough, Saunders, and MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

Item F: Policy 4100 Members of the Board of Directors

Public Comment:

Cherie Carlyon

Director Thornbrough motioned to adopt Policy 4100 Members of the Board of Directors. Director Saunders seconded the motion.

President MacDonald called for the vote.

Ayes: Seaman, Stovall, Thornbrough, Saunders, and MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

Item G: Receive WDR Technical Memo and Report

Public Comment:

No comments were received.

Director Thornbrough motioned to accept receipt of the WDR Technical Memo and Report. Director Saunders seconded the motion with an amendment that the typo on page 5 of 6, under 7 recommendations the first sentence should read “under”.

President MacDonald called for the vote.

Ayes: Seaman, Stovall, Thornbrough, Saunders, and MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

5. Office/Finance Manager’s Report

Office Finance Manager Jessica Buckle fielded inquiries from the Board and the public.

Public Comment:

Cherie Carlyon

Optimized Investment Partners Investment Report-David Bilby

David Bilby President and CEO of Optimized Investment Partners delivered the report and answered inquiries.

Public Comment:

Cherie Carlyon

6. INFORMATIONAL ITEMS

A. Board Reports

Director Stovall reported his attendance at the recent El Dorado Water Agency (EDWA) meeting.

Director Saunders reported his participation in the recent community event at the Duarte Winery.

Director Seaman shared her participation at the Duarte Winery Tour and the local Chamber of Commerce Mixer.

President MacDonald attended the Duarte Winery Tour and will be participating in the Association of California Water Agencies (ACWA/JPIA) conference at month's end.

B. Legislative Liaison Report

Director Saunders delivered the report.

C. Operation Manager's Report

Operations Manager Adam Brown delivered the report.

D. Water Resources Manager's Report

Water Resource Manager Alexis Elliot delivered the report.

E. General Manager's Report

General Manager Nicholas Schneider delivered the report.

Public Comment:

Cherie Carlyon

Stephen Dowd

7. COMMITTEES

A. Irrigation Committee – Ray Griffiths, Chairman

Director Seaman delivered the report. The Irrigation Ordinance is now complete. Focused work has begun on information for customers which will be distributed January 1st, 2024.

B. Finance Committee – Andy Fisher, Chairman

There was no meeting due to lack of quorum.

C. Ad-Hoc Committee for Policy Manual

Director Saunders delivered the report. The Committee is currently reviewing policies requiring minimal amendment. Work on the Personnel Manual, the Asset Management Policy, and The Environmental Compliance Policy continue.

D. Ad-Hoc Grant Writing Committee

There was no meeting scheduled.

E. AD-Hoc Labor Negotiations Committee

The Committee had no developments to report.

Public Comment:
Cherie Carlyon

8. ACTION ITEMS

A. Consider Adoption of Policy 2216 Vehicle Replacement Policy

General Manager Nicholas Schneider delivered the report with support from Operation's Manager Adam Brown.

Board Discussion:

Board discussion involved requests for clarification surrounding the vehicle replacement parameters. Concern that the replacement matrix appendix would be a hardline policy was expressed. It was clarified that this was a guideline for budgeting purposes and that all decisions would come before the Board of Directors for approval.

Public Comment:
Cherie Carlyon

Director Stovall motioned to adopt Policy 2216 Vehicle Replacement. Director Saunders seconded the motion.

President MacDonald called for the vote.

Ayes: Director Seaman, Director Thornbrough, Director Saunders, Director Stovall, and President MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously.**

B. Consider Adjustments to Board of Directors and Committees Regular Meeting Days and Times.

General Manager Nicholas Schneider delivered the report.

Public Comment:
Cherie Carlyon
Stephen Dowd

Director Stovall motioned to adopt the amended meeting schedule for the Board of Directors and committees beginning in 2024 with the revision of the Finance Committee meeting on the fourth Thursday of the month. Director Seaman seconded the motion.

Public Comment:
Cherie Carlyon

President MacDonald called for the vote.

Ayes: Director Seaman, Director Thornbrough, Director Saunders, Director Stovall, and President MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously.**

Public Comment for Closed Session:
Cherie Carlyon

President MacDonald adjourned the meeting to a closed session at 4:22 p.m.

9. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION

(Gov. Code § 54956.9(d)(1))

Name of Case: GDPUD v. PG&E

B. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION

(Gov. Code § 54956.9(d)(1))

Name of Case: In re: Aqueous Film-Forming Foams Products Liability Litigation,
Case No. 2:18-mn-2873-RM

C. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)

Agency Designated Representative: General Manager Schneider

Employee Organizations: Local 1, Local 39

D. Report out of Closed Session- There was nothing to report out of session.

President MacDonald adjourned the closed session and opened the meeting to an open session at 7:12 p.m.

10. BOARD MEMBER REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS

No requests were received.

11. NEXT MEETING DATE AND ADJOURNMENT

Director Seaman motioned to adjourn the meeting. Director Thornbrough seconded the motion. The motion passed by acclamation. The meeting adjourned at 7:13 p.m.

Nicholas Schneider, General Manager

Date

Attachments:

Public Comment

GDPUD Board Meeting
Tuesday, Nov. 14, 2023
Public Comments by Cherie Carlyon

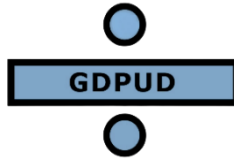
Item 8B
Alternative meeting dates

There were 5 weeks between this meeting and the October meeting, so there should have been ample time to get the agenda and meeting packet completed in a timely manner. There are rarely any holidays that fall on Fridays, so that isn't a great reason to change the existing board meeting date. There are more Monday holidays. The board authorized the hiring of a full-time board clerk position that was originally a part-time position, so the board clerk should be able to get all the work done in time for the current board meeting timeline. So, what is the real reason for a change?

I don't think that the board meeting date needs to be changed.

Item 9C closed session
Conference with labor negotiators

The Local ~~020~~¹ MOU is 3 years past its expiration date. That means that those three years plus the future two years are part of these negotiations. With the board voting on five years of wage increases at one point in time my question is where are those funds coming from? There is only one year's worth of wage increases included in this year's budget. Are you taking the other 4 years out of reserves? The rate increase has not happened yet. Approving new wage contracts without identifying the revenue source should not happen.



**ACTION ONLY MINUTES
SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**

6425 Main Street,
Georgetown, California 95634

**WEDNESDAY, NOVEMBER 22, 2023
9:00 A.M.**

BOARD OF DIRECTORS

Mitch MacDonald,
President

Donna Seaman, Vice President
Michael Saunders, Director

Mike Thornbrough, Treasurer
Robert Stovall, Director

PRESENTING STAFF

Nicholas Schneider General Manager

Frank Splendorio Legal Counsel

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.

A complete record of this meeting can be found on the District channel:

<https://www.youtube.com/watch?v=vzfe3c4Jelc&t=5s>

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

Roll Call was taken:

Present: Director Saunders, Director Thornbrough, Director Seaman, and President MacDonald

Absent: Director Stovall

Director Saunders led the Pledge of Allegiance.

2. ADOPTION OF AGENDA

Director Saunders motioned to adopt the agenda. Director Seaman seconded the motion.

President MacDonald called for the vote.

Ayes: Director Seaman, Director Thornbrough, Director Saunders, and President MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously.**

3. PUBLIC FORUM

No public comments were received.

President MacDonald adjourned the meeting to a Closed Session at 9:02 a.m.

4. CLOSED SESSION

**A. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION
(Gov. Code § 54956.9(d)(1))**

Name of Case: In re: Aqueous Film-Forming Foams Products Liability Litigation,
Case No. 2:18-mn-2873-RM

B. Report out of Closed Session- There was no report out of the Closed Session.

President MacDonald adjourned the Closed Session and opened the meeting to an Open Session at 9:54 a.m.

5. BOARD MEMBER REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS

No requests were submitted.

6. NEXT MEETING DATE AND ADJOURNMENT

- A.** The next Regular Meeting will be December 12, 2023, at 2:00 PM., at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

Director Thornbrough motioned to adjourn the meeting. Director Seaman seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:55 a.m.

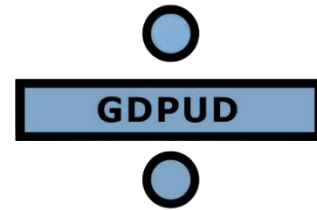
Nicholas Schneider, General Manager

Date

REPORT TO THE BOARD OF DIRECTORS

Board Meeting of December 12, 2023

Agenda Item No. 5. B.



AGENDA SECTION: CONSENT CALENDAR

SUBJECT: Irrigation Season 2024 Customer Forms

PREPARED BY: Elizabeth Olson, Executive Assistant

Approved By: Nicholas Schneider, General Manager

BACKGROUND

The Irrigation Committee was established by the Board in August of 2021 to advise on matters related to irrigation services. The Committee has examined irrigation service and the intersection of customer experience with the infrastructure, District processes, and irrigation service sales.

DISCUSSION

The Irrigation Committee, through collaborative work with staff, developed forms for the 2024 Irrigation Season. Considerations in demographics, objectives, and ease of use were weighed throughout the development process. On December 7, 2023, the Irrigation Committee voted to refer the forms to the Board of Directors for the 2024 Irrigation Season. Attachments 1-4 are the forms which are sent to current (active) irrigation customers and past (inactive) accounts/customers and are the product of the committee and staff collaborative development process.

FISCAL IMPACT

This action has no fiscal impact.

CEQA ASSESSMENT

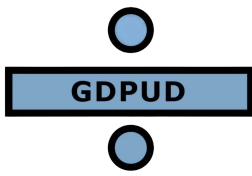
Not a CEQA Project

RECOMMENDED ACTION

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) review the 2024 Irrigation Season customer forms.

ATTACHMENTS

1. Returning Customer Service Renewal Form
2. Inactive Customer Service Notice Request Form
3. Annual Backflow Certification Letter
4. Backflow Device Requirement Letter



GEORGETOWN DIVIDE Public Utility District

P.O. Box 4240
GEORGETOWN, CALIFORNIA 95634-4320

Phone (530) 333-4356
FAX (530) 333-9442
gd-pud.org

December 31, 2023

Seasonal Irrigation Service Application

*To request Irrigation Service for the 2024 season, this COMPLETED APPLICATION must be received at the District Office **NOT LATER THAN MARCH 1, 2024.***

- Irrigation Service generally runs between May to October.
- Specific start/end dates are determined & announced in April of each year based upon water availability among other factors.
- Operating dates may also be adjusted at any time during the season with notice.
- Irrigation allotments require **24 hour per day usage.**
- Irrigation Service Accounts are billed bi-monthly in advance.
- Billing will be adjusted accordingly if temporary shutoffs last more than 3 days or if the season is shortened or lengthened.
- Priority is given to accounts that were active in the immediate past season; then to parcels active within the past 5 years; then to new applications. *Supply is limited the District may not be able to honor all requests.*

2024 Seasonal Irrigation Rates Schedule	
1/2 Miner's Inch (pipelines only)	\$77.00 per month
1 or more Miner's Inch	\$154.20 per Miner's Inch per month
1 Miner's Inch (M.I.) is EQUAL TO:	<ul style="list-style-type: none"> ◆ 11.22 gallons / minute ◆ 67.3 gallons / hour ◆ 16,157 gallons / day ◆ 494,000 gallons / month ◆ 2,500,000 gallons per 5 month season

Clip on dotted line and return bottom half



2024 SEASONAL IRRIGATION SERVICE APPLICATION - Return by 3/1/2024

All information must be provided in the required fields below for application to be considered complete.		Please Check One <input checked="" type="checkbox"/>
Assessor's Parcel #		<input type="checkbox"/> RENEWAL: No Changes (Same as Last Year) <input type="checkbox"/> RENEWAL: Change Requested From: ____" to ____"
Billing Name		
Service Address		
City & Zip		
Phone #		
Email		
Billing Address		
City, State Zip		

Irrigation Water Use

Do you supply a pond with irrigation water? Yes No

Is your property served by treated water? Yes No

Total # Acres Managed: ____ / Total # Acres Irrigated: ____

Type of Crop & Acreage: _____

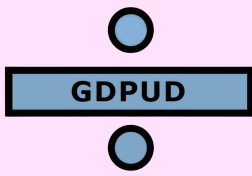
Type of Livestock: _____

Office Use Only:

WSP Incode

*** By signing & returning this form, I am renewing my contract for Irrigation Water for the 2024 season in accordance with Ordinance 2023-04.**

*** Applicant Signature**



GEORGETOWN DIVIDE Public Utility District

P.O. Box 4240
GEORGETOWN, CALIFORNIA 95634-4320

Phone (530) 333-4356
FAX (530) 333-9442
gd-pud.org

December 31, 2023

Seasonal Irrigation Service Notice

District records indicate your parcel formerly received irrigation water, but is no longer active. If interested in renewing service for the 2024 season, COMPLETED APPLICATION must be received

NOT LATER THAN MARCH 1, 2024.

- Irrigation Service generally runs between May to October.
- Specific start/end dates are determined & announced in April of each year based upon water availability among other factors.
- Operating dates may also be adjusted at any time during the season with notice.
- Irrigation allotments require 24 hour per day usage.
- Irrigation Service Accounts are billed bi-monthly in advance.
- Billing will be adjusted accordingly if temporary shutoffs last more than 3 days or if the season is shortened or lengthened.
- Priority is given to accounts that were active in the immediate past season; then to parcels active within the past 5 years; then to new applications. Supply is limited the District may not be able to honor all requests.

2024 Seasonal Irrigation Rates Schedule	
1/2 Miner's Inch (pipelines only)	\$77.00 per month
1 or more Miner's Inch	\$154.20 per Miner's Inch per month
1 Miner's Inch (M.I.) is EQUAL TO:	<ul style="list-style-type: none"> ◆ 11.22 gallons / minute ◆ 67.3 gallons / hour ◆ 16,157 gallons / day ◆ 494,000 gallons / month ◆ 2,500,000 gallons per 5 month season

Clip on dotted line and return bottom half



2024 SEASONAL IRRIGATION SERVICE APPLICATION - Return by 3/1/2024

All information must be provided in the fields below for application to be considered complete.		Please indicate # of Miner's Inches requested.
Assessor's Parcel #		<input type="checkbox"/> NEW SERVICE: Inches Requested = _____" * Supply is limited and the District may not be able to honor all requests.
Billing Name		
Service Address		
City & Zip		
Phone #		
Email		
Billing Address		
City, State Zip		

Irrigation Water Use

Supplying a pond with irrigation water? Yes No

Is your property served by treated water? Yes No

Total # Acres Managed: _____ / Total # Acres Irrigated: _____

Type of Crop & Acreage: _____

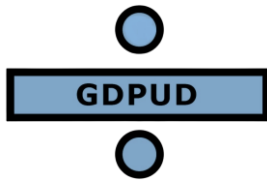
Type of Livestock: _____

Office Use Only:

WSP Incode

* By signing & returning this form, I am requesting to renew my contract for Irrigation Water for the 2024 season, Pending Availability, in accordance with Ordinance 2023-04.

* Applicant Signature



GEORGETOWN DIVIDE
Public Utility District
P.O. BOX 4240
GEORGETOWN, CALIFORNIA 95634-4240
PHONE (530) 333-4356
FAX (530) 333-9442
gd-pud.org

Dear Irrigation Customer,

In accordance with the state of California's Cross Connection Control regulations, you are required to have your backflow preventer tested annually by an American Water Works (AWWA) Backflow Assembly Tester.

If your backflow device has not been certified within twelve months from the start of the 2024 irrigation season, (May 1, 2024), the device will need to be certified. Backflow certifications are required to be submitted to the District before May 1, 2024. Failure to do so will result in the withholding of irrigation water.

By Mail/Dropoff: 6425 Main Street
Georgetown, CA 95634

By Email: crossconnection@gd-pud.org

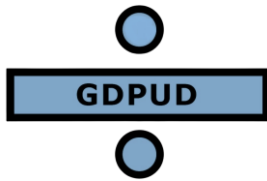
The District has compiled a contractors list of certified testers, which is enclosed and is located on the District's website at <https://www.gd-pud.org/files/02f106d31/Backflow+Contractors.pdf> or at the District's office. The list has been provided for your convenience only; the District does not make recommendations.

For reference, the full text of the District's cross connection ordinance 91-05 is available on the District's website <http://www.gd-pud.org/ordinances> or at the District office, 6425 Main St. Georgetown, CA 95634.

A list of frequently asked questions can be found on the District's website at <https://www.gd-pud.org/cross-connection-control-program-faqs>. Please contact Adam Brown, Operations Manager, with additional questions at (530) 333-4356, ext. 110.

Sincerely,

Adam Brown
Operations Manager



Dear Irrigation Customer,

In accordance with state of California Cross Connection Control regulations and as an irrigation customer you are required to install an approved reduced pressure principle backflow assembly on your treated water supply.

As an irrigation water supply customer, this alternative water source presents a potential backflow hazard to the public water supply. To correct this condition, the District requires the following:

- Installation of an approved reduced pressure principle backflow prevention assembly on your potable water line immediately downstream from the treated water meter. All backflow assemblies shall be installed per District specifications as adopted from State of California guidelines found at <https://fccchr.usc.edu/downloads/List/list.pdf>.

Common backflow devices include:

Manufacturer	Model	Size
Wilkins	975XL2	3/4"
Watts	LF009M3PCQT	3/4"
Apollo	RPLF4A	3/4"

Typical installation and approved clearances are printed below:

The device will need to be installed and certified prior to the 2024 irrigation season. Irrigation water will be withheld until completion. All backflow assemblies are required to be certified upon installation and annually by an American Water Works Association (AWWA) Backflow Prevention Assembly Tester and results submitted to the District.

The District has compiled a contractor's list of certified testers, which is enclosed and is located on the District's website at <https://www.gd-pud.org/files/02f106d31/Backflow+Contractors.pdf> or at the District's office. ***The list has been provided for your convenience only; the District does not make recommendations. As the homeowner, you may hire the handyman or contractor of your choice but be sure to check for the appropriate licensing and qualifications.***

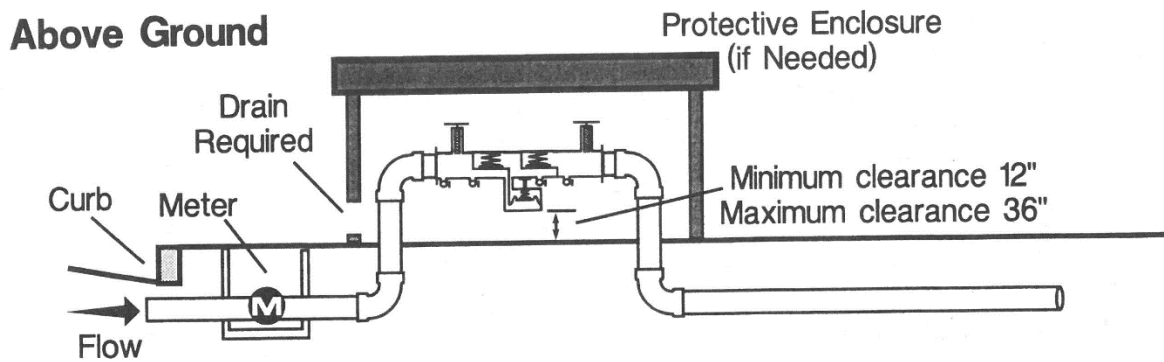
The full text of the District's cross connection ordinance 91-05 is available on the website <http://www.gd-pud.org/ordinances> or at our office, 6425 Main St. Georgetown, CA 95634.

A list of frequently asked questions can be found on the District's website at <https://www.gd-pud.org/cross-connection-control-program-faq>. Please contact Adam Brown, Operations Manager, with additional questions at (530) 333-4356, ext. 110.

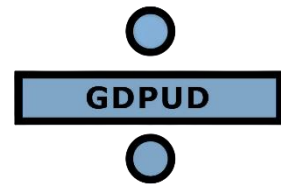
Sincerely,

Adam Brown
Operations Manager

Typical installation



**REPORT TO THE BOARD OF DIRECTORS
BOARD MEETING OF DECEMBER 12, 2023
Agenda Item No. 5. C.**



AGENDA SECTION: CONSENT CALENDAR

SUBJECT: CONSIDER ADOPTION OF EQUIPMENT SURPLUS LIST

PREPARED BY: Adam Brown, Operations Manager

APPROVED BY: Nicholas Schneider, General Manager

BACKGROUND

The District has extensive equipment and vehicles that are utilized to maintain, repair, and upgrade District assets. Vehicles and equipment that have exceeded their useful life or are no longer utilized for operation are inventoried for disposal or re-sale.

DISCUSSION

At this time a total of three items that have exceeded their useful life are proposed for re-sell. The subject items are identified as follows:

1. (100 Feet) Shotcrete Hoses;
2. 150HP High Lift Motor and Pump; and
3. Chevy 3500, Unit #35

District staff will continue to inventory equipment that has exceeded their useful life to be presented to the Board of Directors (BOD) for surplus.

FISCAL IMPACT

The District does not expect a significant fiscal impact. Any proceeds will be deposited to the sale of surplus equipment account, 100-0000-42200.

CEQA ASSESSMENT

This is not a CEQA Project.

RECOMMENDED ACTION

Staff recommends the Board of Directors declare the aforementioned items surplus and direct staff to dispose. It is proposed these items be auctioned through Gov Deals, Inc.

ATTACHMENTS:

1. Resolution 2023-XX Approving Sale of Surplus Items

RESOLUTION NO. 2023-XX
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
APPROVING THE SALE OF SURPLUS ITEMS

WHEREAS, the District has extensive equipment and vehicles that are utilized to maintain, repair, and upgrade District assets; and

WHEREAS, vehicles and equipment that have exceeded their useful life are inventoried for disposal or re-sell; and

WHEREAS, the following four items have exceeded their useful life and are proposed for re-sell:

1. (100 Feet) Shotcrete Hoses;
2. 150HP High Lift Motor and Pump; and
3. Chevy 3500, Unit #35

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD DECLARES THE AFOREMENTIONED ITEMS SURPLUS AND DIRECT STAFF TO DISPOSE.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the 12th day of December, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Mitch MacDonald, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Attest:

Nicholas Schneider, Clerk, and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

CERTIFICATION

I hereby certify that the foregoing is a full, true, and correct copy of Resolution 2023-XX duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this 12th day of December 2023.

Nicholas Schneider, Clerk, and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

DRAFT