

CONFORMED AGENDA

REGULAR MEETING

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

Special Notation:

Director Maria Capraun 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 her location, while participating in this meeting, are as follows:

*384 West 5200 South
Washington Terrace, Utah 84405*

TUESDAY, MAY 10, 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
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1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE – *The meeting was called to order at 2:00 PM. Directors present: Capraun (via teleconference), Hanschild, Hoelscher, Krizl, Uso. Staff present: General Manager Wendell Wall, Operations Manager Darrell Creeks, Office Manager Victoria Knoll. Legal Counsel: Barbara Brenner of Churchwell White.*

2. ADOPTION OF AGENDA AND APPROVAL OF 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. Board action to adopt Agenda and approve Consent Calendar.

Director Uso requested that “Approval of the Consent Calendar” be considered under Item 4, separately from “Adoption of Agenda.”

Motion by Director Uso to adopt the Agenda; second by Director Hoelscher.

Public Comment: None.

Vote: Motion carries.

Ayes: Capraun, Hanschild, Hoelscher, Krizl, Uso

- 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.

An irrigation customer in Pilot Hill raised concerns regarding his eligibility to receive ditch water. Director Uso referred the customer to staff.

- 4. 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.

Director Hoelscher requested that Item 4C Approve FY 2014-15 Audit be removed from the Consent Calendar. Director Capraun requested that Item 4D Financial Reports be removed from the Consent Calendar.

ACTION:

A. SET HEARING ON PROPOSITION 4 APPROPRIATION LIMIT

This item was approved on the consent calendar.

B. CONSOLIDATED GENERAL ELECTION

This item was approved on the consent calendar.

C. APPROVE FY 2014-15 AUDIT

There was some discussion regarding when the audit should be made available for public viewing.

Motion by Director Uso to approve the FY 2014-15 Audit; second by Director Hanschild.

Public Comment: None.

Vote: Motion carries.

Ayes: Hanschild, Krizl, Uso

Noes: Capraun, Hoelscher

RECEIVE AND FILE:

D. FINANCIAL REPORTS

- 1) Accounts Payable for May 2016
- 2) Revenue and Expense Summary for March 2016
- 3) Balance Sheet for March 2016
- 4) Cash and Investment Reports for March 2016
- 5) ALT Zone and CDS Summary for March 2016

Director Capraun asked why irrigation applicants' deposit checks were cashed before applications were approved. Office Manager Knoll responded that the audit found fault with the previous practice of holding checks in a notebook. Ms. Capraun then commented regarding errors on the Revenue Summary. Ms. Knoll responded that those errors would be corrected going forward.

This item was approved on the consent calendar.

Motion by Director Uso to approve the Consent Calendar, minus Item 4C; second by Director Hanschild.

Public Comment: Ray Kringel took issue with the way some of the line items are shown under "Year-to-Date."

Vote: Motion carries.

Ayes: Hanschild, Hoelscher, Krizl, Uso

Abstain: Capraun

5. PRESIDENT'S REPORT – *There was nothing to report.*

6. BOARD REPORTS

Director Hanschild reported that he had attended the ACWA Conference and found it to be informative and beneficial.

Director Uso concurred. He further reported that the next day's El Dorado County Water Agency agenda had \$45,000 in the budget for cost sharing opportunities with GDPUD.

7. OPERATIONS MANAGER'S REPORT – *Operations Manager Darrell Creeks announced that the 2015 Urban Water Management Plan hearing has been scheduled for next month's June 14 regular meeting. He reported that Stumpy is still spilling and that the District is currently installing meters at six unmetered accounts.*

8. GENERAL MANAGER'S REPORT – *GM Wall presented the General Manager's Report noting the following:*

The GM recently attended a State Water Resource Control Board Workshop. Attendees spoke in favor of the Water Board acknowledging that the emergency drought conditions are over and that mandatory emergency drought restrictions and conservation targets should be reduced.

Staff is working on the District's spring newsletter and expects to go to press within the next week or two.

Managerial staff and two Directors attended the recent ACWA Conference in Monterey. Topics of some of the workshops and lectures included staff and facility safety and security, effective Board meetings, advanced use of AMI networks, statewide water issues, and successful communications and public outreach regarding water rate increases. Overall it was a very helpful conference.

At the request of Mr. Wall, Engineering Consultant George Sanders provided an update on staff's progress toward writing an ordinance regarding second meters.

- 9. FINANCE COMMITTEE REPORT** – *In the absence of Committee Chair Rick Gillespie, Dennis Goodenow provided the FC report. He reported that the FC met twice last month, once on April 19 to work on the Operations Budget, and again on April 28 to work on the Capital Improvement Plan. The Committee will be focusing on prioritizing issues into categories such as health and safety, infrastructure improvements, and major capital investments. Director Uso, the Board liaison to the Committee, expressed appreciation for the FC volunteers and noted that the subject of water meter replacement as a priority continues to come up at FC meetings.*

10. SELECT FIRM TO CONDUCT FY 2015-16 ANNUAL AUDIT

- a. Discussion** – In February 2016, the District solicited RFPs for audit services. Two firms were responsive. The Finance Committee has reviewed the responses and recommends that GDPUD accept the proposal from Moss, Levy & Hartzheim LLP for audit services for the Fiscal Year 2015-16.

Office Manager Knoll noted that some responses to the District's letter requesting proposals have been received already, but the deadline for responding is not until May 31, so it is premature to act on this item today.

- b. Possible Board Action** – Staff recommends the Board of Directors follow the recommendation of the Finance Committee to hire the firm of Moss, Levy & Hartzheim LLP to conduct the FY 2015-16 annual audit.

Motion by Director Uso to table this item until next month; second by Director Hoelscher.

Public Comment: None.

Vote: Motion carries.

Ayes: Capraun, Hanschild, Hoelscher, Krizl, Uso

11. ALT TREATMENT UPDATE

- a. **Discussion** – Recap and extension of prior month report on progress towards plant replacement.

Relative to the status of the \$10 million loan application, Engineering Consultant George Sanders reported that the environmental package is complete and has been submitted to the Water Board. Key members at Foothill are communicating with the Water Board.

The pre-bid meeting was well attended, and included a walk-through at the site. Director Hoelscher and Operations Manager Creeks attended the walk-through. The bid date has been moved out to the first part of June, due to a number of addenda to the document.

- b. **Possible Board Action** – *Informational item only; no action required or taken.*

12. GDPUD WATER RATE STUDY – PLANNING AND MANAGEMENT DISCUSSION

- a. **Discussion** – The most recent Water Rate Study/Cost of Services report was completed in 2011. Staff believes the Report should be updated to reflect current conditions and District services and has identified tasks, roles and responsibilities, and a timeline for completing a new Rate Study/Cost of Services report. A discussion paper outlining those details has been included in the agenda packet. Staff is proposing that an outside organization be contracted to complete this task and that a detailed Request for Proposal (RFP) be developed.

GM Wall presented the staff report and recommendation. Dennis Goodenow gave a presentation that summarized the discussion paper that was included in the Board packet. He noted that the presentation was intended to get the Board to start thinking about what it wants to include in a cost of service study.

Director Krizl asked staff to schedule a workshop so the Board can start working on what needs to be included in the RFP for a cost of service study.

- b. **Possible Board Action** – Staff recommends the Board of Directors 1) review the discussion paper and provide comments, concerns, and suggestions to staff for developing an RFP to solicit proposals for a Water Rate Study/Cost of Services report, and 2) schedule a workshop to approve the scope of the RFP.

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

There were no requests.

14. CLOSED SESSION – *The Board adjourned to closed session at 4:15 PM.*

- A. CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation. Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9 (one potential case).
- B. CONFERENCE WITH LEGAL COUNSEL – Board to consider the appointment, employment, evaluation of performance, discipline or dismissal of a public employee pursuant to Government Code Section 54957 (b)(1).

The Board returned to open session at 4:30 PM and reported that no action was taken in closed session.

- 15. NEXT MEETING DATE AND ADJOURNMENT** – The next regular meeting will be June 14, 2016 at 2:00 PM at the Georgetown Divide Public Utility District office.

The meeting adjourned at 4:30 PM.

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 Wendell Wall 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 May 4, 2016.

Signed Wendell B. Wall
Wendell B. Wall, General Manager

Date 6-14-2014