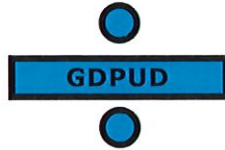


AGENDA ITEM

5.A.3.



MINUTES

REGULAR MEETING

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

TUESDAY, JUNE 9, 2020
2:00 P.M.

David Souza, President
Michael Saunders, Vice President
Cynthia Garcia, Treasurer
Dave Halpin, Director
Dane Wadle, Director

NOTICE: THIS MEETING WILL BE HELD IN ACCORDANCE WITH EXECUTIVE ORDER N-29-20, ISSUED BY CALIFORNIA GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, 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/89749444145?pwd=QitSN0hidUxNMnFvNWdwdjk5ZUJHZz09>

MEETING ID: 897 4944 4145 AND PASSWORD: 143252 OR VIA TELECONFERENCE BY CALLING 1-669-900-6833, MEETING ID: 897 4944 4145 AND PASSWORD: 143252 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.

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.

[Type here]

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 take action 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

The meeting was called to order by Director Souza at 1404hrs.

Director Garcia said she just received a text from Director Saunders saying he was finishing up an urgent email, and he would join the meeting momentarily.

Roll Call was taken:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

All Directors are present.

Director Saunders led the Pledge of Allegiance.

2. ADOPTION OF AGENDA

Director Wadle motioned to adopt the agenda as presented. Director Saunders seconded the motion.

Roll Call was taken:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

3. PUBLIC FORUM (ONLY ITEMS THAT ARE NOT ON THE AGENDA)

Stephen Dowd: I want to emphasize due to the unrest in the country, and uncertain times, to keep the treated water rate payers frozen, until things straighten out.

4. PROCLAMATIONS AND PRESENTATIONS

A. Resolution of Appreciation for George Sanders and Gloria Omania

President Souza read the proclamation for Gloria.

Roll Call was taken:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

Gloria said she wanted to thank the Board for the unexpected recognition. She wanted to thank the District for giving her the opportunity to work with George. She said it has been an honor and a pleasure. This message of appreciation she has been receiving from George the entire time she has been working with him. She has been treated as a valued partner this entire time. She has learned from him and has been treated as a valued peer. He has always held a professional person. It has been an honor of hers to work with him.

Director Saunders thanked Gloria for her work and being professional with the District, and the community with everything. He said you are one of the bedrocks of the District having the new treatment plant. Director Garcia said thank you to Gloria because she has gone above and beyond, and for the tireless effort and hours you have put in.

President Souza read the proclamation for George.

Roll Call was taken:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye

Wadle: Aye

The motion passed unanimously.

President Souza thanked George. George said he wanted to thank the current Board, the prior Board, the community, the General Manager's we have had and the support we have had. He said without the help of Gloria related to the cash flow process, and compliance issues, loan requirements, things would not have gotten done. Gloria has done so much for the District.

Director Saunders said thank you to Gloria and George for all the work they have done. He said the conversations, and plant tours have been great. George has helped with the mediation. Director Saunders said thank you very much for everything.

Director Wadle said to George that during his tenure as the Interim General Manager was when Director Wadle first met him. Director Wadle said George did a great presentation about ALT, in August of 2014. Director Wadle said when he saw the treatment plant for himself, he had a much better view of the District, and George had continued the treatment plant project went well. Director Wadle said he could not thank George enough, in all capacities.

- 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. Approval of Minutes

1. Regular Meeting of May 12, 2020

B. Financial Reports

1. Statement of Cash Balances – April 2020
2. Month-End Cash Disbursements Report

C. Myers Contract Release of Retention

Director Saunders said he wanted to pull 5.A.1. and 5.C.

Director Garcia said he wanted to pull 5.A.1. as well.

Director Wadle motioned to approve the balance of the consent calendar with 5B. Director Halpin seconded the motion.

Roll Call was taken:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

Director Saunders said item 5A1, the Minutes, needed revision. He said one sentence was incorrect. He said the correction was on page 10 of 16, "Director Saunders asked if we had the bathymetric study numbers to show what the impact the King Fire had on Stumpy Meadows. Adam said the survey was done in 2015. Director Saunders asked if we have done another since then. Adam said not yet."

Director Garcia said on page 11 of 16 she wanted to add more comments that she made. Director Garcia said she would send the additional comments to Ms. Molloy. Director Garcia said only two of her comments, of many, were reflected in the minutes. She said the primary comment she made regarding the temporary water transfer agreement, that there was no public outreach or education done, she was concerned that the District did not follow the procurement policy for obtaining three bids. She provided information about the snowpack, precipitation, and rainfall. She mentioned that there was concern in the area about the fire danger and we are selling our sole source, and the District should not do that without consulting the customers first. She had some comments about water supply contracts, the American River, and Barbara provided her some information that the water is not transferable per the agreement from DWR from September – October and showing concern there for having a drier year. Lower the water rates to help our customers out, potential risk for the fire danger, and the potential impact to the tax payors and the customers with the temporary water transfer with the refill agreement which was not included in the Board packet materials. She was uncomfortable agreeing to a temporary water transfer since we did not have all the information to review prior to making a decision. Those comments are not reflected. I will email them to Kelly, so they become part of the permanent record.

Director Saunders made a motion to bring back the May minutes to review next month with the revisions. Director Garcia seconded the motion. Legal Counsel said the Board is directing staff to make the changes to the minutes.

5.C. Myers Contract Release of Retention

Director Saunders said he wanted to add comments for the General Manager. He asked the Board could have a timeline about when the District would be releasing funds and to make sure we would not be releasing the funds until the District received the as-builts. Jeff said the District would be releasing some of the funds to Myers in the next week. That release would allow Myers and Sons to release the funds to their sub-contractors that have signed the conditional releases. Jeff said the final release would not occur until the District received the as-builts.

Director Garcia asked if Myers would be paying for the valve and pump discussed in the staff report or was that a District obligation. Jeff said Myers would be paying for the pump. It was agreed upon. Director Garcia asked about the plans if Myers does not come through with some of the items they have promised based on the delivery. Jeff said if they do not come through, we keep the retention. He said that is why the District will be holding back Myers portion of the retention. Director Garcia asked Jeff had

negotiated a schedule with deadlines for the remaining items. Jeff said they do not have a specific schedule, but they are working on the remaining items. Jeff said they are making earnest progress. George said some of the things we have talked about such as as-built plans and training videos, he is confident they have them, and they should arrive within the week. He said there will be a slight delay on the pump, to meet the rating that the District wants, and it is back ordered. As it relates to having adequate monies on file, the money will not release any retention money as it relates to the pump, the funds will be on reserve.

Public Comment: Mike Thornborough asked about the release of the retention to the sub-contractors, were they holding any of the as-builts. Jeff said no, they are being held by the contractor.

Director Saunders motioned to approve item 5C Myers Contract of Release of Retention. Director Garcia seconded the motion.

Roll Call was taken:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

6. INFORMATIONAL ITEMS

A. Board Reports

Director Garcia said she participated in webinars. One of them was a residential group urban management program that technical group went over the tool that they have developed and the modeling that goes into the tool and how they are refining it so when they look at a view from the space down to the earth, or the pasture, or the land mass it looks like they are being able to tell how certain areas are irrigated, certain areas are treated or are non pourous surfaces like driveways or sidewalks versus what is irrigated, or not irrigated. She said that was a very informative workshop. She said she also participated in the ACWA workshop about the risks facing California workshop. She said it was put on by Geohazard international, and a couple of engineering geologists showed their work that they had done, and she sent some information to Jeff about this particular company. They do a lot of earth stabilization, and rock fall stabilization, and they may be able to help us with our Up Country Ditch. She said they would be willing to do a presentation to the Board. They help with emergency situations. They would be willing to talk to us. She did not commit or speak for the Board or the GM, as this is a potential job. She wanted to scope out what they did, and what they do. She spoke with Brandon and Jocelyn at LSL. She told them her concerns about the budget and the

audit. She participated EPA drinking water workshop and got information on how laws are changing. She also participated in the ACWA investing seminar workshop. Director Souza said having a presentation would be great. Director Garcia said yes, she would work with Jeff on it.

Director Wadle said he sent out his report. He wanted to give a recap of the El Dorado County water agency meeting. Also as the legislative liaison on a federal measure HR 7073 to give assistance to Special Districts for potential funding. He said he is requesting staff to submit a support letter to our US Senators, for that bill and resolution.

Director Saunders thanked Director Wadle for the information. Director Saunders asked Director Wadle if he wanted the Directors to send letters out individually, or just one letter from the District. Director Wadle said similar letters have been sent in the past with only the General Manager's signature. Director Garcia asked if the Board could speak with Ken Payne regarding exchanging the water within the District, so there could be a potential revenue with exchanging water. Director Wadle said yes, that is a conversation that needs to happen. He said the water is not available this year as they have to sign a contract and schedule a year ahead, but going forward there is a potential. He said it is important. He brought it up with their GM, and looks forward to coordination. Director Garcia said she heard through a third-party that there may be a separate agreement with PCWA out of the North Fork? She asked Director Wadle if he had heard this information, as she said it was hearsay. Director Wadle said you can ask around. He said regardless, it is still the same problem for us which is getting any water, as we do not have any facilities to pump it out of the canyon. Director Garcia said her thoughts were to consider an exchange, or maybe what the terms of the contracts are maybe it can be transferred. Director Wadle said it is worth exploring.

Director Saunders said the DWR has made for the water conservation bill regarding AB1668, and SB 606 and he will provide feedback with upcoming recommendations for new legislation and be representative for the Regional Mountain Counties for water Districts in our county. He attended two advisory group meetings and the guidelines will be coming out and the recommendations that he put in there was one concerning private wells, where the agriculture was not reviewed in terms of posing a risk, and that was added, and many of the metrics for the Mountain County advisory group can be brought back to be used for the Urban Water Management plan. The tool Director Garcia mentioned will be used to measure every person's outdoor water budget. He said he also attended the webinar regarding the common geohazard risk. He said he also met with Adam, and he is planning to have the grant committee proposal come to the Board in July. He said the Board also needs to determine when they would like to have the public comment meeting for the temporary water transfer.

B. General Manager's Report

Jeff said he touched on most of the items from his report already. He said he would answer questions if needed. He said Joe would be done with his evaluation by the end of this week. He said staff was planning to have the next meeting on Wednesday, on June 17, and we will present the answers to the questions we received last time. Staff will be asking for the Boards' approval for the final budget. Adam will give an update about the temporary water transfer. Staff is still working on the COVID 19 best practices. We will start reading meters next week. Adam will give an update on the Consumer Confidence Report.

Director Garcia asked if we received a copy of the refill agreement. Jeff said the agreement is not finalized yet. Jeff said to Director Saunders that he and Adam would like to speak to him about the workshop and how it is going to work.

Director Garcia asked Jeff if has received a copy of the refill agreement from Myers that can be distributed to the Directors for review. Jeff said the agreement is not quite finalized yet. He said Adam will give an update on that subject. Jeff said he and Adam will work with Director Saunders on the ad hoc grant writing committee. Director Garcia asked if the next budget meeting was on the 17th, would the packet be out to the Directors earlier, or was he planning on a thorough review process closer to the 17th. Jeff said he would like to get it to the Directors, but it may not be until the Monday before. Jeff asked all the Directors to send questions related to the budget if they had them before the meeting. He also said it was the intention to have the budget sent and have it approved on the 17th.

Director Souza asked what time the meeting was scheduled for. Jeff said 2pm. After some discussion, the Board agreed that the Special meeting on June 17 should be at 1pm.

C. Operation Manager's Report

Darrell said everything is going well. There were 11 after-hour calls for service. He said Spanish Dry Diggins would be done within the week and should be online this week. He has been working with Coastland on several pump stations. He said he has prepared an RFP for filter three at Walton. Irrigation season is in full swing.

Director Garcia asked about a possible leak that was mentioned on Facebook flooding the Homestead Loop. She asked if Darrell had a chance to address that issue and was that part of GDPUD's water. Darrell said he sent a message to the canal operator this morning. Darrell said the ditch could have overflowed, or is someone tampered with the wastegate, that is right where the water flows. Director Garcia asked where the loop was? Darrell said it goes down by radio towers, its off Rattlesnake, and it does a whole loop. Darrell said it is a big area. Darrell said the main canal runs right by Northside school.

Director Saunders asked Darrell if he had any complaints about excessive chlorine in the drinking water. Darrell said yes, one person called in, and there were a lot of complaints on Facebook. He said the water was fine. Director Saunders said he knew the District kept track of historic water usage. He said to look for in the next few days is even though everyone is doing well with water conservation, and the numbers may be up because people are home because of COVID, meaning there may be increased water usage. Director Garcia asked about chloritization as our only disinfection or are we using chlorinate. Darrell said chlorine is only used.

D. Water Resources Report

Adam said the zone had a typical month with inspections, and with some escrows. He said we did some maintenance on the generator building, and repairs were made. Adam said the Consumer Confidence Report, which provides our 2019 detections of water quality or project updates, this is the first year the District will not be out of compliance, which is because the District is in compliance with the new treatment plant online. The report is on the website and flyers will be mailed. He said as Director Garcia and Director Saunders pointed out earlier, was one of the workshops about the landscape, allocating the outdoor water budget. One important point to add is they haven't shown the one for the foothills, but as they go through it, the District will have the opportunity to respond to the findings. It is important to know we will get to have input on how they are interpreting our landscape. He said he is also working on the automated meters, are going back and forth with documents, and we hope to have an answer soon. The project is moving forward. He said regarding the water transfer, the deposit check is in the mail. He said we are nearly complete with the petition for the temporary water transfer which will be submitted to the State Water Board, we are waiting for the environmental document and will get it submitted so the process can begin. We have had conversations with PCWA and working on the refill agreement to use the same language. There is a conference call later this week to finalize that process. He said each agency will have its' own refill agreement, but the language will be consistent between the three. The FAQ sheet will be done within the next few days and will include the mechanics behind the water transfer.

Director Garcia asked if there were any problems with conducting routine inspections out in the Zone with COVID. Adam said with the field inspections, we have had more where we set up appointments. Director Garcia did you receive any feedback, or did the water district get any feedback from the notifications? Adam asked Director Garcia to clarify? Director Garcia said any feedback from the homeowners at all, knocking on doors? Adam said he had talked with a few people who said they understood the situation. He hasn't heard any negative feedback. Director Garcia said she was hoping to get some positive feedback, and it is good to see you got 115 accomplished. Director Garcia thanked Adam. Adam said it goes faster, Brian spends a lot of time educating homeowners. He said it takes longer when he is out there detailing their system.

Director Wadle said Brian is great, at the inspection and getting information. Jeff said he was not aware of any other feedback.

7. NEW BUSINESS

A. CDS Feasibility Study

Possible Board Action: Adopt Resolution

Adam said the rate study was a done a year ago. There are two parts. There are two customer classes. CDS covers approximately 137 homes, and the septic system gets pumped to the leach field, and there are five sections, with other fuels in the past, and this came out for planning purposes to know what happens when and if the CDS field fails. They are not designed to last for their entire life. The last expansion was in 2001. We put this in the CIP last year or the year before to be done. We moved forward with the process, put an RFP out, and put it on the E-bid board. We only had one proposal. Bennett Engineering had submitted a proposal, and they have worked on the field in the past. They have a good understanding. It is nearly around the same price as the CIP. He said it seems to be on track with what we expected. Adam laid out how it is going to be funded. Fund 42 is the CDS fund, and based on the rate study, money gets put in that account annually based on the cost of service for CDS customers, and that is how it is funded. Staff said it will be a valuable tool to have if the system were to fail.

Jeff said we are asking the Board to approve awarding this contract.

Director Garcia asked if before any work is done in CDS, would the District be doing public outreach? She said also if Fund 42, the CDS reserve fund pays for this contract and this work. Adam said we are not changing anything, it is an evaluation. He said if we were going to change something then it should be discussed, and yes, it would be out of fund 42. Director Garcia said the District is not going to do public outreach, with Bennett engineering to do work, and educate the public. There is also the option to add a flyer about what the district is doing on their behalf. Adam said yes, we can for sure. Jeff said this is just a study where they are evaluating how the system is functioning and will project the longevity of the system, and what the future options are, maintaining or replacing. Jeff said this item would be a good topic for the newsletter and something on the website. Director Garcia said this topic should be on Facebook. Director Garcia said it would be a great public outreach.

Director Saunders said the District also presented this to the public when the last rate study which lowered the rates for the ALT zone, and that is now being done.

Jeff said staff is asking the Board to approve this contract.

Director Wadle motioned to approve staff's recommendation to approve the contract with Bennett. Director Saunders seconded the motion.

Roll Call was taken:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

B. Consolidated District Election

Possible Board Action: Adopt Resolution

Ms. Molloy said every two years the District uses the El Dorado County Clerk Registrar of voters to conduct the District election. There are two Directors on the Board right now that the term will expire at the end of this year. The Board needs to adopt a resolution for the consolidated election and post it. This has been done for every election that the Board has had Directors. Staff is recommending the resolution is approved. The District has budgeted \$8000 for the District's share of the election.

Director Wadle motioned to approve the Resolution as presented by staff. Director Halpin seconded the motion.

Director Garcia said that in attachment three, there is an option to have the District pay or the candidates pay for their own statements. Will the candidates be paying for their own statements? Ms. Molloy said yes, the candidates would be paying for their own statements. Those documents are provided by the election office, when they are sent in, I will fill it out, and Jeff will sign it.

Roll Call was taken:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

C. Review of Finance Committee Policy

Possible Board Action: Discussion

Director Garcia asked to have this back on the agenda to reinstate the finance committee, lifting the suspension now that COVID is being lifted. Director Garcia said Jeff asked her send the document(s) with her edits. Director Garcia asked if any of the Directors had any questions on the handout, or the policy.

Director Garcia motioned to accept the revisions Resolution 2018-14 to the finance committee policy that she suggested. Director Saunders seconded the motion.

Director Wadle motioned to make an alternate motion to disband the Finance Committee. He said he felt there was expertise on the Board, exemplified by our last discussion on the budget. He said that was his alternate motion.

Director Saunders said he wanted to make a point of order on the motion. Although there were two recommendations in our Board packet to remove the suspension, and unfortunately, the agenda only reflects discussion on the Finance Committee policy. He did not think the Board could make any motions on the Finance Committee itself because it was not listed on the agenda. He said not being on the agenda, it would be a Brown Act violation because it was too broad of a description. It just discusses the committee policy and didn't really discuss any motions on the Finance Committee itself.

Director Halpin said he was looking at the recommended actions. In the staff report it states possible actions are to reinstate the Finance Committee, modify the current committee policy, or disband the Finance Committee.

Director Saunders said that is in the packet, but it wasn't in the agenda. The agenda only discussed the committee policy. He said even if he wanted to reinstate the Finance Committee, we couldn't vote on it at this meeting, and there are cases that have gone through, recently Warren v. King, an item wasn't fully explained on the agenda, and it was a brown act violation because they didn't have a full explanation.

Director Halpin said his own understanding, he is looking at the agenda, and the possible Board action. Director Saunders said, that is not the agenda. Director Halpin said the agenda states to review the Finance Committee Policy, and states the options available to the Board as a discussion. Director Saunders said, correct, the policy can be discussed. Director Halpin said then the Board cannot take Director Wadle's motion into action. Director Saunders said you can take a motion of action on the finance committee policy, you cannot take an action on the Finance Committee itself. He said even if he was in support, or not, the Finance Committee itself was not agenzized, whereas the policy was.

Director Souza asked Barbara to weigh in on the subject.

Barbara said I understand what Director Saunders is saying. She said she can agree that you cannot take any action, based on what is in the agenda because it

needs to be spelled out. She said you can't take any action, but to talk about the policy and that is it. She said in regard to the agenda packet, there is notice and that the resolution associated with the policy that deals with the formation of the committee. She said the Board is kind of in a grey area.

Director Wadle said can we rescind the policy that created the Finance Committee?

Barbara said yes, the Finance Policy could be rescinded.

Director Wadle he would like to make his motion to rescind the Finance Committee Policy.

Director Saunders said that would be something brought back next week.

Barbara said to Director Saunders, he stated a decision could be made on the Finance Committee Policy.

Director Wadle said yes, that is what Director Saunders said.

Director Saunders said there is not that recommendation in there.

Barbara said it doesn't matter if staff recommended it or not. She said the Board can do something other than what staff recommends.

Director Wadle said his alternate motion is to rescind the Finance Committee Policy.

Barbara clarified that Director Wadle's motion was an alternate motion, from the motion he already made. Director Wadle said yes. Director Saunders said there is already a motion on the floor made by Director Garcia.

Barbara said he needs a second for the alternate motion to keep going forward.

Director Halpin said he would second Director Wadle's motion to rescind the Finance Committee Policy. Director Halpin said he didn't understand if there were still two motions on the table at the same time?

Barbara said when an alternate motion is done, it takes the table. Director Halpin and Director Saunders asked what happened to the first motion. Barbara said the first motion is replaced by the alternate motion. Director Saunders said that sounds odd. Barbara said Director Saunders could review the rules put forth in the policy manual. Director Saunders said when there is an amended motion, but not an alternate. Barbara suggested Director Saunders look at the policy manual. Director Saunders said there was not an alternate motion in the policy manual. He said 5040.1 is to amend, 40.2 is to table, 40.3 is postpone, 4.4 is to refer to table, 4.5 immediate, and 4.6 is adjourn. Director Wadle said we also talked about Robert's Rules. Director Saunders said the Board doesn't follow that. Director Saunders said

we have the policy in our packet, and questioned if the Board was going to go outside of the policy.

Barbara asked what is the policy on the alternate motion. She clarified she meant amended.

Director Saunders said the motion can be amended before it is voted on, either by the consent on the Directors who motioned, and seconded, or by a new motion and second. Barbara said to Director Wadle that his motion, per the policy is called an amended motion.

Director Garcia said Director Wadle mentioned alternate, and she said she wanted to amend her original motion because alternate is not in the Board policy.

Director Garcia said she motioned to amend her original motion to accept the resolution 2018-14.

Barbara asked her to repeat her motion.

Director Garcia said she was following the Board policy that is in the Board packet to amend her original motion to accept the Resolution as revised for the Finance Committee, Resolution 2018-14 with the revisions.

Barbara asked Director Garcia if that was her original motion?

Director Saunders said yes, that is Director Garcia's original motion. He said Director Wadle should have said amended, not alternate. Barbara said yes.

Director Garcia said there is appoint of order because that is not technically correct. She said her first comment was to lift the suspension of the Finance Committee due to COVID, and lifting the suspension is not on the agenda, the policy is.

Director Garcia said she is amending her motion to only include the policy and that is to accept the changes in the draft resolution 2018-14 with revisions. Director Saunders seconded the motion.

Director Halpin said he is not in favor of a standing finance committee. He is in favor of an ad hoc committee, that the Board puts in place for a specific purpose or task and once completed then that ad hoc committee disappears. He is against the idea of a standing Finance Committee that has an ongoing role and responsibilities. To that end, he would not be in favor of Director Garcia's motion. He doesn't feel the District needs a standing committee the broad roles and responsibilities. He said the Board is well versed.

Public Comment:

Stephen Dowd said the District needs the finance committee.

Mike Thornbough said he is in disbelief how the agenda can be seen by the public. The public does not see the entire packet. The agenda says discussion about policy, and then the Board can come in and make a motion to disband the Finance Committee. He said he feels it is not transparent. He said the agenda says this item was supposed to be a discussion about the policy. He said he disagrees with Director Wadle and Halpin.

Director Garcia said she wanted to remind her fellow Board members that the role of the Finance Committee works at the direction at the Board. She said it is up to the Board to discuss on a regular basis as a governance team is to what they want the Finance Committee working on. They are there to be a service, and not a hinderance. She said she feels they are very valuable. She said with the tardiness with the CIP, the finances and some of the documents that we have seen, and in this transition period with the IGM, and the GM, the finance committee could have possibly been a big benefit and put together some report and used them in that regard. We also had a situation when they could have been helping with the budget a rate freeze where the Board needs to make a decision on a possible rate adjustment. By unfreezing the Finance Committee, by the end of this month, they can make a recommendation on a possible rate freeze, and again, only at the direction of the Board.

Director Saunders said because my swamp cooler is going on in the background, and he has to be loud enough for people to hear him, doesn't mean he is angry, and said being called angry is uncalled for. He said there is a two-fold situation to the Finance Committee, they help support the Board, it is also for community involvement, knowing more about the District, and where we live. He said the Districts financial consultants recommended getting the community involved and being transparent.

Ms. Molloy said the Board packet is distributed on the GDPUD website, so the public has access to it a week before the meeting. Director Saunders said, as we know in the rural areas, not everyone has access to the website.

Director Souza asked if there a motion on the table? Director Garcia said yes, and Director Saunders seconded the motion. Director Souza requested Director Garcia to restate the motion again.

Director Garcia said the motion is to except the Finance Committee Policy revisions that were sent to the Directors. The Board would be revising Resolution 2018-14 with the revisions as they are written.

Director Wadle said he has an amended motion which would be to rescind the Finance Committee Policy. Director Halpin seconded the motion.

Roll Call was taken:

Garcia: Nay
Halpin: Aye
Saunders: Nay
Souza: Aye
Wadle: Aye

The motion three to two.

D. Setting a Date for a Public Hearing to Establish the Proposition 4 Appropriations Limit for the 2020/2021 FY

Possible Board Action: Adopt Resolution

Ms. Molloy said she would take this item for Christina. She said this item revolves around Proposition 4. Proposition limits the amount of tax revenue that can be spent. The District has to set a date for a public hearing, which requires a resolution. Once a resolution is approved then staff will post the date into the local paper, on the website and at different outside locations. Then the District will have the public hearing which will establish appropriations for the 2020/21 FY. Ms. Molloy said staff is recommending the Board to approve the resolution so we can set the date for a public hearing.

Director Wadle motioned to approve staff's recommendation. Director Saunders seconded the motion.

Public Comment:

Mike Thornborough asked how when someone makes a motion, and it is seconded, and then no vote is held on that motion. Then an amended motion is the exact opposite of what the original motion was and that gets seconded and voted on.

Barbara said there is basic rules on the structure of a public meeting. She said one of the reasons it is done that way, is to shorten the meeting.

Mike Thornborough said he could understand that, but when the amended motion is presented, and it is not an amendment the first motion, he said it is a totally different motion. He has never seen that before and he doesn't understand it. He said it is called an Mike Thornborough asked how when someone makes a motion, and it is seconded, and the amended motion and that gets seconded and voted on.

Barbara said there is basic rules on the rules at a public meeting.

Mike said he could understand that but the motion that was approved was a totally different motion. He has never seen that before and he doesn't understand it. He said it is called an amendment, it is a whole new motion.

Barbara said it is allowed under the Roberts rules act, and the rules that Director Saunders was explaining and the rules that the District adopted.

Roll Call was taken:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

8. PUBLIC HEARING

- 9. 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.

Director Saunders said he already mentioned the ad hoc grant writing committee he would be working with Adam and Jeff on.

Director Garcia said she had a few items she would follow up with Jeff about. She was going to give him some information from Josh Wagner, and Jeff if we are meeting on June 17, she requested to be able to sign checks then as well. Director Garcia said to Barbara, if the Board is now going to follow Robert's Rules of Order, can she provide them to the Board members so they can determine what rules they should be following, because they are different than the Board policy. Barbara said the Board will not be following Robert's Rules. She said there was a discussion about them, but that is no indication that the Board is switching to them, the Board would need to change the policy. Director Garcia said that in the discussion about the Finance Committee Policy that Robert's Rules of Order, and when Mike T. had a question, Robert's Rules was mentioned again, and was described as president. Director Garcia said she would like to have a policy with the rules the Directors should be following to know how to conduct themselves during the meeting. She said there is no indication in the policy that she couldn't have amended Director Wadle's amendment, so it could have continued in perpetuity with amendments. Barbara said the policy wasn't changed; it was followed. Director Garcia said if 5040.1 says a motion may be amended before it voted on either by consent of the Directors who moved and seconded, or by a new motion, and seconded, it is not clear that it replaces her amended motion. She would like a policy that is clear that explains how amended motions, alternate motions, which ones take precedent, which ones trump the other, and which ones do not. She would like the policy to be clarified. Director Saunders said the concerns that Director Garcia, Mike Thoronbourgh, and himself have. He said that is what the concerns are. Director Halpin said he agrees. He said Director Garcia had a valid point. He said the Board could have been in an infinite loop. Barbara says the current policy allows to call for a vote to avoid the loop. Director Halpin said in what instance

would a vote be called. Barbara said it is up to the Board's pleasure. Director Halpin said it seems confusing. He said he would have preferred to have voted no on Director Garcia's motion, and vote yes on Director Wadle's motion, but that didn't happen. He said there is nothing stopping the Board to address this issue.

Directed Wadle said he misinterpreted Director Saunders situation with the swamp cooler, and apologized. Director Souza said thank you.

Director Saunders motioned to adjourn the meeting. Director Garcia seconded the motion.

Roll Call was taken:

Garcia: Aye
Halpin: Aye
Saunders: Aye
Souza: Aye
Wadle: Aye

The motion passed unanimously.

10. NEXT MEETING DATE AND ADJOURNMENT – The next Regular Meeting will be on July 14, 2020, at 2:00 P.M. via teleconference. Details to follow.

Jeff Nelson, Interim General Manager

Date

*Andy's
draft revisions*

RESOLUTION NO. 2018-14

**OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
PROVIDING ROLE AND RESPONSIBILITIES OF THE FINANCE COMMITTEE**

WHEREAS, the Georgetown Divide Public Utility District ("District") Board of Directors ("Board") previously memorialized the membership, duties, responsibilities, and other matters pertaining to the Finance Committee through Resolution 2017-25; and

WHEREAS, the Board seeks to rescind and replace Resolution 2017-25 to modify the role and responsibilities of the Finance Committee; and

WHEREAS, the Finance Committee will assist the Board in the review of financial information of the District and make recommendations to the Board for actions related to the District's finances and budgeting; and

WHEREAS, the Board finds it to be in the best interest of the public to establish the Finance Committee's role as set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS AS FOLLOWS:

SECTION 1: Resolution 2017-25 is hereby rescinded and replaced with this Resolution 2018-14 and shall be of no further force or effect following the Board's adoption of this Resolution 2018-14.

SECTION 2. The Finance Committee ("Committee") shall be created as follows:

1. **Membership; Quorum.** The Committee shall be composed of no fewer than three (3) and no more than seven (7) members. A quorum shall consist of a simple majority of the total number of members currently appointed to the Committee.
2. **Selection of Committee Members.** The policy for selecting Committee members is shown in "Exhibit A." which is attached hereto and incorporated herein by reference as if set forth in full. *also, see exhibit C - Selection Ranking Criteria form.*
3. **Role of the Committee.** The primary role of the Committee is to provide recommendations to the Board of Directors ("Board") in response to proposals made by staff on matters related to the District's finances. It shall be the responsibility of the Committee to: *at their discretion*
 - a. Review annual operating budget proposed by staff and make recommendations to the Board.
 - b. Review long-range strategic financial planning proposed by staff and make recommendations to the Board.

- c. Review the audited annual financial statements and make recommendations to the Board ^{data and} ~~prior~~ ^{prior to Board approval.}
- d. ^{Review & monitor all} Monitor District financial reports and investments and make any recommendations to the Board ^{including quarterly reports, RFP's, monthly cash balances,} as requested by the Board.
- e. Present all Committee identified financial goals and proposals to the Board for approval.
4. ^{P) Review RFP's, quarterly reports, accept all projects requested by Board.} **Meetings.** The Committee shall meet at least quarterly, and more often if needed or requested by the Board. Meetings shall be held at the District's offices. The Rules of Operating Procedure are shown in "Exhibit B." which is attached hereto and incorporated herein by reference as if set forth in full.
5. **Terms.** The terms of the office shall be two (2) years. Committee members may be re-appointed to subsequent terms.
6. **Vacancies.** Any vacancies shall be filled for the unexpired term by the Board of Directors.
7. **Removal.** All Committee members serve at the will of the Board, and any member may be removed by an affirmative vote of three (3) members of the Board. There shall be no requirement to show cause for removal.
8. **Officers.** The Committee shall designate from among its members a Chair, Vice-Chair, and Secretary. The Chair shall preside over the meetings, and in the Chair's absence the Vice-Chair shall preside. If both the Chair and the Vice-Chair are absent, the remaining members, if a quorum exists, shall select from among themselves a person to preside over the meeting. The Secretary (or another member if the Secretary is absent) shall prepare agendas and minutes of every meeting and shall be responsible for transmitting the agenda and the final copy of all minutes to the General Manager or designee. Items needing Board action shall be transmitted as soon as possible to the General Manager or designee for inclusion on the next available Board agenda.
9. **Advisory Nature of the Committee.** The Committee is advisory in nature and shall report and be responsible to the Board of Directors. The Committee and its members have no authority to set policy, expend funds, or make obligations on behalf of the Board and/or the District.
10. **Board Reports.** The Committee shall report on its activities to the Board at least quarterly, and more often if needed or requested by the Board. The Board Report can be either oral or written and shall include a description of the activities of the committee for the preceding period and any on-going or outstanding activities or tasks. Committee meeting minutes can be used to satisfy this requirement.
11. **Board Liaison and Staff Support.** The Committee shall have the following Board and/or staff members to assist it with its work from time to time as may be necessary or

desired by the Committee and/or the Board: Board Treasurer who will serve as the Board Liaison, and a Staff Liaison designated by the General Manager. The Board Liaison and Staff Liaison shall (a) not be regular or ex officio members of the Committee; (b) not have the right to vote; and (c) not be counted for purposes of determining the presence of a quorum.

SECTION 3. This Resolution shall take effect immediately upon adoption. This Resolution shall remain in full force and effect until rescinded by a subsequent Resolution of the Board of Directors.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utilities District at a meeting of said Board held on the 13th day of March, 2018, by the following vote:

AYES: Halpin, Hanschild, Souza, Uso, Wadle

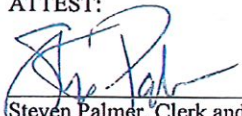
NOES:

ABSENT/ABSTAIN:



Londres Uso, President
Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

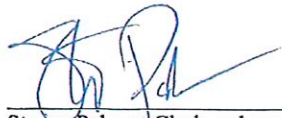
ATTEST:



Steven Palmer, 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 2018-14 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 13th day of March, 2018.



Steven Palmer, Clerk and ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

EXHIBIT A

Policy for Selecting Finance Committee

- 1) Publish in a newspaper of general circulation in the District a notice of vacancy on the Committee and a desire to fill said vacancy.
- 2) The Board President will ^{Finance} interview all applicants and ^{collect} return to the Board ^{with} recommendations for Committee appointment. All applicants will be eligible for the Board to appoint. ^{members for review.}
- 3) ^{ranked} Alternatively, the Board President may elect to appoint a selection committee made up of two Board Members to interview applicants ^{and} which will return to the Board with recommendation for ^{Finance} Committee appointment. All applicants will be eligible for the Board to appoint. ^{members to appoint applicants based on FC selection ranking criteria form ranking. The applicants with the highest scores will be appointed until all vacancies are filled.}
- 4) The Committee will be made up of no less than three and no more than seven ^{Finance} volunteer members. ^{members to appoint applicants ... same as above.}
- 5) The Board will use ^{selection ranking criteria} form (Exhibit C) for selection and ranking criteria.
- 6) The Board will confirm the selections by resolution. ^{if the highest scores being appointed until all vacancies are filled.}

EXHIBIT B

Finance Committee of the Georgetown Divide Public Utility District Rules of Operating Procedure

MEETINGS

- a) At any meeting of the Committee, the majority of the members currently appointed shall constitute a quorum for purposes of conducting business or meetings. Unless otherwise posted, a majority vote of those present and voting shall be sufficient to adopt any motion.
- b) All meetings of the Committee shall be open and public, and all persons shall be permitted to attend any meeting of the committee as provided by Government Code Section 54950 *et seq.*
- c) All meetings of the Committee shall be held in the GDPUD offices at 6425 Main Street, Georgetown, California 95634, unless there is a special need to hold a meeting at a different location.
- d) The proceedings of all meetings of the Committee shall be conducted in accordance with Robert's Rules of Order.
- e) Each Committee shall determine the order of business for the conduct of its meetings.
- f) Any meeting may be adjourned to a time and place stated in the Order of Adjournment. Less than a quorum may so adjourn from time to time. If all members are absent, the Secretary may declare the meeting adjourned to a stated time and place and shall cause such notice to be given in the same manner as for special meetings.
- g) Special meetings may be called at any time at the direction of the chairperson or by a majority of a Committee. Twenty-four hours advance written notice of special meetings shall be provided by the chairperson stating the time, place, and business to be transacted. The public shall be notified through the District's regular communications and procedures, in accordance with the Brown Act.
- h) At least 72 hours before a regular Committee meeting, the legislative body of the District, or its designee, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting. The agenda shall be filed with the Staff Liaison for posting outside the District offices.

- i) The Committee shall maintain meeting minutes, including a complete record of all transactions, findings, and determinations and present a full statement to the Board of Directors upon request. A signed copy of meeting minutes shall be filed with the Staff Liaison.
- j) The Board Liaison to the Committee shall be the Board Treasurer.
- k) The duties of the Board Liaison include presenting relevant data to the Board and arranging for the presentation of important progress on projects to the Board by the Committee chairperson.
- l) The Board Liaison's role will be advisory to the Committee, but the process is meant to be staff driven.
- m) The Board Liaison will not have a vote on the Committee.

EXHIBIT B

Finance Committee of the Georgetown Divide Public Utility District Rules of Operating Procedures

MEETINGS

- a) At any meeting of the Finance Committee ("Committee"), the majority of the members currently appointed show constitute a quorum for purposes of conducting business or meetings. Unless otherwise posted, a majority vote of those present and voting shall be sufficient to adopt any motion.
- b) All meetings of the Committee shall be open and public, and all persons shall be permitted to attend any meeting of the committee as provided by Government Code Section 54950 et seq.
- c) All meetings of the Committee shall be held in the GDPUD offices at 6425 Main Street, Georgetown, CA 95634, unless there is a special need to hold a meeting at a different location.
- d) The proceedings of all meetings of the Committee shall be conducted in accordance with GDPUD Policy Numbers 5030 and 5040.
- e) The Committee shall determine the order of business for the conduct of its meetings.
- f) Any meeting may be adjourned to a time and place stated in the Order of Adjournment. Less than a quorum may also adjourn from time to time. If all members are absent, the Secretary may declare the meeting adjourned to a stated time and place and shall cause each notice to be given in the same manner as for special meetings.
- g) Special meetings may be called at any time at the direction of the Chairperson or by a majority of the Committee. Twenty-Four hours advance written notice of special meetings shall be provided by the Chairperson stating the time, place, and business to be transacted. The public shall be notified through the district regular communications and procedures, in accordance with the Brown Act.
- h) At least 72 hours before a regular Committee meeting, the legislative body of the district, or its designee, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting. The agenda shall be filed with the staff liaison for posting outside the District Offices.
- i) The Committee Secretary shall maintain meeting minutes, including a complete record of all transactions, findings, and determinations, and present a full

statement to the General Manager for the Board prior to the next Board meeting. A signed copy of meeting minutes shall be filed with the Staff Liaison.

- j) The Board Liaison to the Committee shall be the Board Treasurer.
- k) The duties of the Board Liaison include presenting relevant data to the Board and arranging for any presentation of important progress on projects to the Board by the Committee chairperson.
- l) The Board Liaison's role will be advisory to the Committee, but the process is meant to be staff driven.
- m.) The Board Liaison will not have a vote on the Committee.

EXHIBIT D

Georgetown Divide Public Utility District Conceptual Finance Committee Timeline

The Finance Committee shall accept direction from the Board of Director's to provide financial reviews, make recommendations, and report on its activities to the Board at least monthly, or more often if needed or requested by the Board. The Board Report can be either oral or written and shall include a description of Committee activities per this timeline, and on any on-going or outstanding activities or tasks. Committee meeting minutes may be used to satisfy the reporting requirement.

January – Review 2nd Quarter Budget Report, Comparison of Mid-Year Budget Report.

February – CIP Project Budget Review, ALT Wastewater Rate to Budget Review.

March – Annual Financial Procedures Policy Review.

April – Review Next FY Draft Budget, Review 3rd Quarter Budget Report.

May – Review Next FY Final-Draft Budget, Audit Prep Review.

June – Annual Financial Procedures Policy Review.

July – Review 4th Quarter Budget Report, FY-End Actuals Review.

August – Review Investment Policy, Water Rate to Budget Review.

September – Annual Financial Reporting and Transfer Tracking Review.

October – Review 1st Quarter Budget Report.

November – Review CalPERS Unfunded Liabilities, Compare Prior FY Budgets with Matching Prior FY Audits.

December – Develop FC's Annual Work Report for BOD.

Resolution No. 2018-14 (revised draft)
of the Board of Directors of the
Georgetown Divide Utility District

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Providing Role and Responsibilities of the Finance Committee.

Whereas, the Georgetown Divide Utility District ("District") Board of Directors ("Board") previously memorialized the membership, duties, responsibilities, and other matters pertaining to the Finance Committee through Resolution 2017-25; and

Whereas, the Board seeks to rescind and replace Resolution 2017-25 to modify the roles and responsibilities of the Finance Committee; and

Whereas, the Finance Committee will assist the Board in the review of financial information of the District and make recommendations to the Board for actions related to the District's finance and budgeting; and financial policies and reports; and

Whereas, the Board finds it to be in the best interest of the public to establish the Finance Committee's roles and responsibilities as set forth herein.

Now, therefore, be it resolved by the Board ~~of Directors~~ as follows:

SECTION 1: Resolution 2017-25 is hereby rescinded and replaced with this Resolution 2018-~~14~~ and shall be of no further force or effect following the Board's adoption of this Resolution 2018-~~144~~.

SECTION 2: The Finance Committee ("Committee") shall be created as follows:

1. **Membership; Quorum.** The Committee shall be composed of no fewer than three (3) and no more than seven (7) members. A quorum shall consist of a simple majority of the total number of members currently appointed to the Committee.
2. **Selection of Committee Members.** The policies for selecting Committee members ~~is~~are shown in "Exhibit A and Exhibit C" which ~~are~~is attached hereto and incorporated herein by references as if set forth in full.
3. **Role of the Committee.** The primary role of the Committee is to provide recommendations to the Board of Directors ("Board") from their direction, or in response to proposals made by staff on matters related to the District's finances with Board approval. It shall be the responsibility committee to adhere to the Board approved Conceptual Budget Timeline and to:
 - a. Review annual operating budget proposed by staff and make recommendations to the Board prior to the Board receiving the annual operating budget for approval.

- b. Review emergency, short-range, long-range strategic financial planning and quarterly financial reports proposed by staff and make recommendations to the Board prior to the Board receiving the proposed financial plans and reports for approval.
- c. Review the audited annual financial data and statements and make recommendations to the Board prior to the Board receiving the audited annual financial statements for approval.
- d. Review and monitor all District financial reports including budget amendments, quarterly reports, request for proposal budgets, Capital Improvement Plan project budget information, monthly cash balances, fund transfers, investments reports, and conduct an annual review of the reserve policy, -and-investments policy, and make any recommendations to the Board as requested by the board.
- e. Present all Committee identified financial goals and proposals to the Board for approval.
- e.f. Accept all projects requested by the Board.

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- 4. **Meetings.** The committee shall meet at least quarterly monthly, and more often if needed or requested by the Bboard. Meetings shall be held at the District's offices. The Rules Operating Procedures are shown "Exhibit B." Which is attached hereto and incorporated herein by reference as if set forth in full.
- 5. **Terms.** The terms of the office shall be two (2) years. Committee members may be reappointed to subsequent terms b.-y providing their resume' to the Board and the General Manager, and then the Board voting on the Committee member's reappointed during a Board meeting.
- 6. **Vacancies.** Any vacancies shall be filled after the General Manager advertises committee vacancies on the website, social media sites, or the newspaper and interested persons provide their resume' to the Board and the General Manager. Then the Board will evaluate and vote on the Committee members appointed during a Board meeting, the unexpired term by the Board of Directors.
- 7. **Removal.** All Committee members serve at the will of the Board, and any member may be removed by an affirmative vote of three (3) members of the board. There shall be no requirement to show cause for removal.
- 8. **Officers.** The Committee shall designate from among its members a Chair, Vice-Chair, and Secretary. The Chair shall preside over the meetings, and in the Chair's absence the Vice-Chair shall preside. If both the Chair and they Vice-Chair are absent, the remaining members, if a quorum exists, shall select from among themselves a person to preside over the meeting. The Secretary (or

another member if the Secretary's absence) shall prepare agendas and minutes of every meeting and shall be responsible for transmitting the agenda and the final copy of all minutes to the General Manager or designee. Items needing Board action shall be transmitted as soon as possible to the General Manager or designee for inclusion on the next available Board agenda.

9. **Advisory nature of the committee.** The Committee is advisory in nature and shall report and be responsible to the Board ~~of Directors~~. The Committee and its members have no authority to set policy, expend funds, or make obligations on behalf of the Board and/or the District.
10. **Board Reports.** The Committee shall report on its activities to the Board at least ~~quarterly~~ monthly, and more often if needed or requested by the Board. The Board Report can be either oral or written and shall include a description of the activities of the ~~C~~committee for the proceeding. And any on-going or outstanding activities or tasks. Committee meeting minutes can be used to satisfy this requirement.
11. **Board Liaison and Staff Support.** The Committee shall have a following Board and/or staff members to assist it with its work from time to time as may be necessary or desired by the Committee and/or the Board: Board Treasurer who will serve as the Board Liaison, and a Staff Liaison designated by the General Manager. The Board Liaison and Staff Liaison shall (a) not be regular or ex officio members of the committee; (b) not have the right to vote; and (c) not be counted for purposes of determining the presence of a quorum.

SECTION 3. This Resolution shall take effect immediately upon adoption. This Resolution shall remain in full force and effect until rescinded by a subsequent Resolution of the Board ~~of Directors~~.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utilities District at a meeting of said Board held on the 13th day of March, 2018, by the following vote:

AYES: Halpin, ~~Hanschid~~, Souza, ~~Uso~~, Wadle

NOES:

ABSENT/ABSTAIN:

Londres Uso, President
Board of Directors

GEORGETOWN DIVIDE PUBLIC UTILITIES DISTRICT

ATTEST:

Stephen Palmer, clerk and ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITIES DISTRICT

CERTIFICATION

I hereby certify that the foregoing is a full, true and correct copy of resolution 2018-14 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 13th day of March, 2018.

Stephen Palmer, clerk and ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITIES DISTRICT

EXHIBIT A

Policy for Selecting Finance Committee

- 1) Published vacancies on the website, social media sites, or in a newspaper or general circulation in the district a notice of vacancy on the Finance Committee ("Committee") and a desire to fill such vacancy.
- 2) The Board and the General Manager, President will receive interview all applicant's resumes. All applicants will be eligible for consideration by the Board, and return to the board with recommendations for committee appointment. All applicants will be eligible for the Board to a point.
- 3) The Board will use the selection ranking criteria form, "Exhibit C" to evaluate and rank potential Committee members. The applicants with the highest scores will be appointed to the Committee during a Board meeting until all vacancies are filled. Alternatively, the

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~~Board President may elect to appoint a selection committee made up of two Board Members to interview applicants which will return to the Board with recommendations for the Committee appointment. All applicants will be eligible for the Board to a point.~~

- 4) The Committee will be made up of volunteers with no less than three and no more than seven members.
- 5) The Board will confirm the selections by resolution.

EXHIBIT B

Finance Committee of the Georgetown Divide Public Utility District Rules of Operating Procedures

MEETINGS

- a) At any meeting of the Finance Committee ("Committee"), the majority of the members currently appointed shall constitute a quorum for purposes of conducting business or meetings. Unless otherwise posted, a majority vote of those present and voting shall be sufficient to adopt any motion.
- b) All meetings of the Committee shall be open and public, and all persons shall be permitted to attend any meeting of the committee as provided by Government Code Section 54950 et seq.
- c) All meetings of the Committee shall be held in the GDPUD offices at 6425 Main Street, Georgetown, CA 95634, unless there is a special need to hold a meeting at a different location.
- d) The proceedings of all meetings of the Committee shall be conducted in accordance with Robert's Rules of Order.
- e) Each Committee shall determine the order of business for the conduct of its meetings.
- f) Any meeting may be adjourned to a time and place stated in the Order of Adjournment. Less than a quorum may also adjourn from time to time. If all members are absent, the Secretary may declare the meeting adjourned to a stated time and place and shall cause each notice to be given in the same manner as for special meetings.

g) Special meetings may be called at any time at the direction of the Chairperson or by a majority of the Committee. Twenty-Four hours advance written notice of special meetings shall be provided by the Chairperson stating the time, place, and business to be transacted. The public shall be notified through the district regular communications and procedures, in accordance with the Brown Act.

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h) At least 72 hours before a regular Committee meeting, the legislative body of the district, or its designee, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting. The agenda shall be filed with the staff liaison for posting outside the District Offices.

i) The Committee Secretary shall maintain meeting minutes, including a complete record of all transactions, findings, and determinations, and present a full statement to the General Manager for the Board of directors upon request prior to the next Board meeting. A signed copy of meeting minutes shall be filed with the Staff Liaison.

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j) The Board Liaison to the Committee shall be the Board Treasurer.

k) The duties of the Board Liaison include presenting relevant data to the Board and arranging for any presentation of important progress on projects to the Board by the Committee chairperson.

l) The Board Liaison's role will be advisory to the Committee, but the process is meant to be staff driven.

m.) The Board Liaison will not have a vote on the Committee.

EXHIBIT C

Georgetown Divide Public Utility District Finance Committee Applicant Evaluation Form

The scoring process from 5 to 1 will be used to rank each individual finance committee applicant over a range of criteria, and those achieving the highest total score will be placed on the GDPUD finance committee for which they have applied, for example:

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Scoring

Candidate evaluation forms are to be completed by the Board of Directors to rank the candidate's overall qualifications for the position on the GDPUD Finance Committee.

Under each heading, the Board member should give the candidate a numerical rating and write specific job-related comments in the space provided. The numerical rating system is based on the following:

- 5 – Exceptional; 5+ years of educational or work experience.
- 4 - Above Average; 3-5 years of educational or work experience.
- 3 – Average; 1-2 years of educational or work experience.
- 2 - Below Average; 1-year or less educational or work experience.
- 1 – Unsatisfactory; no educational or work experience.

Candidate Name: _____ **Position:** _____

Interviewer Name: _____ **Date:** _____

	<u>Rating</u>				
	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
<u>Educational Background: Does the candidate have the appropriate educational qualifications or training for this position?</u> <u>Comments:</u>					
<u>Prior Work Experience: Has the candidate acquired similar skills or qualifications through past work experiences?</u> <u>Comments:</u>					
<u>Technical Qualifications/Experience: Does</u>					

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<p><u>the candidate have the technical skills necessary for this position?</u> <u>Comments:</u></p>					
<p><u>Verbal Communication: Did the candidate demonstrate effective communication skills during the interview?</u> <u>Comments:</u></p>					
<p><u>Candidate Enthusiasm: Did the candidate show enthusiasm for the position and the company?</u> <u>Comments:</u></p>					
<p><u>Knowledge of Company: Did the candidate show evidence of having researched the company prior to the interview?</u> <u>Comments:</u></p>					
<p><u>Teambuilding/Interpersonal Skills: Did the candidate demonstrate, through his or her answers, good teambuilding/interpersonal skills?</u> <u>Comments:</u></p>					
<p><u>Initiative: Did the candidate demonstrate, through his or her answers, a high degree of initiative?</u> <u>Comments:</u></p>					
<p><u>Time Management: Did the candidate demonstrate, through his</u></p>					

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<u>or her answers, good time management skills?</u> <u>Comments:</u>					
<u>Customer Service: Did the candidate demonstrate, through his or her answers, a high level of customer service skills/abilities?</u> <u>Comments:</u>					
<u>Overall Impression and Recommendation: Final comments and recommendations for proceeding with the candidate.</u> <u>Comments:</u>					
<u>Totals:</u>					
<u>Overall total:</u>					

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Workgroup attendances: California Department of Water Resources report

Water Conservation Bills: AB 1668; SB 606

Purpose: To advocate and provide input and feedback to DWR which will help the recommendations for the upcoming legislation be representative of our water District, the Regional Mountain, Rural water districts, and our County. To gather information for the District to keep us apprised of upcoming changes in guidelines, rules, procedures, policy, and planning which will need to be effected.

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2 County Drought Advisory Workgroup Meeting

Landscape Area Measurement Project

My comments and concerns have been added and placed into the Urban Water loss report

All of the material and information taken from these workgroups will be brought forward and hopefully incorporated into our UWMP and things we have to do to work with DWR for upcoming legislation

Other webinars - ACWA

Common Geohazard Risks Facing California Water Agencies

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Adam

Grant Policy committee - July

Determine when to have the Public Outreach on the Water Transfer - during Comment period or now

HR 7073 Background

CSDA is asking special districts to take action and send letters of support to their federal representatives for H.R. 7073 the "Special Districts Provide Essential Services Act".

This bill is a direct result of special districts' COVID-19 advocacy. Congressman John Garamendi began collaborating with CSDA on the "Special Districts Provide Services Act" in late April after his constituent special districts reached out with great concerns regarding financial hardships. Now, all special districts are asked to build on this support.

Share with your federal representatives why this bill is important and urge them to support it. A sample template letter (link to letter on Take Action page) for you to send your U.S. House representative, U.S. Senator Dianne Feinstein and U.S. Senator Kamala Harris. Please send via USPS mail. Please also send a digital copy of your letter(s) to advocacy@cdda.net. Let me know if you need any assistance with sending your letter.

What the bill does:

- Provides special districts access to the Coronavirus Relief Fund: States would be required to direct 5 percent of future appropriations made under Section 601 of the Social Security Act (established in CARES as the Coronavirus Relief Fund). The state would have 60 days from the time the U.S. Treasury releases the fund to transfer the funds to special districts. The state would grant the funds at its discretion.
 - This 5 percent is not intended to subtract from cities and county's portion of the funding, but rather 5 percent from the state's allocation under Section 601.
- Special districts would be determined "eligible issuers" for the Federal Reserve's Municipal Liquidity Facilities Program.
- "Special District" would be defined. There currently is no federal statute defining the term.
 - The term 'special district' means a *political subdivision, formed pursuant to general law or special act of a State, for the purpose of performing one or more governmental or proprietary functions.*

Please continue this momentum. Signaling this support now will be critical to the bill's next steps and the intended goal of its inclusion in the next COVID-19 state and local government relief bill.

For all CSDA COVID-19 state and federal advocacy initiatives, [visit the CSDA COVID-19 action page](#).

Thank you,

El Dorado County Water Agency Meeting Recap – May 13 Board Meeting

Submitted by Director Wadlé, El Dorado County Agency Representative for GDPUD, El Dorado Irrigation District (EID) and Grizzly Flats CSD.

As the District's representative on the El Dorado County Water Agency Board, I am providing this recap of the Agency's May meeting.

1) Fairgrounds Drainage Improvements Feasibility

The Agency, with assistance from Stantec Consulting, will prepare a feasibility study to identify opportunities to capture, store and reuse stormwater runoff at the El Dorado County Fairgrounds site. Assessing how stormwater can be utilized is a component of the Agency's Water Resources Development and Management Plan (previously presented to the GDPUD Board) and well as the Agency's overall policy goals

The study is being done in partnership with the County, who will contribute half of the study's \$94,000 cost.

The item was approved unanimously.

2) Irrigation Management Services

Per policy, the Agency provides irrigation management services to help conserve water on the western slope of El Dorado County in areas not served by EID. The program helps demonstrate the County's efficient use of agricultural water supplies and meet state water quality regulations. The program has an added importance in dry years to assist growers that rely on wells as it ensures water is being used as efficiently as possible.

The program's services include: installation and maintenance of soil moisture monitoring station and well as regular monitoring and reporting to the growers.

The growers participating in the program contribute a "grower share" to cover some of the costs. The cost share is normally \$400/site.

In March, the Agency Board approved a budget of \$85,000 and authorized the General Manager to enter into contracts with qualified consultants to provide the services.

Since March, a number of growers have expressed that they may not be able to make their grower cost share payment due to adverse market conditions. Basically, they are having difficulty selling their crops. As such, the Agency Board agreed to increase the cost share from \$400/site to \$500/site for this year. The overall \$85,000 budget was not changed.

This item was approved unanimously.

3) Upper American River Basin Regional Drought Contingency Plan

The Board unanimously approved the Agency approve a Task Order with Stantec to prepare the Upper American River Basin Regional Drought Contingency Plan. The total cost is \$296,600. The Agency and EID submitted a grant application to Bureau of Reclamation to develop this plan and the application was approved with a matching fund grant in 2019.

The Contingency Plan will include GDPUD's territory, as this was a question/concern of mine.

4) Water Agency Rebrand and Logo Development

For the last two meetings, the Board has been discussing a rebrand and new logo for the Water Agency. This rebrand and logo is designed to distinguish the Agency from El Dorado County (as it is a separate entity from the County). Other County Water Agency's have gone through a similar process. At this point, the Board is working on a logo that clearly captures El Dorado's geography

and agricultural industry (examples: mountains in the east and vineyards/orchards in the west). The Board debated various logo options and provided direction to the consultant to bring back at a future meeting.

5) Presentation for Agency Fiscal Framework

The Agency is working on a framework to enhance its financial planning and management. The framework was included in the recent Strategic Plan update. Over the summer, an advisory group will discuss ways to update the framework. I will sit on this advisory group along with the representatives from South Tahoe PUD, the Resource Conservation Districts, and the County.

6) Approval of Agency's 2020-2021 Budget.

The last item was the approval of the 2020-2021 budget. The Agency receives approximately \$2.4 million from property taxes. The other primary funding source are carry-over funds from previous years, which amount to \$4.5 million.

The Agency's primary expense is the costs associated with a County-wide water rights Securing an additional 40,000 acre-feet from SMUD has been a County priority for decades. Operational expenses make up a significant part of the budget.

Finally, the budget includes various cost-shares for local districts. The Agency's enabling act authorizes the County to enter into contracts with local agencies on planning and design for projects. I am pleased that approximately \$535,000 in cost-shares are included in this budget. Specifically, there is \$50,000 allocated to GDPUD. I have been in conversations with the Agency's General Manager and our manager, Jeff Nelson, on ways to utilize this cost share in our 20/21 budget. The Board approved the budget and the public hearing is set for the Agency's June meeting.

Fazio Water Clarification:

Finally, I want to provide clarification on the so-called "Fazio Water" in response to questions at the last Board meeting. The County Water Agency signed an agreement with the Bureau of Reclamation for 15,000 acre feet of water in 2019 (Vic Fazio was the federal legislator who carried legislation that authorized this opportunity).

The agreement is for the County Water Agency to allocate annually to the designated areas under the contract. Approximately 7,500 acre feet of this water is designated for GDPUD. Per the County Agency General Manager, this water must be scheduled the year prior to intended uses. No Fazio water is scheduled for use this year.

As explained by GDPUD's legal counsel (and later confirmed by the County Water Agency General Manager) at our last regular meeting, the Fazio water cannot be directly transferred. If the water is not used for beneficial uses for the intended areas, the water remains with the Bureau for use in the federal Central Valley Project.

The water source is Folsom Reservoir or on the American River upstream of Folsom (such as the Confluence). GDPUD does not have the infrastructure to access this water. Pumping equipment and conveyance facilities would have to be installed to access the water.

In summary, while it is great there is a contract between the Agency and the Bureau for additional water that we should have access to, the reality is we don't have the infrastructure in place to actually put it to beneficial use on the Divide.

Furthermore, the cost to build the necessary facilities is expensive. From the 2009 Report "[Options to Increase Water Supply](#)" prepared for GDPUD by California Water Consulting, the estimated cost for the North Fork American River Pumping Plant (taking the water from the Confluence) is \$14 million.

[Required: District Letterhead]

June [XX], 2020

The Honorable [Member Name: Find Your Representative of Congress]
United States House of Representatives
[Address]
Washington, D.C. 20515

The Honorable Kamala Harris
United States Senate
112 Hart Senate Office Building
Washington, D.C. 20510

The Honorable Dianne Feinstein
United States Senate
331 Hart Senate Office Building
Washington, D.C. 20510

Dear [Congressman/woman X], Senator Feinstein and Senator Harris,

The [Your District Name] respectfully urges you to support H.R. 7073, the Special Districts Provide Essential Services Act, which would bring much-needed relief resources to special districts in our community, throughout California, and across the nation.

As a provider of [your district services (water, fire protection, parks, etc)] to [approximate population number served] residents in the [name of community/communities/region you serve], proportional access to federal relief resources would help our district confront COVID-19 and overcome related unbudgeted expenses and revenue losses. Access to capital as our state and nation struggle with an economic downturn and unprecedented unemployment situation will be key for continuing operations unhindered, restoring our local economy, and preparing for the next disaster.

[Has your district had to cut/decrease/furlough staff? Decrease/cut services? Deferring maintenance? Will you have to delay capital improvement projects? Concerned about unpaid utility bills? Please share here. If possible, estimate or give the total expenditures and revenue losses your district has incurred. Then, very briefly share if your district has adapted to meet the needs of your community and how]

H.R. 7073 would help the [your district name] meet the challenges of COVID-19 by:

- **Allowing special districts access to the Coronavirus Relief Fund.** Under the bill, states would be required to allocate no less than 5 percent of future Coronavirus Relief Fund disbursements to special districts. Doing so remedies deep concerns and uncertainty surrounding special districts' future access to much-needed assistance for unforeseen COVID-19-related expenditures and revenue loss. Even with the Fund's allocation under the CARES Act, many states have not yet released their portion of the Fund to local governments, including here in California. Designating special districts as eligible for the Fund would greatly assist districts in their attempts to both recoup revenue losses and backfill the increase in expenditures many have experienced due to a variety of pandemic-related expenses (PPE, etc.), which totals an estimated \$250 million through May 5 for California's special districts.
- **Permitting special districts to be considered "eligible issuers" of the Federal Reserve Board's Municipal Liquidity Facility (MLF).** The Federal Reserve established the MLF and was authorized to establish an MLF program. States, territories, tribes, cities with a population greater 250,000 and counties with a population greater than 500,000 have access to the Fed's tool to purchase bonds and revenue anticipation notes. Despite special districts' authority to issue these notes, they are not considered "eligible issuers" under the CARES Act. H.R. 7073 expands the

Fed's authorization to purchase these notes to include all special districts as "eligible issuers" for MLF.

- **Defines "special district"**. Currently, a federal definition for "special district" does not exist. The bill would establish the term as a *"political subdivision, formed pursuant to general law or special act of a State, for the purpose of performing one or more governmental or proprietary functions."*

As Congress continues to negotiate next steps for COVID-19 relief for state and local governments, the [your district name] not only asks for your support on this bill in the U.S. House but also its provisions' inclusion in the Senate's version of a state and local relief bill.

Thank you for your ongoing support of California's families and communities. Our district stands ready to partner with you in our continued efforts to deliver essential services to California residents.

Sincerely,
[Signature]

[name]
[position]
[district name]

CC:

California Special Districts Association
[via advocacy@cdda.net]