

Special Meeting of the Board of Directors

9751 Merced Falls Road
February 21, 2018 at 1:00 p.m.

Mission Statement: *The Lake Don Pedro CSD is dedicated to providing our customers with ample quantities of high quality water meeting all standards, in a fiscally responsible manner.*

AGENDA

1. **CALL TO ORDER:** Presiding Officer: Establish Quorum, Pledge of Allegiance:
2. **PUBLIC COMMENT:**
Any person may address the Board at this time on any matter within the jurisdiction of the Board that is NOT ON THE AGENDA. A maximum of three minutes is allowed each person and a maximum of 20 minutes per topic. Any person wishing to address the Board on an item ON THE AGENDA will be given the opportunity at that time. Speakers are encouraged to consult District Management or Directors prior to agenda preparation regarding any District matters, as no action will be taken on non-agenda issues.
3. **PRESENTATION ONLY:**
 - a. Presiding Officer's Report
 - b. General Manager's Report: Peter J. Kampa
 - Dollar General Will Serve Letter
 - Status update on budgeted capital improvement projects
 - AT&T Tower Construction and Property Lease
 - c. Chief Plant Operator's Report: R. Gilgo
4. **APPROVAL OF CONSENT AGENDA:** The following items may all be approved in one motion or considered separately as determined appropriate by the President
 - a. Read and file the January 2018 Treasurer's Report
 - b. Approval of the Minutes of the Special Meeting of January 17, 2018
5. **DISCUSSION AND ACTION ITEMS**
 - a. Presentation of the Resolution of Appreciation to previous director James (Jim) Sult
 - b. Presentation, review and acceptance of the 2016/17 annual audit
 - c. Adoption of a resolution adding Nellie Sperry to the District bank accounts and removing James Sult
 - d. Adoption of a Resolution Declaring that Governing Body Members and Volunteers Shall be Deemed to be Employees of the District for the Purpose of Providing Workers' Compensation Coverage for Said Certain Individuals While Providing their Services
 - e. Approval of the attendance of two directors at the Special District Leadership Academy in Seaside, April 15-18, 2018
 - f. Presentation of the completed digital representation of the District infrastructure, boundaries and related data
6. **CLOSED SESSION:** Public Comment will be taken on the item(s) below prior to the Board convening the Closed Session. Following Closed Session, the Board will reconvene the open session and publicly report any action taken.
 - a. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Government Code Section 54956.95 Title: General Manager
7. **ADJOURNMENT:**

Meeting agendas and written materials supporting agenda items, if produced, can be received by the public for free in advance of the meeting by any of the following options:

- A paper copy viewed at the District office, 9751 Merced Falls Rd., La Grange, CA 95329 during business hours or mailed pursuant to a written request and payment of associated mailing fees
- An electronic copy received by email. Note - a form requesting email delivery of agendas and/or meeting materials must be completed a minimum of one week in advance of the meeting
- Viewed on the Board page of the District's website
- A limited number of copies of agenda materials will also be available at the meeting

Americans with Disabilities Act Compliance: If you require special assistance to participate in Board Meetings, please contact the LDPCSD Board Secretary at (209) 852-2251 Ext. 2. Advance notification will enable the District to make reasonable arrangements to insure accessibility.



Lake Don Pedro Community Services District
General Manager's Report
February 2018

1 Report Overview

We are pleased to present this report covering the activities of district management over the past month. Again this month has been extremely busy with final adjustments to the emergency barge project design, evaluating malfunctioning meters, planning infrastructure projects, finalizing the digital maps, and closing out the USDA and DWR grants.

2 Management and Administration

- **State Water Board Violation Notice** – We have transmitted to the state the digital shape files containing the District boundaries, digital POU boundary and map layer showing the properties served water by the District. We await the response of the state regarding their acceptance of the maps and once acceptance is received, we will revise the Outside Place of Use water consumption reports accordingly. Meanwhile we continue to operate the wells on a rotating basis as detailed in the compliance plan, to produce approximately 10 acre feet and ensure compliance under all conditions.
- **Status Update on Dollar General Store**– Attached is the District issued “Will Serve” letter that allows the project to begin construction of the water main, which should already be underway by the date of this meeting.
- **Mapping Project** - Completed with revised paper maps and drawings to be produced in the coming weeks.
- **ATT Site Lease and Tower Construction** –AT&T has initiated the lease option and has made several monthly payments of \$1800 to the District. The tower and supporting facilities are nearly complete and the project will be online very soon.

3 Water Service

- **Automated Meters** – We continue to have trouble with approximately 32 meters that are sporadically malfunctioning by either not transmitting readings, or over/under transmitting readings.
- **Well Operation**–During the month of January, we operated Zarzamora Well #2 (Previously named Well 5 during construction), pumping 9.99 acre feet to the treatment plant.
- **Water Use Efficiency project** – attached hereto is an accounting of the water conservation rebates paid through the end of December 2017. We still have quite a bit of grant money available for rebate, and are renewing our public outreach to maximize customer participation.

- **SEMS software training** – We are scheduled to implement the SEMS system maintenance software in late March 2018.

4 Infrastructure Capital Improvement Projects

We are pleased to present this report covering the activities of district management over the past month. Again this month has been extremely busy with final adjustments to the emergency barge project design, evaluating malfunctioning meters, planning infrastructure projects, finalizing the digital maps, and closing out the USDA and DWR grants.

- **Springbrook** (Utility billing software) Update – We are still operating with a 10 year old version of our utility billing software, with update delays due to the office fire in 2012. We will be implementing the system upgrade in March or April 2018.
- **Ranchito Well #1 Connection**– Currently being designed by District Engineer Elizabeth Binkley. Once the design is completed, we will obtain contractor bids and install as soon as possible.
- **Barge Renovations** – Final design alternatives on the pipe lifting mechanism has created delays, but the design will be completed and approved this week, and fabrication started.
- **Service Line Replacement project** – We now have the leak report information and can also view the service lines to be replaced, and those already replaced on the digital maps, which is helpful to reveal that certain areas of the system have a higher rate of defects than others and will be the focus of the replacement project. We expect bidding in march and construction to begin in June 2018. Also included in this project will be the replacement of the 4-inch main on Hormiga and the replacement of the treatment plant effluent meter.
- **Replacement Trucks (2)** – Delayed for the 2018/19 budget to provide funding for the barge renovation project.
- **Replacement Flocculator Gear Drives** – yet to be ordered
- **Hormiga Water Line Replacement** – Hydrant replaced in February 2018, and the main will be replaced as part of the Service Line Replacement Project to be bid in April 2018.
- **Planning Study for Lake McClure Pumping solutions** – No action to date or expected until July 2018.

January 16, 2018

RE: CD DG La Grange, Inc.

**Matthew Rasmussen
730 Sandhill Rd Suite 250
Reno, NV 89521**

Mr. Rasmussen,

Included herein is the District will serve letter for CD DG La Grange, Inc. (Applicant). Please carefully follow the pre-construction requirements contained in the Plan Check and Inspection Agreement which require, in part:

1. Two hard copies of the approved project plans and specifications.
2. A copy of the Applicant's contract with the contractor.
3. Proof of insurance, as required by Paragraph 14 of the Agreement

Approval of the project plans is contingent upon diligent prosecution of the project once construction is started. Please provide a proposed construction schedule, so that the District can efficiently schedule its construction inspector. We will review the adequacy of your deposit submitted to cover construction inspection related costs. The terms and conditions of the Plan Check and Inspection Agreement must be complied with prior to the District setting meters, and/or otherwise providing domestic service within the above referenced project. Please see Agreement paragraphs 7 and 8 for additional details on the requirements for Notice of Acceptance and Transfer of the project to the District. Prior to the date of the transfer of the Project pursuant to Agreement paragraph 8, all risk of loss or injury or destruction to the Project and related facilities shall be solely upon the Applicant.

If you have any questions, please call me at 209-591-7100 or email pkampa@kampacs.com.

Sincerely,

Peter J. Kampa
General Manager

Cc: LDPCSD Board of Directors
Tuolumne County Community Development Department
Elizabeth Binkley, District Engineer

January 16, 2018

RE: Dollar General

**Matthew Rasmussen
730 Sandhill Rd Suite 250
Reno, NV 89521**

Will serve:

RE: CD DG La Grange, Inc.

As required by the County of Tuolumne pursuant to CCR Title 24, Part 5, Section 601.1. the Lake Don Pedro Community Services District certifies that it will provide potable water service to CD DG La Grange, Inc. (Applicant) in the Lake Don Pedro CSD service area, and that it has sufficient water resources and system capacity to provide such service. Notwithstanding any other language in this letter, and subject to Applicant complying with conditions contained in the August 18, 2017 Plan Check and Inspection Agreement for Off Site Improvements, the District certifies that (1) it will provide service to Assessor's Parcel 075-030-13 within the development on the same basis as it provides new service to any other legal parcel within the District's service area. All applicable connection and/or capacity fees will be paid prior to service being provided to the project. Water meters(s) will be set and water service provided, after the District has accepted off-site improvements and easements (if needed) and the Applicant has complied with the other conditions contained in the Plan Check and Inspection Agreement; including construction of the offsite water main and onsite improvements in accordance with the plans and specifications approved by the District.

The existing deposit balance as of today's data is \$617.54, which will be further used to fund the cost of construction inspection services provided by the District. This "will-serve" letter shall be subject to the current and future rules, regulations, fees, resolutions and ordinances of the Lake Don Pedro Community Service District. We look forward to serving the project.

Sincerely

Peter J. Kampa
General Manager

Cc: LDPCSD Board of Directors
Tuolumne County Community Development Department
Elizabeth Binkley, District Engineer

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT
Water Audit

Water Distribution System:																			
	Date (mo/dy/yr)	Plant Eff Meter Reading (ccf)	(A) Plant Eff Meter Corrected (ccf)	Central Tank Level (feet)	(B) Central Tank Volume (cu. ft.)	Enebro Tank Level (feet)	(C) Enebro Tank Volume (cu. ft.)	Alamo Tank Level (feet)	(D) Alamo Tank Volume (cu. ft.)	Coronado Tank Level (feet)	(E) Coronado Tank Volume (cu. ft.)	Lazo Tank Level (feet)	(F) Lazo Tank Volume (cu. ft.)	Aroblada Tank Level (feet)	(G) Arbolada Tank Volume (cu. ft.)	Sturtevant Tank Level (feet)	(H) Sturtevant Tank Volume (cu. ft.)	Customer Meters Total Readings (ccf)	(I) Customer Meters Corrected (ccf)
Current	01/30/18	237,992	237,992	28.10	238,706	41.00	35,067.24	10.10	38,869.36	23.50	51,845.31	13.00	7,443.22	23.40	51,624.69	22.00	48,536.04	7,481	7,481
Last:	12/27/17	223,851	223,851	19	161,402	38	32,501.35	10	38,484.51	18	39,711.30	14	8,015.77	17	37,505.12	20	44,123.67	6,920	6,920
Difference:			14,141	9.10	77,303.29	3.00	2,565.90	0.10	384.85	5.50	12,134.01	-1.00	-572.56	6.40	14,119.57	2.00	4,412.37	6,920	561
Other metered and unmetered uses (J):																			
Item	**Method Measured		Quantity (ccf)																
Fire fighting																			
Other hydrant usage																			
Main flushing																			
Bulk water sales																			
Repaired leaks																			
Water quality testing																			
Tank drainage or overflow																			
Other:																			
Other:																			
Other:																			
Other:																			
Total (ccf): (G)			0																
Totals for Zone:																			
Flows into System (A):			14,141.00 (ccf)																
Change in Storage (B+C+D+E+F+G+H)			1,103.47 (ccf)																
Flows Out of Zone (I+J):			7,481 (ccf)																
Real and Apparent Water Loss:			5,557 CCF = 12.76 AC-FT for period: 12/27/17 through 01/30/18 System Loss, % 39%																

REGIONAL WATER USE EFFICIENCY PROGRAM
REBATES PAID DECEMBER 2017

ADDRESS	REBATE TYPE	MODEL	# OF UNITS	AMOUNT	WATER CO/WELL	ANNUAL WATER SAVINGS ¹ GAL/YR
3470 WINDY HOLLOW RD. MARIPOSA, CA 95338	HE-DISHWASHER	WHIRPOOL WDT50SAHZ	1	\$ 200.00	PRIVATE WELL	634
3470 WINDY HOLLOW RD. MARIPOSA, CA 95338	NATIVE PLANTS		10	\$ 100.00	PRIVATE WELL	13500
4981 PRINCETH WAY MARIPOSA, CA 95338	NATIVE PLANTS		8	\$ 80.00	PRIVATE WELL	10800
P.O.BOX 629 MARIPOSA, CA 95338	NATIVE PLANTS		10	\$ 100.00	PRIVATE WELL	13500
5865 SHERLOCK RD. MIDPINES, CA 95345	HE-DISHWASHER	FRIGIDARE FFB2412 SS	1	\$ 200.00	PRIVATE WELL	634
5501 CARLETON RD. MARIPOSA, CA 95338	NATIVE PLANTS		10	\$ 64.00	PRIVATE WELL	13500
4862 BEAR VALLEY RD. MARIPOSA, CA, 95338	HE-TOILET	GLAC BAY 485- 194	1	\$ 94.00	PRIVATE WELL	2900
4862 BEAR VALLEY RD. MARIPOSA, CA, 95338	RAIN BARREL	50 gallons	1	\$ 50.00	PRIVATE WELL	150
4862 BEAR VALLEY RD. MARIPOSA, CA, 95338	NATIVE PLANTS		4	\$ 32.99	PRIVATE WELL	5400
4071 RAMSDEN RD. MARIPOSA, CA 95338	HE-TOILETS	AMERICAN STANDAR CHAMPION 4	1	\$ 188.00	PRIVATE WELL	2900

REGIONAL WATER USE EFFICIENCY PROGRAM
REBATES PAID DECEMBER 2017

ADDRESS	REBATE TYPE	MODEL	# OF UNITS	AMOUNT	WATER CO/WELL	ANNUAL WATER SAVINGS ¹ GAL/YR
5244 SCHAFFER RD. MARIPOSA, CA 95338	RAIN BARREL	50 gallons	4	\$ 200.00	PRIVATE WELL	600
1575 ZARZAMORA ST. LAGRANGE, CA 95329	HE-TOILET	KHOLER ELMBROOK	3	\$ 594.00	LDP	8700
3748 BRODIEA LN. MARIPOSA, CA 95338	HE-DISHWASHER	KENMORE 13093	1	\$ 200.00	PRIVATE WELL	634
3748 BRODIEA LN. MARIPOSA, CA 95338	NATIVE PLANTS		10	\$ 100.00	PRIVATE WELL	13500
4981 INDIAN PEAK RD. MARIPOSA, CA 95338	HE-CLOTHES WASHER	KENMORE 41072	1	\$ 200.00	PRIVATE WELL	180000
P.O. BOX 2291 MARIPOSA, CA 95338	HE-DISHWASHER	BOSH SHX68T55VC	1	\$ 200.00	MPUD	634
P.O. BOX 2291 MARIPOSA, CA 95338	HE-CLOTHES WASHER	WHIRPOOL WFW85HEFC	1	\$ 200.00	MPUD	180000
4941 PRINCETON WAY MARIPOSA, CA 95338	HE-DISHWASHER	FRIGIDAIRE FGID2466QD	1	\$ 200.00	PRIVATE WELL	634
			33			448620
				\$ 3,002.99		

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT

OPERATIONS REPORT

Board of Directors Meeting
Wednesday, February 21th 2017

Treatment Operations – The treatment plant continues to operate in proper condition with the exception of the electrical issue that we are experiencing with pump #1 control problem due to fire damage to electrical panel. As mentioned in the last board meeting, I will be contacting and scheduling a contractor in the very near future to try to diagnose and repair this issue.

Plant Maintenance –Maintenance included daily cleaning and calibrating of all our process analysis equipment and chemical injection pump maintenance and also replacement of chlorine chemical pump and piping and the chemical transfer/mixing pump. Staff has also dewatered and cleaned the floc/sedimentation basin. After completion of basin, staff installed a 4 inch pipe into the sump of the basin so we can attach a bigger pump to the deepest part of the basin to aid in and speed up the dewatering and cleaning process as this process is done manually due to the fact that there is no drain valve for the basin. In addition, I will be contacting and scheduling ERS Industrial Services for a filter surveillance inspection on our newly renovated filters. This will include visual inspection of interior surfaces, surface wash manifolds and media for mud balls and short-circuiting and also core samples of media to determine if addition of media is needed.

Water Distribution System - In the distribution system, staff performed site inspections for all facilities and conducted manual reading of all remote tank/pump site meters and gauges. The broken hydrant and valve on Hormiga has been replaced. The replacement of the hydrant that was hit on Las Moras is scheduled for repair this week at the same time as the water main upgrade on Las Palmas for the Dollar General. Also, a representative from the meter company is scheduled to meet with me for a couple of days at the end of the month to help in troubleshooting with the ongoing meter reading errors.

Customer Service - In customer service, staffs remaining available time was spent responding to customer service requests and work orders that included meter lock offs and unlocks, meter read requests, meter install or removals and leak identification.

Barge/Float pump – The barge renovation is ongoing and the major modification construction should begin in the next week or so. As of now, the two motors were separated from the pumps and sent into shop for testing and service. Both motors passed testing and will be delivered and staged for reinstall after service is complete. The two pumps will be removed this week and the older of the two will be sent into shop for repair.

Randy Gilgo
Water Operations Supervisor/Chief Operator
Lake Don Pedro C.S.D.

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT

Treasurer's Report

Reporting Period: January 2018

The district ended the month of January 2018 with the following balances in our accounts:

* All bank accounts verified against bank statements

Restricted:	
Investment - LAIF	\$ 165,055
Total Restricted:	<u>\$ 165,055</u>
Unrestricted:	
Checking	\$ 102,797
Money Market - Working Capital	\$ 836,439
Petty Cash	<u>\$ 125</u>
Total Unrestricted:	<u>\$ 939,361</u>
Total Restricted & Unrestricted:	<u>\$ 1,104,416</u>

The district ended January 2018 with the following amounts affecting our financial status:

	Jan-2018	Year to Date
Sales & Business Revenue:	\$ 110,513	\$ 869,113
Total Operating Expenses:	\$ (91,003)	\$ (577,840)
Non-Operating Income/Expense:	\$ (14,483)	\$ (96,866)
Water Drought Income/Expense:	\$ (82,817)	\$ 236,450
Change in Net Assets (P&L):	\$ (77,790)	\$ 430,857
Net Cash Flow:	\$ 390,844	\$ 331,262

Accounts Receivable:

Billing Time Frame	Utility Billing	Availability Billing	A/R Other	A/R Accrue	A/R Water IRWMP	A/R Water USDA
Current	\$ 29,353	\$ -	\$ 51	\$ 94,192	\$ -	\$ -
> 30 Days	\$ 605	\$ -	\$ -	\$ -	\$ -	\$ -
> 60 Days	\$ 8,872	\$ -	\$ -	\$ -	\$ -	\$ -
> 90 Days	\$ 3,009	\$ -	\$ -	\$ -	\$ -	\$ -
> 120 Days	\$ 8,588	\$ 187,128	\$ 5,241	\$ -	\$ -	\$ -
Credits	\$ (14,205)					
Total	\$ 36,222	\$ 187,128	\$ 5,292	\$ 94,192	\$ -	\$ -
Total Combined	\$ 317,542		\$ 5,292			\$ -
G/L Balance	\$ 317,542		\$ 5,292			\$ -
Difference	\$ -		\$ -			\$ -

* Amount of availability payments received: \$100,006

* Amount of availability payments outstanding: \$87,122

Accounts Payables:

Payable Time Frame	A/P Trade	A/P Accruals	A/P Water Accrual
Current	\$ 24,711	\$ -	\$ 6,280
> 30 Days	\$ -	\$ -	\$ -
> 60 Days	\$ -	\$ -	\$ -
> 90 Days	\$ -	\$ -	\$ -
Credits	\$ -	\$ -	\$ -
Total	\$ 24,711	\$ -	\$ 6,280
G/L Balance	\$ 24,711	\$ -	\$ 6,280
Difference	\$0	\$0	\$0

“ I certify that the District investments have been made in accordance with the Investment Policy. I further certify that the District has adequate revenue to cover its operating expenses for the next six months, in accordance with California Government Code Sections 53646 (b) (2) and (3) respectively”.

Name	Title	Date
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Statement of Revenues and Expenses (P&L)
January 2018 & Year-To-Date Versus 6/30/18 Approved Final Budget

	Jan-18	January vs Budget %	2017-2018 YTD	YTD vs Budget %	2017-2018 Approved Final Budget	Remaining Budget
Revenue						
01-0-3010-301	Meter Reconnection Fee	-	#DIV/0!	200	#DIV/0!	- (200)
01-0-3010-302	Donated Capital - Meters Curre	-	#DIV/0!	10,000	#DIV/0!	- (10,000)
01-0-4010-400	Water Sales Residential	14,964	5.64%	197,786	74.51%	265,457 67,671
01-0-4010-402	Water Availability Revenue	15,594	8.32%	109,090	58.20%	187,443 78,354
01-0-4010-403	Water Service Charges	79,304	8.37%	554,880	58.57%	947,359 392,479
01-0-4020-410	Interest Income - LAIF	500	39.31%	1,321	103.92%	1,271 (50)
01-0-4020-413	Int Inc Penalties - Customer	2,203	9.26%	16,768	70.51%	23,781 7,013
01-0-4020-414	Transfer Fee Income	600	9.25%	4,500	69.35%	6,489 1,989
01-0-4020-415	Other Income	640	19.28%	2,978	89.74%	3,319 341
01-0-4020-416	Meter Set Fee	-	0.00%	1,000	12.21%	8,190 7,190
01-0-4020-417	Interest Income Guaranty Fed	-	0.00%	-	0.00%	11 11
01-0-4020-901	Hydrant Rental	41	40.59%	41	40.59%	101 60
01-0-4020-902	Hydrant Consumption	9	15.16%	9	15.16%	62 53
01-0-4020-999	Avail Fee Income	-	0.00%	1,607	87.79%	1,830 224
01-0-4040-100	Lease Fee	2,700	12.50%	12,900	59.72%	21,600 8,700
01-0-4050-575	Office Fire Reimbursement	-	0.00%	-	0.00%	32,000 32,000
TBD	Connection/Capacity Fees					30,000
TBD	Transfer From Reserve					-
TOTAL REVENUE		116,556	7.62%	913,081	59.72%	1,528,914 615,833
Expenses						
01-1-5010-100	Regular Pay - Plant	7,598	5.11%	38,995	26.23%	148,660 109,665
01-1-5010-101	Overtime Pay	1,618	10.76%	9,184	61.06%	15,040 5,856
01-1-5010-102	Sick Pay	330	5.96%	1,567	28.28%	5,543 3,976
01-1-5010-104	Vacation Pay	499	6.66%	2,887	38.51%	7,498 4,611
01-1-5010-105	Holiday Pay	542	8.25%	2,232	33.98%	6,568 4,336
01-1-5010-200	PERS	830	8.59%	3,645	37.72%	9,665 6,020
01-1-5010-201	FICA/Medicare	1,260	9.42%	4,681	35.02%	13,367 8,686
01-1-5010-202	SUI	557	30.79%	835	46.15%	1,810 975
01-1-5010-203	Health Insurance	3,699	7.80%	32,271	68.06%	47,419 15,148
01-1-5010-204	Workers Compensation	484	9.03%	3,351	62.48%	5,364 2,013
01-1-5010-206	Dental Insurance	240	#DIV/0!	1,999	#DIV/0!	- (1,999)
01-1-5010-207	Vision Care	-	#DIV/0!	-	#DIV/0!	- -
01-1-5010-546	Travel, Meetings & Mileage		0.00%	-	0.00%	1,000 1,000
01-1-5020-501	Lease Of Equipment	510	#DIV/0!	510	#DIV/0!	- (510)
01-1-5020-510	Repair & Maintenance - Plant	122	0.68%	2,429	13.49%	18,000 15,571
01-1-5020-511	Repair & Maintenance - Vehicle	68	0.55%	6,235	50.26%	12,404 6,169
01-1-5020-512	Repair & Maintenance - Distribution	6,540	17.03%	21,286	55.44%	38,397 17,111
01-1-5020-515	R&M Transmission - Intake	-	0.00%	-	0.00%	23,030 23,030
01-1-5020-520	Small Tools & Equipment	-	0.00%	563	28.16%	2,000 1,437
01-1-5020-522	Gas, Oil & Lubricant - Plant	810	7.51%	6,900	63.98%	10,784 3,884
01-1-5020-524	Health & Safety	493	8.43%	3,855	65.88%	5,852 1,997
01-1-5020-529	Telephone - T & D	885	13.40%	4,136	62.61%	6,606 2,470
01-1-5020-544	Water Testing Fees	655	3.45%	7,745	40.77%	18,999 11,254
01-1-5020-545	Water System Fees	-	0.00%	8,033	163.84%	4,903 (3,130)
01-1-5020-548	Water Testing Materials	1,451	72.53%	2,591	129.53%	2,000 (591)
01-1-5021-521	Water Treatment Chemicals	5,999	11.30%	27,451	51.69%	53,106 25,655
01-1-5021-524	P G & E Power - Office	159	5.02%	1,565	49.28%	3,175 1,610
01-1-5021-525	P G & E Power - Intake	3,333	4.50%	41,099	55.48%	74,073 32,974
01-1-5021-526	P G & E Power - Well	22	0.74%	156	5.21%	3,000 2,844
01-1-5021-527	P G & E Power - Water Treatment	1,447	5.30%	21,554	78.90%	27,317 5,763
01-1-5021-528	P G & E Power - Distribution	1,525	6.01%	19,781	78.00%	25,360 5,579
01-1-5021-529	P G & E Power - Well 2	898	29.94%	7,920	263.99%	3,000 (4,920)
01-1-5021-530	P G & E Power - Medina	23	0.77%	414	13.81%	3,000 2,586
01-1-5021-532	P G & E Power - Well 5/6	23	0.77%	414	13.81%	3,000 2,586
01-1-5021-561	Purchased Water Actual-mid-p	5,833	9.36%	45,453	72.92%	62,332 16,879
01-1-5023-533	Outside Services	127	1.79%	1,277	18.08%	7,065 5,788
01-1-5023-535	Fire Protection/Weed Control	-	0.00%	-	0.00%	2,500 2,500
01-1-5023-537	Pest Control	32	7.94%	224	55.58%	403 179
01-1-5023-538	Engineering Services	-	0.00%	3,430	13.97%	24,561 21,131

		Jan-18	January vs Budget %	2017-2018 YTD	YTD vs Budget %	2017-2018 Approved Final Budget	Remaining Budget
01-1-5023-539	Employee Education	-	0.00%	120	5.98%	2,000	1,880
01-1-5024-540	Memberships	-	0.00%	264	63.94%	413	149
01-1-5024-542	Publications	-	0.00%	490	860.04%	57	(433)
01-1-5024-543	Licenses, Permits & Cert.	140	22.73%	463	75.16%	616	153
01-1-5032-583	Depreciation Expense	14,704	8.61%	100,255	58.68%	170,855	70,600
01-2-6010-100	Regular Pay - Administration	7,033	7.88%	48,958	54.85%	89,262	40,304
01-2-6010-101	Overtime Pay	278	7.53%	1,809	48.99%	3,692	1,883
01-2-6010-102	Sick Pay	277	4.73%	3,899	66.45%	5,867	1,968
01-2-6010-104	Vacation Pay	451	7.06%	4,265	66.71%	6,394	2,129
01-2-6010-105	Holiday Pay	296	6.95%	2,668	62.59%	4,263	1,595
01-2-6010-200	PERS	717	12.37%	3,710	64.00%	5,797	2,087
01-2-6010-201	FICA/Medicare	1,058	13.48%	4,921	62.68%	7,851	2,930
01-2-6010-202	SUI	337	27.69%	988	81.15%	1,218	230
01-2-6010-203	Health Insurance	1,936	8.76%	13,138	59.43%	22,106	8,968
01-2-6010-204	Workers Compensation	48	9.02%	335	63.16%	531	196
01-2-6010-206	Dental Insurance	159	7.94%	954	47.52%	2,007	1,053
01-2-6010-207	Vision Care	-	#DIV/0!	100	#DIV/0!	-	(100)
01-2-6010-546	Travel, Meetings & Mileage	39	3.24%	39	3.24%	1,200	1,161
01-2-6020-512	Propane	-	0.00%	66	9.39%	703	637
01-2-6020-515	Customer Billing Supplies	394	21.28%	1,323	71.43%	1,852	529
01-2-6020-529	Telephone - Admin	297	7.67%	2,124	54.90%	3,868	1,745
01-2-6020-530	Office Supplies	42	1.63%	1,463	56.37%	2,595	1,132
01-2-6020-531	Postage	519	7.26%	5,529	77.36%	7,147	1,618
01-2-6023-531	Computer IT	3,025	9.64%	24,711	78.72%	31,390	6,679
01-2-6023-533	Outside Services	13,558	12.24%	72,997	65.92%	110,734	37,737
01-2-6023-534	Temporary Outside Labor	-	0.00%	-	0.00%	3,000	3,000
01-2-6023-535	Office Cleaning Serv	140	7.72%	980	54.04%	1,814	834
01-2-6023-536	Legal Services	1,123	16.76%	4,710	70.28%	6,702	1,992
01-2-6023-537	Audit Services	7,000	79.37%	7,000	79.37%	8,820	1,820
01-2-6023-539	Employee Education	-	0.00%	-	0.00%	1,237	1,237
01-2-6024-540	Memberships	-	0.00%	4,702	74.52%	6,310	1,608
01-2-6024-542	Publications	-	0.00%	2,490	179.71%	1,386	(1,104)
01-2-6024-547	County Fees	-	0.00%	80	12.55%	638	558
01-2-6024-999	County Avail Fee	-	0.00%	1,615	87.80%	1,840	225
01-3-6025-100	Regular Pay	500	7.94%	3,200	50.79%	6,300	3,100
01-3-6025-201	FICA/Medicare	38	7.94%	245	50.84%	482	237
01-3-6025-546	Travel, Meetings & Mileage	-	0.00%	-	0.00%	2,000	2,000
01-9-6030-546	Travel, Meetings & Mileage	-	0.00%	-	0.00%	1,600	1,600
01-9-6030-569	Credit Card Service Charges	498	9.29%	3,440	64.21%	5,357	1,917
01-9-6030-572	Business Insurance Expense	2,482	6.12%	17,376	42.87%	40,529	23,153
01-9-6030-576	Misc Other Expense	23	0.43%	153	2.89%	5,300	5,147
01-9-6030-577	Retired Employee Health	2,252	8.98%	15,194	60.62%	25,063	9,868
01-9-6030-580	Retired EE Benefit Expense	-	0.00%	-	0.00%	148,142	148,142
01-9-6031-580	Interest Long Term Debt	3,530	7.28%	25,109	51.77%	48,505	23,395
01-9-6032-583	Depreciation Expense	18	0.71%	123	4.93%	2,500	2,376
01-9-6035-575	Office Fire Recovery	-	#DIV/0!	-	#DIV/0!	-	-
TOTAL EXPENSES		111,529	7.45%	718,674	48.02%	1,496,738	778,064

	Jan-18	January vs Budget %	2017-2018 YTD	YTD vs Budget %	2017-2018 Approved Final Budget	Remaining Budget
CAPITAL IMPROVEMENT PROJECTS (IN PROGRESS)						
01-1-5020-535	Water Supply Emergency 2014	-	#DIV/0!	-	#DIV/0!	-
01-9-6030-584	Well 2	-	#DIV/0!	64	#DIV/0!	(64)
01-9-6030-585	Medina Well	-	0.00%	64	0.13%	50,000
01-9-6030-586	Well 3/4	-	#DIV/0!	-	#DIV/0!	-
01-9-6030-587	Well 5	43,948	87.90%	44,714	89.43%	50,000
01-9-6030-588	Well 6	-	#DIV/0!	235	#DIV/0!	(235)
01-0-1090-315	Intake Booster #2 Installation	-	0.00%	120,995	161.33%	75,000
01-0-1090-314	CIP-Barge Renovation	-	0.00%	6,855	22.85%	30,000
TBD	Springbrook Update	-	0.00%	-	0.00%	30,000
01-0-1090-305	Ranchito Well #1 Renovation	-	0.00%	-	0.00%	10,000
01-9-6030-591	IRWMP Service Lines	36,875	6.09%	110,888	18.32%	605,249
01-9-6030-592	IRWMP Administrative Expenses	-	0.00%	6,003	30.01%	20,000
01-9-6030-593	IRWMP Water Use Efficiency	-	0.00%	43,345	26.33%	164,635
TOTAL CIP IN PROGRESS		80,822	7.81%	333,163	32.19%	1,034,884
CARRYOVER PROJECT (GRANT) REVENUE						
01-0-4020-428	USDA Grant	-	0.00%	324,641	104.72%	310,000
TBD	DWR Grant	-				86,520
01-0-4020-425	IRWMP Service Line Replacement	-	0.00%	107,908	18.77%	574,987
01-0-4020-427	IRWMP Regional Water Use Efficiency	-	0.00%	28,989	18.54%	156,403
01-0-4020-426	IRWMP Grant Administration	-	0.00%	4,392	21.96%	20,000
TOTAL CARRYOVER PROJECT REVENUE		-	0.00%	465,930	40.59%	1,147,910
NEW CAPITAL PURCHASES / IMPROVEMENTS						
TBD	Replacement Truck (2003 Chevy)		0.00%		0.00%	32,000
TBD	Replacement Truck (2005 Chevy)		0.00%		0.00%	40,000
TBD	Tablets for System Maintenance		0.00%		0.00%	5,000
TBD	Effluent Meter Replacement (Plant)		0.00%		0.00%	40,000
TBD	Replacement Flocculator Gear Drives		0.00%		0.00%	12,000
TBD	Hormiga Water Line Replacement		0.00%		0.00%	60,000
TBD	Portable Generator		0.00%		0.00%	6,000
TOTAL NEW CAPITAL PURCHASES/IMPROVEMENTS			0.00%	-	0.00%	195,000
PROJECT PLANNING, DESIGN AND STUDIES						
TBD	CIP Development					40,000
TBD	Connection Fee Study					15,000
01-9-6030-594	Grant Application Services	-	0.00%	15,723	52.41%	30,000
01-9-6030-594	District Map Digitizing and Updates	1,995	13.30%	8,445	56.30%	15,000
TBD	Planning Study re Lake McClure					50,000
TOTAL PLANNING, DESIGN AND STUDIES		1,995	1.33%	24,168	16.11%	150,000

LDPCSD Financials**Statement of Net Assets (Balance Sheet)
for the month ending January 2018****Asset :**

Cash and investments	\$	1,104,416
Restricted cash	\$	-
Accts Receivable net of res	\$	146,277
Water Drought Receivable	\$	-
Inventory	\$	69,931
Prpd expense & deposits	\$	20,587
Deferred Outflow of Resources	\$	7,580
Total current assets	\$	1,348,791

Property, plant & equipment	\$	10,215,040
less depreciation	\$	(6,928,810)
C I P	\$	1,141,394
Net P P & E	\$	4,427,624

Other L T Assets

Total Assets \$ 5,776,415

Liabilites:

Accounts payable	\$	24,711
Interest payable	\$	15,880
Water Accrual	\$	6,280
Accrued Payroll	\$	49,155
A/P Accrued Payables	\$	2,295
L T debt, current	\$	77,587
Total current liab	\$	175,908

L T debt

Post Retirement Benefit	\$	932,016
Net Pension Liability	\$	116,061
Deferred Inflow of Resources	\$	44,882
Muni Loan	\$	855,913
less current above	\$	(77,587)

Total Liabilites \$ 2,047,193

Net assets \$ 3,729,222

Total liab & net ass't \$ 5,776,415

<u>Vendor</u>	<u>Check Amount</u>
000012 AQUA LAB	2,100.00
000051 MERCED IRRIGATION DISTRICT	38,572.86
000059 MARIPOSA GAZETTE	284.90
000065 KKI CORPORATION	3,333.75
000076 USPS	460.59
000091 VALERO MARKETING & SUPPLY	738.33
000094 USA BlueBook	4,250.58
000105 PACIFIC GAS & ELECTRIC	7,549.56
000106 BINKLEY ASSOCIATES, INC	1,452.50
000118 D & D PEST CONTROL *	32.00
000121 UNION DEMOCRAT*	189.10
000128 GRAINGER, INC.	1,564.69
000136 AT&T	418.02
000165 ACWA/JPIA	15,774.28
000203 GRISWOLD, LaSALLE, COBB, DOWD	1,110.05
0002321 STREAMLINE	200.00
000263 Brenntag	769.74
0003221 KAMPA COMMUNITY SOLUTIONS LLC	6,250.00
0003360 Backyard Spa & Pool Essentials	91.80
000383 BUSINESS CARD	219.23
000550 LUIS'S HOUSEKEEPING / YARDS	140.00
000559 AW Direct	493.12
000585 MO CAL OFFICE SOLUTIONS	136.50
000606 BARRY ELECTRIC	330.00
000635 Contractor Compliance And Monitoring Inc	775.00
00071 Mother Lode Answering Service	285.00
0007349 Recology Mariposa	126.72
001888 SWRCB Accounting Office	7,533.00
0019655 Utility Services Associates	14,791.00
004779 California CAD Solutions	7,440.00
019970 NJIRICH & SON'S INC	66,906.46
100987 Twin Lakes Management Co.	510.00
101020 Fleetmatics	2,394.60
660108 VERIZON WIRELESS	160.84
702 Warmerdam CPA Group	2,488.00
UB*10578 MARCIA CRUZ, ET/AL	28.26
UB*10579 CINDY CHEUNG	301.34
UB*10580 PETER SCHIMMELFENNING	222.80

Report Total: 190,424.62

Special Meeting Minutes of the Board of Directors

9751 Merced Falls Road
January 17, 2018 at 1:00 p.m.

1. **CALL TO ORDER:** Presiding Officer: Establish Quorum, Pledge of Allegiance:
The Board of Directors of the Lake Don Pedro Community Services District held a special meeting at 9751 Merced Falls Rd., La Grange, CA 95329.
President Johnson called the meeting to order at 1:01 p.m.
Directors present: Johnson, Hankemeier, and Ross
Director Warren Arrived: 1:03 p.m.
Director Sperry took Oath of Office and took her seat on the board 2:11 p.m.
Also present: GM P. Kampa
Also present: Staff S. Marchesiello
Also present: Staff R. Gilgo arrived 1:32 p.m.
2. **PUBLIC COMMENT:**
One public member spoke
3. **PRESENTATION ONLY:**
 - a. Presiding Officer's Report
None given at this time
 - b. General Manager's Report: Peter J. Kampa
 - Report on response to the water rights violation notice
 - Report on groundwater well operation
 - Report on service line replacements and related work funded by DWR grants
 - Report on the status of budgeted capital improvement projects***Presented by GM P. Kampa***
 - c. Chief Plant Operator's Report: R. Gilgo
Presented by R. Gilgo
4. **APPROVAL OF CONSENT AGENDA:** The following items may all be approved in one motion or considered separately as determined appropriate by the President
 - a. Read and file the December 2017 Treasurer's Report
 - b. Approval of the Minutes of the Special Meeting of December 14, 2017

Motion: To approve the consent calendar

Votes: Carried 4-0

First: Hankemeier Second: Warren

Ayes: Hankemeier, Warren, Johnson, and Ross

Absent:

5. DISCUSSION AND ACTION ITEMS

- a. Approval of appointment of a replacement board member pursuant to the California Elections Code and District Notice of Board Vacancy dated December 18, 2017

Motion: To approve the appointment of Donelda Sperry

Votes: Carried 4-0

First: Hankemeier Second: Warren

Ayes: Hankemeier, Warren, Johnson, and Ross

Absent:

Break: 2:11 p.m.

Note: Board member Donelda Sperry was sworn in by Deputy County Clerk S. Marchesiello during the break

Reconvene: 2:19

- b. Adoption of a resolution of appreciation for James Sult for his service on the Board of Directors

Motion: To approve a resolution of appreciation for James Sult for his service on the Board of Directors

Votes: Carried 5-0

First: Ross Second: Hankemeier

Ayes: Ross, Hankemeier, Warren, Johnson, and Sperry

Absent:

- c. Adoption of a resolution approving agreement with Twin Lakes Management Company, Inc. for the fabrication and completion of the Emergency Barge Renovation Project, and amendment of the 2017-18 Budget to provide funding

Motion: To approve the recommended motion to adopt a resolution approving agreement with Twin Lakes Management Company, Inc. for the fabrication and completion of the emergency Barge Renovation Project, and amendment of the 2017-18 Budget to provide funding.

Votes: Carried 5-0

First: Hankemeier Second: Ross

Ayes: Hankemeier, Ross, Warren, Johnson, and Sperry

Absent:

- d. Report and discussion regarding the District organizational structure and management action to fill an open Water Operator position in lieu of hiring an Operations Manager
No action taken

Closed Open Session: 2:59 p.m.

Time Reconvened: 4:18 p.m.

6. **CLOSED SESSION:** Public Comment will be taken on the item(s) below prior to the Board convening the Closed Session. Following Closed Session, the Board will reconvene the open session and publicly report any action taken.
 - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code Section 54956.95 Title: General Manager

Report Out: *The board reported out to adopt a public employee performance evaluation for the General Manager. In this discussion the board is requesting that his (GM) summary be provided within seven calendar days that includes a summary of his accomplishments over the last three years. Then the board will continue with the evaluation process they adopted.*

7. **ADJOURNMENT: 4:20 P.M.**

Respectfully submitted by,

S. Marchesiello
Board Secretary

Lake Don Pedro Community Services District

Special Meeting of February 21, 2018

AGENDA SUPPORTING DATA

5. DISCUSSION AND ACTION ITEMS

- b. Presentation, review and acceptance of the 2016/17 annual audit

RECOMMENDED ACTION

Staff recommends the following motion:

I move to accept the 2016/17 annual audit

SUMMARY

The District is required to engage the services of an independent, qualified certified public accounting firm to conduct an annual audit of our financial statements. The District has hired Blomberg Associates to perform the audit. In the last minute of preparation for this Board meeting and finalization of the audit, Blomberg requested specific information regarding the status of Capital Improvement, Construction in Progress (CIP) accounts that remain open, with projects listed that are over a decade old.

Reviewing the status of each of the past projects and providing our response to the auditors delayed the delivery of the final draft audit until Tuesday, February 20, 2018. Staff has not yet reviewed the draft audit, and due to the timing of its delivery, the Board can consider acceptance of the audit at this or the March 2018 Board meeting.

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT

RESOLUTION 2018-xxx

**Resolution to update Signature Cards
On All District Accounts**

WHEREAS, the District has had a change in Directors, Staff, and Bank Account which requires an update to all banking accounts, as well as open a new business account at BBVA Compass, to reflect the current Board of Directors and Staff,

And

WHEREAS, the BBVA Compass Business Money Market Bank requires the log in password, the Local Agency Investment Account requires the pin number and the BBVA Compass Business Checking account is set up to require one (1) signature for the Bank to withdraw funds, however, the District will internally require two (2) signatures – one a Director and one a Staff Member,

NOW THEREFORE IT IS RESOLVED, that the Board of Directors update the BBVA Compass bank accounts, and the Local Agency Investment Fund account to include current Directors and approved staff on the signature cards.

BE IT RESOLVED, on this 21th day of February, 2018 the Board of Directors for the Lake Don Pedro Community Services District have agreed to update the signature cards for the financial institutions as follows:

<p>Authorized Signers BBVA Compass Business Checking Account</p> <p>Director Ross Director Johnson Director Hankemeier Director Warren Director Sperry GM Pete Kampa Syndie Marchesiello</p>	<p>Personnel Authorized to Transfer Funds and Direct Deposits BBVA Compass Money Market Account LAIF Account</p> <p>Director Ross Director Johnson Director Hankemeier Director Warren Director Sperry Pete Kampa, GM Syndie Marchesiello, Office Supervisor</p>
--	--

WHEREFORE, this resolution was passed and adopted this 21st day of February 2018 at the Special Meeting by the Board of Directors by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

President - Board of Directors – Director Johnson

Attest:

Syndie Marchesiello, Board Secretary

CERTIFICATE OF SECRETARY

*I, Syndie Marchesiello, Secretary of the **Lake Don Pedro Community Services District**, do hereby certify that the foregoing Resolution was duly and regularly updated on the 21st day of February, 2018 at the Special Meeting of the Board of Directors.*

Syndie Marchesiello, Secretary

RESOLUTION No. 2018-

RESOLUTION OF THE GOVERNING BODY OF
THE LAKE DON PEDRO COMMUNITY SERVICES DISTRICT,
DECLARING THAT GOVERNING BODY MEMBERS AND VOLUNTEERS SHALL
BE DEEMED TO BE EMPLOYEES OF THE DISTRICT FOR THE PURPOSE OF
PROVIDING WORKERS' COMPENSATION COVERAGE FOR SAID CERTAIN
INDIVIDUALS WHILE PROVIDING THEIR SERVICES

WHEREAS, the Lake Don Pedro Community Services District utilizes the services of Governing Body Members and Volunteers; and

WHEREAS, Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a resolution by the Governing Body of the agency so declaring, be deemed to be an employee of the agency for the purpose of Division 4 of said Labor Code while performing such services; and

WHEREAS, the Governing Body wishes to extend Workers' Compensation coverage as provided by State law to the following designated categories of persons as indicated by a checkmark in the box to the left of the descriptions:

- All Members of the Governing Body of the Lake Don Pedro Community Services District as presently or hereafter constituted and/or
- All persons performing voluntary services without pay other than meals, transportation, lodging or reimbursement for incidental expenses
- Individuals on Work-study programs
- Interns
- Other Volunteers
- _____
[designate]

NOW, THEREFORE, BE IT RESOLVED, that such persons coming within the categories specified above, including the duly elected or appointed replacements of any Governing Body Member and other designated individuals be deemed to be employees of the Lake Don Pedro Community Services District for the purpose of Workers' Compensation coverage as provided in Division 4 of the Labor Code while performing such service. However, said Governing Body Members and other designated individuals will not be considered an employee of the Lake Don Pedro Community Services District for any purpose other than for such Workers' Compensation coverage, nor grant nor enlarge upon any other right, duty, or responsibility of such Governing Body Members or other designated individuals, nor allow such persons to claim any other benefits or rights given to paid employees of the Lake Don Pedro Community Services District.

PASSED, APPROVED AND ADOPTED this 21st day of February, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Danny Johnson, President, Board of Directors
ATTEST:

Syndie Marchesiello, Secretary CERTIFICATE OF SECRETARY (STATE OF CALIFORNIA) (COUNTY OF MARIPOSA)

I, Syndie Marchesiello, the duly appointed and Secretary of the Board of Directors of the Lake Don Pedro Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Special Meeting of the Board of Directors of the Lake Don Pedro Community Services District duly called and held at the District office at 9751 Merced Falls Road, La Grange, CA 95239, on February 21, 2018

Lake Don Pedro Community Services District

Special Meeting of February 21, 2018

AGENDA SUPPORTING DATA

5. DISCUSSION AND ACTION ITEMS

- e. Approval of the attendance of two directors at the Special District Leadership Academy in Seaside, April 15-18, 2018

RECOMMENDED ACTION

Staff recommends the following motion:

I move to approve two directors to attend the CSDA Leadership Academy Conference in Seaside, April 15-18, 2018

SUMMARY

This agenda item includes authorization for up to two Board members to attend the [CSDA Leadership Academy Conference](#) in Monterey on April 15-18, 2018. The Leadership Academy is the premier educational offering by CSDA which includes over two full days of extensive training for directors in the foundations of Board governance, as well as board and staff roles and relationship, the Board's role in finance and outreach/communication. The Conference Brochure is available at the following website:

<http://www.csdanet/wp-content/uploads/2017/11/2018-SDLA-Conference-Brochure-web.pdf>

Board members have the opportunity to interact with directors of other special districts, and for attendance, the District receives a 1% discount on its liability and workers compensation insurance for each director that attends; resulting in a savings equal to the cost of one Director's attendance. The Leadership Academy also makes scholarships available to small districts to fund the cost of the course tuition. The estimated cost of two directors attending is as follows, and assumes we receive the scholarship and the directors drive together:

Attendee	Tuition	Mileage	Hotel	Total
Director 1	\$ 600	\$ 165	\$ 570	\$ 1,335
Director 2	\$ 400	\$ -	\$ 570	\$ 970
				\$ 2,305
		Scholarship		\$ (1,000)
		Insurance Savings		\$ (920)
		Total Actual Cost		\$ 385

FINANCIAL IMPACTS

If both Board members attend the conference, the worst case scenario cost of tuition plus travel and lodging will be approximately \$2,305 if we do not receive the scholarship; meals are included. Attendance at the Leadership Academy by two directors is included in the 2017/18 budget.

ATTACHMENTS

Minutes from the January 8, 2018 Regular Meeting

Lake Don Pedro Community Services District

Special Meeting of February 21, 2018

AGENDA SUPPORTING DATA

5. DISCUSSION AND ACTION ITEMS

- f. Presentation of the completed digital representation of the District infrastructure, boundaries and related data

RECOMMENDED ACTION

Staff recommends the following motion:

This is an information only item

SUMMARY

On October 16, 2017 the Board held discussion regarding response to the State Water Board's Notice of (Water Rights) Violation, and the necessary District actions to address the state's claims. The state required that the District provide a digital boundary file for the:

1. District boundaries
2. Merced Irrigation District Place of Use (POU) boundaries
3. The properties served by the District

In order to develop the digital representation (boundaries) showing the properties served water by the District, it was necessary to map all legal parcels within the District, and identify all lots currently served and those not served by the District. In addition, the ability to identify the District infrastructure on the maps was important to detail the properties served, and ensure the accuracy of the information presented graphically.

All of the necessary data regarding the properties served by the District, and all infrastructure drawings and notes were provided to our consultant, California Cad Solutions. This updated, current information is now loaded on our digital information site hosted by California Cad Solutions.

The purpose of this agenda item is to review the digital tool showing all of our infrastructure, as well as the state required items 1-3 above.

FINANCIAL IMPACTS

None – presentation only. The funding for the digital updates was provided in the 2017/18 budget.

ATTACHMENTS

None