Lake Don Pedro Community Services District
9751 Merced Falls Rd., La Grange, CA 95329
(209) 852-2331 – www.ldpcsd.org

DIRECTORS
Danny Johnson, President
Dan Hankemeier, Vice President
Emery Ross
Russell Warren
Nellie Sperry

Special Meeting of the Board of Directors

9751 Merced Falls Road

November 12, 2018 at 1:00 p.m.

This Meeting replaces the November 19, 2018 Regular Board Meeting

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
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 October 2018 Treasurer's Report including summary of claims paid
b. Approval of the Minutes of the Regular Meeting of October 15, 2018

5. DISCUSSION AND ACTION ITEMS

a. Consideration of the Requirements of the Mariposa County Local Agency Formation Commission (LAFCO) for District acceptance and operation of the Don Pedro Wastewater Collection and Treatment Systems.

6. 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

OPERATIONS MANAGER REPORT

Board of Directors Meeting
Monday, November 12th 2018

Treatment Operations – The plant has continued to operate well with no problems to report at this time.

Plant Maintenance –Maintenance included daily cleaning and calibrating of all our process analysis equipment, chemical injection pump maintenance and filter pump/motor maintenance. Staff will drain and clean the flocculation basin in the next week or two. During that time we will also drain the filters and do a quick visual inspection.

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.

In available time, Jose is still working with the office and continuing to replace/reprogram meters and transmitters that have been reading incorrectly and manually reading meters from the list generated by the office staff that have had zero readings for extended periods of time.

Intake – The leak that was reported in the raw water main running down Barret Entrance Rd. is tentatively scheduled for Thursday the 15th with PG&E and Njirich.

As of the time of writing this report I have not been able to get a hold of F&S houseboats and haven't been able to for the last 3 weeks so as of now there is no progress to update on the status of the barge at this time.

Wells – During remote readings I had discovered that Ranchito #2 had a gate valve that was broken in half and was leaking badly leaving this well temporarily inoperable. Staff will repair the well piping and replace the broken valve as soon as we receive 3 more flange gaskets and make Ranchito #2 operational again.

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, leak identification and underground service alerts.

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

LAKE DON PEDRO
COMMUNITY SERVICES DISTRICT

Treasurer's Report

Reporting Period: October 2018

The district ended the month of October 2018 with the following balances in our accounts:
* All bank accounts verified against bank statements

Restricted:				
Investment - LAIF	$	167,360		
Total Restricted:			$	167,360
Unrestricted:				
Checking	$	80,646		
Money Market - Working Capital	$	700,746		
Petty Cash	$	125		
Total Unrestricted:			$	781,517
Total Restricted & Unrestricted:			$	948,877

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

		Oct-2018		Year to Date
Sales & Business Revenue:	$	129,470	$	535,771
Total Operating Expenses:	$	(91,372)	$	(369,595)
Non-Operating Income/Expense:	$	(14,131)	$	(64,173)
Water Drought Income/Expense:	$	(47,532)	$	71,690
Change in Net Assets (P&L):	$	(23,565)	$	173,693
Net Cash Flow:	$	(36,480)	$	(15,171)

Accounts Receivable:

Billing Time Frame	Utility Billing	Availability Billing	A/R Other	A/R Accrue	A/R Water IRWMP	A/R Water USDA
Current	$ 6,287	$ -	$ 1,339	$ 111,184	$ -	$ -
> 30 Days	$ 45,012	$ -	$ -	$ -	$ -	$ -
> 60 Days	$ 595	$ -	$ 28	$ -	$ -	$ 86,520
> 90 Days	$ 8,311	$ 186,360	$ -	$ -	$ -	$ -
> 120 Days	$ 6,647	$ -	$ 5,329	$ -	$ -	$ -
Credits	$ (15,443)					
Total	$ 51,409	$ 186,360	$ 6,696	$ 111,184	$ -	$ 86,520
Total Combined	$ 348,953		$ 6,696			$ 86,520
G/L Balance	$ 348,953		$ 6,696			$ 86,520
Difference	$ -		$ -			$ -

* Amount of availability payments received: $0

* Amount of availability payments outstanding: $186,360

Accounts Payables:

Payable Time Frame	A/P Trade	A/P Accruals	A/P Water Accrual
Current	$ 18,287	$ -	$ 5,788
> 30 Days	$ -	$ -	$ 7,362
> 60 Days	$ -	$ -	$ 10,582
> 90 Days	$ -	$ -	$ 9,223
Credits	$ -	$ -	$ -
Total	$ 18,287	$ -	$ 32,955
G/L Balance	$ 18,287	$ -	$ 32,955
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

Statement of Revenues and Expenses (P&L)
October 2018 & Year-To-Date Versus 6/30/19 Approved Final Budget

		Oct-18	October vs Budget %	2018-2019 YTD	YTD vs Budget %	2018-2019 Aproved 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	5,000	33.33%	15,000	100.00%	15,000	-
01-0-4010-400	Water Sales Residential	31,260	9.90%	145,853	46.17%	315,917	170,064
01-0-4010-402	Water Availability Revenue	15,429	8.25%	61,804	33.06%	186,971	125,167
01-0-4010-403	Water Service Charges	79,785	8.39%	318,841	33.51%	951,430	632,589
01-0-4020-410	Interest Income - LAIF	904	38.95%	1,691	72.80%	2,322	631
01-0-4020-413	Int Inc Penalties - Customer	2,810	9.74%	9,554	33.12%	28,847	19,293
01-0-4020-414	Transfer Fee Income	450	5.86%	2,050	26.69%	7,680	5,630
01-0-4020-415	Other Income	839	15.16%	3,650	65.94%	5,536	1,886
01-0-4020-416	Meter Set Fee	1,000	55.56%	2,500	138.89%	1,800	(700)
01-0-4020-417	Interest Income Guaranty Fed	-	#DIV/0!	-	#DIV/0!	-	-
01-0-4020-901	Hydrant Rental	207	107.81%	760	395.83%	192	(568)
01-0-4020-902	Hydrant Consumption	1,340	2791.38%	2,008	4182.92%	48	(1,960)
01-0-4020-999	Avail Fee Income	-	0.00%	1,755	109.21%	1,607	(148)
01-0-4040-100	Lease Fee	2,700	6.25%	10,800	25.00%	43,200	32,400
01-0-4050-575	Office Fire Reimbursement	-	0.00%	-	0.00%	32,000	32,000
TBD	Connection/Capacity Fees					-	
TBD	Transfer From Reserve					-	
TOTAL REVENUE		**141,724**	8.90%	**576,465**	36.20%	**1,592,550**	**1,016,085**
Expenses							
01-1-5010-100	Regular Pay - Plant	7,001	4.49%	28,764	18.43%	156,093	127,329
01-1-5010-101	Overtime Pay	1,102	6.25%	5,727	32.48%	17,634	11,907
01-1-5010-102	Sick Pay	336	6.05%	1,331	24.01%	5,543	4,212
01-1-5010-104	Vacation Pay	510	6.80%	2,172	28.96%	7,498	5,326
01-1-5010-105	Holiday Pay	386	5.88%	758	11.54%	6,568	5,810
01-1-5010-200	PERS	724	7.49%	2,903	30.03%	9,665	6,762
01-1-5010-201	FICA/Medicare	731	5.47%	3,075	23.00%	13,367	10,292
01-1-5010-202	SUI	-	0.00%		0.00%	1,810	1,810
01-1-5010-203	Health Insurance	3,699	6.77%	14,798	27.08%	54,646	39,848
01-1-5010-204	Workers Compensation	571	9.43%	2,284	37.72%	6,054	3,770
01-1-5010-206	Dental Insurance	240	7.01%	962	28.05%	3,428	2,466
01-1-5010-207	Vision Care	-	#DIV/0!	-	#DIV/0!	-	-
01-1-5010-546	Travel, Meetings & Mileage		0.00%	-	0.00%	3,000	3,000
01-1-5020-501	Lease Of Equipment	-	0.00%	-	0.00%	643	643
01-1-5020-510	Repair & Maintenance - Plant	-	0.00%	10	0.05%	18,000	17,990
01-1-5020-511	Repair & Maintenance - Vehicle	410	3.52%	5,662	48.66%	11,637	5,975
01-1-5020-512	Repair & Maintenance - Distribution	18,394	31.20%	45,083	76.48%	58,950	13,867
01-1-5020-515	R&M Transmission - Intake	4,072	40.72%	4,072	40.72%	10,000	5,928
01-1-5020-520	Small Tools & Equipment	-	0.00%	455	15.56%	2,923	2,468
01-1-5020-522	Gas, Oil & Lubricant - Plant	894	7.48%	4,704	39.34%	11,956	7,252
01-1-5020-524	Health & Safety	-	0.00%	1,143	19.06%	6,000	4,857
01-1-5020-529	Telephone - T & D	560	7.22%	2,233	28.81%	7,751	5,518
01-1-5020-544	Water Testing Fees	-	0.00%	2,370	12.47%	18,999	16,629
01-1-5020-545	Water System Fees	-	0.00%	176	1.69%	10,437	10,261
01-1-5020-548	Water Testing Materials	-	0.00%	612	16.05%	3,811	3,199
01-1-5021-521	Water Treatment Chemicals	-	0.00%	8,692	21.73%	40,000	31,308
01-1-5021-524	P G & E Power - Office	181	7.03%	1,047	40.58%	2,581	1,534
01-1-5021-525	P G & E Power - Intake	7,736	11.89%	32,171	49.46%	65,049	32,878
01-1-5021-526	P G & E Power - Well	22	0.75%	91	3.03%	3,000	2,909
01-1-5021-527	P G & E Power - Water Treatment	2,748	8.30%	12,866	38.89%	33,088	20,222
01-1-5021-528	P G & E Power - Distribution	3,288	10.32%	16,267	51.04%	31,868	15,601
01-1-5021-529	P G & E Power - Well 2	1,139	37.95%	2,932	97.74%	3,000	68
01-1-5021-530	P G & E Power - Medina	28	0.95%	785	26.18%	3,000	2,215
01-1-5021-532	P G & E Power - Well 5/6	28	0.95%	785	26.18%	3,000	2,215
01-1-5021-561	Purchased Water Actual-mid-p	5,788	7.56%	32,955	43.05%	76,546	43,591
01-1-5023-533	Outside Services	505	1.79%	1,263	4.48%	28,203	26,940
01-1-5023-535	Fire Protection/Weed Control	-	#DIV/0!	-	#DIV/0!	-	-
01-1-5023-537	Pest Control	32	0.55%	96	1.64%	5,836	5,740
01-1-5023-538	Engineering Services	473	4.73%	1,435	14.35%	10,000	8,565
01-1-5023-539	Employee Education	-	0.00%	166	4.14%	4,000	3,834

		Oct-18	October vs Budget %	2018-2019 YTD	YTD vs Budget %	2018-2019 Aproved Final Budget	Remaining Budget
01-1-5024-540	Memberships	-	0.00%	150	17.40%	862	712
01-1-5024-542	Publications	-	0.00%	628	101.66%	618	(10)
01-1-5024-543	Licenses, Permits & Cert.	160	19.94%	265	33.07%	800	535
01-1-5032-583	Depreciation Expense	20,722	10.36%	82,221	41.12%	199,967	117,746
01-2-6010-100	Regular Pay - Administration	5,070	5.82%	26,322	30.24%	87,058	60,736
01-2-6010-101	Overtime Pay	-	0.00%	603	24.47%	2,466	1,863
01-2-6010-102	Sick Pay	315	5.27%	3,630	60.81%	5,969	2,339
01-2-6010-104	Vacation Pay	506	7.13%	3,046	42.90%	7,099	4,053
01-2-6010-105	Holiday Pay	322	7.22%	644	14.43%	4,459	3,815
01-2-6010-200	PERS	673	10.41%	2,855	44.17%	6,464	3,609
01-2-6010-201	FICA/Medicare	622	7.42%	2,518	30.05%	8,382	5,864
01-2-6010-202	SUI	-	0.00%	-	0.00%	1,580	1,580
01-2-6010-203	Health Insurance	1,936	8.11%	7,744	32.44%	23,873	16,129
01-2-6010-204	Workers Compensation	56	9.35%	226	37.40%	604	378
01-2-6010-206	Dental Insurance	159	8.83%	637	35.32%	1,804	1,167
01-2-6010-207	Vision Care	-	0.00%	-	0.00%	252	252
01-2-6010-546	Travel, Meetings & Mileage	-	0.00%	39	3.24%	1,200	1,161
01-2-6020-512	Propane	-	0.00%	66	9.65%	684	618
01-2-6020-515	Customer Billing Supplies	216	12.94%	388	23.30%	1,667	1,279
01-2-6020-529	Telephone - Admin	302	7.95%	1,209	31.79%	3,802	2,593
01-2-6020-530	Office Supplies	-	0.00%	916	38.06%	2,406	1,490
01-2-6020-531	Postage	462	5.11%	3,138	34.70%	9,042	5,904
01-2-6023-531	Computer IT	3,489	7.83%	11,169	25.06%	44,572	33,403
01-2-6023-533	Outside Services	11,320	8.32%	41,663	30.63%	136,017	94,354
01-2-6023-534	Temporary Outside Labor	-	#DIV/0!	-	#DIV/0!	-	-
01-2-6023-535	Office Cleaning Serv	140	9.26%	560	37.04%	1,512	952
01-2-6023-536	Legal Services	-	0.00%	1,860	18.09%	10,283	8,423
01-2-6023-537	Audit Services	-	0.00%	-	0.00%	12,350	12,350
01-2-6023-539	Employee Education	-	0.00%	-	0.00%	1,500	1,500
01-2-6024-540	Memberships	35	0.54%	140	2.16%	6,495	6,355
01-2-6024-542	Publications	-	0.00%	630	20.07%	3,137	2,507
01-2-6024-547	County Fees	80	79.21%	80	79.21%	101	21
01-2-6024-999	County Avail Fee	-	0.00%	1,788	87.84%	2,035	248
01-3-6025-100	Regular Pay	400	7.22%	1,800	32.47%	5,544	3,744
01-3-6025-201	FICA/Medicare	31	7.22%	138	32.48%	424	286
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%	95	95
01-9-6030-569	Credit Card Service Charges	572	9.27%	2,269	36.76%	6,172	3,903
01-9-6030-572	Business Insurance Expense	2,907	6.87%	11,628	27.50%	42,289	30,661
01-9-6030-576	Misc Other Expense	23	1.14%	81	4.03%	2,000	1,920
01-9-6030-577	Retired Employee Health	2,252	8.14%	9,006	32.57%	27,655	18,649
01-9-6030-580	Retired EE Benefit Expense	-	0.00%	-	0.00%	148,142	148,142
01-9-6031-580	Interest Long Term Debt	3,370	7.54%	13,489	30.18%	44,692	31,203
01-9-6032-583	Depreciation Expense	18	8.11%	70	32.18%	219	149
01-9-6035-575	Office Fire Recovery	-	#DIV/0!	-	#DIV/0!	-	-
TOTAL EXPENSES		**117,757**	7.25%	**474,462**	29.22%	**1,623,876**	**1,149,413**

		Oct-18	October vs Budget %	2018-2019 YTD	YTD vs Budget %	2018-2019 Aproved 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!	-	#DIV/0!	-	-
01-9-6030-585	Medina Well*	-	#DIV/0!	-	#DIV/0!	-	-
01-9-6030-586	Well 3/4	-	#DIV/0!	-	#DIV/0!	-	-
01-9-6030-587	Well 5*	-	#DIV/0!	-	#DIV/0!	-	-
01-9-6030-588	Well 6	-	#DIV/0!	-	#DIV/0!	-	-
01-0-1090-315	Intake Booster #2 Installation	-	#DIV/0!	-	#DIV/0!	-	-
01-0-1090-314	CIP-Barge Renovation	-	0.00%	1,988	2.48%	80,000	78,013
TBD	Springbrook Update		0.00%	-	0.00%	30,000	30,000
01-0-1090-305	Ranchito Well #1 Renovation	2,030	13.53%	3,342	22.28%	15,000	11,658
01-9-6030-591	IRWMP Service Lines	70,529	7.42%	100,170	10.54%	950,000	849,830
01-9-6030-592	IRWMP Administrative Expenses	-	0.00%	722	6.39%	11,307	10,585
01-9-6030-593	IRWMP Water Use Efficiency	22,675	27.20%	53,439	64.10%	83,369	29,930
TOTAL CIP IN PROGRESS		**95,233**	8.14%	**159,661**	13.65%	**1,169,676**	**1,010,015**
CARRYOVER PROJECT (GRANT) REVENUE							
01-0-4020-418	Well 2 Grant Revenue	-	#DIV/0!	21,630	#DIV/0!		
01-0-4020-419	Medina Well Grant Revenue	-	#DIV/0!	21,630	#DIV/0!		
01-0-4020-420	Well 3 & 4 Grant Revenue	-	#DIV/0!	21,630	#DIV/0!		
01-0-4020-421	Well 5 Grant Revenue	-	#DIV/0!	21,630	#DIV/0!		
01-0-4020-428	USDA Grant	-	#DIV/0!		#DIV/0!	-	-
01-0-4020-429	Flood Reimbursment	45,672	#DIV/0!	45,672	#DIV/0!		
TBD	DWR Grant					86,520	
01-0-4020-425	IRWMP Service Line Replacement	-	0.00%	69,666	8.22%	847,287	777,621
01-0-4020-427	IRWMP Regional Water Use Effciency	-	0.00%	33,486	31.22%	107,260	73,774
01-0-4020-426	IRWMP Grant Administration***	-	0.00%	2,530	21.08%	12,000	9,470
TOTAL CARRYOVER PROJECT REVENUE		**45,672**	4.34%	**237,874**	22.59%	**1,053,067**	**815,193**
NEW CAPITAL PURCHASES / IMPROVEMENTS							
TBD	2018 SCADA Update Project***		0.00%		0.00%	55,000	55,000
TBD	Replacement Truck (2003 Chevy)		0.00%		0.00%	32,000	32,000
TBD	Replacement Truck (2005 Chevy)		#DIV/0!		#DIV/0!	-	-
TBD	Tablets for System Maintenance		#DIV/0!		#DIV/0!	-	-
TBD	Effluent Meter Replacement (Plant)		#DIV/0!		#DIV/0!	-	-
TBD	Replacement Flocculator Gear Drives		0.00%		0.00%	12,000	12,000
01-0-1090-316	Hormiga Water Line Replacement	-	0.00%		0.00%	46,463	46,463
TBD	Portable Generator		0.00%		0.00%	6,000	6,000
TOTAL NEW CAPITAL PURCHASES/IMPROVEMENTS		-	0.00%	-	0.00%	**151,463**	**151,463**
PROJECT PLANNING, DESIGN AND STUDIES							
TBD	CIP Development					20,000	20,000
TBD	Connection Fee Study					10,000	10,000
01-9-6030-594	Grant Application Services	-	0.00%	11,853	62.38%	19,000	7,148
01-9-6030-595	District Map Digitizing and Updates		0.00%		0.00%	5,000	5,000
TBD	Planning Study re Lake McClure					-	-
TOTAL PLANNING, DESIGN AND STUDIES		-	0.00%	**11,853**	21.95%	**54,000**	**42,148**

***Amounts from these accounts were not added properly on the approved budget. Differences on the totals of the approved budget and the budget on this form are from these accounts

LDPCSD Financials	Statement of Net Assets (Balance Sheet) for the month ending October 2018		
Asset :			
Cash and investments		$	948,877
Restricted cash		$	-
Accts Receivable net of res		$	230,841
Water Drought Receivable		$	86,520
Inventory		$	69,931
Prpd expense & deposits		$	46,482
Deferred Outflow of Resources		$	54,459
	Total current assets	$	1,437,110
Property, plant & equipment		$	11,452,244
less depreciation		$	(7,106,262)
C I P		$	464,731
	Net P P & E	$	4,810,713
Other L T Assets			
	Total Assets	$	6,247,823
Liabilites:			
Accounts payable		$	18,287
Interest payable		$	5,055
Water Accrual		$	32,955
Accrued Payroll		$	53,331
A/P Accrued Payables		$	2,110
L T debt, current		$	81,475
	Total current liab	$	193,213
L T debt			
Post Retirment Benefit		$	1,049,179
Net Pension Liability		$	179,978
Deferred Inflow of Resources		$	69,728
Muni Loan		$	778,326
less current above		$	(81,475)
	Total Liabilites	$	2,188,949
Net assets		$	4,058,874
	Total liab & net ass't	$	6,247,823

Vendor		Check Amount
0000303	Kennedy/Jenks Consultants	19,487.50
000047	LAWSON & SON BACKHOE & GRADIN	1,240.00
000065	KKI CORPORATION	2,112.50
000076	USPS	679.23
000105	PACIFIC GAS & ELECTRIC	16,481.36
000118	D & D PEST CONTROL *	64.00
000136	AT&T	849.27
000165	ACWA/JPIA	7,887.14
00019545	DAVID H. RAGLAND	1,889.70
000203	GRISWOLD, LaSALLE, COBB, DOWD	1,860.00
0002321	STREAMLINE	400.00
000263	Brenntag	711.98
0003221	KAMPA COMMUNITY SOLUTIONS LLC	6,250.00
000383	BUSINESS CARD	1,105.40
000442	KAMPS PROPANE INC.	66.00
000550	LUIS'S HOUSEKEEPING / YARDS	140.00
000583	COPY KING	388.35
000585	MO CAL OFFICE SOLUTIONS	274.84
000635	Contractor Compliance And Monitoring Inc	300.00
00071	Mother Lode Answering Service	285.00
0007349	Recology Mariposa	505.30
000746	Mariposa Co. Resource Conservation Distr	22,675.00
001888	SWRCB Accounting Office	176.00
019970	NJIRICH & SON'S INC	102,848.85
660108	VERIZON WIRELESS	302.38
702	Warmerdam CPA Group	2,500.00
UB*10625	MR/MRS ADAM BRISENO	117.96
UB*10626	CHAFFIN FAMILY TRUST	11.80
UB*10627	WALLACE & LAVONNE JOHNSTONE	219.00
	Report Total:	**191,828.56**

Lake Don Pedro Community Services District
9751 Merced Falls Rd., La Grange, CA 95329
(209) 852-2331 – www.ldpcsd.org

DIRECTORS
Danny Johnson, President
Dan Hankemeier, Vice President
Emery Ross
Russell Warren
Nellie Sperry

Regular Meeting Minutes of the Board of Directors

9751 Merced Falls Road
October 15, 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 regular meeting at 9751 Merced Falls Rd., La Grange, CA 95329.
   Vice President Hankemeier called the meeting to order at 1:00 a.m.
   Directors present: Hankemeier, Warren, Ross, Sperry
   Director absent: Johnson
   Also present: GM P. Kampa
   Also present: Staff S. Marchesiello
   Also present: Staff R. Gilgo

2. **PUBLIC COMMENT:**
   The Board received one public comment

3. **PRESENTATION ONLY:**
   a. Presiding Officer's Report
      None given at this time

   b. General Manager's Report: Peter J. Kampa
      Presented by GM P. Kampa

   c. Chief Plant Operator's Report: R. Gilgo
      Presented by GM P. Kampa

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 September 2018 Treasurer's Report including summary of claims paid
   b. Approval of the Minutes of the Regular Meeting of September 16, 2018

   Motion: To approve the consent calendar with corrections
   Votes: Carried 4-0
   First: Ross Second: Warren
   Ayes: Ross, Warren, Hankemeier, and Sperry
   Absent: Johnson

5. DISCUSSION AND ACTION ITEMS

a. Adoption of a Resolution Accepting Dedication of the water system improvements to serve the Dollar General store Located on Las Palmas Way at Hwy 132 - CD DG La Grange, LLC

No action taken

b. Review and direction regarding the existing agreement with Lake Don Pedro Owners Association for the use and maintenance of Gregoris Pond.

Motion: To approve the recommended motion to direct staff to negotiate a revised agreement
Votes: Carried 4-0
First: Ross Second: Warren
Ayes: Ross, Warren, Hankemeier, and Sperry
Absent: Johnson

c. Adoption of a Resolution declaring certain District property as surplus and directing their sale by public bid

Motion: To approve the resolution declaring certain District property as surplus excluding the 1999 Townmaster T10DD Carrier Trailer and including the barge trailer, and directing their sale by public bid
Votes: Carried 4-0
First: Hankemeier Second: Ross
Ayes: Hankemeier, Ross, Warren, and Sperry
Absent: Johnson

d. Review and direction regarding the District Standby (Availability) charge and direction regarding the applicability of the charge to all vacant parcels within the district

Motion: To approve recommended motion to direct staff to prepare a plan for implementation of availability fees for all vacant parcels with in the District boundaries and return with recommendations.
Votes: Carried 4-0
First: Hankemeier Second: Warren
Ayes: Hankemeier, Warren, Ross, and Sperry
Absent: Johnson

e. Report on the status of completion of the State Water Resources Control Board's evaluation of the Merced Irrigation District's Place of Use boundary for Water Rights License 11395.

Information Only

6. ADJOURNMENT: 2:46 p.m.

Respectfully submitted by,

S. Marchesiello
Board Secretary

Lake Don Pedro Community Services District

Special Meeting of November 12, 2018

AGENDA SUPPORTING DATA

5. DISCUSSION AND ACTION ITEMS

Consideration of the Requirements of the Mariposa County Local Agency Formation Commission (LAFCO) for District acceptance and operation of the Don Pedro Wastewater Collection and Treatment Systems.

Recommended Action

Provide direction to District management regarding the potential acceptance of the wastewater system.

Background

When the CSD was formed in 1980, it was planned that the Don Pedro Sewer Zone would become part of the CSD assets, for future operation and maintenance. The sewer system was under state orders to improve for many years and has since come in compliance with the state requirements. Attached is a report from LAFCO in 20008 detailing the matter. Also attached is a letter from the District to the county related to future ownership of the system.

We are being contacted by the county to begin discussions of the wastewater plant and system, and this agenda items is intended to discuss and inform our position in this regard.

5. County Services Area 1M – Sewer Zone No. 1 (Lake Don Pedro Wastewater Services Area)

5. A. Background

5. A. 1 Formation and History

The Lake Don Pedro County Service Area was formed pursuant to the "County Service Area Law" described in Government code Section 25211.01 through 25211.33 on July 1, 1969 by Resolution No. 69-68 of the Mariposa County Board of Supervisors. The District initially included the area covered by the Don Pedro Subdivision Map 1-M, and was referred to as "County Service Area 1-M" (CSA-1M).

In January, 1973, the Mariposa County Board of Supervisors established County Service Area 1-M/Sewer Zone No. 1 (CSA1-M/SZ1), which is covered by this MSR. County Service Area 1-M was subsequently modified to include County Service Area 1-M/Coultervlle Water and Wastewater (discussed in Section 6 of this Report), and County Service Area 1-M/Mariposa Pines (discussed in Section 7 of this Report). A report on Local Government Organizations in Mariposa County was prepared for LAFCo in December of 1985, and this report noted that it appeared to be the intent of LAFCo to treat CSA 1-M as a County Wide Service Area with "Benefit Zones." However, the December 1985 report concludes that the record does not reflect that this intention was ever formalized by LAFCo. The Mariposa County Board of Supervisors serves as the Board of Directors of County Service Area 1-M and CSA1-M/SZ1.

The following information is provided as a point of reference for the Lake Don Pedro Community Services District (LDPCSD). It was formed in August, 1980. In August, 1987 LAFCo adopted Resolution 87-3 approving the SOI for the LDPCSD. The SOI includes that property currently within the CSA1-M/SZ1. Other than wastewater services managed by CAS1-M /SZ1 by Mariposa County, the LDPCSD presently provides only water services within the existing LDPCSD boundaries shown on Exhibit B. A separate MSR will be prepared for the LDPCSD with respect to the water services that they provide.

A new wastewater treatment plant has recently been constructed for CSA1-M/SZ1. The Mariposa County Board of Supervisors and the LDPCSD currently has an agreement that the wastewater services provided by CAS1-M/SZ1 will be turned over to the LDPCSD for operation and management.

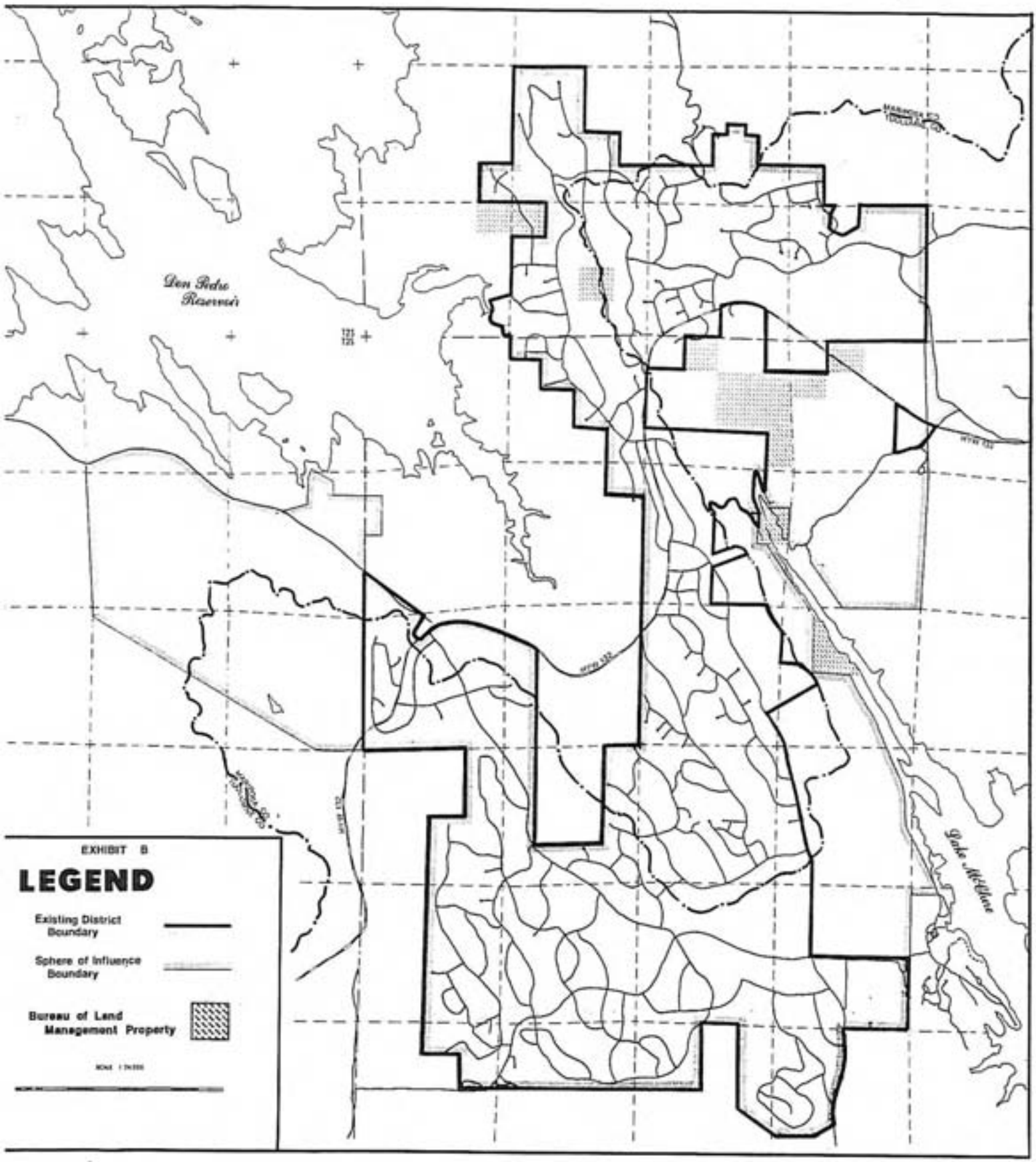
Don Pedro Reservoir
Lake McClure
EXHIBIT B
LEGEND
Existing District Boundary
Sphere of Influence Boundary
Bureau of Land Management Property

Exhibit B

LEGEND

- LAKE DON PEDRO UNIT 3-M BOUNDARY
- SEWER ZONE No. 1
- LAKE DON PEDRO TOWNHOUSE SEWER AREA
- LCA LAND CONSERVATION ACT
- APN ASSESSOR'S PARCEL MAP

A.P.N. 01-260-027
154.17 Acres

260-020
cres

260-017
cres

A.P.N. 01-260-012
L.C.A.
87.10 Acres

LAKE DON PERDO UNIT 3-M BOUNDARY

A.P.N. 01-260-022
L.C.A.
81.66 Acres

260-026
cres

MARIPOSA COUNTY
COUNTY PROPERTY
A.P.N. 01-260-015
L.C.A.
39.67 Acres

PROPOSED
COUNTY PROPERTY
A.P.N. 01-260-016
L.C.A.
38.95 Acres

A.P.N. 07-010-013
L.C.A.
1199 Acres

A.P.N. 01-260-005
L.C.A.
320 Acres

HERNANDEZ DR.
ESPUELA CT.
VEREDITA WAY
ALAMO DR.
CARREZO WAY
PARAISO BLVD.
HERNANDEZ DR.
TORITO WAY
VILLARREAL DR.
ALAMO DR.
DOLORESA ST.
ROMERO STREET
MIRASOL WAY
PARAJE WAY
RANCHITO DRIVE
ZARZAL CT.
CARACOL CIRCLE
MIRASOL WAY
HERNANDEZ DR.
RINCON CT.
PARAISO BLVD.
FACHADA WAY
RINCON DRIVE
CAPULLO CIRCLE
JALISCO WAY
ROSALIDA CT.
GOLF COURSE
CLUB HOUSE
BANDERILLA DRIVE
RANCHITO DR.
GOLF COURSE
GOLFITO WAY
PANCHITO WAY
CARRILLO WAY
RANCHITO DR.

SCALE: 1" = 1,000'

Note: Information for the Sewer Zone No. 1 is based on the Plat entitled " SEWER ZONE NO. 1 COUNTY SERVICE AREA DON PEDRO 1-M" prepared by Raymond Vail & Associates, dated December, 1971. On file with the Mariposa County Public Works Department.

Exhibit C

DATE:

DRAWN BY:

COUNTY of MARIPOSA
DEPARTMENT of PUBLIC WORKS

PROJECT NO.

5. A. 2 District Boundaries and Service Areas

The boundaries for CSA-1M/SZ1 are shown on Exhibit C. The area encompasses approximately 135 acres of land in the Lake Don Pedro area providing wastewater services to residential development, and the Lake Don Pedro Golf course and resort development.

As noted above, the wastewater treatment system is currently administered by Mariposa County. Based upon past agreements, the wastewater system will eventually be managed and operated by the LDPCSD. The County Public Works Department is working with the LDPCSD to provide for a transitions of the treatment facilities operations.

5. A. 3 Existing Sphere of Influence

A SOI has been adopted for the LDPCSD, of which the CSA1-M/Lake Don Pedro Wastewater Service Area is a part thereof.

5. A. 4 Customers

The customers of CSA1-M/SZ1 are located within a portion of the original Lake Don Pedro Subdivision Map 1-M, and are provided wastewater services only. Any property within the Service Area boundary, developed or vacant, is a customer. The new wastewater treatment plant was designed to accommodate all customers in the Service Area.

5. A. 5 Collection, Treatment, Storage, Distribution and Disposal Systems

The current collection system is composed of approximately 28,300 feet of 4 inch and 6 inch sewer mains, with 71 manholes for access and maintenance. There are seven (7) lift stations in the collection system. A new wastewater treatment plant has been installed to serve the customers in the Service Area. The facilities for treatment include one storage reservoir, an aeration basin, and a clarifier. The system uses a spray field for final disposal of the liquids, and a drying bed for solids.

5. A. 5 Capital Improvement Plans

There are no current capital improvement plans for CSA/SZ1. Mariposa County recently completed the construction of a new sewer treatment plant.

5. A. 6 Financial Overview

The Service Area is funded by fees collected for the wastewater services provided, and a small portion of the general sates tax revenue of Mariposa County. The fees and taxes

collected cover the general expenses and maintenance costs of the Service Area. No Mariposa County general funds are used to finance the Service Area. There is a small reserve to cover unanticipated costs. The Service Area is financial stable, based upon the two most recent budget and annual reports prepared by the Mariposa County Auditor.

5. B. Sphere of Influence

5. B. 1 Proposed SOI Change

As noted above, the CSA ~~CAS~~-1M/SZ1 is within the SOI of the LDPCSD. The wastewater treatment plant providing services to the CSA1-M/SZ1 will be taken over by the LDPCSD for operations and management, and is already within both the District boundaries and the SOI of the LDPCSD. No changes are necessary to the SOI at this time. A separate MSR will be prepared for the LDPCSD.

5. B. 2 Consistency with General Plan Policies

The properties within CSA1-M/SZ1 are identified in the Mariposa County General Plan as a Planning Study Area. The properties are zoned for Rural Residential, 2.5 acre minimum, and as a Planned Development Zone in the area of the Lake Don Pedro golf course. All of the residential parcels are below current County minimums for parcel size. The Lake Don Pedro area is a large area of small lot residential development that has already been subdivided by actions prior to the adoption of the current Mariposa County General Plan. Many of the residential properties are legal non-conforming parcels due to parcel size. The wastewater treatment provided by the Service area is for a small portion of the overall Lake Don Pedro Planning Study Area. Further subdivision of the residential parcels in the Service Area boundaries is not possible. The new wastewater treatment plant has been designed to provide capacity for the existing development and the undeveloped or vacant lots within the Service Area based upon the current General Plan Land Uses and Zoning~~only~~.

5. B. 3 Future Capacity

The new wastewater treatment plant was designed based upon the existing parcels and development in the Service Area boundary. The design capacity includes both existing development, and the potential development of vacant parcels. The treatment plant, therefore, has sufficient capacity to accommodate all of the current properties, based upon existing land use and zoning, within the Service Area.

5. C. Determinations

LAFCo must prepare a written statement of its determination based upon six items required by the CHK Act, subsequent amendments, and the Office of Planning and Research Guidelines. The CHK Act was amended by Assembly Bill 1744, and signed

into law by the Governor in September, 2007. This section will address each of the six items as they relate to CSA 1-M, Lake Don Pedro Sewer.

5. C. 1 Growth and Population Projections

LAFCo needs to determine whether service/utility districts are working towards the implementation of adopted land use plans, or whether they are inducing growth in areas not intended to be urbanized.

The property in the Service Area is currently in a Planning Study Area. The residential properties cannot be further subdivided based upon the existing land use and zoning for the area. Further, the wastewater treatment plant has been designed to only provide enough capacity for the existing developed and vacant lots, based upon the existing land use and zoning. The wastewater services provided by the Service Area will not induce growth in the areas not intended to be urbanized.

5. C. 2 Present and Planned Capacity

LAFCo needs to determine whether the present and planned capacity of facilities and the adequacy of services, including infrastructure needs and deficiencies are being provided for by the service/utility district.

The existing (new) wastewater treatment plant was designed to meet the present needs, and to provide sufficient capacity for the development of existing properties based upon the current land use and zoning within the Service Area. Therefore, the Service Area has both enough capacity for the present, and can provide sufficient capacity for the planned development in the area.

5. C. 3 Financial Ability to Provide Services

The service/utility districts ability to finance and provide services needs to be determined by LAFCo. This determination should include a review of financing constraints and opportunities.

The Service Area is meeting its financial ability to provide services. The current fees, assessments, and a very small portions of the County ~~sales~~ property tax cover the current operating and maintenance expenses of the Service Area. The County produces an annual report of all Service Areas within the County. The County Auditor's Office and the Public Works Department are constantly monitoring expenses in relationship to fees and taxes collected to ensure that the Service Area is operating within existing revenues. The Service Area is able to provide services within its existing financial ability. No general fund revenues are required to operate the Service Area.

The Service Area is always facing the potential for increases in costs as a result of inflation or unexpected needs as a result of equipment failures. The current fees,

assessments and taxes provide a sufficient revenue base to cover these costs. As needed, the Service Area can increase fees to cover costs in the future.

5. C. 4 Status and Opportunities for Shared facilities

Sharing facilities between service providers may result in reduced service costs. LAFCo needs to determine whether sharing facilities between providers, and utilizing excess capacity is possible, and if it can avoid service duplication, reduces costs, and minimizes unnecessary resource consumption.

The CSA1-M/SZ1 is located within the boundaries and SOI of the LDPCSD. The LDPCSD does not have wastewater facilities in the area that could be shared with CSA1-M/SZ1. The current agreement between Mariposa County and LDPCSD is that the wastewater facilities presently owned and operated in CSA1-M/SZ1 will be transferred over to the LDPCSD for future management and operation. This will consolidate the water and wastewater services within the LDPCSD into one operational and administrative public agency.

5. C. 5 Accountability of Community Service Needs

The accountability of the service/utility district to the community and its service needs must be determined by LAFCo.

At the present time the CSA1-M/SZ1 is represented by the Mariposa County Board of Supervisors. The Board of Supervisors hold meetings regularly, and members of the public, which would include property owners with the CSA1-M/SZ1, can be heard by the Board of Supervisors as either a scheduled matter, or as a matter not on the agenda. Further, the Board of Supervisors is elected by district, and each District Board member is available for contact by the constituents in their District.

Mariposa County has recently made a capital investment in the upgrade of the CSA1-M/SZ1 wastewater treatment plant. The upgrade will provide increased service to the area served. It will also provide for a long term service needs of the community.

5. C. 6 Other Matters Related to Effective and Efficient Service Delivery

LAFCo needs to make a determination regarding other matters that would be related to the specific effectiveness and efficiency of the service/utility district that are not covered by the preceding five determinations. This determination provides LAFCo with the opportunity to evaluate the service/utility district based upon any special needs or circumstances related to the district.

There are no other matters that would relate to the effective and efficient delivery of services for the CSA1-M/SZ1.

January 22, 2003

Jim Petropulos
Mariposa County Public Works Director
4639 Ben Hur Rd.
Mariposa, CA. 95338

RE: Sewer System at Lake Don Pedro

Dear Mr. Petropoulos,

As you are aware when the Lake Don Pedro Community Services District was formed it was with the recommendation of Mariposa County LAFCO that the District would eventually take over the maintenance and operation of the sewer system located in the Don Pedro area. For various reasons, which need not be debated here, this never happened. The County is now in the process of replacing or rebuilding the sewer system to not only comply with state requirements but to be able to serve a greater number of customers.

It has been said that once the system meets state standards the District is/will assume responsibility for the maintenance and operation of the system. Assuming that this is correct, on behalf of the Lake Don Pedro Community Services District I request that the District be included in any decisions concerning the planning and financing of the system.

Your cooperation on this matter is greatly appreciated and I look forward to hearing from you.

Sincerely,

Bob Kent
General Manager

Cc: Fred S. Solomon