

Regular Meeting of the Board of Directors

9751 Merced Falls Road
April 19, 2021 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:
 - Grant / Study Updates
 - Current District Projects
 - Operations Updates
 - Administrative Updates

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 Treasurer's Report for the period ending March 31, 2021 including summary of claims paid
- b. Approval of the Minutes of the Special Meeting of March 15, 2021

5. DISCUSSION AND ACTION ITEMS:

- a. Presentation Slide Show presented by GM P. McGowan regarding LDPCSD Capital Improvement Project's
- b. Discussion /Approval regarding the Well Test Hole Letter
- c. Discussion /Approval regarding the SWRCB –DWSRF (State Water Resource Control Board) Drinking Water State Revolving Fund) Grant Planning Application

6. CLOSED SESSION:

- a. CONFERENCE WITH LEGAL COUNSEL (Gov. Code, § 54956.9.)
Anticipated Litigation: Gov. Code § 54956.9 (d)(2): One Matter

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

7. ADJOURNMENT:

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Lake Don Pedro Community Services District

GENERAL MANAGER'S REPORT

April 19th, 2021

District staff continue to hammer out smaller capital improvement projects and system upgrades within our approved operating budget. As our fiscal year nears its end, I am pleased with the progress we have made on our list of projects. I am confident that all FY 20-21 CIP projects will be completed and functional in the next two months. Additionally, we have identified potential funding options that may assist the District with larger system upgrades in the near future. I am extremely confident and hopefully in the District's short and long-term plans at this time.

In addition to finding me in my office, I can be reached at the following:

- District phone – (209) 984-6082
- E-mail - Patrick@ldpcsd.org

Grant/Study Updates

- **WATER RATE INCREASE** – No movement at this time. **NOTIFICATION**
- **USDA INTAKE GRANT** – We have submitted our finalized application through Rural Development Apply. The next step is to publish a notice of intent in a local newspaper. **NOTIFICATION**
- **SWRCB-DWSRF PLANNING APPLICATION** – Please see attached resolution & staff report. **APPROVAL**

Current District Projects

- **EMERGENCY LEAK CREW** – There have been no service or main leaks to report at this time.

- **DISTRICT WELLS**
 - **RANCHITO I** - We recently completed SCADA upgrades at Ranchito I. District staff performed the installation of conduit lines to offset much of the estimated expenses. During the last storm within the District on March 15th there was a power imbalance that damaged existing motor saver. Thankfully, the motor saver performed its function and pump and motor are operable.
 - **RANCHITO II** – Supply chain disruptions have delayed the delivery and installation of new flow meter.
 - **MEDINA WELLS**- Operational.
- **FLUSHING/VALVE PROGRAM** - Operations staff began hydrant, and valve maintenance throughout our system. Staff are visiting each hydrant in our system. Vacuuming out valve boxes, removing over burden soil, and painting hydrants according to pressure zone. During these inspections, minor repairs are completed and information is gathered.
- **ALAMO ALTITUDE VALVE REPLACEMENT**- Contractor is awaiting the arrival of valve.
- **ARBOLODA HYDRO PNEUMATIC STATION**- Contractor is awaiting the arrival of new pump.
- **TANK SITE SECURITY FENCING**- Merced Fence Company recently completed this Capital Improvement Project.

Operations

- **SYSTEM METER AUDIT** – We continue to identify non-operable meters within our system. District staff have replaced 200, under functioning meters since we began our audit January of 2020.
- **SERVICE ORDERS** - 31 service order requests, and numerous USA tickets were completed this past month within the District. Requests included meter reads, 5 meter replacements, 2 new meter installations, and 5 potential customer leaks.
- **SITE INSPECTIONS** - Staff performs weekly inspections on all water storage facilities and Production Wells within our District weekly.
- **VEHICLES/EQUIPMENT** – All District vehicles and equipment are working properly at this time. Each operations staff member was assigned a vehicle and piece of equipment to maintain and document monthly. The District recently identified hydraulic leaks on our backhoe and we were able to quickly have repairs made.
- **MONTHLY METER READS** - Staff performed 1453 monthly meter reads for billing. With the increasing number of new meter's installed staff have been spending more time

reading these manually. I am currently working with National Meter to upgrade meters that will continue to communicate with the Districts antiquated “drive by” reading system. I received estimates for upgrade and will present with next FY proposed budget.

- **WATER SAMPLES** - Working with our water lab under the guidance of the SWRCB, District staff grab water samples on the 1st or 3rd Tuesday of each month.
- **SUMMER TREATMENT PLANT PREPARATIONS** – Operations staff recently emptied and cleaned sedimentation basin. Inspections of all treatment plant equipment and functionality were completed. Once filter repairs were complete, staff hypo-chlorinated filter beds and the District is ready for summer.

Administrative

- **FILTER REPAIR** – Our last filter inspection identified a broken lateral wash line in our newly constructed (2016) filter system. We received an estimate of \$3810 for repairs. After numerous conversations, ERS (the filter installation contractor) agreed to make repairs at their expense. Repairs were completed, and filters are functioning at 100%.
- **CALPERS** – Administrative staff recently participated in a three hour webinar with CalPers representatives.
- **ILLEGAL MARIJUANA CULTIVATION SITES**- Legal counsel informed the District that it is necessary to shut off water to eradicate an offending condition at the request of law enforcement.
- **CONSUMER CONFIDENCE REPORT (CCR)** - District staff recently completed the CCR. This report highlights important information in regards to our community’s water. The report was mailed directly to all community residence.

Sincerely,

Patrick McGowan
General Manager

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	03/30/21	945,232	945,232	20.40	173,295	19.90	17,020.00	8.00	30,787.00	25.70	56,698.00	18.00	10,306.00	24.50	54,051.00	23.60	52,065.00	11,648	11,648
Last:	02/24/21	931,831	931,831	29.40	249,749	20.80	17,876.00	6.60	25,399.00	26.50	58,463.00	18.60	10,649.00	27.20	60,008.00	25.60	56,478.00	7,596	7,596
Difference:			13,401	-9.00	-76,454.00	-0.90	-856.00	1.40	5,388.00	-0.80	-1,765.00	-0.60	-343.00	-2.70	-5,957.00	-2.00	-4,413.00		4,052

Other metered and unmetered uses (J):

Item		**Method Measured	Quantity (ccf)						
Fire fighting									
Other hydrant usage		20 minutes flushin	26.73	(ccf)					
Main flushing Backwash		5 (90,000) gallons	601	(ccf)					
Bulk water sales				Pumped from Lake	Pumped from Wells	Total Pumped	Change in RW Storage	Used at Plant	Loss in Transmission
Repaired leaks			0	29.49	2.23	31.71	0.00	1.38	2.40
Water quality testing									
Tank drainage or overflow									
Other:	Main Breaks	Water in mainline	901	(ccf)					
Other:	Plant Instrumentation	.47 gallons a minute 24/7	24.43	(ccf)					
Other:									
Total (ccf): (G)			1553	(ccf)					
Totals for Zone:									
Flows into System (A):			13,401.00	(ccf)					
Change in Storage (B+C+D+E+F+G+H)			-844.00	(ccf)					
Flows Out of Zone (I+J):			13,201	(ccf)					

EXCHEQUER

APRIL 2021

MERCED IRRIGATION DISTRICT DAILY WATER TABULATION AND USE REPORT FOR THE MONTH OF MARCH

DATE	EXCHEQUER RESERVOIR FT ELEVATION	(+/-) FT ELEVATION	EXCHEQUER RESERVOIR AF STORAGE	(+/-) FT STORAGE AF CHANGE	AVE. PH DRAFT CFS 24 HOURS	ACRE FEET DISCHARGED 24 HOURS	AVERAGE INFLOW CFS 24 HOURS	TOTAL ACRE FT DISCHARGED YEAR TO DATE	DISCHARGE DEMAND CFS	PRECIPITATION (IN.)		DATE	TEMPERATURE F°			EXCHEQUER ACRE FEET SPILLED	EXCHEQUER ACRE FEET BYPASSED	WEATHER	AVERAGE DISCHARGE C F S	EXCHEQUER DISCHARGE ACRE FEET	LEAKAGE WEIR C F S	GROSS GENERATION K W H
										DAILY	SEASON TOTAL		HIGH	LOW	OBS							
1	743.72	0.18	393,721	623	665	1,318	1,026	56,227		0.00	11.11	1	82	54	56	0	50	CLEAR	692	1,372	2	420,000
2	743.98	0.26	394,621	900	655	1,299	1,152	57,580		0.00	11.11	2	82	50	52	0	50	CLEAR	682	1,353	2	410,000
3	744.31	0.33	395,767	1,146	679	1,347	1,285	58,981		0.00	11.11	3	74	48	51	0	50	CLEAR	707	1,401	2	440,000
4	744.68	0.37	397,054	1,287	760	1,507	1,402	60,542		0.00	11.11	4	72	48	51	0	50	CLEAR	787	1,561	2	480,000
5	745.13	0.45	398,624	1,570	787	1,561	1,446	62,157		0.00	11.11	5	69	48	50	0	50	CLEAR	814	1,615	2	470,000
6	745.53	0.40	400,022	1,398	654	1,296	1,347	63,507		0.00	11.11	6	73	50	54	0	50	CLEAR	681	1,350	2	420,000
7	745.87	0.34	401,215	1,193	903	1,791	1,489	65,352		0.00	11.11	7	76	46	48	0	50	CLEAR	930	1,845	2	570,000
8	746.26	0.39	402,584	1,369	812	1,610	1,486	67,016		0.00	11.11	8	74	48	54	0	50	CLEAR	839	1,664	2	510,000
9	746.69	0.43	404,098	1,514	782	1,550	1,506	68,620		0.00	11.11	9	76	46	49	0	50	CLEAR	809	1,604	2	500,000
10	747.27	0.58	406,148	2,050	649	1,286	1,620	69,960		0.00	11.11	10	75	49	55	0	50	CLEAR	676	1,340	2	400,000
11	747.78	0.51	407,956	1,808	837	1,659	1,704	71,673		0.00	11.11	11	78	54	58	0	50	CLEAR	864	1,713	2	540,000
12	748.38	0.60	410,090	2,134	807	1,601	1,822	73,328		0.00	11.11	12	79	52	55	0	50	CLEAR	835	1,655	2	510,000
13	748.94	0.56	412,090	2,000	851	1,687	1,785	75,069		0.00	11.11	13	74	47	50	0	50	CLEAR	878	1,741	2	540,000
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E-mail (as attachment only): nemeth@water.ca.gov

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT

Treasurer's Report

Reporting Period: March 2021

The district ended the month of March 2021 with the following balances in our accounts:

* All bank accounts verified against bank statements

Restricted:

Investment - LAIF	\$ 174,692	
Total Restricted:		<u>\$ 174,692</u>

Unrestricted:

Checking	\$ 94,999	
Money Market - Working Capital	\$ 453,984	
Petty Cash	<u>\$ 125</u>	
Total Unrestricted:		<u>\$ 549,108</u>

Total Restricted & Unrestricted:		<u>\$ 723,800</u>
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The district ended March 2021 with the following amounts affecting our financial status:

	Mar-2021	Year to Date
Sales & Business Revenue:	\$ 122,577	\$ 1,170,993
Total Operating Expenses:	\$ (110,801)	\$ (1,011,568)
Non-Operating Income/Expense:	\$ (42,217)	\$ (110,534)
Water Drought Income/Expense:	\$ (2,084)	\$ (9,127)
Change in Net Assets (P&L):	<u>\$ (32,525)</u>	<u>\$ 39,764</u>
Net Cash Flow:	<u>\$ (108,899)</u>	<u>\$ (386,061)</u>

Accounts Receivable:

Billing Time Frame	Utility Billing	Availability Billing	A/R Other	A/R Accrue
Current	\$ 27,843	\$ -	\$ -	\$ 105,065
> 30 Days	\$ 9,011	\$ -	\$ -	\$ -
> 60 Days	\$ 4,172	\$ -	\$ -	\$ -
> 90 Days	\$ 2,782	\$ -	\$ -	\$ -
> 120 Days	\$ 11,912	\$ 183,360	\$ 35,241	\$ -
Credits	\$ (23,748)			
Total	\$ 31,972	\$ 183,360	\$ 35,241	\$ 105,065
Total Combined	\$ 320,397		\$ 35,241	
G/L Balance	\$ 320,397		\$ 35,241	
Difference	\$ -		\$ -	

* Amount of availability payments received: \$94,456

* Amount of availability payments outstanding: \$88,904

Accounts Payables:

Payable Time Frame	A/P Trade	A/P Accruals	A/P Water Accrual
Current	\$ 23,635	\$ -	\$ 5,235
> 30 Days	\$ -	\$ -	\$ 4,775
> 60 Days	\$ -	\$ -	\$ 5,555
> 90 Days	\$ -	\$ -	\$ -
Credits	\$ -	\$ -	\$ -
Total	\$ 23,635	\$ -	\$ 15,565
G/L Balance	\$ 23,635	\$ -	\$ 15,565
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)
March 2021 & Year-To-Date Versus 6/30/21 Approved Budget

		Mar-21	March vs Budget %	2020-2021 YTD	YTD vs Budget %	2020-2021 Budget	Remaining Budget
Revenue							
01-0-3010-301	Meter Reconnection Fee	-	#DIV/0!	100	#DIV/0!	-	(100)
01-0-3010-302	Donated Capital - Meters Curre	10,000	11.11%	80,000	88.89%	90,000	10,000
01-0-4010-400	Water Sales Residential	23,322	6.63%	281,217	79.91%	351,920	70,704
01-0-4010-402	Water Availability Revenue	15,191	7.83%	136,010	70.10%	194,023	58,013
01-0-4010-403	Water Service Charges	82,015	8.11%	734,325	72.59%	1,011,541	277,216
01-0-4020-410	Interest Income - LAIF	-	0.00%	1,278	27.99%	4,567	3,289
01-0-4020-413	Int Inc Penalties - Customer	2,082	8.70%	15,189	63.44%	23,942	8,753
01-0-4020-414	Transfer Fee Income	1,050	15.54%	7,400	109.50%	6,758	(642)
01-0-4020-415	Other Income	20	0.14%	7,288	49.70%	14,663	7,375
01-0-4020-416	Meter Set Fee	1,000	9.19%	9,000	82.71%	10,882	1,882
01-0-4020-428	USDA Grant Revenue			60,000			
01-0-4020-900	Hydrant Service Charge	-	0.00%	288	105.11%	274	(14)
01-0-4020-901	Hydrant Rental	-	0.00%	400	62.40%	641	241
01-0-4020-902	Hydrant Consumption	-	0.00%	513	25.35%	2,024	1,511
01-0-4020-999	Avail Fee Income	-	0.00%	1,741	86.00%	2,024	283
01-0-4040-100	Lease Fee	3,800	10.25%	22,823	61.57%	37,070	14,247
TOTAL REVENUE		138,480	7.91%	1,357,572	77.56%	1,750,329	392,757
Expenses							
01-1-5010-100	Regular Pay - Plant	14,606	8.49%	125,447	72.93%	172,000	46,553
01-1-5010-101	Overtime Pay	2,024	8.10%	21,469	85.88%	25,000	3,531
01-1-5010-102	Sick Pay	600	9.15%	5,448	83.02%	6,562	1,114
01-1-5010-104	Vacation Pay	748	8.56%	7,864	89.96%	8,742	878
01-1-5010-105	Holiday Pay	-	0.00%	7,061	106.01%	6,661	(400)
01-1-5010-200	PERS	1,261	7.48%	11,994	71.15%	16,857	4,863
01-1-5010-201	FICA/Medicare	1,357	8.10%	12,758	76.17%	16,751	3,993
01-1-5010-202	SUI	63	3.57%	1,248	70.45%	1,772	524
01-1-5010-203	Health Insurance	4,311	7.40%	41,528	71.26%	58,279	16,752
01-1-5010-204	Workers Compensation	645	7.46%	6,421	74.23%	8,651	2,230
01-1-5010-206	Dental Insurance	315	8.41%	2,838	75.71%	3,748	910
01-1-5010-546	Travel, Meetings & Mileage	-	0.00%	-	0.00%	250	250
01-1-5020-510	Repair & Maintenance - Plant	393	1.96%	12,546	62.73%	20,000	7,454
01-1-5020-511	Repair & Maintenance - Vehicle	1,894	12.63%	13,200	88.00%	15,000	1,800
01-1-5020-512	Repair & Maintenance - Distribution	4,125	8.86%	53,451	114.87%	46,534	(6,917)
01-1-5020-515	R&M Transmission - Intake	-	0.00%	1,150	23.00%	5,000	3,850
01-1-5020-517	R&M Transmission - Well #2	-	0.00%	4,763	71.07%	6,702	1,939
01-1-5020-520	Small Tools & Equipment	1,690	35.92%	8,887	188.85%	4,706	(4,181)
01-1-5020-521	Vehicle Equipment Fuel	-		10,558			
01-1-5020-522	Gas, Oil & Lubricant - Plant	331	2.51%	2,946	22.30%	13,211	10,265
01-1-5020-524	Health & Safety	406	5.31%	5,922	77.46%	7,645	1,723
01-1-5020-529	Telephone - T & D	1,073	10.89%	7,566	76.79%	9,852	2,286
01-1-5020-544	Water Testing Fees	1,265	7.36%	11,013	64.12%	17,176	6,163
01-1-5020-545	Water System Fees	-	0.00%	3,104	56.18%	5,525	2,421
01-1-5020-548	Water Testing Materials	-	0.00%	-	0.00%	1,344	1,344
01-1-5021-521	Water Treatment Chemicals	6,873	15.68%	36,164	82.50%	43,837	7,673
01-1-5021-524	P G & E Power - Office	168	7.31%	4,147	180.85%	2,293	(1,854)
01-1-5021-525	P G & E Power - Intake	6,715	7.63%	68,578	77.97%	87,954	19,376
01-1-5021-526	P G & E Power - Well	30	23.05%	3,639	2777.87%	131	(3,508)
01-1-5021-527	P G & E Power - Water Treatment	2,019	6.52%	23,090	74.62%	30,944	7,854
01-1-5021-528	P G & E Power - Distribution	2,279	6.67%	29,441	86.19%	34,157	4,716
01-1-5021-529	P G & E Power - Well 2	53	6.20%	1,831	215.39%	850	(981)
01-1-5021-530	P G & E Power - Medina	311	6.09%	3,962	77.66%	5,102	1,140
01-1-5021-532	P G & E Power - Well 5/6	311	6.09%	3,962	77.66%	5,102	1,140
01-1-5021-561	Purchased Water Actual-mid-p	5,235	5.79%	64,344	71.19%	90,389	26,045
01-1-5023-533	Outside Services	295	6.61%	6,065	136.01%	4,459	(1,606)
01-1-5023-535	Fire Protection/Weed Control	-	0.00%	80	86.96%	92	12
01-1-5023-537	Pest Control	34	0.62%	4,672	85.44%	5,468	796
01-1-5023-538	Engineering Services	-	0.00%	5,575	27.88%	20,000	14,425
01-1-5023-539	Employee Education	-	0.00%	170	18.27%	932	762
01-1-5024-540	Memberships	-	0.00%	730	54.11%	1,350	620

		Mar-21	March vs Budget %	2020-2021 YTD	YTD vs Budget %	2020-2021 Budget	Remaining Budget
01-1-5024-542	Publications	-	0.00%	-	0.00%	709	709
01-1-5024-543	Licenses, Permits & Cert.	-	0.00%	1,355	432.91%	313	(1,042)
01-1-5032-583	Depreciation Expense	55,110	23.30%	194,749	82.33%	236,561	41,812
01-2-6010-100	Regular Pay - Administration	15,737	7.35%	143,778	67.18%	214,008	70,230
01-2-6010-101	Overtime Pay	364	21.34%	1,521	89.06%	1,708	187
01-2-6010-102	Sick Pay	324	6.30%	3,319	64.58%	5,139	1,820
01-2-6010-104	Vacation Pay	532	7.25%	5,169	70.55%	7,327	2,158
01-2-6010-105	Holiday Pay	-	0.00%	3,718	81.62%	4,555	837
01-2-6010-200	PERS	1,419	6.83%	13,532	65.08%	20,793	7,261
01-2-6010-201	FICA/Medicare	1,267	7.11%	12,057	67.72%	17,804	5,747
01-2-6010-202	SUI	55	3.98%	1,137	82.25%	1,383	246
01-2-6010-203	Health Insurance	4,582	8.32%	41,286	74.93%	55,098	13,812
01-2-6010-204	Workers Compensation	64	7.45%	574	67.08%	856	282
01-2-6010-206	Dental Insurance	319	8.39%	2,867	75.47%	3,799	932
01-2-6010-207	Vision Care	-	0.00%	100	43.67%	229	129
01-2-6010-546	Travel, Meetings & Mileage	-	0.00%	-	0.00%	25	25
01-2-6020-512	Propane	-	0.00%	625	90.40%	691	66
01-2-6020-515	Customer Billing Supplies	-	0.00%	1,877	81.70%	2,297	420
01-2-6020-529	Telephone - Admin	1,036	22.51%	5,405	117.40%	4,604	(801)
01-2-6020-530	Office Supplies	1,002	28.20%	2,591	72.94%	3,552	961
01-2-6020-531	Postage	1,590	20.19%	6,996	88.83%	7,876	880
01-2-6023-531	Computer IT	2,694	13.47%	17,126	85.63%	20,000	2,874
01-2-6023-532	R & M Equipment	-	0.00%	-	0.00%	4,000	4,000
01-2-6023-533	Outside Services	2,500	4.74%	20,666	39.15%	52,788	32,122
01-2-6023-535	Office Cleaning Serv	140	8.37%	1,220	72.97%	1,672	452
01-2-6023-536	Legal Services	1,697	16.91%	5,526	55.06%	10,036	4,510
01-2-6023-537	Audit Services	7,950	99.15%	7,950	99.15%	8,018	68
01-2-6023-539	Employee Education	-	0.00%	-	0.00%	617	617
01-2-6024-540	Memberships	-	0.00%	6,175	100.88%	6,121	(54)
01-2-6024-542	Publications	-	0.00%	599	59.93%	1,000	401
01-2-6024-543	Licenses, Permits & Cert.	-	0.00%	60	50.00%	120	60
01-2-6024-547	County Fees	-	#DIV/0!	-	#DIV/0!	-	-
01-2-6024-999	County Avail Fee	-	0.00%	1,752	86.21%	2,032	280
01-3-6025-100	Regular Pay	500	9.92%	3,800	75.40%	5,040	1,240
01-3-6025-201	FICA/Medicare	38	9.91%	291	75.31%	386	95
01-9-6030-546	Travel, Meetings & Mileage	-	0.00%	193	19.53%	986	793
01-9-6030-569	Credit Card Service Charges	763	10.05%	7,587	100.00%	7,587	0
01-9-6030-572	Business Insurance Expense	4,798	8.00%	55,082	91.80%	60,000	4,918
01-9-6030-576	Misc Other Expense	32	1.95%	407	25.23%	1,615	1,208
01-9-6030-577	Retired Employee Health	1,790	6.19%	18,749	64.85%	28,911	10,162
01-9-6030-580	Retired EE Benefit Expense	-	#DIV/0!	-	#DIV/0!	-	-
01-9-6031-580	Interest Long Term Debt	1,170	3.23%	23,051	63.67%	36,205	13,154
01-9-6032-583	Depreciation Expense	18	8.08%	157	71.37%	220	63
TOTAL EXPENSES		168,921	10.25%	1,248,681	75.78%	1,647,709	399,028
CAPITAL IMPROVEMENT PROJECTS (IN PROGRESS)							
01-9-6030-590	NBS Rate Evaluation	1,603	3.82%	19,836	47.23%	42,000	22,164
01-9-6030-596	USDA Intake Upgrade	-	0.00%	48,809	162.70%	30,000	(18,809)
01-9-6030-597	DWSRF Expenses	481		481			
TOTAL CIP IN PROGRESS		2,084	2.89%	69,127	96.01%	72,000	2,873
NEW CAPITAL PURCHASES / IMPROVEMENTS							
01-0-1090-216	Auto Meter Read/Replace		0.00%	-	0.00%	5,000	5,000
01-0-1090-314	Barge Renovation	5,841	38.94%	57,873	385.82%	15,000	(42,873)
01-0-1090-318	2018 SCADA Update Project		0.00%	-	0.00%	20,000	20,000
01-0-1090-320	Alamo, Enebro & Intake		0.00%	-	0.00%	30,000	30,000
TBD	Replacement Truck		0.00%	48,059	137.31%	35,000	(13,059)
01-0-1090-305	Ranchito Well #1		0.00%	-	0.00%	7,000	7,000
01-0-1090-191	Intake Pump	-	0.00%	-	0.00%	30,000	30,000
01-0-1090-219	Fence At Sites		0.00%	12,600	28.00%	45,000	32,400
01-0-1090-317	Water Main Replacement	-	0.00%	-	0.00%	5,000	5,000

		Mar-21	March vs Budget %	2020-2021 YTD	YTD vs Budget %	2020-2021 Budget	Remaining Budget
01-0-1090-322	Flushing/Valve Program	147	0.74%	6,548	32.74%	20,000	13,452
01-0-1090-321	Filter Tank Inspection Cleaning		0.00%	33,305	111.02%	30,000	(3,305)
TBD	Plant Septic Upgrades		0.00%		0.00%	5,000	5,000
01-0-1090-323	Intake Emergency			248,638			
TOTAL NEW CAPITAL PURCHASES/IMPROVEMENTS		5,989	2.42%	407,023	164.79%	247,000	(160,023)

LDPCSD Financials**Asset :**

Cash and investments
 Restricted cash
 Accts Receivable net of res
 Water Drought Receivable
 Inventory
 Prpd expense & deposits
 Deferred Outflow of Resources - OPEB
 Deferred Outflow of Resources - Pension

**Statement of Net Assets (Balance Sheet)
 for the month ending March 2021**

	\$	723,800
	\$	-
	\$	216,180
	\$	-
	\$	69,931
	\$	27,315
	\$	66,944
	\$	127,566
Total current assets	\$	1,231,736

Property, plant & equipment
 less depreciation
 C I P

	\$	12,991,337
	\$	(7,649,500)
	\$	903,404
Net P P & E	\$	6,245,241

Other L T Assets

Total Assets	\$	7,476,977
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Liabilites:

Accounts payable
 Interest payable
 Water Accrual
 Accrued Payroll
 A/P Accrued Payables
 L T debt, current

	\$	23,635
	\$	1,170
	\$	15,565
	\$	78,823
	\$	2,682
	\$	92,069
Total current liab	\$	213,944

L T debt

Post Retirement Benefit
 Net Pension Liability
 Deferred Inflow of Resources - OPEB
 Deferred Inflow of Resources - Pension
 Muni Loan
 less current above

	\$	1,376,220
	\$	346,911
	\$	38,713
	\$	52,346
	\$	566,920
	\$	(92,069)

Total Liabilites	\$	2,502,985
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Net assets

	\$	4,973,992
Total liab & net ass't	\$	7,476,977

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
24486	000076	USPS	03/04/2021	502.33
24487	000076	USPS	03/29/2021	809.05
24940	000176	MARIPOSA CO. PUBLIC WORKS	03/02/2021	140.00
24941	000010	AMERICAN WATER WORKS ASSOC.	03/02/2021	459.00
24942	660108	VERIZON WIRELESS	03/02/2021	259.44
24943	000157	CITY NATIONAL BANK	03/02/2021	59,503.04
24944	000136	AT&T	03/02/2021	780.46
24945	00740827	FERGUSON WATERWORKS	03/02/2021	694.38
24946	000425	MARTECH *	03/02/2021	7,211.71
24947	000094	USA BlueBook	03/02/2021	705.97
24948	100987	Twin Lakes Management Co.	03/02/2021	7,353.97
24949	000383	BUSINESS CARD	03/02/2021	731.53
24950	UB*10772	ROBIN FORTNEY	03/02/2021	141.16
24951	UB*10773	MR/MRS ART VILLALOVOS	03/02/2021	147.00
24952	UB*10774	WILLIAM & PEGGY BOJORQUES	03/02/2021	142.94
24953	UB*10775	LIGIA COTHREN	03/02/2021	53.94
24954	UB*10776	DAVID & DANA CICONE	03/02/2021	173.00
24955	UB*10777	JERRY & PAULA CAVITT	03/02/2021	185.04
24956	UB*10778	DENNIS ALMEIDA	03/02/2021	103.27
24957	0002321	STREAMLINE	03/05/2021	200.00
24959	00740827	FERGUSON WATERWORKS	03/05/2021	338.91
24960	100987	Twin Lakes Management Co.	03/05/2021	6,324.46
24961	000083	SIERRA MOTORS	03/05/2021	979.79
24962	004779	California CAD Solutions	03/05/2021	600.00
24963	000571	KELLOGG'S SUPPLY	03/05/2021	328.53
24964	000051	MERCED IRRIGATION DISTRICT	03/10/2021	48,866.31
24965	000105	PACIFIC GAS & ELECTRIC	03/10/2021	10,214.66
24966	000105	PACIFIC GAS & ELECTRIC	03/10/2021	20,428.10
24967	UB*10692	BRET HATLEN	03/10/2021	213.74
24968	000223	BADGER METER	03/18/2021	4,125.02
24969	000203	GRISWOLD, LaSALLE, COBB, DOWD	03/18/2021	1,392.90
24970	0007349	Reccology Mariposa	03/18/2021	294.69
24971	000165	ACWA/JPIA	03/18/2021	10,683.26
24972	00071	Mother Lode Answering Service	03/18/2021	390.00
24973	0001013	BLOMBERG & GRIFFIN	03/18/2021	7,950.00
24974	00030204	CARLYN ESPARZA	03/23/2021	11.04
24975	000105	PACIFIC GAS & ELECTRIC	03/23/2021	52.71
24976	000105	PACIFIC GAS & ELECTRIC	03/23/2021	621.86
24977	00740827	FERGUSON WATERWORKS	03/23/2021	1,235.44
24978	000550	LUIS'S HOUSEKEEPING / YARDS	03/23/2021	140.00
24979	000032	BOBCAT CENTRAL INC.	03/23/2021	387.65
24980	000383	BUSINESS CARD	03/23/2021	9.55
24981	000383	BUSINESS CARD	03/23/2021	31.87
24982	000383	BUSINESS CARD	03/23/2021	7.95
24983	000383	BUSINESS CARD	03/23/2021	260.00
24984	000383	BUSINESS CARD	03/23/2021	496.01
24985	000383	BUSINESS CARD	03/23/2021	615.15
24986	702	Warmerdam CPA Group	03/23/2021	2,500.00
24987	100987	Twin Lakes Management Co.	03/29/2021	5,841.40
24988	000118	D & D PEST CONTROL *	03/29/2021	34.00
24989	000065	KKI CORPORATION	03/29/2021	474.10
24990	000263	Brenntag	03/29/2021	763.46
24991	000136	AT&T	03/29/2021	1,459.49
24992	660108	VERIZON WIRELESS	03/29/2021	259.44
24993	0001157	Sierra Instant Printing	03/29/2021	969.76
24994	000012	AQUA LAB	03/29/2021	1,265.00

Report Total: 210,863.48

Regular Meeting Minutes of the Board of Directors

9751 Merced Falls Road
March 15, 2021 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.

President Hankemeier called the meeting to order at 1:02 p.m.

Directors present: Hankemeier, Ross, Johnson

Director arrived: Sperry 1:04 p.m.

Director arrived: Warren 1:12 p.m.

Also present: GM P. McGowan

Also present: Board Secretary: S. Marchesiello

Also present: Syed Bukhari from Blomberg & Griffin Accountancy Corporation Certified Public Accountant

2. PUBLIC COMMENT:

The Board of Directors received one public comment

3. PRESENTATION ONLY:

a. Presiding Officer's Report

None presented at this time

b. General Manager's Report:

- Grant / Study Updates
- Current District Projects
- Operations Updates
- Administrative Updates

Presented by GM P. McGowan

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 Treasurer's Report for the period ending February 28, 2021 including summary of claims paid

b. Approval of the Minutes of the Special Meeting of February 16, 2021

Motion: To approve the consent calendar

Votes: Carried 5-0

First: Ross **Second: Warren**

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

Nays:

5. DISCUSSION AND ACTION ITEMS:

a. Review and acceptance of the fiscal year 2020 audit presented by Blomberg & Griffin Accounting Corporation

Motion: To approve & accept the fiscal year 2020 audit presented by Syed Bukhari from Blomberg & Griffin Accounting Corporation

Votes: Carried 5-0

First: Ross **Second: Hankemeier**

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

Nays:

- b. Discussion / Approval Resolution 2021-xxx regarding the Alamo Altitude Valve Estimate Received

Motion: To approve & accept Resolution 2021-xxx regarding the Alamo Altitude Valve Estimate

Votes: Carried 5-0

First: Ross **Second: Johnson**

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

Nays:

- c. Discussion /Approval Resolution 2021 – xxx regarding the Arbolada Pump Replacement

Motion: To approve the Resolution 2021- xxx regarding the Arbolada Pump Replacement

Votes: Carried 5-0

First: Johnson **Second: Ross**

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

Nays:

- d. Information / Discussion LDPCSD CIP Plant Septic Upgrades

Information item - No action taken

- e. Information / Discussion Update Don Pedro Sewage Treatment Plant

Information item - No action taken

- f. Discussion regarding the Development of a 2021 Drought Plan

Information item - No action taken

CLOSE OPEN SESSION: 2:52 p.m.

6. CLOSED SESSION:

- a. CLOSED SESSION - PERSONNEL MATTERS (Government Code §54957)
Public Employee Performance Evaluation, General Manager

CLOSE CLOSED SESSION / RECONVENE TO OPEN SESSION: 3:20 p.m.

REPORT OUT: Given by President Hankemeier – There is nothing to report

7. ADJOURNMENT: 3:21 p.m.

Respectfully submitted by,

S. Marchesiello
Board Secretary

LDPCSD Capital Improvement Projects

Completed Enebro security fence.



Arboloda security fence,
recently completed.



Faulty, Alamo altitude valve.
We are excited to have this
replaced soon.



Installed Blowoff to
ensure water quality on
dead- end water main.



Barge helm, ready to go!



Barge, pipe mechanical
advantage.



New intake valve,
saving District water.



Broken filter lateral pipe,
recently repaired.



Ranchito I SCADA upgrades



Operations staff,
hard at work.



Replaced fire hydrant
on Castillo Way.



Enramada, Flushing/Valve
Program at work!



Low pressure hydrant, got a
facelift.



Staff vacuuming out
valve box



Over burden of soil
removed to help
protect our assets.



Hydrant upgrades!



Valves are being
identified.



Staff cleaning sedimentation basin



Sedimentation basin
cleaning assists in keeping
District water quality
exceptional.



A third septic lateral installed to assist in functionality of system.



Plant septic system
upgrade. Distribution
boxes located and raised
to assist in cleaning in
the future.



The Districts new 2020 Ford
F250!





Lake Don Pedro Community Services District

STAFF REPORT

To: Board of Directors

From: Patrick McGowan

Date: April 19th, 2021

Subject: Well Test Hole Letter & Right of Entry Agreement

Description – The District is currently looking to add auxiliary water sources to our distribution system. Various property locations have been identified along Ranchito Drive and Merced Falls Road. These locations make sense logistically work for our District. Any new water source would need to be geographically located near the District's raw water main. The District would like to begin drilling test holes as early as July of 2021 to try and secure additional water sources for our community. The approval of the Well Test Hole Letter & Right of Entry Agreement is the first step in securing potential locations.

Recommendation – Approve Well Test Hole Letter, and Right of Entry Agreement provided.

Sample Letter

Mr. & Mrs. Smith
9751 Merced Falls Rd
La Grange, CA 95349

Re: Test Well
Property: 021-250-044

Mr. & Mrs. Smith,
Lake Don Pedro Community Services is currently looking to add auxiliary water sources to our distribution system. The District is planning to drill test wells July of 2021, to secure additional water supply for our community.
We have identified a location on your property that would produce no impact on your use or enjoyment of the property and can be accessed directly from Ranchito Drive.

Enclosed are drawings of where the test holes would be drilled. There is also a right of entry agreement. Please sign, date, provide name and address on the pages marked if agreeable.

We are asking you to contact the District **immediately** to further discuss this matter or if you have any questions. We appreciate your quick response. Please see our contact information below.

General Manager Patrick McGowan (209) 852-2331 Ext. #1 Patrick@ldpcsd.org

Office Supervisor Syndie Marchesiello (209)-852-2331 Ext. #2

Lake Don Pedro Community Services District
9751 Merced Falls Rd
La Grange, CA, 95329

Thank you,
General Manager,
Patrick McGowan

RIGHT OF ENTRY AGREEMENT

This Right of Entry Agreement (“Agreement”) is entered into on the ____ day of _____ 2021 by and between Lake Don Pedro Community Services District, a community services district formed and existing pursuant to the provisions of California Government Code section 61000 et seq., hereinafter referred to as “Grantee” and _____, individuals hereinafter referred to collectively as “Grantors”.

RECITALS

1. Grantor is the owner of certain real property situated in the County of Mariposa, State of California, commonly known as Assessor’s Parcel Number xxx-xxx-xxx-x and generally illustrated in Exhibit Existing Property which is attached hereto and incorporated herein by this reference (hereinafter the “Property”).
2. Grantee desires access to the Property for the purpose of constructing and installing groundwater wells and related system improvements. Test wells will first be installed on the Property to determine the adequacy of groundwater availability. Final drilling location(s) shall be mutually agreed upon by the parties hereto.
3. Grantor hereby consents to grant a temporary easement and right of entry to Grantee for the purpose of constructing and installing test wells, developing one of the test wells on each parcel into a permanent groundwater well and related system improvements on the Property and associated rights of ingress and egress to the Property in consideration for which Grantor will receive certain payments as set forth herein.
4. Grantee at its sole discretion will determine the adequacy of any test wells drilled, for the purpose of developing said test well into a permanent groundwater well on the Property. It is the intention of the parties hereto that in the event the Grantee chooses to install a permanent groundwater well on the Property, that the Grantor will dedicate the easements necessary for ongoing operation, maintenance and protection of said well(s).

NOW, THEREFORE, in consideration of the promises and of the mutual obligations and agreements herein contained, the parties hereby agree as follows:

1. The Property. The general illustration of that portion of the Property to be subject to this temporary easement and right of entry granted by Grantor to Grantee pursuant to this

Agreement is attached hereto as Exhibit Existing Property and incorporated herein by this reference.

2. Grant of License and Right of Entry.

- a) In consideration for the payments specified below, Grantor hereby grants to Grantee a temporary easement to enter in, across, over and on the Property for constructing and installing groundwater wells and related system improvements which includes, but is not limited to, the right to access the property to drill groundwater wells, discharge waste well water during drilling operations and pump testing, dig trenches, install water pipes, and deliver and store materials necessary for constructing and installing such improvements.
- b) Grantor also hereby grants to Grantee a non-exclusive right of ingress and egress over and across a portion of the Property to the extent necessary to access the area in which such groundwater wells and related system improvements are being constructed and installed. These rights of ingress and egress shall exist over that portion of the Property illustrated in Exhibit Existing Property attached hereto. Grantee must secure all necessary government agency approvals and use reasonable care in exercising this right of ingress and egress and shall compensate Grantor for any damage resulting to the Grantor's Property from the exercise of such rights of ingress and egress.

3. Term. This Agreement shall commence upon the execution of this Agreement by all parties and shall remain in full force and effect until such time as Grantee completes construction and installation of the groundwater wells and related system improvements on the Property.

4. Compensation. The parties hereto agree that the compensation payable by Grantee to Grantor in consideration for the grant of this license and right of entry from Grantor to Grantee pursuant to the terms of this Agreement shall consist of a payment of up to \$300.

5. Use of the Property. Grantee may use the Property only for the purpose of constructing and installing test well(s), groundwater wells and related system improvements on the Property, or on property adjacent to the Property which requires Grantee to gain access to the construction site over the Property, to use and/or store equipment temporarily on the Property and/or to store necessary materials on the Property. Upon the expiration of this Agreement, Grantee shall surrender that portion of the Property subject to this temporary

easement and right of entry as set forth on Exhibit Existing Property to Grantor in the condition in which the Property existed upon execution of this Agreement, less ordinary wear and tear. Restoration of the Property shall include backfilling of all trenches and abandoning test wells in accordance with Mariposa County standards. If a permanent well is installed, Grantee shall at their expense prepare the necessary legal descriptions of the well access easement, groundwater well site, and property necessary for well enclosure and protection. Such easement area shall be mutually agreed upon by the parties.

6. Indemnification. Grantee hereby agrees to defend, indemnify, hold harmless and protect Grantor from and against any and all claims, losses, damages, liabilities, suits, costs (including attorneys' fees) as a result of personal injury and/or property damage in connection with or arising out of Grantee's use of the Property in installing and constructing groundwater wells and related system improvements.
7. Notices. All notices hereunder must be writing and, unless otherwise provided herein, shall be deemed valid if sent by certified mail, return receipt requested, addressed as follows (or to any other mailing address which the party to be notified may designate to the other party by such notice.).

Should Grantor or Grantee have a change of address, the other party shall immediately be notified as provided in this paragraph of such change.

Grantee: Lake Don Pedro Community Services District
9751 Merced Falls RD.
La Grange, California 95329

Grantor: _____

IN WITNESS WHEREOF, Grantor and Grantee have duly executed this Agreement on the day

and year first above written.

Grantee: LAKE DON PEDRO COMMUNITY SERVICES DISTRICT
A California community services district

Patrick McGowan, General Manager

ATTEST: _____
Syndie Marchesiello/Secretary of the Board

Grantor: _____

By: _____

RESOLUTION 2021-xx

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE
LAKE DON PEDRO COMMUNITY SERVICES DISTRICT
APPROVAL OF WELL TEST HOLE LETTER & RIGHT OF ENTRY
AGREEMENT

WHEREAS, the Lake Don Pedro Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, Lake Don Pedro Community Services District is currently looking to add auxiliary water sources to our distribution system; and

WHEREAS, the District is planning to drill test wells as early as July of 2021, to secure additional water supply for our community; and

WHEREAS, the District has identified various locations throughout the District that would produce no negative impact on property or enjoyment to property owner; and

WHEREAS, staff have identified various locations along Ranchito Drive, and Merced Falls Road that logistically would allow the District to connect to existing raw water line ; and

WHEREAS, drawings of proposed test holes on property location, and right of entry agreements will be provided in letters sent to property owners.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LAKE DON PEDRO COMMUNITY SERVICES DISTRICT SHALL APPROVE THE WELL TEST HOLE LETTER & RIGHT OF ENTRY AGREEMENT TO BE SENT TO DISTRICT PROPERTY OWNERS.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Lake Don Pedro Community Services District on April 19th, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dan Hankemeier, 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 4751 Merced Falls Road, La Grange, CA 95239, on April 19th, 2021.



Lake Don Pedro Community Services District

STAFF REPORT

To: Board of Directors

From: Patrick McGowan

Date: April 19th, 2021

Subject: SWRCB/DWSRF Planning Application Scope

Description – Lake Don Pedro Community Services District is working to add auxiliary water sources to our system. In addition our existing antiquated treatment and distribution systems need to be upgraded, to ensure water reliability in future years. The District is looking to obtain capital assistance to ensure water reliability through the Drinking Water State Revolving Fund. The projects listed in the application scope of work are large infrastructure projects the District would not be able to solely fund. The planning process for these large projects is extremely costly. The planning process is estimated to cost \$500,000 and project construction \$7,000,000. The Drinking Water State Revolving Fund would cover 100% of these costs. Black Water Engineering group was contracted by District staff to begin an application process in 2018. Working with our contracted engineering group we have recently made changes to scope of work for our application. The original scope of work submitted listed Intake and treatment plant upgrades, and raw water main replacement. The updated application scope has added additional planning for potential Wells to be drilled within the District to help ensure water reliability in future years.

Recommendation – Approve SWRCB/DWSRF Planning Application Scope.

**LAKE DON PEDRO COMMUNITY SERVICES DISTRICT
SWRCB DWSRF PLANNING APPLICATION
LAKE INTAKE WATER SUPPLY RELIABILITY PLAN PROJECT
SCOPE OF WORK
UPDATED MARCH 2021**

Section 1 – Introduction

- 1.1 Water System Description:** The Lake Don Pedro Community Services District (District) serves approximately 1,483 active connections and a population of approximately 2,737 people. The District is in Mariposa and Tuolumne Counties, between Lake McClure and Lake Don Pedro. The District has two sources of water supply: surface water from Lake McClure and four (4) hard rock wells. The well capacity fluctuates with the time of year, but on average can produce a combined 355 gallons per minute (gpm). The average water demand is 290 gpm and the maximum day demand is 800 gpm.

The raw water intake pump station consists of dual submersible pumps that are submerged in Lake McClure to an elevation of 700 feet above sea level (ASL). The pumps are installed within a screened casing that extends to a depth of approximately 167 feet below the maximum lake surface elevation. As the water level drops in the lake, the District operations staff must walk down the sloped embankment to manually close valves to maintain suction and not pull air into the line. The two pumps have a combined capacity of 3,600 gpm. Only one of the two pumps has been operable for the last few years.

When the water level drops below 700 feet ASL, the District uses an emergency barge-mounted pump system. The emergency barge has two vertical turbine pumps that are connected to a water storage tank on shore using high-density polyethylene (HDPE) pipe. Booster pumps are used to send water from the storage tank to the water treatment plant. The barge can be used when the water level is as low as 547 feet ASL. The emergency barge is currently under construction.

The raw water transmission main is over 11,000 linear feet of pressurized pipe that connects the raw water intake pump station to the water treatment plant. The water treatment plant includes a clarification and pressure filtration system followed by a disinfection step. The capacity of the water treatment plant is 1,400 gpm. The water treatment plant also includes a backwash supply pump station, backwash treatment, and treated backwash return pump station. A water storage tank and booster pump station are also located at the treatment plant.

The District had one potable well until the 2011-2016 drought caused an emergency water supply condition. Lake McClure water levels dropped below 700 feet ASL, and the emergency barge was deployed to maintain the water supply. However, the District was required by the State to stop pumping water when Lake McClure's water level dropped below 585 feet ASL in 2015. Under an emergency

project, the District drilled 15 test wells at various sites to attempt to find two new hard rock wells. Three wells were eventually built with a combined capacity of 280 gpm.

The District has a networked water distribution system. The District upgraded and replaced as many of the water service lines as it could with funding from the Department of Water Resources in 2018 to improve the District's capability to manage water loss. Only a portion of the water service lines that need to be replaced were included in the project.

- 1.2 Problem Description:** The reliability of the District's water supply is not up to industry standards and puts the District in jeopardy of not providing adequate water supply. The surface water supply from Lake McClure is not reliable, as demonstrated by the most recent drought. Through emergency water conservation (<50 gpd per person limit), the District was able to meet demands but was weeks away from being without water for the community. The reliability of the four wells is also unsure as the hard rock drilled wells are pumping from an undefined aquifer and drought conditions can severely impact the capacity, which cannot be predicted.

In October 2020, the motor of the operable raw water intake pump failed, causing the District to lose its primary water source. A rental barge was acquired and placed in Lake McClure since the District's barge was under construction. Additionally, the four wells were put into service in response to the emergency. The District refurbished and reinstalled one of the intake pumps as a temporary solution. The raw water intake pump station needs to be rehabilitated or replaced to restore its capacity and redundancy, as well as correct electrical and mechanical deficiencies. A preliminary engineering report (PER) is included in the application that describes options for the District to secure a more reliable water supply. The recommended solution is replacing and extending the raw water intake pumps to a depth of 635 feet ASL.

The raw water transmission main has suffered multiple leaks due to aging infrastructure. The transmission main was built in the 1970s and has not been replaced or rehabilitated. Approximately 11% of water that is produced by the system is lost in transfer to the water treatment plant. Another component of surface water reliability is the age of the water treatment plant infrastructure, which was constructed in the 1960s. The existing filters, pipelines, manual and automatic valves, instrumentation, and controls are a concern as they are nearing or exceeding the end of their useful life (e.g., filter media, valves, valve operators, instrumentation, and controls) or need repairs to extend their useful life (pipelines and filters vessels).

Section 2 – Scope of Tasks to Complete Study

- 2.1 Funding Application Preparation and Processing:** The consultant will prepare and submit project-specific documents for the State Water Resources Control Board (SWRCB) Drinking Water State Revolving Fund (DWSRF) application to assist the District in obtaining planning funding. This task will include coordination with the District as well as regulatory agencies to obtain the proper documentation for application submittal.
- 2.2 Preparation of Claims for Disbursement:** On a monthly basis, the consultant will prepare and submit claims for reimbursement to the SWRCB after the planning funds have been awarded. Preparation of claims shall include preparation of a cash flow projection and claims schedule, review of invoices from consultants involved in planning activities, compiling District soft costs, preparing claims with documentation meeting SWRCB requirements, and tracking of claim processing.
- 2.3 Land Surveying:** The consultant will perform a topographic survey of the raw water intake pump station, raw water transmission main, water treatment plant, and priority sections of the water distribution system that will be identified by the District prior to the survey.
- 2.4 Condition Assessment:** The consultant will conduct a condition assessment on the raw water intake pump station, raw water transmission main, and water treatment plant. The condition assessment will include piping, valving, filter media, filter pressure vessels, instrumentation, controls, and SCADA system where applicable.
- 2.5 Test Wells:** The consultant will prepare test well plans, specifications, and contract documents for procurement of well drilling contractor. The contractor will construct two test wells. If the well(s) have sufficient water quality and quantity, the contractor's scope will be extended to include over reaming of the pilot borehole for development of the final well(s).
- 2.6 System Evaluation and Preliminary Design Report:** The consultant will utilize the data acquired in previous tasks to evaluate the overall distribution system and develop criteria for a risk model that will be used to refine and prioritize capital projects. Following these refinements, the recommendations will be grouped to develop logical Capital Improvement Plan (CIP) projects and compiled into short-term (1 to 5 years) and long-term (20-year) CIP programs for replacement and/or renovation of the water system infrastructure. Preliminary design options will be outlined in the report for the recommended CIP project.
- 2.7 Preliminary Design:** The consultant will prepare plans, specifications, and engineering calculations to bring the CIP project identified in the System Evaluation and Preliminary Design Report (Task 2.7) to a 30% level of design completion.

- 2.8 Project Management and Administration:** The consultant will participate in meetings throughout the duration of the project and provide meeting minutes that will include the date of the meeting, the participants, and a record of the project related discussion/decisions that were made and action items. Meetings will at a minimum include a kickoff meeting that is to be held at the District office and progress review meetings after each task or phase of the project. Recorded meeting minutes will be submitted to the District Manager.

The consultant will also create and update a project baseline schedule. The project schedule will be in Gantt format, created using Microsoft Project, which will be all-inclusive from funding application submission to planning closeout. The schedule will be updated monthly to reflect the actual work completed along with the remaining work.

- 2.9 CEQA and Construction Funding Application:** DWSRF requires that CEQA be completed before awarding construction funds. The consultant will retain the services of a qualified and experienced environmental consultant to prepare the necessary CEQA documents required for the CIP project and related application for construction funds. The consultant will then prepare documents to apply for funding for the construction of the CIP project.

Section 3 – Budget and Schedule for Tasks to Complete Study

3.1 Scope of Work Budget

Task No.	Scope of Work	Budget (\$)
1	Funding Application Preparation and Processing: Prepare and submit project-specific documents for the SWRCB DWSRF application to assist the District in obtaining planning funding. <i>Deliverables: Application Documents</i>	\$20,000
2	Preparation of Claims for Disbursement: Prepare and submit monthly claims for reimbursement to the SWRCB after the planning grant has been awarded. Preparation of claims shall include preparation of a cash flow projection and claims schedule, review of invoices from consultants involved in planning grant activities, compiling District soft costs, preparing claims with documentation meeting SWRCB requirements, and tracking of claim processing. <i>Deliverables: Monthly Claim Submittals</i>	\$15,000
3	Land Surveying: Perform a topographic survey of the raw water intake pump station, raw water transmission main, water treatment plant, and other priority water system locations that will be identified by the District before the survey. <i>Deliverables: Topographic survey</i>	\$50,000
4	Condition Assessment: Conduct a condition assessment of the raw water intake pump station, raw water transmission main, and water	\$45,000

	treatment plant. The condition assessment will include piping, valving, filter media, filter pressure vessels, instrumentation, controls, and SCADA system where applicable. <i>Deliverables: Technical Memorandum</i>	
5	Test Wells: Prepare test well plans, specifications, and contract documents for procurement of well drilling contractor. Construct two test wells. If the well(s) have sufficient water quality and quantity, this task will also include over reaming of the pilot borehole for development of the final well(s). <i>Deliverables: Project Engineering Report</i>	\$160,000
6	System Evaluation and Preliminary Design Report: Utilize the data acquired in previous tasks to evaluate the overall distribution system and develop criteria for a risk model that will be used to refine and prioritize capital projects. Preliminary design options will be outlined in the report for the CIP project. <i>Deliverables: Project Engineering Report</i>	\$60,000
7	Preliminary Design: The consultant will prepare plans, specifications, and engineering calculations to bring the CIP project identified in the System Evaluation and Preliminary Design Report (Task 2.7) to a 30% level of design completion. <i>Deliverables: 30% project design and specifications</i>	\$80,000
8	Project Management and Administration: Participate in meetings throughout the duration of the project and provide meeting minutes. The consultant will also create and update a project baseline schedule that will be updated monthly to reflect the actual work completed along with remaining work. This task also includes coordination with District staff to assist staff with the preparation of a Fiscal Sustainability Plan. <i>Deliverables: None</i>	\$10,000
9	CEQA and Construction Funding Application: Prepare the necessary CEQA documents required for the application for construction funds. The consultant will then prepare documents to apply for funding for the construction of the CIP projects. <i>Deliverables: CEQA Documents and Construction Application</i>	\$60,000
	Total	\$500,000

3.2 Scope of Work Schedule

Task No.	Scope of Work	Months																					
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
1	Grant Application Preparation and Processing																						
	DWSRF Funding Agreement																						
2	Preparation of Claims for Disbursement																						
3	Land Surveying																						
4	Water System Asset Identification																						
5	Condition Assessment																						
6	System Evaluation																						
7	50% Design																						
8	Project Management and Administration																						
9	CEQA and Construction Funding Application																						

This Scope of Work Schedule may be adjusted depending on when the funding agreement is completed.

RESOLUTION 2021-xx

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE
LAKE DON PEDRO COMMUNITY SERVICES DISTRICT
APPROVAL TO MOVE FORWARD WITH SWRCB/DWSRF WATER
RELIABILITY PLANNING APPLICATION SCOPE

WHEREAS, the Lake Don Pedro Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, Lake Don Pedro Community Services District is working to add auxiliary water sources, and upgrade our existing antiquated treatment and distribution systems, to ensure water reliability in future years; and

WHEREAS, through the State Water Resource Control Board, our District is looking to obtain capital assistance to ensure water reliability through the Drinking Water State Revolving Fund. The projects listed in the application scope of work are large infrastructure projects the District would not be able to sole fund. The planning process for these large projects will be extremely costly, the DWSRF would fund the planning, and if awarded construction costs 100%; and

WHEREAS, Black Water Engineering group was contracted by District staff to begin an application process to the State Water Resource Control Board (SWRCB) through the Drinking Water State Revolving Fund (DWSRF) in 2018 ; and

WHEREAS, working with our contracted engineering group we have recently made changes to scope of work for the application; and

WHEREAS, the original scope of work submitted listed Intake, and treatment plant upgrades, and raw water main replacement; and

WHEREAS, the updated application scope has added additional planning for more potential Wells to be drilled within the District to help ensure water reliability in future years.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LAKE DON PEDRO COMMUNITY SERVICES DISTRICT SHALL APPROVE THE SWRCB/DWSRF PLANNING APPLICATION.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Lake Don Pedro Community Services District on April 19th, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dan Hankemeier, 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 April 19th, 2021.