

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

DIRECTORS
Dan Hankemeier, President
Emery Ross, Vice President
Danny Johnson
Russell Warren
Mary Smith

Special Meeting of the Board of Directors

9751 Merced Falls Road
August 17, 2023 at 10:00 a.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. DISCUSSION AND ACTION ITEMS:**
 - a. Discussion / Action regarding the Receipt/Review of an Application for the General Manager Position and Determine Whether to Interview the Candidate
- 3. 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

Syndie Marchesiello

From: Randy Gilgo
Sent: Tuesday, August 15, 2023 8:59 AM
To: [REDACTED]
Cc: [REDACTED]; Syndie Marchesiello
Subject: general manager
Attachments: Randy Gilgo Resume.pdf

Good Morning Emery,

It has come to my attention that the district has been interviewing an applicant for the upcoming vacancy of the General Manager position. I was under the impression that the board was meeting to decide if the district was going to have a part time G.M. or a working full time G.M. and was not aware that the board was already interviewing Patrick's friend who had applied. If the District is looking to fill the position of a full time working G.M., then I would like to request myself as a candidate and have provided my resume for you and the board to look over. I feel that with my 18 years of employment and experience with the District and also being a local resident, I would be a good fit for a working G.M. at Lake Don Pedro C.S.D. Thank you for your time and consideration.

Randy Gilgo
Chief Operator
Lake Don Pedro C.S.D.

RANDAL GILGO

✉ randygilgo@yahoo.com

☎ (209) 852-2344

📍 La Grange, CA 95329

SKILLS

Certifications

Water Treatment Operator

Grade T2 #28184

Water Distribution Operator

Grade D2 #32111

Designations

LDPCSD Chief Operator

EDUCATION

Sacramento State University

Water Treatment And Distribution
Operations

Small water system business
management

VOLUNTEER

Mariposa County Sheriff's Office

PERSONAL SUMMARY

Profile

A 36 year resident and 18 year employee of the Lake Don Pedro C.S.D. with a work ethic based on honesty, dedication and a drive for perfection in anything I'm involved in. Articulate and detailed with a vast and resourceful knowledge of all operations of the Lake Don Pedro C.S.D. Proactive and hardworking individual focused on continuous district and self improvement.

WORK HISTORY

Lake Don Pedro Community Services District - Operations Lead
La Grange, CA • 09/2005 - Current

Experience and Responsibilities:

Operations

- Currently serving as Operations Lead and Chief Operator
- Direct and oversee all aspects of District operations
- Ensure proper operation and optimal output of treatment plant (both quality and quantity) by performing and or overseeing all monitoring, maintaining, calibrating and adjusting functions of all treatment plant and water quality process equipment.
- Ensure proper operation and maintenance of all district distribution facilities by performing and or overseeing maintenance or repairs to district tanks, pumps, motors, valves, mains and hydrants.
- Develop and maintain a friendly, safe and healthy work environment for and with all field, office and board staff.
- Assign and direct daily and weekly work load for staff by evaluating district priorities, public safety and customer satisfaction.
- Oversee staff workflow and employee productivity along with helping improve individual productivity, education and certification by training staff either with my own knowledge or providing avenues to in person classes or online courses.
- Develop and maintain a healthy working relationship with all district vendors, contractors, engineers and state regulators.
- Updated and implemented LDPCSD's Treatment Plant Operations "Ops" plan and Emergency Notification Plan. "ENP"
- Assist General Managers with designing and implementing district C.I.P.'s and maintenance plan.
- Plan, oversee and direct all district repairs, upgrades and approved construction projects.

Administrative

- Have temporarily served as General Manager multiple times during vacancies of General Manager position.

- Consults with district General Manager and Board of Directors for development and implementation of district priorities, future needs/plans and policies and procedures.
- Attend board meetings as needed for discussing / clarification of district issues, needs, plans or projects.
- Producing, approving and submitting of operations staff payroll timesheets
- Submitting of all accounts payable-items applicable to district treatment plant, distribution, vehicle, tool and staff costs utilizing known information in coding to proper accounts.
- Document all daily treatment plant operation records
- Maintain a generalized daily work log for field staff along with a continual distribution leak log.
- Submitting all required monthly, quarterly and annual plant and system reports to all appropriate State Agencies.
- Approving of operational related invoices
- Tracking and maintaining chemical, material and supply inventories for budgeting.
- Assist General Manager in development of budget through district needs, foreseen cost increases and future projects or C.I.P's