

## Regular Meeting of the Board of Directors

9751 Merced Falls Road  
June 18, 2018 at 1:00 p.m.

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

### AGENDA

**1. CALL TO ORDER:** Presiding Officer: Establish Quorum, Pledge of Allegiance:

**2. PUBLIC COMMENT:**

Any person may address the Board at this time on any matter within the jurisdiction of the Board that is NOT ON THE AGENDA. A maximum of three minutes is allowed each person and a maximum of 20 minutes per topic. Any person wishing to address the Board on an item ON THE AGENDA will be given the opportunity at that time. Speakers are encouraged to consult District Management or Directors prior to agenda preparation regarding any District matters, as no action will be taken on non-agenda issues.

**3. PRESENTATION ONLY:**

- a. Presiding Officer's Report
- b. General Manager's Report: Peter J. Kampa
- 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 May 2018 Treasurer's Report
- b. Approval of the Minutes of the Regular Meeting of May 21, 2018

**5. DISCUSSION AND ACTION ITEMS**

**PUBLIC HEARING** – The Board will conduct a hearing to receive public input regarding adoption of the Final 2018/19 Fiscal Year Budget

- a. Adoption of a Resolution approving the 2018/19 Fiscal Year Budget effective July 1, 2018 through June 30, 2019
- b. Adoption of a Resolution Accepting the Place of Use Boundary for Merced Irrigation District's Water Rights License 11395 based on the Concurrence of the State Water Board Division of Water Rights
- c. Adoption of a Resolution designating an agent(s) for submitting application to the Governor's Office of Emergency Services for the purpose of obtaining federal disaster funding assistance and/or funding under the California Disaster Assistance Act.
- d. Adoption of a Resolution Approving Agreement with Kennedy Jenks Consulting for the Preparation of a State Water Resources Control Board, Planning Grant Application for Water System Improvements Including Water Distribution Valves and Controls, Barrett Cove Intake Pump System Replacement and Water Treatment Plant Renovations
- e. Adoption of a Resolution Approving Agreement with AquaSierra Controls for the Completion of the 2018 SCADA System Upgrade Project
- f. Discussion and Action Related to a Request for Proposals for an Engineer or Engineering Firm to Serve as Replacement District Engineer

**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.

Bills Discussed at Special Districts Legislative Days

May 22 - 23, 2018

Budget

[AB 1748](#)

**Steinorth R Property taxation: base year value transfer.**

**Introduced:** 1/3/2018

**Status:** 5/14/2018 - In committee: Set, second hearing. Failed passage.

**Location:** 1/16/2018 - A . REV. & TAX

**Summary:** The California Constitution and existing property tax law authorize a person who is either severely disabled or over 55 years of age to transfer the base year value, as defined, of property that is eligible for the homeowners' property tax exemption to a replacement dwelling that is of equal or lesser value located within the same county as the property from which the base year value is transferred, and if a county ordinance so providing has been adopted, to a replacement dwelling that is located in a different county. This bill, on and after January 1, 2019, would instead require, subject to specified procedures, the base year value of property that is eligible for the homeowner's exemption of any person, regardless of age or disability, to be transferred to any replacement dwelling, regardless of the value of the replacement property or whether the replacement property is located within the same county.

Position	Staff Reco	Assigned	District Type	Subject Area	Issues	Working Group
Oppose 1		ATannehill	General	Revenue	Property Taxes	Budget

**Public Notes** 3/5/2018 I-1/3/2018 to: Oppose 1

[AB 2258](#)

**Caballero D Local agency formation commissions: grant program.**

**Introduced:** 2/13/2018

**Status:** 5/25/2018 - From committee: Do pass. (Ayes 13. Noes 3.) (May 25). Read second time. Ordered to third reading.

**Location:** 5/25/2018 - A . THIRD READING

**Summary:** Current law establishes the Strategic Growth Council in state government and assigns to the council certain duties, including providing, funding, and distributing data and information to local governments and regional agencies that will assist in the development and planning of sustainable communities. This bill would require the Strategic Growth Council, until January 1, 2024, to establish and administer a local agency formation commissions grant program for the payment of costs associated with initiating and completing the dissolution of districts listed as inactive, the payment of costs associated with a study of the services provided within a county by a public agency, and for other specified purposes, including the initiation of an action, based on determinations found in the study, as approved by the commission.

**Attachments:**

[Assembly Bill 2258 \(Caballero\) Asm Appropriations Committee - Oppose unless Amended Attachment: Protest Threshold Table](#)

[Assembly Bill 2258 \(Caballero\) Asm Local Government Committee - Concerns Assembly Bill 2258 \(Caballero\) Author - Concerns](#)

Position	Staff Reco	Assigned	District Type	Subject Area	Issues	Working Group
Oppose unless Amended 2		ATannehill	General	Revenue	LAFCO	Budget

**Public Notes** 5/7/2018 A-4/23/2018 to: Oppose unless Amended 2

[AB 2283](#)

**Holden D Income taxes: exclusion: turf removal water conservation program.**

**Introduced:** 2/13/2018

**Status:** 5/25/2018 - In committee: Held under submission.

**Location:** 4/4/2018 - A . APPR. SUSPENSE FILE

**Summary:** The Personal Income Tax Law and the Corporation Tax Law, for taxable years beginning on or after January 1, 2014, and before January 1, 2019, provide an exclusion from gross income for any amount received as a rebate, voucher, or other financial incentive issued by a local water agency or supplier for participation in a turf removal water conservation program. This bill would extend the operation of those provisions to January 1, 2024.

Position	Staff Reco	Assigned	District Type	Subject Area Issues	Working Group
Support 3		ATannehill	Water	Revenue	Budget

**Public Notes** 4/9/2018 I-2/13/2018 to: Support 3

[AB 3147](#)

**Caballero D Fee mitigation act: housing developments.**

**Introduced:** 2/16/2018

**Status:** 5/25/2018 - Joint Rule 62(a), file notice suspended. In committee: Held under submission.

**Location:** 5/23/2018 - A . APPR. SUSPENSE FILE

**Summary:** The Mitigation Fee Act requires a local agency that establishes, increases, or imposes a fee as a condition of approval of a development project to, among other things, determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed. This bill would require, at the time that an application for a housing development project is deemed complete, a city, county, and city and county to provide a good faith statement disclosing the amount of impact and development fees applicable to the housing development. The bill would also prohibit these disclosed impact and development fees from being increased for 2 years following issuance of the good faith statement.

**Attachments:**

[Coalition Assembly Bill 3147 \(Caballero\) Asm Housing and Community Development Committee - Oppose](#)

[Coalition Assembly Bill 3147 \(Caballero\) Asm Local Government Committee - Oppose](#)

Position	Staff Reco	Assigned	District Type	Subject Area Issues	Working Group
Oppose 3		ATannehill	General	Revenue	Budget

**Public Notes** 4/23/2018 I-2/16/2018 to: Oppose 3

4/9/2018 I-2/16/2018 to: Watch

[SB 623](#)

**Monning D Water quality: Safe and Affordable Drinking Water Fund.**

**Introduced:** 2/17/2017

**Status:** 9/1/2017 - From committee: Without recommendation. (Ayes 11. Noes 0.) (September 1) Re-referred to Com. on RLS.

**Location:** 9/1/2017 - A . RLS.

**Summary:** Would establish the Safe and Affordable Drinking Water Fund in the State Treasury and would

provide that moneys in the fund are continuously appropriated to the State Water Resources Control Board. The bill would require the board to administer the fund to secure access to safe drinking water for all Californians, while also ensuring the long-term sustainability of drinking water service and infrastructure. The bill would authorize the state board to provide for the deposit into the fund of federal contributions, voluntary contributions, gifts, grants, bequests, and settlements from parties responsible for contamination of drinking water supplies.

**Attachments:**

[2/16 Coalition Letter - Oppose Unless Amended](#)

Position	Staff Reco	Assigned	District Type	Subject Area	Issues	Working Group
Oppose unless Amended 3		RGervase	Water	Revenue	Water	Budget

**Public Notes** 9/6/2017 A-8/21/2017 to: Oppose unless Amended 3  
4/2/2017 A-3/30/2017 to: Watch

[SB 831](#)

**Wieckowski D Land use: accessory dwelling units.**

**Introduced:** 1/4/2018

**Status:** 5/25/2018 - From committee: Do pass as amended. (Ayes 7. Noes 0.) (May 25). Read second time and amended. Ordered to second reading.

**Location:** 5/25/2018 - S . SECOND READING

**Summary:** Would require the ordinance for the creation of accessory dwelling units to designate areas where accessory dwelling units may be excluded for health and safety purposes, as specified. The bill would revise the standards for the local ordinance to, among other things, delete the authority to include lot coverage standards, include a prohibition on considering the square footage of a proposed accessory dwelling unit when calculating an allowable floor-to-area ratio or lot coverage ratio for the lot.

**Attachments:**

[Senate Bill 831 \(Wieckowski\) Author - Neutral](#)

[SB 831 \(Wieckowski\) Senate T&H - Oppose](#)

Position	Staff Reco	Assigned	District Type	Subject Area	Issues	Working Group
Neutral		RGervase	General	Revenue		Budget

**Public Notes** 5/7/2018 A-5/1/2018 to: Neutral  
3/5/2018 I-1/4/2018 to: Oppose 2

[SB 1202](#)

**Stone R Land use: development fees.**

**Introduced:** 2/15/2018

**Status:** 5/21/2018 - Read third time. Passed. (Ayes 39. Noes 0.) Ordered to the Assembly. In Assembly. Read first time. Held at Desk.

**Location:** 5/21/2018 - A . DESK

**Summary:** The Mitigation Fee Act requires the local agency, within 180 days after the last day of each fiscal year, to make public specified information for the fiscal year about each separate account or fund established, including the amount of fees collected and an identification of each public improvement on which fees were expended. This bill would prohibit a local agency that does not comply with the requirement to disclose information regarding separate capital facilities funds or accounts following the establishment, increase, or imposition of a certain fee but requires the payment of that fee in connection with a development project for 3

consecutive years, from requiring a deposit for an independent audit, as described above, and instead require the local agency to pay the cost of the audit.

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area</b>	<b>Issues</b>	<b>Working</b>
Oppose 3		ATannehill	General	Revenue	Fees/Prop. 218	<b>Group Budget</b>

**Public Notes** 5/7/2018 A-4/10/2018 to: Oppose 3

[SB 1296](#)

**Glazer D Department of Housing and Community Development: database of local fees.**

**Introduced:** 2/16/2018

**Status:** 5/25/2018 - May 25 hearing: Held in committee and under submission.

**Location:** 5/7/2018 - S . APPR. SUSPENSE FILE

**Summary:** Wouldl, by December 31, 2019, additionally require the Department of Housing and Community Development to collect information from cities, counties, and special districts on the fees imposed for new developments and to publish and make available a database of the fees charged by those public agencies to new developments by jurisdiction. The bill would also require the department to periodically update this database. The bill would require each special district to annually report to the department the fees that the special district charges to new developments.

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area</b>	<b>Issues</b>	<b>Working</b>
Oppose 3		ATannehill	General	Revenue	Transparency and Accountability	<b>Group Budget</b>

**Public Notes** 5/7/2018 A-4/5/2018 to: Oppose 3

4/9/2018 A-4/5/2018 to: Watch

[SB 1469](#)

**Skinner D Land use: accessory dwelling units.**

**Introduced:** 2/16/2018

**Status:** 5/25/2018 - May 25 hearing: Held in committee and under submission.

**Location:** 5/22/2018 - S . APPR. SUSPENSE FILE

**Summary:** The Planning and Zoning Law authorizes a local agency to provide by ordinance for the creation of accessory dwelling units in single-family and multifamily residential zones, requires the ordinance to designate areas within the local jurisdiction where accessory dwelling units may be permitted, and sets forth standards the ordinance is required to impose, including, among others, maximum unit size, parking, lot coverage, and height standards. The State Housing Law requires, with an exception for building standards adopted, amended or repealed by the State Fire Marshal, the Department of Housing and Community Development to propose the adoption, amendment, or repeal of building standards to the California Building Standards Commission. This bill would revise and recast the above-described provisions regarding accessory dwelling units to authorize the ordinance adopted for the creation of accessory dwelling units to designate areas where accessory dwelling units are excluded for health and safety purposes based on clear findings supported by substantial evidence.

**Attachments:**

[Senate Bill 1469 \(Skinner\) Author - Neutral](#)

[SB 1469 \(Skinner\) Sen T&H - Oppose](#)

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area</b>	<b>Issues</b>	<b>Working</b>
Neutral		RGervase	General	Revenue		<b>Group</b>

Public Notes 5/7/2018 A-5/1/2018 to: Neutral

## Environment

[AB 1668](#)**[Friedman D](#) Water management planning.****Introduced:** 2/17/2017**Status:** 5/22/2018 - Enrolled and presented to the Governor at 3 p.m.**Location:** 5/22/2018 - A . ENROLLED

**Summary:** Would require the State Water Resources Control Board, in coordination with the Department of Water Resources, to adopt long-term standards for the efficient use of water, as provided, and performance measures for commercial, industrial, and institutional water use on or before June 30, 2022. The bill would require the department, in coordination with the board, to conduct necessary studies and investigations and make recommendations, no later than October 1, 2021, for purposes of these standards and performance measures.

**Attachments:**[Coalition Assembly Bill 1668 \(Friedman\) Asm Floor Alert - Oppose unless Amended](#)

Position	Staff Reco	Assigned	District Type	Subject Area Issues	Working Group
Oppose unless Amended 3		RGervase	Water Conservation	Water, Wastewater, and Conservation	Environment

**Public Notes** 5/5/2017 A-4/18/2017 to: Oppose unless Amended 3  
4/3/2017 I-2/17/2017 to: Watch

[AB 2447](#)**[Reyes D](#) California Environmental Quality Act: land use: environmental justice.****Introduced:** 2/14/2018

**Status:** 5/25/2018 - From committee: Amend, and do pass as amended. (Ayes 12. Noes 4.) (May 25).  
Read second time and amended. Ordered returned to second reading.

**Location:** 5/25/2018 - A . SECOND READING

**Summary:** Would require the Office of Environmental Health Hazard Assessment, by June 30, 2019, to publish a list of subject land uses, as specified, and a map that identifies disadvantaged communities and areas within a 1/2 mile radius of the disadvantaged communities. The bill would require a lead agency that is preparing an EIR or a negative declaration to provide certain notices required by CEQA to owners and occupants of property located within one-half mile of any parcel or parcels, and to any schools located within one mile of any parcel or parcels, on which is located a project involving a subject land use. The bill would require the lead agency to call at least one scoping meeting for those projects, as provided.

Position	Staff Reco	Assigned	District Type	Subject Area Issues	Working Group
Oppose 3		RGervase	General	Environment CEQA	Environment

**Public Notes** 5/7/2018 A-4/26/2018 to: Oppose 3  
4/9/2018 A-3/15/2018 to: Watch



**[Hertzberg D](#) Water management planning.**

**Introduced:** 2/17/2017

**Status:** 5/23/2018 - Enrolled and presented to the Governor at 10:30 a.m.

**Location:** 5/23/2018 - S . ENROLLED

**Summary:** Would require an urban retail water supplier to calculate an urban water use objective no later than November 1, 2023, and by November 1 every year thereafter, and its actual urban water use by those same dates. The bill would require an urban retail water supplier to submit a report to the department for these purposes by those dates. The bill would authorize the State Water Resources Control Board to issue information orders, written notices, and conservation orders to an urban retail water supplier that does not meet its urban water use objective, as specified. The bill would authorize the board to waive these requirements for a period of up to 5 years, as specified.

**Attachments:**

[Coalition Senate Bill 606 \(Skinner\) Asm Floor Alert - Oppose unless Amended](#)

Position	Staff Reco	Assigned	District Type	Subject Area Issues	Working Group
Oppose unless Amended 3		RGervase	Water	Water, Wastewater, and Conservation	Environment

**Public Notes** 8/28/2017 A-8/21/2017 to: Oppose unless Amended 3  
5/5/2017 A-4/6/2017 to: Watch

**Governance**

**[Aguiar-Curry D](#) Health care districts.**

**Introduced:** 2/5/2018

**Status:** 5/24/2018 - Referred to Com. on GOV. & F.

**Location:** 5/24/2018 - S . GOV. & F.

**Summary:** The Local Health Care District Law provides for local health care districts that govern certain health care facilities. The bill would require a district that is authorized and elects to use the design-build process, as specified, for the construction of housing to require that at least 20% of the residential units constructed be subject to a recorded affordability restriction for at least 55 years and be affordable to lower income households, very low income households, extremely low income households, and persons and families of low or moderate income, as defined, unless the city, county, or city and county in which the district is predominantly located has adopted a local ordinance that requires a greater percentage of the units be affordable to those groups. This bill contains other related laws and provisions.

Position	Staff Reco	Assigned	District Type	Subject Area Issues	Working Group
Watch		DGibbons	Hospital/Healthcare	Governance Websites	Governance

**Public Notes** 3/7/2018 I-2/5/2018 to: Watch

**[Cervantes D](#) District-based elections.**

**Introduced:** 2/8/2018

**Status:** 5/24/2018 - Referred to Coms. on E. & C.A. and JUD.

**Location:** 5/24/2018 - S . E. & C.A.



**Summary:** Would permit a political subdivision and a prospective plaintiff to enter into a written agreement to extend the time period during which a prospective plaintiff is prohibited from commencing an action for up to an additional 90 days in order to provide additional time to conduct public outreach, encourage public participation, and receive public input. The bill would require the written agreement to include a requirement that the district boundaries be established no later than 6 months before the political subdivision's next regular election to select governing board members, except as specified.

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area</b>	<b>Issues</b>	<b>Working Group</b>
Support 3		DGibbons	General	Governance	Elections	Governance

**Public Notes** 5/7/2018 A-4/17/2018 to: Support 3

[AB 2707](#)

**Mullin D Voter information Internet Web site.**

**Introduced:** 2/15/2018

**Status:** 5/25/2018 - From committee: Do pass. (Ayes 16. Noes 0.) (May 25). Read second time. Ordered to third reading.

**Location:** 5/25/2018 - A . THIRD READING

**Summary:** Would require the Governor, through an executive department or agency of his or her choice, to establish an Internet Web site that displays the names and contact information, including the phone number, email address, and office address, of each voter's specified local, state, and federal elected officials, which would be displayed upon a voter submitting his or her address information on the Internet Web site. The bill would require the Internet Web site to be accessible in multiple languages, as specified.

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area</b>	<b>Issues</b>	<b>Working Group</b>
Support 3		DGibbons	General	Governance	Websites	Governance

**Public Notes** 4/9/2018 I-2/15/2018 to: Support 3

[AB 2729](#)

**Muratsuchi D California State Auditor.**

**Introduced:** 2/15/2018

**Status:** 5/24/2018 - Read second time. Ordered to third reading.

**Location:** 5/24/2018 - A . THIRD READING

**Summary:** Current law authorizes the auditor to establish a high-risk local government agency audit program for the purpose of identifying, auditing, and issuing reports on any local government agency he or she identifies as at high risk for, among other basis, fraud and abuse. Current law requires the office to be responsible for the state costs associated with the program and further requires an audit conducted pursuant to the program to be approved by the Joint Legislative Audit Committee. This bill would further require the auditor to obtain approval from the Joint Legislative Audit Committee to conduct any initial assessments, audits, and followup audit work at a local government agency.

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area</b>	<b>Issues</b>	<b>Working Group</b>
Oppose 3		DGibbons	General	Governance	Transparency and Accountability	Governance

**Public Notes** 4/9/2018 A-4/4/2018 to: Oppose 3

[AB 2749](#)

**[Bonta D](#) State agencies: state entities: Internet Web site accessibility: standards.**

**Introduced:** 2/16/2018

**Status:** 5/25/2018 - From committee: Amend, and do pass as amended. (Ayes 16. Noes 0.) (May 25).  
Read second time and amended. Ordered returned to second reading.

**Location:** 5/25/2018 - A . SECOND READING

**Summary:** Current law, before July 1, 2019, and before July 1 biennially thereafter, requires the director of each state agency or state entity and the chief information officer of that state agency or state entity to post on the homepage of the state agency's or state entity's Internet Web site a signed certification that the state agency's or state entity's Internet Web site is in compliance with specified accessibility standards. This bill would additionally require the director of each state agency or state entity and each chief information officer to certify that the Internet Web site is mobile-friendly. The bill would also prohibit an Internet Web site maintained by a state agency that is intended for use by the public from becoming operational unless it is mobile-friendly and accessible by persons with disabilities.

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area Issues</b>	<b>Working Group</b>
Watch		DGibbons	General	Governance Websites	Governance

**Public Notes** 4/9/2018 A-3/23/2018 to: Watch

[SB 921](#)

**[Morrell R](#) State agencies: Internet Web sites: disclosure of financial information.**

**Introduced:** 1/23/2018

**Status:** 4/27/2018 - Failed Deadline pursuant to Rule 61(b)(5). (Last location was G.O. on 4/10/2018)

**Location:** 4/27/2018 - S . DEAD

**Summary:** Current law requires state departments and agencies to disclose certain information on their Internet Web sites, including their privacy policies and information related to certain of their duties. This bill would require any state agency, as defined, that maintains or operates its own Internet Web site to post specified information regarding the number of persons it employs and its total authorized budget amount on its homepage.

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area Issues</b>	<b>Working Group</b>
Watch		DGibbons	General	Governance Websites	Governance

**Public Notes** 3/7/2018 I-1/23/2018 to: Watch

[SB 929](#)

**[McGuire D](#) Special districts: Internet Web sites.**

**Introduced:** 1/25/2018

**Status:** 4/30/2018 - Referred to Com. on L. GOV.

**Location:** 4/30/2018 - A . L. GOV.

**Summary:** The California Public Records Act requires a local agency to make public records available for inspection and allows a local agency to comply by posting the record on its Internet Web site and directing a member of the public to the Web site, as specified. This bill would, beginning on January 1, 2020, require every independent special district to maintain an Internet Web site that clearly lists contact information for the special district, except as provided. Because this bill would require local agencies to provide a new service, the bill would impose a state-mandated local program.

**Attachments:**

[Senate Bill 929 \(McGuire\) Asm Local Government Committee - Support](#)

[Senate Bill 929 \(McGuire\) Sen Governance and Finance Committee - Sponsor](#)

[Senate Bill 929 \(McGuire\) SAMPLE LETTER](#)

[Senate Bill 929 \(McGuire\) Author - Sponsor](#)

Position	Staff Reco	Assigned	District Type	Subject Area	Issues	Working Group
Sponsor		DGibbons	General	Governance	Websites	Governance

**Public Notes** 3/5/2018 I-1/25/2018 to: Sponsor

## [SB 1244](#)

**[Wieckowski D](#) Public records: disclosure.**

**Introduced:** 2/15/2018

**Status:** 5/15/2018 - Read second time and amended. Ordered to third reading.

**Location:** 5/15/2018 - S . THIRD READING

**Summary:** The California Public Records Act makes specified records exempt from disclosure and provides that disclosure by a state or local agency of a public record that is otherwise exempt constitutes a waiver of the exemptions. The act, when it appears to a superior court that certain public records are being improperly withheld from a member of the public, requires the court to order the officer or person charged with withholding the records to disclose the public record or show cause why he or she should not do so. The act requires the court to award court costs and reasonable attorney fees to the plaintiff if the plaintiff prevails in litigation filed pursuant to these provisions, and requires the court to award court costs and reasonable attorney fees to the public agency if the court finds that the plaintiff's case is clearly frivolous. This bill would replace "plaintiff" with "requester" in that provision.

**Attachments:**

[Senate Bill 1244 \(Wieckowski\) Author - Neutral](#)

[Senate Bill 1244 \(Wieckowski\) Sen Judiciary Committee - Oppose](#)

[Senate Bill 1244 \(Wieckowski\) Author - Oppose](#)

Position	Staff Reco	Assigned	District Type	Subject Area	Issues	Working Group
Neutral		DGibbons	General	Governance	Public Records	Governance

**Public Notes** 5/17/2018 A-5/15/2018 to: Neutral

4/9/2018 A-3/21/2018 to: Oppose 2

## [SB 1293](#)

**[Lara D](#) California State Auditor: high-risk local government agency audit program.**

**Introduced:** 2/16/2018

**Status:** 5/21/2018 - Read third time. Passed. (Ayes 38. Noes 0.) Ordered to the Assembly. In Assembly. Read first time. Held at Desk.

**Location:** 5/21/2018 - A . DESK

**Summary:** Current law requires the California State Auditor to notify the Joint Legislative Audit Committee whenever he or she identifies a local government as at high risk. Current law also requires that audits conducted pursuant to these provisions be approved by the Joint Legislative Audit Committee. This bill would authorize the California State Auditor to first conduct an initial assessment, during which he or she may gather information from a local government agency for the purpose of identifying it as a high-risk local government agency.

**Attachments:**

[Coalition Senate Bill 1293 \(Lara\) Author - Support](#)

Position	Staff Reco	Assigned	District Type	Subject Area	Issues	Working Group
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**Public Notes** 5/7/2018 A-4/16/2018 to: Support 3

### Human Resources

#### [AB 1750](#)

**McCarty D Elected officials: sexual harassment settlement agreements: liability.**

**Introduced:** 1/3/2018

**Status:** 5/11/2018 - Failed Deadline pursuant to Rule 61(b)(6). (Last location was A. PRINT on 1/3/2018)

**Location:** 5/11/2018 - A . DEAD

**Summary:** Would express the intent of the Legislature to enact legislation that would require an elected official to reimburse a public entity that pays any compromise or settlement of a claim or action involving conduct that constitutes sexual harassment, if an investigation reveals evidence supporting the claim of sexual harassment against the elected official.

Position	Staff Reco	Assigned	District Type	Subject Area	Issues	Working Group
Oppose 3		DGibbons	General	Human Resources and Personnel	SPOT	Human Resources

**Public Notes** 3/5/2018 I-1/3/2018 to: Oppose 3

#### [AB 1867](#)

**Reyes D Employment discrimination: sexual harassment: records.**

**Introduced:** 1/12/2018

**Status:** 5/24/2018 - Referred to Coms. on L. & I.R. and JUD.

**Location:** 5/24/2018 - S . L. & I.R.

**Summary:** Would require an employer with 50 or more employees to maintain records of employee complaints of sexual harassment for 10 years from the date of filing. The bill would authorize the department to seek an order requiring an employer that violates the recordkeeping requirement to comply. This bill contains other existing laws.

Position	Staff Reco	Assigned	District Type	Subject Area	Issues	Working Group
Watch		DGibbons	General	Human Resources and Personnel	HR/Employment	Human Resources

**Public Notes** 3/2/2018 I-1/12/2018 to: Watch

#### [AB 1870](#)

**Reyes D Employment discrimination: unlawful employment practices.**

**Introduced:** 1/12/2018

**Status:** 5/25/2018 - From committee: Do pass. (Ayes 12. Noes 1.) (May 25). Read second time. Ordered to third reading.

**Location:** 5/25/2018 - A . THIRD READING

**Summary:** Current law, the California Fair Employment and Housing Act, makes specified employment and housing practices unlawful, including discrimination against or harassment of employees and tenants, among others. Current law authorizes a person claiming to be aggrieved by an alleged unlawful practice to file a

complaint with the Department of Fair Employment and Housing within one year from the date upon which the unlawful practice occurred, unless otherwise specified. This bill would extend the period to 3 years for which complaints alleging unlawful employment or housing practices may be filed with the department, as specified.

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area Issues</b>	<b>Working Group</b>
Oppose 3		DGibbons	General	Human Resources and Personnel	HR/Employment Human Resources

**Public Notes** 3/5/2018 I-1/12/2018 to: Oppose 3

[AB 1912](#)

**Rodriguez D Public employees' retirement: joint powers agreements: liability.**

**Introduced:** 1/23/2018

**Status:** 5/25/2018 - From committee: Do pass. (Ayes 12. Noes 4.) (May 25). Read second time. Ordered to third reading.

**Location:** 5/25/2018 - A . THIRD READING

**Summary:** The Joint Exercise of Powers Act generally authorizes 2 or more public agencies, by agreement, to jointly exercise any common power. Under the act, if an agency is not one or more of the parties to the agreement but is a public entity, commission, or board constituted pursuant to the agreement, the debts, liabilities, and obligations of the agency are the debts, liabilities, and obligations of the parties to the agreement, unless the agreement specifies otherwise. The act also authorizes a party to a joint powers agreement to separately contract for, or assume responsibilities for, specific debts, liabilities, or obligations of the agency. This bill would eliminate that authorization, and would specify that if an agency established by a joint powers agreement participates in, or contracts with, a public retirement system, member agencies, both current and former to the agreement, would be required to mutually agree as to the apportionment of the agency's retirement obligations among themselves, provided that the agreement equals the total retirement liability of the agency.

**Attachments:**

[Coalition Assembly Bill 1912 \(Rodriguez\) Asm Appropriations Committee - Oppose](#)  
[Coalition Assembly Bill 1912 \(Rodriguez\) Author - Oppose](#)

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area Issues</b>	<b>Working Group</b>
Oppose 2		DGibbons	General	Human Resources and Personnel	Workers' Compensation & Other Insurance Human Resources

**Public Notes** 4/10/2018 A-3/19/2018 to: Oppose 2  
 3/7/2018 I-1/23/2018 to: Watch

[AB 2366](#)

**Bonta D Employment: victims of sexual harassment: protections.**

**Introduced:** 2/14/2018

**Status:** 5/25/2018 - In committee: Held under submission.

**Location:** 5/16/2018 - A . APPR. SUSPENSE FILE

**Summary:** Current law prohibits an employer from discharging, or discriminating or retaliating against, an employee who is a victim of domestic violence, sexual assault, or stalking and who takes time off from work to obtain, or attempt to obtain, any relief to help ensure the health, safety, or welfare of the victim or his or her child. Current law also prohibits an employer from discriminating or retaliating against an employee who is a victim of domestic violence, sexual assault, or stalking because of the employee's status as a victim, if the

employer has notice or knowledge of that status. This bill would extend these employment protections to victims of sexual harassment, as defined.

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area Issues</b>	<b>Working Group</b>
Oppose 3		DGibbons	General	Human Resources and Personnel	HR/Employment Human Resources

**Public Notes** 4/9/2018 I-2/14/2018 to: Oppose 3

[AB 2770](#)

**[Irwin D](#) Privileged communications: communications by former employer: sexual harassment.**

**Introduced:** 2/16/2018

**Status:** 5/17/2018 - Referred to Com. on JUD.

**Location:** 5/17/2018 - S . JUD.

**Summary:** Current law makes certain publications and communications privileged and therefore protected from civil action, including certain communications concerning the job performance or qualifications of an applicant for employment that are made without malice by a current or former employer to a prospective employer. This bill would include among those privileged communications complaints of sexual harassment by an employee, without malice, to an employer based on credible evidence and communications between the employer and interested persons regarding a complaint of sexual harassment and would authorize an employer to answer, without malice, whether the employer would rehire an employee and whether or not a decision to not rehire is based on the employer's determination that the former employee engaged in sexual harassment.

**Attachments:**

[Coalition Assembly Bill 2770 \(Irwin\) Asm Floor Alert - Support](#)

[Coalition Assembly Bill 2770 \(Irwin\) Author - Support](#)

[Coalition Assembly Bill 2770 \(Irwin\) Asm Judiciary Committee - Support](#)

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area Issues</b>	<b>Working Group</b>
Support 3		DGibbons	General	Human Resources and Personnel	HR/Employment Human Resources

**Public Notes** 4/9/2018 I-2/16/2018 to: Support 3

[AB 2895](#)

**[Arambula D](#) Primary Care Spending Transparency Act.**

**Introduced:** 2/16/2018

**Status:** 5/25/2018 - In committee: Held under submission.

**Location:** 5/9/2018 - A . APPR. SUSPENSE FILE

**Summary:** Current law requires a health care service plan or health insurer to annually report specified information to the Department of Managed Health Care or the Department of Insurance, including, among other things, the number of persons that receive health care coverage under specified health care service plans or health insurance policies. Current law requires the departments to publicly report that information, including posting it on their Internet Web sites. This bill, the Primary Care Spending Transparency Act, would require a health care service plan or health insurer that reports rate information, as specified, to annually report the percentage of expenses the health care service plan or health insurer allocated to primary care, among other things.

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area Issues</b>	<b>Working Group</b>
Watch		DGibbons	General	Human Resources	Healthcare Human Resources



**Public Notes** 4/9/2018 A-3/8/2018 to: Watch

[AB 3081](#)

**[Gonzalez Fletcher D](#) Employment: sexual harassment.**

**Introduced:** 2/16/2018

**Status:** 5/25/2018 - From committee: Amend, and do pass as amended. (Ayes 12. Noes 4.) (May 25).  
Read second time and amended. Ordered returned to second reading. (AMENDED 5/25/2018)

**Location:** 5/25/2018 - A . SECOND READING

**Summary:** Current law prohibits an employer from discharging or in any manner discriminating or retaliating against an employee who is a victim of domestic violence, sexual assault, or stalking for taking time off work to obtain specified relief or because of the employee's status as a victim of domestic violence, sexual assault, or stalking, if the victim provides notice to the employer of the status or the employer has actual knowledge of the status. This bill would also prohibit an employer from discharging or in any manner discriminating or retaliating against an employee because of the employee's status as a victim of sexual harassment, as defined.

Position	Staff Reco	Assigned	District Type	Subject Area Issues	Working Group
Oppose 3		DGibbons	General	Human Resources and Personnel	HR/Employment Group Human Resources

**Public Notes** 4/9/2018 A-3/22/2018 to: Oppose 3

[SB 224](#)

**[Jackson D](#) Personal rights: sexual harassment.**

**Introduced:** 2/2/2017

**Status:** 1/23/2018 - In Assembly. Read first time. Held at Desk.

**Location:** 1/22/2018 - A . DESK

**Summary:** Would include an investor, elected official, lobbyist, director, and producer among those listed persons who may be liable to a plaintiff for sexual harassment.

**Attachments:**

[Senate Bill 224 \(Jackson\) Sen Appropriations Committee - Oppose](#)

[Senate Bill 224 \(Jackson\) Author - Oppose](#)

[Senate Bill 224 \(Jackson\) Sen Environmental Quality Committee - Oppose](#)

Position	Staff Reco	Assigned	District Type	Subject Area Issues	Working Group
Neutral		DGibbons	General	Human Resources and Personnel	HR/Employment Group Human Resources

**Public Notes** 8/24/2017 A-8/21/2017 to: Neutral

4/4/2017 I-2/2/2017 to: Oppose 2

2/27/2017 I-2/2/2017 to: Watch

[SB 820](#)

**[Leyva D](#) Settlement agreements: confidentiality.**

**Introduced:** 1/3/2018

**Status:** 5/21/2018 - Read third time. Passed. (Ayes 28. Noes 7.) Ordered to the Assembly. In Assembly.  
Read first time. Held at Desk.

**Location:** 5/21/2018 - A . DESK



**Summary:** Current law prohibits a provision in a settlement agreement that prevents the disclosure of factual information related to the action in a civil action with a factual foundation establishing a cause of action for civil damages for certain enumerated sexual offenses. This bill would similarly provide that, a provision in a settlement agreement that prevents the disclosure of factual information relating to the action is prohibited, if the pleadings state a cause of action relating to specified claims of sexual assault, sexual harassment, or harassment or discrimination based on sex. The bill would make a provision in a settlement agreement that prevents the disclosure of factual information related to the action, as described in the bill, entered into on or after January 1, 2019, void as a matter of law and against public policy.

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area Issues</b>	<b>Working Group</b>
Oppose 3		DGibbons	General	Human Resources and Personnel	Legal Human Resources

**Public Notes** 3/5/2018 I-1/3/2018 to: Oppose 3

[SB 1038](#)

**Leyva D California Fair Employment and Housing Act: violations: personal liability.**

**Introduced:** 2/8/2018

**Status:** 5/25/2018 - From committee: Do pass as amended. (Ayes 5. Noes 2.) (May 25). Read second time and amended. Ordered to second reading.

**Location:** 5/25/2018 - S . SECOND READING

**Summary:** Current law prohibits discrimination and harassment in employment based on certain factors, including race, religious creed, gender, or sex. Current law prohibits discharging or discriminating against a person who has opposed any practices prohibited by these provisions or has filed a complaint, testified, or assisted in any proceeding for a violation of these provisions. This bill would impose joint and several liability on an employee of an entity subject to these provisions for violating, with specified intent, the prohibition against discharging or discriminating against a person who has opposed any practices prohibited by these provisions or has filed a complaint, testified, or assisted in any proceeding for a violation, regardless of whether the employer or covered entity knew or should have known of the conduct.

**Attachments:**

[Coalition Senate Bill 1038 \(Leyva\) Author - Oppose](#)

[Coalition Senate Bill 1038 \(Leyva\) Sen Judiciary Committee - Oppose](#)

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area Issues</b>	<b>Working Group</b>
Oppose 3		DGibbons	General	Human Resources and Personnel	Legal Human Resources

**Public Notes** 3/5/2018 I-2/8/2018 to: Oppose 3

[SB 1300](#)

**Jackson D Unlawful employment practices: discrimination and harassment.**

**Introduced:** 2/16/2018

**Status:** 5/25/2018 - From committee: Do pass as amended. (Ayes 5. Noes 2.) (May 25). Read second time and amended. Ordered to second reading.

**Location:** 5/25/2018 - S . SECOND READING

**Summary:** Would require a plaintiff in an action alleging that a defendant failed to take all reasonable steps necessary to prevent discrimination and harassment from occurring, as specified, to show that the employer knew that the conduct was unwelcome to the plaintiff, that the conduct would meet the legal standard for harassment or discrimination if it increased in severity or became pervasive, and that the defendant failed to

take all reasonable steps to prevent the same or similar conduct from recurring.

**Attachments:**

[Coalition Senate Bill 1300 \(Jackson\) Sen Appropriations Committee - Oppose](#)  
[Coalition Senate Bill 1300 \(Jackson\) Sen Judiciary Committee - Oppose](#)  
[Coalition Senate Bill 1300 \(Jackson\) Sen Labor and Industrial Relations Committee - Oppose](#)  
[Coalition Senate Bill 1300 \(Jackson\) Author - Oppose](#)

Position	Staff Reco	Assigned	District Type	Subject Area	Issues	Working Group
Oppose 3		DGibbons	General	Human Resources and Personnel	Legal	Human Resources

**Public Notes** 4/9/2018 A-4/4/2018 to: Oppose 3

[SB 1343](#)

**[Mitchell D](#) Employers: sexual harassment training: requirements.**

**Introduced:** 2/16/2018

**Status:** 5/25/2018 - From committee: Do pass as amended. (Ayes 6. Noes 0.) (May 25). Read second time and amended. Ordered to second reading.

**Location:** 5/25/2018 - S . SECOND READING

**Summary:** Would require an employer who employs 5 or more employees, including temporary or seasonal employees, to provide at least 2 hours of sexual harassment training to all employees by January 1, 2020, and once every 2 years after that, as specified. The bill would require the Department of Fair Employment and Housing to develop or obtain a 2-hour online training course on the prevention of sexual harassment in the workplace, as specified, and to post it so that it is available for streaming or downloading on the department's Internet Web site.

**Attachments:**

[Coalition Senate Bill 1343 \(Mitchell\) Sen Judiciary Committee - Support if Amended](#)  
[Coalition Senate Bill 1343 \(Mitchell\) Author - Support if Amended](#)  
[Coalition Senate Bill 1343 \(Mitchell\) Sen Labor and Industrial Relations Committee - Support if Amended](#)

Position	Staff Reco	Assigned	District Type	Subject Area	Issues	Working Group
Support if Amended 3		DGibbons	General	Human Resources and Personnel	HR/Employment	Group Human Resources

**Public Notes** 3/29/2018 I-2/16/2018 to: Support if Amended 3

[SB 1413](#)

**[Nielsen R](#) Public employees' retirement: pension prefunding.**

**Introduced:** 2/16/2018

**Status:** 5/25/2018 - From committee: Do pass as amended. (Ayes 7. Noes 0.) (May 25). Read second time and amended. Ordered to second reading.

**Location:** 5/25/2018 - S . SECOND READING

**Summary:** Would enact the California Employers' Pension Prefunding Trust Program and establish the California Employers' Pension Prefunding Trust Fund to allow state and local public agency employers that provide a defined benefit pension plan to their employees to prefund their required pension contributions.

**Attachments:**

[Coalition Senate Bill 1413 \(Nielsen\) Sen Appropriations Committee - Support](#)  
[Coalition Senate Bill 1413 \(Nielsen\) Sen Public Employment and Retirement Committee -](#)

[Support](#)  
[Coalition Senate Bill 1413 \(Nielsen\) Author - Support](#)

<b>Position</b>	<b>Staff Reco</b>	<b>Assigned</b>	<b>District Type</b>	<b>Subject Area Issues</b>	<b>Working Group</b>
Support 2		DGibbons	General	Human Resources and Personnel	Human Resources

**Public Notes** 4/9/2018 I-2/16/2018 to: Support 2

**Total Measures: 35**

**Total Tracking Forms: 35**

# LAKE DON PEDRO COMMUNITY SERVICES DISTRICT

## OPERATIONS MANAGER REPORT

Board of Directors Meeting  
Monday, June 18th 2018

**Treatment Operations** – Temperatures have started to rise and so has the demand on the treatment plant as we are running on an almost 24/7 basis but 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. The electrical control problem with pump #1 has been fixed and seems to be operating normally at this time giving us 100% operation of both filter pumps in the treatment plant. As mentioned in my last report, we will attempt to remove the mixers in the floc basin the next time we drain and clean in an effort to save district funds. This should be scheduled for later this month or early July before we cannot shut down due to high demand.

**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 continued to replace/reprogram meters and transmitters that have been reading incorrectly. In total, almost 50 meters/transmitters have been changed leaving only 9 on the original list. Keep in mind the list is constantly being added too and this issue will continue to be addressed as staff identifies other malfunctioning or failing equipment.

As mentioned in my last report, next week staff is going to start periodic flushing of the dead end water mains in the system. This is just a proactive maintenance measure to start main flushing before the summer months are upon us with higher demand and more thorough and widespread flushing over the district will be performed in the fall when demand is less. I would like to make it clear that this process is water main flushing for prevention of water quality issues not hydrant maintenance. Hydrant maintenance would only consist of repainting and proper color coding as determined by the flow of gallons per minute during main flushing. If determined that the hydrants breakaway coupler has broken during the flushing procedure then those hydrants will be identified, bagged/covered marking it nonoperational and revisited to replace coupler and put back into service.

**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: May 2018

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

\* All bank accounts verified against bank statements

Restricted:		
Investment - LAIF	\$	165,669
Total Restricted:		<u>\$ 165,669</u>
Unrestricted:		
Checking	\$	51,148
Money Market - Working Capital	\$	742,286
Petty Cash	\$	<u>125</u>
Total Unrestricted:		<u>\$ 793,559</u>
Total Restricted & Unrestricted:		<u>\$ 959,228</u>

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

	May-2018	Year to Date
Sales & Business Revenue:	\$ 102,409	\$ 1,324,338
Total Operating Expenses:	\$ (86,128)	\$ (931,521)
Non-Operating Income/Expense:	\$ (16,697)	\$ (166,615)
Water Drought Income/Expense:	\$ (33,647)	\$ 79,857
Change in Net Assets (P&L):	\$ (34,063)	\$ 306,059
Net Cash Flow:	\$ (62,046)	\$ 186,074

**Accounts Receivable:**

Billing Time Frame	Utility Billing	Availability Billing	A/R Other	A/R Accrue	A/R Water IRWMP	A/R Water USDA
Current	\$ 22,528	\$ -	\$ 239	\$ 105,918	\$ -	\$ -
> 30 Days	\$ 10,185	\$ -	\$ 44	\$ -	\$ -	\$ -
> 60 Days	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -
> 90 Days	\$ 3,778	\$ -	\$ -	\$ -	\$ -	\$ -
> 120 Days	\$ 9,343	\$ 187,128	\$ 5,241	\$ -	\$ -	\$ -
Credits	\$ (16,508)					
<b>Total</b>	<b>\$ 29,826</b>	<b>\$ 187,128</b>	<b>\$ 5,524</b>	<b>\$ 105,918</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Combined</b>	<b>\$ 322,872</b>		<b>\$ 5,524</b>			<b>\$ -</b>
G/L Balance	\$ 322,872		\$ 5,524			\$ -
Difference	\$ -		\$ -			\$ -

\* Amount of availability payments received: \$177,234

\* Amount of availability payments outstanding: \$9,894

**Accounts Payables:**

Payable Time Frame	A/P Trade	A/P Accruals	A/P Water Accrual
Current	\$ 31,212	\$ -	\$ 8,290
> 30 Days	\$ -	\$ -	\$ 4,245
> 60 Days	\$ -	\$ -	\$ 7,536
> 90 Days	\$ -	\$ -	\$ 9,797
Credits	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 31,212</b>	<b>\$ -</b>	<b>\$ 29,868</b>
G/L Balance	\$ 31,212	\$ -	\$ 29,868
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”.

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

		May-18	May vs Budget %	2017-2018 YTD	YTD vs Budget %	2017-2018 Approved Final Budget	Remaining Budget
<b>Revenue</b>							
01-0-3010-301	Meter Reconnection Fee	-	#DIV/0!	300	#DIV/0!	-	(300)
01-0-3010-302	Donated Capital - Meters Curre	-	#DIV/0!	15,000	#DIV/0!	-	(15,000)
01-0-4010-400	Water Sales Residential	6,678	2.52%	269,942	101.69%	265,457	(4,485)
01-0-4010-402	Water Availability Revenue	15,594	8.32%	171,403	91.44%	187,443	16,040
01-0-4010-403	Water Service Charges	79,414	8.38%	872,272	92.07%	947,359	75,087
01-0-4020-410	Interest Income - LAIF	-	0.00%	1,935	152.24%	1,271	(664)
01-0-4020-413	Int Inc Penalties - Customer	2,000	8.41%	26,039	109.50%	23,781	(2,258)
01-0-4020-414	Transfer Fee Income	550	8.48%	6,950	107.10%	6,489	(461)
01-0-4020-415	Other Income	677	20.40%	5,291	159.40%	3,319	(1,972)
01-0-4020-416	Meter Set Fee	-	0.00%	1,500	18.32%	8,190	6,690
01-0-4020-417	Interest Income Guaranty Fed	-	0.00%	-	0.00%	11	11
01-0-4020-901	Hydrant Rental	153	151.49%	305	301.98%	101	(204)
01-0-4020-902	Hydrant Consumption	19	31.03%	59	94.90%	62	3
01-0-4020-999	Avail Fee Income	-	0.00%	1,607	87.79%	1,830	224
01-0-4040-100	Lease Fee	2,700	12.50%	23,700	109.72%	21,600	(2,100)
01-0-4050-575	Office Fire Reimbursement	-	0.00%	-	0.00%	32,000	32,000
TBD	Connection/Capacity Fees					30,000	
TBD	Transfer From Reserve					-	
<b>TOTAL REVENUE</b>		<b>107,786</b>	<b>7.05%</b>	<b>1,396,303</b>	<b>91.33%</b>	<b>1,528,914</b>	<b>132,611</b>
<b>Expenses</b>							
01-1-5010-100	Regular Pay - Plant	7,839	5.27%	68,950	46.38%	148,660	79,710
01-1-5010-101	Overtime Pay	1,093	7.27%	15,088	100.32%	15,040	(48)
01-1-5010-102	Sick Pay	325	5.85%	2,847	51.37%	5,543	2,696
01-1-5010-104	Vacation Pay	514	6.86%	4,912	65.51%	7,498	2,586
01-1-5010-105	Holiday Pay	-	0.00%	3,411	51.93%	6,568	3,157
01-1-5010-200	PERS	661	6.84%	6,295	65.13%	9,665	3,370
01-1-5010-201	FICA/Medicare	715	5.35%	7,671	57.39%	13,367	5,696
01-1-5010-202	SUI	-	0.00%	868	47.96%	1,810	942
01-1-5010-203	Health Insurance	3,699	7.80%	47,069	99.26%	47,419	350
01-1-5010-204	Workers Compensation	484	9.03%	5,289	98.60%	5,364	75
01-1-5010-206	Dental Insurance	240	#DIV/0!	2,961	#DIV/0!	-	(2,961)
01-1-5010-207	Vision Care	-	#DIV/0!	-	#DIV/0!	-	-
01-1-5010-546	Travel, Meetings & Mileage	-	0.00%	-	0.00%	1,000	1,000
01-1-5020-501	Lease Of Equipment	-	#DIV/0!	510	#DIV/0!	-	(510)
01-1-5020-510	Repair & Maintenance - Plant	7,013	38.96%	10,601	58.89%	18,000	7,399
01-1-5020-511	Repair & Maintenance - Vehicle	22	0.18%	9,258	74.64%	12,404	3,146
01-1-5020-512	Repair & Maintenance - Distribution	1,860	4.84%	48,646	126.69%	38,397	(10,249)
01-1-5020-515	R&M Transmission - Intake	-	0.00%	4,999	21.70%	23,030	18,031
01-1-5020-520	Small Tools & Equipment	4,155	207.77%	6,475	323.77%	2,000	(4,475)
01-1-5020-522	Gas, Oil & Lubricant - Plant	928	8.60%	10,416	96.59%	10,784	368
01-1-5020-524	Health & Safety	1,641	28.05%	5,964	101.92%	5,852	(112)
01-1-5020-529	Telephone - T & D	273	4.14%	6,425	97.26%	6,606	181
01-1-5020-544	Water Testing Fees	(345)	-1.82%	12,075	63.56%	18,999	6,924
01-1-5020-545	Water System Fees	-	0.00%	8,284	168.95%	4,903	(3,381)
01-1-5020-548	Water Testing Materials	-	0.00%	3,025	151.23%	2,000	(1,025)
01-1-5021-521	Water Treatment Chemicals	8,047	15.15%	36,285	68.33%	53,106	16,821
01-1-5021-524	P G & E Power - Office	175	5.50%	2,223	70.01%	3,175	952
01-1-5021-525	P G & E Power - Intake	3,675	4.96%	55,301	74.66%	74,073	18,772
01-1-5021-526	P G & E Power - Well	22	0.72%	245	8.18%	3,000	2,755
01-1-5021-527	P G & E Power - Water Treatment	1,740	6.37%	28,001	102.50%	27,317	(684)
01-1-5021-528	P G & E Power - Distribution	2,572	10.14%	27,864	109.87%	25,360	(2,504)
01-1-5021-529	P G & E Power - Well 2	1,268	42.26%	11,217	373.91%	3,000	(8,217)
01-1-5021-530	P G & E Power - Medina	131	4.38%	1,103	36.76%	3,000	1,897
01-1-5021-532	P G & E Power - Well 5/6	131	4.38%	1,103	36.76%	3,000	1,897
01-1-5021-561	Purchased Water Actual-mid-p	8,290	13.30%	69,040	110.76%	62,332	(6,708)
01-1-5023-533	Outside Services	126	1.78%	22,509	318.60%	7,065	(15,444)
01-1-5023-535	Fire Protection/Weed Control	-	0.00%	-	0.00%	2,500	2,500
01-1-5023-537	Pest Control	64	15.88%	4,696	1165.26%	403	(4,293)
01-1-5023-538	Engineering Services	1,400	5.70%	5,408	22.02%	24,561	19,154

		May-18	May vs Budget %	2017-2018 YTD	YTD vs Budget %	2017-2018 Approved Final Budget	Remaining Budget
01-1-5023-539	Employee Education	-	0.00%	120	5.98%	2,000	1,880
01-1-5024-540	Memberships	-	0.00%	684	165.64%	413	(271)
01-1-5024-542	Publications	-	0.00%	490	860.04%	57	(433)
01-1-5024-543	Licenses, Permits & Cert.	60	9.74%	523	84.90%	616	93
01-1-5032-583	Depreciation Expense	16,360	9.58%	175,063	102.46%	170,855	(4,208)
01-2-6010-100	Regular Pay - Administration	7,300	8.18%	76,393	85.58%	89,262	12,869
01-2-6010-101	Overtime Pay	83	2.26%	2,040	55.26%	3,692	1,652
01-2-6010-102	Sick Pay	279	4.76%	5,016	85.50%	5,867	851
01-2-6010-104	Vacation Pay	459	7.18%	6,093	95.30%	6,394	301
01-2-6010-105	Holiday Pay	-	0.00%	3,539	83.02%	4,263	724
01-2-6010-200	PERS	472	8.14%	5,602	96.64%	5,797	195
01-2-6010-201	FICA/Medicare	582	7.42%	7,235	92.15%	7,851	617
01-2-6010-202	SUI	48	3.97%	1,302	106.90%	1,218	(84)
01-2-6010-203	Health Insurance	1,936	8.76%	20,883	94.47%	22,106	1,223
01-2-6010-204	Workers Compensation	48	9.02%	527	99.25%	531	4
01-2-6010-206	Dental Insurance	159	7.94%	1,591	79.26%	2,007	416
01-2-6010-207	Vision Care	-	#DIV/0!	200	#DIV/0!	-	(200)
01-2-6010-546	Travel, Meetings & Mileage	-	0.00%	39	3.24%	1,200	1,161
01-2-6020-512	Propane	-	0.00%	543	77.27%	703	160
01-2-6020-515	Customer Billing Supplies	-	0.00%	1,323	71.43%	1,852	529
01-2-6020-529	Telephone - Admin	299	7.72%	3,316	85.74%	3,868	552
01-2-6020-530	Office Supplies	44	1.69%	1,953	75.26%	2,595	642
01-2-6020-531	Postage	568	7.94%	7,744	108.36%	7,147	(597)
01-2-6023-531	Computer IT	1,749	5.57%	37,124	118.27%	31,390	(5,734)
01-2-6023-533	Outside Services	8,738	7.89%	116,688	105.38%	110,734	(5,955)
01-2-6023-534	Temporary Outside Labor	-	0.00%	-	0.00%	3,000	3,000
01-2-6023-535	Office Cleaning Serv	140	7.72%	1,340	73.89%	1,814	474
01-2-6023-536	Legal Services	-	0.00%	8,161	121.78%	6,702	(1,459)
01-2-6023-537	Audit Services	-	0.00%	7,000	79.37%	8,820	1,820
01-2-6023-539	Employee Education	-	0.00%	-	0.00%	1,237	1,237
01-2-6024-540	Memberships	775	12.28%	5,930	93.98%	6,310	380
01-2-6024-542	Publications	186	13.42%	2,676	193.13%	1,386	(1,290)
01-2-6024-547	County Fees	-	0.00%	80	12.55%	638	558
01-2-6024-999	County Avail Fee	-	0.00%	1,615	87.80%	1,840	225
01-3-6025-100	Regular Pay	400	6.35%	4,800	76.19%	6,300	1,500
01-3-6025-201	FICA/Medicare	31	6.36%	367	76.26%	482	114
01-3-6025-546	Travel, Meetings & Mileage	-	0.00%	-	0.00%	2,000	2,000
01-9-6030-546	Travel, Meetings & Mileage	-	0.00%	75	4.69%	1,600	1,525
01-9-6030-569	Credit Card Service Charges	530	9.90%	5,429	101.35%	5,357	(72)
01-9-6030-572	Business Insurance Expense	2,482	6.12%	36,045	88.94%	40,529	4,483
01-9-6030-576	Misc Other Expense	73	1.38%	282	5.32%	5,300	5,018
01-9-6030-577	Retired Employee Health	2,252	8.98%	24,200	96.56%	25,063	862
01-9-6030-580	Retired EE Benefit Expense	-	0.00%	-	0.00%	148,142	148,142
01-9-6031-580	Interest Long Term Debt	3,372	6.95%	38,842	80.08%	48,505	9,662
01-9-6032-583	Depreciation Expense	18	0.71%	192	7.68%	2,500	2,308
01-9-6035-575	Office Fire Recovery	-	#DIV/0!	-	#DIV/0!	-	-
<b>TOTAL EXPENSES</b>		<b>108,202</b>	<b>7.23%</b>	<b>1,170,101</b>	<b>78.18%</b>	<b>1,496,738</b>	<b>326,637</b>

	May-18	May vs Budget %	2017-2018 YTD	YTD vs Budget %	2017-2018 Approved Final Budget	Remaining Budget
<b>CAPITAL IMPROVEMENT PROJECTS (IN PROGRESS)</b>						
01-1-5020-535	Water Supply Emergency 2014	-	#DIV/0!	-	#DIV/0!	-
01-9-6030-584	Well 2	-	#DIV/0!	10,763	#DIV/0!	(10,763)
01-9-6030-585	Medina Well	-	0.00%	3,911	7.82%	50,000
01-9-6030-586	Well 3/4	-	#DIV/0!	22,868	#DIV/0!	(22,868)
01-9-6030-587	Well 5	-	0.00%	83,545	167.09%	50,000
01-9-6030-588	Well 6	-	#DIV/0!	235	#DIV/0!	(235)
01-0-1090-315	Intake Booster #2 Installation	-	0.00%	126,840	169.12%	75,000
01-0-1090-314	CIP-Barge Renovation	5,760	19.20%	37,053	123.51%	30,000
TBD	Springbrook Update	-	0.00%	-	0.00%	30,000
01-0-1090-305	Ranchito Well #1 Renovation	1,050	10.50%	1,050	10.50%	10,000
01-9-6030-591	IRWMP Service Lines	15,664	2.59%	147,635	24.39%	605,249
01-9-6030-592	IRWMP Administrative Expenses	250	1.25%	7,495	37.47%	20,000
01-9-6030-593	IRWMP Water Use Efficiency	17,733	10.77%	85,455	51.91%	164,635
<b>TOTAL CIP IN PROGRESS</b>		<b>40,457</b>	<b>3.91%</b>	<b>526,849</b>	<b>50.91%</b>	<b>1,034,884</b>
<b>CARRYOVER PROJECT (GRANT) REVENUE</b>						
01-0-4020-428	USDA Grant	-	0.00%	324,641	104.72%	310,000
TBD	DWR Grant	-	-	-	-	86,520
01-0-4020-425	IRWMP Service Line Replacement	-	0.00%	107,908	18.77%	574,987
01-0-4020-427	IRWMP Regional Water Use Efficiency	-	0.00%	28,989	18.54%	156,403
01-0-4020-426	IRWMP Grant Administration	-	0.00%	4,392	21.96%	20,000
<b>TOTAL CARRYOVER PROJECT REVENUE</b>		<b>-</b>	<b>0.00%</b>	<b>465,930</b>	<b>40.59%</b>	<b>1,147,910</b>
<b>NEW CAPITAL PURCHASES / IMPROVEMENTS</b>						
TBD	Replacement Truck (2003 Chevy)	-	0.00%	-	0.00%	32,000
TBD	Replacement Truck (2005 Chevy)	-	0.00%	-	0.00%	40,000
TBD	Tablets for System Maintenance	-	0.00%	-	0.00%	5,000
TBD	Effluent Meter Replacement (Plant)	-	0.00%	-	0.00%	40,000
TBD	Replacement Flocculator Gear Drives	-	0.00%	-	0.00%	12,000
01-0-1090-316	Hormiga Water Line Replacement	-	0.00%	13,537	22.56%	60,000
TBD	Portable Generator	-	0.00%	-	0.00%	6,000
<b>TOTAL NEW CAPITAL PURCHASES/IMPROVEMENTS</b>		<b>-</b>	<b>0.00%</b>	<b>13,537</b>	<b>6.94%</b>	<b>195,000</b>
<b>PROJECT PLANNING, DESIGN AND STUDIES</b>						
TBD	CIP Development	-	-	-	-	40,000
TBD	Connection Fee Study	-	-	-	-	15,000
01-9-6030-594	Grant Application Services	-	0.00%	15,723	52.41%	30,000
01-9-6030-594	District Map Digitizing and Updates	-	0.00%	8,445	56.30%	15,000
TBD	Planning Study re Lake McClure	-	-	-	-	50,000
<b>TOTAL PLANNING, DESIGN AND STUDIES</b>		<b>-</b>	<b>0.00%</b>	<b>24,168</b>	<b>16.11%</b>	<b>150,000</b>

**LDPCSD Financials**

**Statement of Net Assets (Balance Sheet)  
for the month ending May 2018**

**Asset :**

Cash and investments	\$	959,228
Restricted cash	\$	-
Accts Receivable net of res	\$	142,491
Water Drought Receivable	\$	-
Inventory	\$	69,931
Prpd expense & deposits	\$	15,385
Deferred Outflow of Resources	\$	54,459
<b>Total current assets</b>	<b>\$</b>	<b>1,241,494</b>

Property, plant & equipment	\$	11,292,520
less depreciation	\$	(7,003,688)
C I P	\$	508,695
<b>Net P P &amp; E</b>	<b>\$</b>	<b>4,797,527</b>

Other L T Assets

<b>Total Assets</b>	<b>\$</b>	<b>6,039,021</b>
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Liabilites:

Accounts payable	\$	31,212
Interest payable	\$	8,429
Water Accrual	\$	29,868
Accrued Payroll	\$	52,465
A/P Accrued Payables	\$	2,250
L T debt, current	\$	79,508
<b>Total current liab</b>	<b>\$</b>	<b>203,732</b>

L T debt

Post Retirment Benefit	\$	1,049,179
Net Pension Liability	\$	185,551
Deferred Inflow of Resources	\$	69,728
Muni Loan	\$	817,594
less current above	\$	(79,508)

<b>Total Liabilites</b>	<b>\$</b>	<b>2,246,276</b>
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<b>Net assets</b>	<b>\$</b>	<b>3,792,745</b>
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<b>Total liab &amp; net ass't</b>	<b>\$</b>	<b>6,039,021</b>
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<u>Vendor</u>	<u>Check Amount</u>
000012 AQUA LAB	655.00
0000303 Kennedy/Jenks Consultants	4,517.50
000047 LAWSON & SON BACKHOE & GRADIN	1,265.00
000065 KKI CORPORATION	410.06
000076 USPS	459.83
00008 SENTRY ALARM SYTEMS	468.00
000091 VALERO MARKETING & SUPPLY	965.72
000105 PACIFIC GAS & ELECTRIC	9,092.24
000118 D & D PEST CONTROL *	96.00
000128 GRAINGER, INC.	898.73
000136 AT&T	839.75
000152 ERS INDUSTRIAL SERVICE	5,803.20
000165 ACWA/JPIA	7,887.14
000203 GRISWOLD, LaSALLE, COBB, DOWD	151.75
000299 CALIFORNIA RURAL WATER ASSOC.	740.00
0003221 KAMPA COMMUNITY SOLUTIONS LLC	6,250.00
000383 BUSINESS CARD	595.24
000550 LUIS'S HOUSEKEEPING / YARDS	140.00
000552 RED WING SHOE STORE	902.86
000562 SEMS TECHNOLOGIES, LLC	349.30
000579 MCNAMARA SPORTS	270.37
000585 MO CAL OFFICE SOLUTIONS	149.84
00071 Mother Lode Answering Service	285.00
0007349 Recology Mariposa	125.93
000746 Mariposa Co. Resource Conservation Distr	17,983.47
001038 DON PEDRO PUMP	3,690.10
004212 SWRCB - DWOCP	60.00
019970 NJIRICH & SON'S INC	64,393.96
660108 VERIZON WIRELESS	297.56
702 Warmerdam CPA Group	3,070.00
95311 PAT'S BACKFLOW TESTING	75.00
UB*10545 LISA FRONCZAK	151.04
UB*10592 MICHAEL HALL	152.00
UB*10593 MR/MRS JEFF BUICH	300.30
UB*10594 MR/MRS JOHN RUSYN	298.74
UB*10595 SHARON COSTELLO	91.17
UB*10596 MR / MRS HAROLD EBLEN JR	162.36
UB*10597 BRANDON FARRIS	184.74
UB*10598 CARL / DEBBIE MC CULLERS	150.00
UB*10599 RICHARD WALKER	143.16
UB*10600 JUSTIN HAMLIN	112.20

**Report Total: 134,634.26**

## Regular Meeting Minutes of the Board of Directors

9751 Merced Falls Road  
May 21, 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 1:02 p.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 three public comments*
  
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 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 April 2018 Treasurer's Report
  - b. Approval of the Minutes of the Regular Meeting of April 16, 2018
  - c. Cancellation of the Regular Board Meeting of August 20, 2018

**Motion: To approve the consent calendar**

**Votes: Carried 4-0**

**First: Ross                      Second: Sperry**

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

**Absent: Johnson**

## 5. DISCUSSION AND ACTION ITEMS

- a. Report on meeting with Mariposa County officials related to the March 22, 2018 flash floods

***Information Only – Presented by GM P. Kampa: Direction for GM P. Kampa to report back regarding Nixle availability for Tuolumne County***

- b. Status update on the scope and timing of the Water Service Line Replacement Project

***Information Only – Presented by GM P. Kampa***

- c. Adoption of a Resolution Approving Agreement with F&S Houseboats for the fabrication of the Emergency Barge Renovation

***Presented by GM P Kampa: Consensus of the Board of Directors to defer the item to a future agenda***

- d. Adoption of a resolution calling for a general district election in Mariposa County

***Motion: To approve a resolution calling for a general district election in Mariposa County***

***Votes: Carried 4-0***

***First: Warren                      Second: Ross***

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

***Absent: Johnson***

- e. Adoption of a resolution calling for a general district election in Tuolumne County

***Motion: To approve a resolution calling for a general district election in Tuolumne County***

***Votes: Carried 4-0***

***First: Ross                              Second: Warren***

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

***Absent: Johnson***

- f. Discussion and Action Related to a Proposed Agreement with Kennedy Jenks Consulting for the Preparation of a State Water Resources Control Board, Planning Grant Application for Water System Improvements Including Water Distribution Valves and Controls, Barrett Cove Intake Pump System Replacement and Water Treatment Plant Renovations

***Consensus of the Board of Directors to direct staff to proceed with finalization of the Kennedy Jenks scope of grant application work and proposed cost, for consideration by the Board at the June 2018 regular meeting***

- g. Discussion and Action Related to the Development of the 2018/19 Fiscal Year Budget

***Consensus of the Board of Directors to direct staff to proceed with publishing the date of June 18<sup>th</sup> in the paper for the final***



***budget presentation***

**6. ADJOURNMENT: 3:26**

Respectfully submitted by,

S. Marchesiello  
Board Secretary

**RESOLUTION \_\_, 2018**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE DON PEDRO  
COMMUNITY SERVICES DISTRICT APPROVING THE DISTRICT'S FISCAL YEAR  
2018-19 FISCAL YEAR BUDGET**

**WHEREAS**, the Lake Don Pedro Community Services District (District) Board of Directors reviews and accepts a monthly treasurer's report that includes statements of cash flows, account and investment balances, and budget to actual reports; and

**WHEREAS**, California Government Code Section 61110 (a) states that on or before July 1 of each year or, for districts using two one-year budgets or a biennial budget, every other year, the board of directors may adopt a preliminary budget that conforms to generally accepted accounting and budgeting procedures for special districts; and

**WHEREAS**, the District discussed the goals and objectives of the 2018-19 Budget preparation and reviewed a draft budget proposal during its regular, public Board meeting held on May 21, 2018; and

**WHEREAS**, the District has prepared a Draft Final Budget for the 2018/19 Fiscal Year in accordance with the guidance and direction of the Board in public meetings; and

**WHEREAS**, the Board intends to adopt a Final Budget for the 2018/19 Fiscal Year at this June 18, 2019 Regular Board meeting, and has caused the preparation and publication of the required Notice of Public Hearing in the newspaper of general circulation, regarding final budget adoption; and

**WHEREAS**, said Final Draft 2018/19 Fiscal Year Budget is included herein for consideration.

**NOW, THEREFORE, BE IT RESOLVED** that:

**SECTION 1.** The Board of Directors of the District does hereby approve and adopt the Final 2018/19 Fiscal Year Budget as presented.

**SECTION 2.** The District General Manager or his/her designee is hereby authorized to expend the funds contained within the 2018/19 Budget in accordance with financial policies adopted by the Board.

**PASSED AND ADOPTED** by the Board of Directors of the Lake Don Pedro Community Services District on June 18, 2018 by the following vote:

AYES: (0)  
NOES: (0)  
ABSENT: (0)

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Danny Johnson, President of the Board

ATTEST:

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Syndie Marchesiello, Secretary to the Board

#### CERTIFICATE OF SECRETARY

I, Syndie Marchesiello, the duly appointed Secretary of the Lake Don Pedro Community Services District, do hereby certify that the foregoing Resolution was duly and regularly adopted on the 18th day of June 2018 at the Regular Meeting of the Board of Directors.

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Syndie Marchesiello, Secretary to the Board

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT  
FIN AL DRAFT 2018/19 BUDGET

		<b>2017-2018 Approved Budget</b>	<b>2017-2018 YTD Totals Thru 04/30/18</b>	<b>2017-2018 Projected Amounts</b>	<b>2018-2019 Proposed Budget</b>
<b>Revenue</b>					
01-0-3010-301	Meter Reconnection Fee	-	300	300	-
01-0-3010-302	Donated Capital - Meters Curre	-	15,000	15,000	15,000
01-0-4010-400	Water Sales Residential	265,457	263,264	315,917	315,917
01-0-4010-402	Water Availability Revenue	187,443	155,809	186,971	186,971
01-0-4010-403	Water Service Charges	947,359	792,858	951,430	951,430
01-0-4020-410	Interest Income - LAIF	1,271	1,935	2,322	2,322
01-0-4020-413	Int Inc Penalties - Customer	23,781	24,039	28,847	28,847
01-0-4020-414	Transfer Fee Income	6,489	6,400	7,680	7,680
01-0-4020-415	Other Income	3,319	4,613	5,536	5,536
01-0-4020-416	Meter Set Fee	8,190	1,500	1,800	1,800
01-0-4020-417	Interest Income Guaranty Fed	11	-	-	-
01-0-4020-902	Hydrant Consumption	62	40	48	48
01-0-4020-999	Avail Fee Income	1,830	1,607	1,607	1,607
01-0-4040-100	Lease Fee	21,600	21,000	25,200	43,200
01-0-4050-575	Office Fire Reimbursement	32,000	-	-	32,000
TBD	Connection/Capacity Fees	30,000	-	-	-
TBD	Transfer From Reserve	-	-	-	-
<b>TOTAL REVENUE</b>		<b>1,528,914</b>	<b>1,288,517</b>	<b>1,542,840</b>	<b>1,592,549</b>
<b>Expenses</b>					
01-1-5010-100	Regular Pay - Plant	148,660	61,110	73,332	156,093
01-1-5010-101	Overtime Pay	15,040	13,995	16,794	17,634
01-1-5010-102	Sick Pay	5,543	2,523	3,027	5,543
01-1-5010-104	Vacation Pay	7,498	4,397	5,277	7,498
01-1-5010-105	Holiday Pay	6,568	3,411	4,093	6,568
01-1-5010-200	PERS	9,665	5,634	6,761	9,665
01-1-5010-201	FICA/Medicare	13,367	6,956	8,347	13,367
01-1-5010-202	SUI	1,810	868	1,042	1,810
01-1-5010-203	Health Insurance	47,419	43,370	52,044	54,646
01-1-5010-204	Workers Compensation	5,364	4,805	5,766	6,054
01-1-5010-206	Dental Insurance	-	2,721	3,265	3,428
01-1-5010-546	Travel, Meetings & Mileage	1,000	-	-	3,000
01-1-5020-501	Lease Of Equipment	-	510	612	643
01-1-5020-510	Repair & Maintenance - Plant	18,000	3,588	4,305	18,000
01-1-5020-511	Repair & Maintenance - Vehicle	12,404	9,236	11,083	11,637
01-1-5020-512	Repair & Maintenance - Distribution	38,397	46,786	56,143	58,950
01-1-5020-515	R&M Transmission - Intake	23,030	4,999	5,998	10,000
01-1-5020-520	Small Tools & Equipment	2,000	2,320	2,784	2,923
01-1-5020-522	Gas, Oil & Lubricant - Plant	10,784	9,489	11,387	11,956
01-1-5020-524	Health & Safety	5,852	4,323	5,188	6,000
01-1-5020-529	Telephone - T & D	6,606	6,152	7,382	7,751
01-1-5020-544	Water Testing Fees	18,999	12,420	14,904	18,999
01-1-5020-545	Water System Fees	4,903	8,284	9,940	10,437
01-1-5020-548	Water Testing Materials	2,000	3,025	3,629	3,811
01-1-5021-521	Water Treatment Chemicals	53,106	28,238	33,886	40,000
01-1-5021-524	P G & E Power - Office	3,175	2,048	2,458	2,581
01-1-5021-525	P G & E Power - Intake	74,073	51,626	61,951	65,049

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT  
FIN AL DRAFT 2018/19 BUDGET

		<b>2017-2018 Approved Budget</b>	<b>2017-2018 YTD Totals Thru 04/30/18</b>	<b>2017-2018 Projected Amounts</b>	<b>2018-2019 Proposed Budget</b>
01-1-5021-526	P G & E Power - Well	3,000	224	269	3,000
01-1-5021-527	P G & E Power - Water Treatment	27,317	26,261	31,513	33,088
01-1-5021-528	P G & E Power - Distribution	25,360	25,292	30,350	31,868
01-1-5021-529	P G & E Power - Well 2	3,000	9,950	11,939	3,000
01-1-5021-530	P G & E Power - Medina	3,000	971	1,166	3,000
01-1-5021-532	P G & E Power - Well 5/6	3,000	971	1,166	3,000
01-1-5021-561	Purchased Water Actual-mid-p	62,332	60,751	72,901	76,546
01-1-5023-533	Outside Services	7,065	22,383	26,860	28,203
01-1-5023-535	Fire Protection/Weed Control	2,500	-	-	-
01-1-5023-537	Pest Control	403	4,632	5,558	5,836
01-1-5023-538	Engineering Services	24,561	4,008	4,809	10,000
01-1-5023-539	Employee Education	2,000	120	143	4,000
01-1-5024-540	Memberships	413	684	821	862
01-1-5024-542	Publications	57	490	588	618
01-1-5024-543	Licenses, Permits & Cert.	616	463	556	800
01-1-5032-583	Depreciation Expense	170,855	158,704	190,445	199,967
01-2-6010-100	Regular Pay - Administration	89,262	69,093	82,912	87,058
01-2-6010-101	Overtime Pay	3,692	1,957	2,348	2,466
01-2-6010-102	Sick Pay	5,867	4,737	5,685	5,969
01-2-6010-104	Vacation Pay	6,394	5,634	6,761	7,099
01-2-6010-105	Holiday Pay	4,263	3,539	4,247	4,459
01-2-6010-200	PERS	5,797	5,130	6,156	6,464
01-2-6010-201	FICA/Medicare	7,851	6,652	7,983	8,382
01-2-6010-202	SUI	1,218	1,254	1,504	1,580
01-2-6010-203	Health Insurance	22,106	18,946	22,736	23,873
01-2-6010-204	Workers Compensation	531	479	575	604
01-2-6010-206	Dental Insurance	2,007	1,432	1,718	1,804
01-2-6010-207	Vision Care	-	200	240	252
01-2-6010-546	Travel, Meetings & Mileage	1,200	39	47	1,200
01-2-6020-512	Propane	703	543	652	684
01-2-6020-515	Customer Billing Supplies	1,852	1,323	1,587	1,667
01-2-6020-529	Telephone - Admin	3,868	3,018	3,621	3,802
01-2-6020-530	Office Supplies	2,595	1,909	2,291	2,406
01-2-6020-531	Postage	7,147	7,176	8,612	9,042
01-2-6023-531	Computer IT	31,390	35,374	42,449	44,572
01-2-6023-533	Outside Services	110,734	107,950	129,540	136,017
01-2-6023-534	Temporary Outside Labor	3,000	-	-	-
01-2-6023-535	Office Cleaning Serv	1,814	1,200	1,440	1,512
01-2-6023-536	Legal Services	6,702	8,161	9,794	10,283
01-2-6023-537	Audit Services	8,820	7,000	7,000	12,350
01-2-6023-539	Employee Education	1,237	-	-	1,500
01-2-6024-540	Memberships	6,310	5,155	6,186	6,495
01-2-6024-542	Publications	1,386	2,490	2,988	3,137
01-2-6024-547	County Fees	638	80	96	101
01-2-6024-999	County Avail Fee	1,840	1,615	1,938	2,035
01-3-6025-100	Regular Pay	6,300	4,400	5,280	5,544
01-3-6025-201	FICA/Medicare	482	337	404	424
01-3-6025-546	Travel, Meetings & Mileage	2,000	-	-	2,000

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT  
FIN AL DRAFT 2018/19 BUDGET

		<b>2017-2018 Approved Budget</b>	<b>2017-2018 YTD Totals Thru 04/30/18</b>	<b>2017-2018 Projected Amounts</b>	<b>2018-2019 Proposed Budget</b>
01-9-6030-546	Travel, Meetings & Mileage	1,600	75	90	95
01-9-6030-569	Credit Card Service Charges	5,357	4,899	5,878	6,172
01-9-6030-572	Business Insurance Expense	40,529	33,563	40,275	42,289
01-9-6030-576	Misc Other Expense	5,300	209	251	2,000
01-9-6030-577	Retired Employee Health	25,063	21,949	26,338	27,655
01-9-6030-580	Retired EE Benefit Expense	148,142	-	-	148,142
01-9-6031-580	Interest Long Term Debt	48,505	35,470	42,564	44,692
01-9-6032-583	Depreciation Expense	2,500	174	209	219
<b>TOTAL EXPENSES</b>		<b>1,496,738</b>	<b>1,061,898</b>	<b>1,272,878</b>	<b>1,623,876</b>

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT  
FIN AL DRAFT 2018/19 BUDGET

		2017-2018 Approved Budget	2017-2018 YTD Totals Thru 04/30/18	2017-2018 Projected Amounts	2018-2019 Proposed Budget
<b>CAPITAL IMPROVEMENT PROJECTS (IN PROGRESS)</b>					
01-9-6030-584	Well 2	-	10,763	12,916	-
01-9-6030-585	Medina Well	50,000	3,911	4,693	-
01-9-6030-586	Well 3/4	-	22,868	27,441	-
01-9-6030-587	Well 5	50,000	83,545	100,254	-
01-9-6030-588	Well 6	-	235	282	-
01-0-1090-315	Intake Booster #2 Installation	75,000	126,840	126,840	-
01-0-1090-314	CIP-Barge Renovation	30,000	31,293	37,551	80,000
TBD	Springbrook Update	30,000	-	-	30,000
01-0-1090-305	Ranchito Well #1 Renovation	10,000	-	-	15,000
01-9-6030-591	IRWMP Service Lines	605,249	131,972	158,366	950,000
01-9-6030-592	IRWMP Administrative Expenses	20,000	7,245	8,693	11,307
01-9-6030-593	IRWMP Water Use Efficiency	164,635	67,722	81,266	83,369
<b>TOTAL CIP IN PROGRESS</b>		<b>1,034,884</b>	<b>486,392</b>	<b>558,302</b>	<b>1,169,676</b>
<b>CARRYOVER PROJECT (GRANT) REVENUE</b>					
01-0-4020-428	USDA Grant	310,000	324,641	389,570	-
TBD	DWR Grants	86,520	-	-	86,520
01-0-4020-425	IRWMP Service Line Replacement	574,987	107,908	129,489	847,287
01-0-4020-427	IRWMP Regional Water Use Efficiency	156,403	28,989	34,787	107,260
01-0-4020-426	IRWMP Grant Administration	20,000	4,392	5,270	12,000
<b>TOTAL CARRYOVER PROJECT REVENUE</b>		<b>1,147,910</b>	<b>465,930</b>	<b>559,117</b>	<b>1,041,067</b>
<b>NEW CAPITAL PURCHASES / IMPROVEMENTS</b>					
TBD	2018 SCADA Update Project	-	-	-	55,000
TBD	Replacement Truck (2003 Chevy)	32,000	-	-	32,000
TBD	Replacement Truck (2005 Chevy)	40,000	-	-	-
TBD	Tablets for System Maintenance	5,000	-	-	-
TBD	Effluent Meter Replacement (Plant)	40,000	-	-	-
TBD	Replacement Flocculator Gear Drives	12,000	-	-	12,000
01-0-1090-316	Hormiga Water Line Replacement	60,000	13,537	16,244	46,463
TBD	Portable Generator	6,000	-	-	6,000
<b>TOTAL NEW CAPITAL PURCHASES/IMPROVEMENTS</b>		<b>195,000</b>	<b>13,537</b>	<b>16,244</b>	<b>96,463</b>
<b>PROJECT PLANNING, DESIGN AND STUDIES</b>					
TBD	CIP Development	40,000	0	-	20,000
TBD	Connection Fee Study	15,000	0	-	10,000
01-9-6030-594	Grant Application Services	30,000	15,723	18,867	19,000
01-9-6030-594	District Map Digitizing and Updates	15,000	8,445	10,134	5,000
TBD	Planning Study re Lake McClure	50,000	-	-	-
<b>TOTAL PLANNING, DESIGN AND STUDIES</b>		<b>150,000</b>	<b>24,168</b>	<b>29,001</b>	<b>54,000</b>



LAKE DON PEDRO COMMUNITY SERVICES DISTRICT  
FIN AL DRAFT 2018/19 BUDGET

2017-2018 Approved Budget	2017-2018 YTD Totals Thru 04/30/18	2017-2018 Projected Amounts	2018-2019 Proposed Budget
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**BUDGET SUMMARY**

<b>OPERATING REVENUE</b>	1,528,914	1,288,517	1,542,840	1,592,549
<b>OPERATING EXPENSES</b>	1,496,738	1,061,898	1,272,878	1,623,876
<b>INCOME/LOSS FROM OPERATIONS</b>	<b>32,176</b>	<b>226,619</b>	<b>269,962</b>	<b>(31,327)</b>
<b>LOAN PAYMENTS (PRINCIPAL)</b>	75,713	75,313	79,507	79,507
<b>TOTAL CIP AND STUDIES</b>	1,379,884	524,096	603,547	1,320,139
<b>TOTAL OPERATING EXPENSES PLUS LOAN &amp; CIP</b>	2,952,335	1,661,307	1,955,932	3,023,522
<b>NET REVENUE OVER EXPENSES INCLUDING PROJECTS AND GRANTS</b>	<b>(275,511)</b>	<b>93,141</b>	<b>146,025</b>	<b>(389,907)</b>
<b>DEPRECIATION (ADD BACK IN)</b>	173,355	158,878	190,654	200,186
<b>GASB 45 LIABILITY</b>	148,142	-	-	
<b>TRANSFER FROM RESERVES</b>	-			189,720
<b>FINAL NET INCOME/LOSS</b>	<b>45,986</b>	<b>252,019</b>		<b>(0)</b>

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT  
FIN AL DRAFT 2018/19 BUDGET

		<b>2017-2018 Approved Budget</b>	<b>2017-2018 YTD Totals Thru 04/30/18</b>	<b>2017-2018 Projected Amounts</b>	<b>2018-2019 Proposed Budget</b>
<b>Revenue</b>					
01-0-3010-301	Meter Reconnection Fee	-	300	300	-
01-0-3010-302	Donated Capital - Meters Curre	-	15,000	15,000	15,000
01-0-4010-400	Water Sales Residential	265,457	263,264	315,917	315,917
01-0-4010-402	Water Availability Revenue	187,443	155,809	186,971	186,971
01-0-4010-403	Water Service Charges	947,359	792,858	951,430	951,430
01-0-4020-410	Interest Income - LAIF	1,271	1,935	2,322	2,322
01-0-4020-413	Int Inc Penalties - Customer	23,781	24,039	28,847	28,847
01-0-4020-414	Transfer Fee Income	6,489	6,400	7,680	7,680
01-0-4020-415	Other Income	3,319	4,613	5,536	5,536
01-0-4020-416	Meter Set Fee	8,190	1,500	1,800	1,800
01-0-4020-417	Interest Income Guaranty Fed	11	-	-	-
01-0-4020-902	Hydrant Consumption	62	40	48	48
01-0-4020-999	Avail Fee Income	1,830	1,607	1,607	1,607
01-0-4040-100	Lease Fee	21,600	21,000	25,200	43,200
01-0-4050-575	Office Fire Reimbursement	32,000	-	-	32,000
TBD	Connection/Capacity Fees	30,000	-	-	-
TBD	Transfer From Reserve	-	-	-	-
<b>TOTAL REVENUE</b>		<b>1,528,914</b>	<b>1,288,517</b>	<b>1,542,840</b>	<b>1,592,549</b>
<b>Expenses</b>					
01-1-5010-100	Regular Pay - Plant	148,660	61,110	73,332	156,093
01-1-5010-101	Overtime Pay	15,040	13,995	16,794	17,634
01-1-5010-102	Sick Pay	5,543	2,523	3,027	5,543
01-1-5010-104	Vacation Pay	7,498	4,397	5,277	7,498
01-1-5010-105	Holiday Pay	6,568	3,411	4,093	6,568
01-1-5010-200	PERS	9,665	5,634	6,761	9,665
01-1-5010-201	FICA/Medicare	13,367	6,956	8,347	13,367
01-1-5010-202	SUI	1,810	868	1,042	1,810
01-1-5010-203	Health Insurance	47,419	43,370	52,044	54,646
01-1-5010-204	Workers Compensation	5,364	4,805	5,766	6,054
01-1-5010-206	Dental Insurance	-	2,721	3,265	3,428
01-1-5010-546	Travel, Meetings & Mileage	1,000	-	-	3,000
01-1-5020-501	Lease Of Equipment	-	510	612	643
01-1-5020-510	Repair & Maintenance - Plant	18,000	3,588	4,305	18,000
01-1-5020-511	Repair & Maintenance - Vehicle	12,404	9,236	11,083	11,637
01-1-5020-512	Repair & Maintenance - Distribution	38,397	46,786	56,143	58,950
01-1-5020-515	R&M Transmission - Intake	23,030	4,999	5,998	10,000
01-1-5020-520	Small Tools & Equipment	2,000	2,320	2,784	2,923
01-1-5020-522	Gas, Oil & Lubricant - Plant	10,784	9,489	11,387	11,956
01-1-5020-524	Health & Safety	5,852	4,323	5,188	6,000
01-1-5020-529	Telephone - T & D	6,606	6,152	7,382	7,751
01-1-5020-544	Water Testing Fees	18,999	12,420	14,904	18,999
01-1-5020-545	Water System Fees	4,903	8,284	9,940	10,437
01-1-5020-548	Water Testing Materials	2,000	3,025	3,629	3,811
01-1-5021-521	Water Treatment Chemicals	53,106	28,238	33,886	40,000
01-1-5021-524	P G & E Power - Office	3,175	2,048	2,458	2,581
01-1-5021-525	P G & E Power - Intake	74,073	51,626	61,951	65,049

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT  
FIN AL DRAFT 2018/19 BUDGET

		<b>2017-2018 Approved Budget</b>	<b>2017-2018 YTD Totals Thru 04/30/18</b>	<b>2017-2018 Projected Amounts</b>	<b>2018-2019 Proposed Budget</b>
01-1-5021-526	P G & E Power - Well	3,000	224	269	3,000
01-1-5021-527	P G & E Power - Water Treatment	27,317	26,261	31,513	33,088
01-1-5021-528	P G & E Power - Distribution	25,360	25,292	30,350	31,868
01-1-5021-529	P G & E Power - Well 2	3,000	9,950	11,939	3,000
01-1-5021-530	P G & E Power - Medina	3,000	971	1,166	3,000
01-1-5021-532	P G & E Power - Well 5/6	3,000	971	1,166	3,000
01-1-5021-561	Purchased Water Actual-mid-p	62,332	60,751	72,901	76,546
01-1-5023-533	Outside Services	7,065	22,383	26,860	28,203
01-1-5023-535	Fire Protection/Weed Control	2,500	-	-	-
01-1-5023-537	Pest Control	403	4,632	5,558	5,836
01-1-5023-538	Engineering Services	24,561	4,008	4,809	10,000
01-1-5023-539	Employee Education	2,000	120	143	4,000
01-1-5024-540	Memberships	413	684	821	862
01-1-5024-542	Publications	57	490	588	618
01-1-5024-543	Licenses, Permits & Cert.	616	463	556	800
01-1-5032-583	Depreciation Expense	170,855	158,704	190,445	199,967
01-2-6010-100	Regular Pay - Administration	89,262	69,093	82,912	87,058
01-2-6010-101	Overtime Pay	3,692	1,957	2,348	2,466
01-2-6010-102	Sick Pay	5,867	4,737	5,685	5,969
01-2-6010-104	Vacation Pay	6,394	5,634	6,761	7,099
01-2-6010-105	Holiday Pay	4,263	3,539	4,247	4,459
01-2-6010-200	PERS	5,797	5,130	6,156	6,464
01-2-6010-201	FICA/Medicare	7,851	6,652	7,983	8,382
01-2-6010-202	SUI	1,218	1,254	1,504	1,580
01-2-6010-203	Health Insurance	22,106	18,946	22,736	23,873
01-2-6010-204	Workers Compensation	531	479	575	604
01-2-6010-206	Dental Insurance	2,007	1,432	1,718	1,804
01-2-6010-207	Vision Care	-	200	240	252
01-2-6010-546	Travel, Meetings & Mileage	1,200	39	47	1,200
01-2-6020-512	Propane	703	543	652	684
01-2-6020-515	Customer Billing Supplies	1,852	1,323	1,587	1,667
01-2-6020-529	Telephone - Admin	3,868	3,018	3,621	3,802
01-2-6020-530	Office Supplies	2,595	1,909	2,291	2,406
01-2-6020-531	Postage	7,147	7,176	8,612	9,042
01-2-6023-531	Computer IT	31,390	35,374	42,449	44,572
01-2-6023-533	Outside Services	110,734	107,950	129,540	136,017
01-2-6023-534	Temporary Outside Labor	3,000	-	-	-
01-2-6023-535	Office Cleaning Serv	1,814	1,200	1,440	1,512
01-2-6023-536	Legal Services	6,702	8,161	9,794	10,283
01-2-6023-537	Audit Services	8,820	7,000	7,000	12,350
01-2-6023-539	Employee Education	1,237	-	-	1,500
01-2-6024-540	Memberships	6,310	5,155	6,186	6,495
01-2-6024-542	Publications	1,386	2,490	2,988	3,137
01-2-6024-547	County Fees	638	80	96	101
01-2-6024-999	County Avail Fee	1,840	1,615	1,938	2,035
01-3-6025-100	Regular Pay	6,300	4,400	5,280	5,544
01-3-6025-201	FICA/Medicare	482	337	404	424
01-3-6025-546	Travel, Meetings & Mileage	2,000	-	-	2,000

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT  
FIN AL DRAFT 2018/19 BUDGET

		<b>2017-2018 Approved Budget</b>	<b>2017-2018 YTD Totals Thru 04/30/18</b>	<b>2017-2018 Projected Amounts</b>	<b>2018-2019 Proposed Budget</b>
01-9-6030-546	Travel, Meetings & Mileage	1,600	75	90	95
01-9-6030-569	Credit Card Service Charges	5,357	4,899	5,878	6,172
01-9-6030-572	Business Insurance Expense	40,529	33,563	40,275	42,289
01-9-6030-576	Misc Other Expense	5,300	209	251	2,000
01-9-6030-577	Retired Employee Health	25,063	21,949	26,338	27,655
01-9-6030-580	Retired EE Benefit Expense	148,142	-	-	148,142
01-9-6031-580	Interest Long Term Debt	48,505	35,470	42,564	44,692
01-9-6032-583	Depreciation Expense	2,500	174	209	219
<b>TOTAL EXPENSES</b>		<b>1,496,738</b>	<b>1,061,898</b>	<b>1,272,878</b>	<b>1,623,876</b>

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT  
FIN AL DRAFT 2018/19 BUDGET

		2017-2018 Approved Budget	2017-2018 YTD Totals Thru 04/30/18	2017-2018 Projected Amounts	2018-2019 Proposed Budget
<b>CAPITAL IMPROVEMENT PROJECTS (IN PROGRESS)</b>					
01-9-6030-584	Well 2	-	10,763	12,916	-
01-9-6030-585	Medina Well	50,000	3,911	4,693	-
01-9-6030-586	Well 3/4	-	22,868	27,441	-
01-9-6030-587	Well 5	50,000	83,545	100,254	-
01-9-6030-588	Well 6	-	235	282	-
01-0-1090-315	Intake Booster #2 Installation	75,000	126,840	126,840	-
01-0-1090-314	CIP-Barge Renovation	30,000	31,293	37,551	80,000
TBD	Springbrook Update	30,000	-	-	30,000
01-0-1090-305	Ranchito Well #1 Renovation	10,000	-	-	15,000
01-9-6030-591	IRWMP Service Lines	605,249	131,972	158,366	950,000
01-9-6030-592	IRWMP Administrative Expenses	20,000	7,245	8,693	11,307
01-9-6030-593	IRWMP Water Use Efficiency	164,635	67,722	81,266	83,369
<b>TOTAL CIP IN PROGRESS</b>		<b>1,034,884</b>	<b>486,392</b>	<b>558,302</b>	<b>1,169,676</b>
<b>CARRYOVER PROJECT (GRANT) REVENUE</b>					
01-0-4020-428	USDA Grant	310,000	324,641	389,570	-
TBD	DWR Grants	86,520	-	-	86,520
01-0-4020-425	IRWMP Service Line Replacement	574,987	107,908	129,489	847,287
01-0-4020-427	IRWMP Regional Water Use Efficiency	156,403	28,989	34,787	107,260
01-0-4020-426	IRWMP Grant Administration	20,000	4,392	5,270	12,000
<b>TOTAL CARRYOVER PROJECT REVENUE</b>		<b>1,147,910</b>	<b>465,930</b>	<b>559,117</b>	<b>1,041,067</b>
<b>NEW CAPITAL PURCHASES / IMPROVEMENTS</b>					
TBD	2018 SCADA Update Project	-	-	-	55,000
TBD	Replacement Truck (2003 Chevy)	32,000	-	-	32,000
TBD	Replacement Truck (2005 Chevy)	40,000	-	-	-
TBD	Tablets for System Maintenance	5,000	-	-	-
TBD	Effluent Meter Replacement (Plant)	40,000	-	-	-
TBD	Replacement Flocculator Gear Drives	12,000	-	-	12,000
01-0-1090-316	Hormiga Water Line Replacement	60,000	13,537	16,244	46,463
TBD	Portable Generator	6,000	-	-	6,000
<b>TOTAL NEW CAPITAL PURCHASES/IMPROVEMENTS</b>		<b>195,000</b>	<b>13,537</b>	<b>16,244</b>	<b>96,463</b>
<b>PROJECT PLANNING, DESIGN AND STUDIES</b>					
TBD	CIP Development	40,000	0	-	20,000
TBD	Connection Fee Study	15,000	0	-	10,000
01-9-6030-594	Grant Application Services	30,000	15,723	18,867	19,000
01-9-6030-594	District Map Digitizing and Updates	15,000	8,445	10,134	5,000
TBD	Planning Study re Lake McClure	50,000	-	-	-
<b>TOTAL PLANNING, DESIGN AND STUDIES</b>		<b>150,000</b>	<b>24,168</b>	<b>29,001</b>	<b>54,000</b>

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT  
FIN AL DRAFT 2018/19 BUDGET

	<b>2017-2018 Approved Budget</b>	<b>2017-2018 YTD Totals Thru 04/30/18</b>	<b>2017-2018 Projected Amounts</b>	<b>2018-2019 Proposed Budget</b>
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**BUDGET SUMMARY**

<b>OPERATING REVENUE</b>	1,528,914	1,288,517	1,542,840	1,592,549
<b>OPERATING EXPENSES</b>	1,496,738	1,061,898	1,272,878	1,623,876
<b>INCOME/LOSS FROM OPERATIONS</b>	<b>32,176</b>	<b>226,619</b>	<b>269,962</b>	<b>(31,327)</b>
<b>LOAN PAYMENTS (PRINCIPAL)</b>	75,713	75,313	79,507	79,507
<b>TOTAL CIP AND STUDIES</b>	1,379,884	524,096	603,547	1,320,139
<b>TOTAL OPERATING EXPENSES PLUS LOAN &amp; CIP</b>	2,952,335	1,661,307	1,955,932	3,023,522
<b>NET REVENUE OVER EXPENSES INCLUDING PROJECTS AND GRANTS</b>	<b>(275,511)</b>	<b>93,141</b>	<b>146,025</b>	<b>(389,907)</b>
<b>DEPRECIATION (ADD BACK IN)</b>	173,355	158,878	190,654	200,186
<b>GASB 45 LIABILITY</b>	148,142	-	-	
<b>TRANSFER FROM RESERVES</b>	-			189,720
<b>FINAL NET INCOME/LOSS</b>	<b>45,986</b>	<b>252,019</b>		<b>(0)</b>

**From:** Feldhaus, Aaron@Waterboards  
**To:** [Peter Kampa](#)  
**Subject:** CalEPA Water Rights Complaint 46350  
**Date:** Wednesday, June 13, 2018 10:53:14 AM

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Mr. Kampa,

Greetings. I have been assigned this complaint case and have read your response to our Notice of Violation from September, 2017. Through my own analysis and your response, there are some items that are now more clear:

1. The Division concurs that a number of parcels (7 parcels total, highlighted in green in Exhibit C of your response) initially submitted as being outside the POU are indeed within. I have mapped both the parcels to be removed and the parcels to be added, now totaling to 32 parcels outside the POU. We therefore request the revised monthly consumption reports (2013-16) for the corrected list of parcels that you suggested in your response letter. Division staff has also found that the number of parcels outside the POU did not change from 34 to 35 from 2013 to 2015 as indicated in the NOV. This will be amended in any future official document.
2. There is now agreement regarding the official MID license boundary. There was some confusion in Division records regarding the addition of the "South Shore Club" area to the designated POU, but the shapefile you sent in your 2/22/18 correspondence has been verified as correct. This confirms the updated list of 32 parcels are outside the POU.

Now that these boundary discrepancies have been rectified, the Division will evaluate the revised monthly consumption report you provide to find if the District was in violation during 2013-2014. If you have any questions for me, feel free to reach out.

Respectfully,

Aaron Feldhaus  
Engineering Geologist  
Sacramento Valley Enforcement Unit, Division of Water Rights  
California State Water Resources Control Board  
Phone: (916) 341-5367  
Email: [aaron.feldhaus@waterboards.ca.gov](mailto:aaron.feldhaus@waterboards.ca.gov)

OUTSIDE PLACE OF USE COMPLIANCE REPORT  
2018

	Account #	Customer	APN	Customer
1	5004	DOSCHER	001-230-036	DOSCHER
2	5009	DOSCHER (BOAT STOR)	001-270-040	DOSCHER (BOAT STOR)
3	5057	COBARRUBIA	001-260-035	COBARRUBIA
4	5188	PARSONS	001-260-005	PARSONS
5	100771	HILLS	071-190-340	HILLS
6	5443	CARPENTER	071-190-460	CARPENTER / ERICKSON
7	5470	NICHOLAS	071-180-420	SHEPHERD/ NICHLOS
8	5481	C.D.F.	071-190-250	C.D.F.
9	101328	STROMEN	075-240-016	HALL
10	5695	OLIVER	075-240-040	OLIVER
11	5702	SCHLOSSER	075-250-080	ROSEMIRE
12	5754	ARTMAN	076-270-003	ARTMAN
13	5908	CLARK	076-100-050	CLARK
14	5910	DANIELSEN	076-100-010	DANIELSEN
15	5927	ARNDT	071-320-230	PARELSKIN
16	5980	LAWSON	071-210-150	LAWSON
17	6192	MARTIN	001-040-001	MARTIN
18	101333	CREE (STURTEVANT)	001-070-017	KELLER
19	6237	DUMAS	001-020-011	DUMAS / NAUMANN
20	6238	ROSS	001-020-016	ROSS
21	6245	ROSS	001-070-013	ROSS
22	6249	WHITE	001-020-010	Bozsik / WHITE
23	101072	KENNER	001-020-020	*KENNER
24	6259	STONE	001-020-014	*STONE
25	100181	RAYHER	075-240-060	RAYHER
26	101248	WALKER	001-270-003	WALKER
27	8701		001-040-011	KELLER
28	100473	D P WASTE WTR (GALLONS)	001-260-330	D P WASTE WTR
29	102184		076060027000	REILLY JANIS
30	100353		076060036000	LEE MEGAN
31	5973		076060041000	FRAZIER ELIZABETH A TR
32	5694		75240003000	MOUNTS



**DESIGNATION OF APPLICANT'S AGENT RESOLUTION  
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Directors OF THE Lake Don Pedro Community Services District  
(Governing Body) (Name of Applicant)

THAT General Manager, OR  
(Title of Authorized Agent)

Board President, OR  
(Title of Authorized Agent)

\_\_\_\_\_  
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Lake Don Pedro Community Services District, a public entity  
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Lake Don Pedro Community Services District, a public entity established under the laws of the State of California,  
(Name of Applicant)

hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

**Please check the appropriate box below:**

This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.

This is a disaster specific resolution and is effective for only disaster number(s) \_\_\_\_\_

Passed and approved this 18th day of June, 20 18

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, \_\_\_\_\_, duly appointed and \_\_\_\_\_ of  
(Name) (Title)

\_\_\_\_\_, do hereby certify that the above is a true and correct copy of a  
(Name of Applicant)

Resolution passed and approved by the \_\_\_\_\_ of the \_\_\_\_\_  
(Governing Body) (Name of Applicant)

on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

**Cal OES Form 130 Instructions**

**A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.**

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

**Resolution Section:**

**Governing Body:** This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

**Name of Applicant:** The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

**Authorized Agent:** These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

**Governing Body Representative:** These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

**Certification Section:**

**Name and Title:** This is the individual that was in attendance and recorded the Resolution creation and approval.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification.")

RESOLUTION 2018 - \_\_\_\_

RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
LAKE DON PEDRO COMMUNITY SERVICES DISTRICT APPROVING AN  
AGREEMENT WITH KENNEDY JENKS CONSULTANTS FOR THE  
PREPARATION OF A STATE PLANNING GRANT APPLICATION

**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**, the District has determined that a comprehensive planning study is necessary to evaluate various water supply pumping, treatment and distribution system problems and opportunities for improvement; and

**WHEREAS**, the District requires the services of a qualified engineering firm to prepare a technical planning grant application to the State of California; and

**WHEREAS**, if the planning grant is awarded, the cost of preparation of the grant application will be reimbursed by the state grant; and

**WHEREAS**, the engineering firm of Kennedy Jenks has experience in the District water system and has prepared a proposal which is attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LAKE DON PEDRO COMMUNITY SERVICES DISTRICT that the proposal and agreement with Kennedy Jenks Consultants included herein as Exhibit A, shall be approved and effective immediately.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Lake Don Pedro Community Services District on June 18, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Danny Johnson, President, Board of Directors

ATTEST:

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

I, Syndie Marchesiello, the duly appointed and Secretary of the Board of Directors of the Lake Don Pedro Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular 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 June 18, 2018

25 May 2018

Peter Kampa  
General Manager  
Lake Don Pedro Community Services District  
9751 Merced Falls Road  
La Grange, CA 95329

Subject: Lake Don Pedro Community Services District (LDPCSD)  
2018 DWSRF Planning Application Funding Services Proposal

Dear Mr. Kampa:

Kennedy/Jenks Consultants (Kennedy/Jenks) is pleased to provide the LDPCSD with this proposal for professional services to support preparation and submittal of a planning grant application through the Drinking Water State Revolving Fund (DWSRF) Program to plan for future improvements to the LDPCSD water system. The grant funds would be used to cover the costs of completing planning and design-related work to improve the LDPCSD surface water supply reliability and evaluate the LDPCSD surface water treatment plant's control systems and the plant's pipeline and valve corrosion issues.

As you are aware, Kennedy/Jenks is very accomplished and familiar in assisting small water systems comply with regulations and improve water system sustainability. Kennedy/Jenks also has a long-standing working relationship with you on similar projects with successful results. Kennedy/Jenks is familiar with the LDPCSD water system and the latest Capital Improvements Plan (CIP) which outlines various high-priority projects that LDPCSD wishes to complete. Kennedy/Jenks has worked on many projects having completed planning, design, construction and funding service assignments for a wide variety of clients. Kennedy/Jenks has secured grant funding for clients through various funding programs to help in the planning, design, and construction of sustainable water infrastructure that complies with water regulations. Kennedy/Jenks is recommending that LDPCSD apply for planning grant funds (up to \$500,000 per project) available through DWSRF for small disadvantaged communities, and we have developed the following scope of work to assist LDPCSD with development and submittal of a DWSRF planning grant as described below.

Mr. Peter Kampa  
Lake Don Pedro CSD  
25 May 2018

## Scope of Work

### **Task 1: Prepare and Submit DWSRF Planning Grant Funding Application**

Kennedy/Jenks will coordinate with LDPCSD to develop the information required for the planned water system improvements to be included in the DWSRF Planning Grant Funding Application. The project budget and schedule will be developed in coordination with the LDPCSD, consistent with DWSRF funding guidelines. Kennedy/Jenks will prepare and submit the DWSRF planning grant funding application, including the application elements as follows:

- General Application Package
- Technical Package
- Environmental Package
- Financial Package

The Environmental Package scope will include preparation of a Notice of Exemption to be signed by and filed by LDPCSD. Any additional environmental documentation associated with preparing the funding application requiring an environmental consult will be paid for by LDPCSD or through an updated proposal amendment covering those additional costs. The application elements above will be developed based on information provided by the LDPCSD as requested by Kennedy/Jenks.

Kennedy/Jenks will submit the DWSRF planning application with the goal of achieving funding approval during calendar year 2018. However, as we discussed, there may now be limited available funds under Proposition No. 1. It is anticipated the State of California will provide subsequent and similar funding under a new program. The Planning grant funds would then be available for use by the LDPCSD in FY18-19. Kennedy/Jenks will coordinate with the funding agency as required to confirm a complete application is submitted and the decision for funding approval.

Kennedy/Jenks will submit a draft of the application package to LDPCSD for review and comment before submitting the package to DWSRF. Comments from LDPCSD will be incorporated into the final application package.

#### Deliverables:

- Draft LDPCSD DWSRF Planning Grant Application – one electronic copy
- Final LDPCSD DWSRF Planning Grant Application – one electronic copy to LDPCSD and DWSRF

Mr. Peter Kampa  
Lake Don Pedro CSD  
25 May 2018

## **Task 2: Project Management**

This project management task includes the following subtasks:

### Project Set-up

This subtask will be used to set up this new project into Kennedy/Jenks's internal accounting system software and project initiation coordination with the team on project scope, schedule and proposed fee.

### Project Administration/Periodic Check-ins

This subtask provides for management of project activities in terms of scope and schedule, periodic correspondence, coordination with LDPCSD, and project administration including:

- Periodic phone calls and emails to keep the LDPCSD project manager informed of the project status, schedule and budget, which will be conducted by the Kennedy/Jenks project manager.
- Monthly invoicing.

### Quality Control

The Project Manager will organize and ensure that there is complete Quality Control (QC) review of documents prepared by Kennedy/Jenks prior to submitting them to the LDPCSD and DWSRF.

### Deliverables:

- Invoices

## Project Team Organization

The Kennedy/Jenks project team will consist of the following:

- Tracie Mueller, Project Manager
- Tim Williams, P.E., Project QC Reviewer and Technical Advisor
- Jake Hanson, Staff Engineer

The project team will be led by Tracie Mueller who will serve as the Project Manager and coordinate with Mr. Kampa regarding key project milestones and decisions. The Project Manager will focus on delivering the Kennedy/Jenks scope of work within the project schedule and budget. Tracie will lead the effort and be assisted by Jake Hanson who has extensive experience with preparing and submitting water funding applications for a variety of funding programs. Tim Williams has extensive experience in the planning, design, construction and funding of water projects and will serve as a technical advisor and provide quality review of key documents before submittal to LDPCSD and DWSRF.

Mr. Peter Kampa  
Lake Don Pedro CSD  
25 May 2018

### Proposal Preparation Schedule

Assuming a May 29, 2018 notice to proceed, the proposed work will be completed within 45 days by July 13, 2018.

### Basis of Compensation

We propose that compensation for the Scope of Work described above be on a time and expense reimbursement basis up to \$18,715 in accordance with our Schedule of Charges dated 1 January 2018, attached. Payments shall be made monthly based on invoices and list actual costs and expenses.

Kennedy/Jenks' proposed budget is detailed in the attached proposal fee estimate.

### Terms and Conditions

This proposal is based on projections of staff availability and is valid for 90 days following the date of this letter. If this proposal meets with your approval, please prepare a LDPCSD based-agreement to be executed by LDPCSD and Kennedy/Jenks, and provide authorization for the project work to begin.

Kennedy/Jenks will begin work immediately upon execution of this letter proposal agreement.

Thank you for considering us for this work. We look forward to working with you again. If you should have any questions, please contact me at 916-858-2721.

Very truly yours,

KENNEDY/JENKS CONSULTANTS, INC.



Tracie R. Mueller  
Operations Manager

#### Attachments:

- Schedule of Charges dated 1 January 2018
- Proposal Fee Estimate

**Client/Address:** Lake Don Pedro Community Services District  
 9751 Merced Falls Road  
 La Grange, CA 95329

**Contract/Proposal Date:** 2018 DWSRF Planning Application Funding Services/25 May 2018

**Custom Schedule of Charges**

**Date:** Jan 1, 2018

PERSONNEL COMPENSATION

<b>Classification</b>	<b>Hourly Rate</b>
Engineer-Scientist-Specialist 1 .....	\$130
Engineer-Scientist-Specialist 2 .....	\$160
Engineer-Scientist-Specialist 3 .....	\$175
Engineer-Scientist-Specialist 4 .....	\$190
Engineer-Scientist-Specialist 5 .....	\$205
Engineer-Scientist-Specialist 6 .....	\$230
Engineer-Scientist-Specialist 7 .....	\$260
Engineer-Scientist-Specialist 8 .....	\$280
Engineer-Scientist-Specialist 9 .....	\$295
CAD-Technician .....	\$110
Senior CAD-Technician .....	\$125
CAD-Designer .....	\$150
Senior CAD-Designer .....	\$165
Project Administrator .....	\$125
Administrative Assistant .....	\$105
Aide.....	\$80

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work, will be at cost plus ten percent for items such as:

- a. Maps, photographs, 3rd party reproductions, 3rd party printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, contractors, and other outside services.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Project specific telecommunications and delivery charges.
- e. Special fees, insurance, permits, and licenses applicable to the work.
- f. Outside computer processing, computation, and proprietary programs purchased for the work.

Reimbursement for vehicles used in connection with the work will be at the federally approved mileage rates or at a negotiated monthly rate.

If prevailing wage rates apply, the above billing rates will be adjusted as appropriate.

Overtime for non-exempt employees will be billed at one and a half times the Hourly Rates specified above.

Rates for professional staff for legal proceedings or as expert witnesses will be at rates one and one-half times the Hourly Rates specified above.

Excise and gross receipts taxes, if any, will be added as a direct expense.

The foregoing Schedule of Charges is incorporated into the agreement for the services provided, effective January 1, 2018 through December 31, 2018. After December 31, 2018, invoices will reflect the Schedule of Charges currently in effect.



**Proposal Fee Estimate**

**Kennedy/Jenks Consultants**

CLIENT Name: Lake Don Pedro CSD  
 PROJECT Description: LDPCSD DWSRF Planning Appl. - Funding Prop.  
 Date: 5/25/2018

January 1, 2018 Rates

Classification:	Eng-Sci-9, T Williams, QA/QC	Eng-Sci-7. T. Mueller, PM	Eng-Sci-2, J Hanson, Staff Engr	CAD	Project Administrator	Total	KJ Labor	KJ ODCs	KJ ODCs Markup	Total Labor	Total Subs	Total Expenses	Total Labor + Subs + Expenses
Hourly Rate:	\$295	\$260	\$160	\$120	\$125	Hours	Fees	Fees	10%				Fees
<b>Task 1: DWSRF Planning Grant Application Preparation</b>													
1.1 General Package		2	8			10	\$1,800	\$0	\$0	\$1,800	\$0	\$0	\$1,800
1.2 Technical Package		10	40	2	2	54	\$9,490	\$150	\$15	\$9,490	\$0	\$165	\$9,655
1.3 Environmental Package		2	8			10	\$1,800	\$0	\$0	\$1,800	\$0	\$0	\$1,800
1.4 Financial Package		2	8			10	\$1,800	\$0	\$0	\$1,800	\$0	\$0	\$1,800
<b>Task 1 - Subtotal</b>	0	16	64	2	2	84	\$14,890	\$150	\$15	\$14,890	\$0	\$165	\$15,055
<b>Task 2 - Project Management</b>													
2.1 Project Set-up			2		3	5	\$695		\$0	\$695	\$0	\$0	\$695
2.2 Project Administration/Periodic Check-ins		8				8	\$2,080		\$0	\$2,080	\$0	\$0	\$2,080
2.3 Quality Control	3					3	\$885		\$0	\$885			\$885
<b>Task 2 - Subtotal</b>	3	8	2	0	3	16	\$3,660	\$0	\$0	\$3,660	\$0	\$0	\$3,660
<b>All Tasks Total</b>	3	24	66	2	5	100	\$18,550	\$150	\$15	\$18,550	\$0	\$165	\$18,715

RESOLUTION 2018 - \_\_\_\_

RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
LAKE DON PEDRO COMMUNITY SERVICES DISTRICT APPROVING AN  
AGREEMENT WITH AQUA SIERRA CONTROLS FOR THE 2018 SCADA  
UPGRADE PROJECT

**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**, the District in the mid 1990's installed a supervisory control and data acquisition (SCADA) system intended to provide for efficient remote operation and control of the water system; and

**WHEREAS**, the SCADA system has been upgraded piece by piece since installation, however certain critical components have not been upgraded, staff training has not been provided and much of the function of the SCADA is performed manually, rather than in its intended automatic operation which is summarized in Exhibit A to this Resolution; and

**WHEREAS**, the efficiency of the operation of the water treatment plant and distribution system can be increased significantly with a comprehensive SCADA upgrade and staff training, saving the District time and money in excess of the investment; and

**WHEREAS**, AquaSierra Controls has experience in the District SCADA system and has prepared a proposal for system upgrade which is attached hereto as Exhibit B.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LAKE DON PEDRO COMMUNITY SERVICES DISTRICT that the proposal and agreement with AquaSierra Controls included herein as Exhibit A, shall be approved and effective immediately.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Lake Don Pedro Community Services District on June 18, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Danny Johnson, President, Board of Directors

ATTEST:

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

I, Syndie Marchesiello, the duly appointed and Secretary of the Board of Directors of the Lake Don Pedro Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular 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 June 18, 2018

**Lake Don Pedro Community Services District**

**SCADA Performance Objectives**

***May 30, 2018, Rev. June 1, 2018***

**DISTRIBUTION SYSTEM:**

**Central and Enebro Reservoirs:**

1. Very high water alarm
2. Very low water alarm
3. Low water – automatically start plant pump
4. High water – automatically stop plant pump
5. View tank level from SCADA

**Coronado and Alamo Reservoirs:**

1. Very high water alarm
2. Very low water alarm
3. Low water – automatically start Central pump
4. High water – automatically stop Central pump
5. View tank level from SCADA

**Lazo Reservoir:**

1. Very high water alarm
2. Very low water alarm
3. Low water - automatically start Coronado pump
4. High water - automatically stop Coronado pump
5. View tank level from SCADA

**Arbolada Reservoir:**

1. Very high water alarm
2. Very low water alarm
3. Low water - automatically start Enebro pump
4. High water - automatically Enebro pump
5. View tank level from SCADA

**6. Sturtevant Reservoir:**

1. Very high water alarm
2. Very low water alarm
3. Low water - automatically start Tulipan pump
4. High water - automatically stop Tulipan pump
5. View tank level from SCADA

**Arbolada Hydropneumatic Tank: Not in contract**

**Alamo Hydropneumatic Tank: Not in contract**

**Distribution Pump Stations (Central, Enebro, Tulipan, Coronado):**

1. Pumps automatically alternate lead/lag; provide override through SCADA
2. Pump status for each pump required, (running, tripped or fault)
3. Manual on/off for each pump through SCADA
4. Pump fault alarm
5. View flow rate
6. View meter reading
7. See tank site descriptions for which tanks call which pumps to start/stop automatically
8. Provide logic allowing two pumps (at the same station) to run simultaneously by operator action if needed.
9. Alarm and shutdown if pump status is “running” but no flow is detected through meter

**SUPPLY SYSTEM:**

**Raw Water Tank (Located at Treatment Plant Site):**

1. Very high water alarm
2. Very low water alarm
3. Low water - automatically start well first, then submersible intake pump **OR** intake booster pump if using float system. Have well start at 17 feet and intake start at 16 feet (levels to be adjustable by operator)
4. High water 22 feet- automatically stop well, submersible intake pump **OR** intake booster pump if using float system
5. View tank level from SCADA

**All Four Wells:**

1. Use one well per calendar month. Cycle through the four wells. Allow override through SCADA
2. Manual on/off override through SCADA
3. Status of each well pump
4. Low water pump shutoff and alarm
5. Automatic on-off as described above under “Raw Water Tank”
6. View of water level
7. View flow rate
8. View meter reading
9. Alarm and shut down if pump status is “running” but no flow is detected through meter

**Intake Submersible Pumps (#1 closest to building, and #2)**

1. Pump fault and alarm
2. Pump status (and flow switch status)
3. Pump on/off manual control from op center
4. View flow rate
5. View site meter reading
6. Someday: lead/lag alternate with manual override
7. Someday: water level monitoring inside of well with automatic pump shutoff if water level draws down below lake level by XX inches (indicating inlet clogging)

8. Low lake level shutoff and alarm
9. Raw water tank calls for automatic start/stop of intake submersible pump (or auxiliary supply system intake booster pump)
10. Ensure two submersible intake pumps cannot be turned on and running at the same time
11. Alarm and shut down if pump status is “running” and no flow is registering through meter or flow switch

#### **AUXILLARY SUPPLY SYSTEM (DROUGHT OR OTHER EMERGENCY USE):**

##### **Intake Booster Pumps #1 and #2 (located on land)**

1. Pump fault and alarm
2. Pump status
3. Pump on/off manual control from op center
4. View flow rate (Site meter is the same as intake subs)
5. Raw water tank calls to start booster
6. Indication of which pump is running
7. Alarm and shut down if pump status is “running” but no flow is detected through meter

##### **Intake Surge Tank:**

1. Very high water alarm
2. Very low water alarm
3. Low water - automatically start float pump
4. High water - automatically stop float pump
5. View tank level from SCADA

##### **Floating Pumps:**

1. Note: No flow meter to view
2. Pump fault and alarm
3. Pump status
4. Pump on/off control through SCADA
5. Alarm and shut down if pump status is “running” and no flow is registering through flow switch

#### **TREATMENT PLANT:**

1. We are assuming the backwash panel is separate and obsolete, and can not be linked to SCADA.
2. Plant is called to start/stop by water level in Central Reservoir
3. Plant stops if raw water reservoir is low
4. Ideally, for state reporting, plant should operate and log data midnight to midnight (calendar day). However, it is currently being operated manually because of turbidity issues at startup requiring presence of an operator.
5. Plant pumps should alternate lead/lag
6. Pump fault and alarm
7. Pump status
8. Pump on/off manual control through SCADA

9. View influent and effluent flow rates
10. Indication of which pump is running
11. Alarm if pump status is "running" but no flow is detected through meter
12. Plant rate of flow shall control lime/caustic and polymer dosing.
13. Influent and effluent pH monitor with alarm if effluent pH falls below a specified level
14. Monitor turbidity (times number of turbidimeters): High turbidity alarms with ability to adjust set read time after initial startup spike, i.e. two minutes
15. Monitor Chlorine residual
  - a. Low residual alarm
  - b. Plant shutdown and alarm on very low residual
  - c. High residual alarm
  - d. Monitor filter inlet and outlet pressure? Alarm for high differential
16. Chlorine pump/transfer pump status and alarm

**OUTPUT:**

**Reports:**

1. Both total run hours and total gallons pumped for each pump, which can be viewed over periods selected by the operator.
2. All reporting as required by the State.
3. For each well: total gallons pumped versus time AND drawdown versus time AND total gallons pumped versus drawdown.
4. Additional reports TBD.



# Aqua Sierra Controls, Inc.

Engineering General and Electrical Contractor  
Sales & Service (800) 649-4287



1650 Industrial Drive, Auburn, CA 95603  
Cell (530) 305-3390 Fax (530) 823-3475  
[jlane@aquasierra.com](mailto:jlane@aquasierra.com) [www.aquasierra.com](http://www.aquasierra.com)

SCADA – AUTOMATION – RADIO TELEMETRY – MOTOR CONTROLS  
DESIGN BUILD PUMP STATIONS – UL508 PANEL SHOP – FLOW STUDIES  
PUMP CONTROLLERS – RADIO STUDIES – CHEMICAL FEED EQUIPMENT

Lake Don Pedro CSD  
La Grange, CA

Attention: Mr. Pete Kampa

Phone: 209-852-2556

Subject: Proposal for SCADA Programming and New Tank Level Transducers  
Project: SCADA Modernization Project

Quote # QJ05264-2  
June 6<sup>th</sup>, 2018

Mr. Kampa,

The following is our updated proposal for the SCADA modernization quotation that you requested to upgrade the SCADA software, develop new SCADA screens, provide and install new level transducers in the tanks and pull out the old DFS PLCs, replace them with PLC bypass cards and put the logic in the SCADA software. Your SCADA system is currently at HT3 Version 3.2.1 Suse and to upgrade further it is required to be sent back to the factory. The server will get a new hard drive with a new database, operating system and the latest SCADA software. You will receive HT3+ version 3.3.3 and HT4 version 4.0.2 or later. This proposal has been updated to reflect the SCADA Performance Objectives including SCADA programming and automatic state required reports.

## Equipment

- (7) TE (KPSI Pressure Systems) Model 720 Submersible Level Transducers 0.25% Accuracy with Aneroid Bellows, Lightning Protection and 40' Cable
- (7) TE (KPSI Pressure Systems) 845 J Box with Bellows
- (3) Data Flow Systems PBC001 PLC Bypass Card

## Loaner Equipment

### (1) Data Flow Systems HSM001-3 Hyper Server Module

#### Scope of Work

1. Create SAS / backup of existing SCADA system.
2. Install backup / SAS on loaner server module.
3. Remove customer's server module and install loaner server module.
4. Send customer's server module to factory for upgrade.
5. Remove loaner server and install upgraded server module.
6. Setup workstations for SCADA access.
7. Setup and test workstation backup
8. Restore data onto updated server from workstation backup.
9. SCADA development to replace all existing screens with new custom screens
10. Point to point testing
11. Install new level transducers in seven tanks.
12. Startup services
13. Field acceptance testing
14. Two (2) days of operator training
15. Remove PLCs from Intake, Enebro and Tulipin.
16. Install PLC Bypass Cards at Intake, Enebro and Tulipin.
17. Program the SCADA server to automate the operations at Intake, Enebro and Tulipin based upon the approved new control strategy.
18. Provide onsite startup and testing of the new automation programming.
19. Setup mobile SCADA
20. Coordinate with customer and engineers to write a complete system control strategy.
21. Program the SCADA system to automate the control of the well sites based upon the approved new control description.
22. Incorporate SCADA programming and reports based upon SCADA Performance Objectives.

The submersible level transducers will be provided and installed at the following locations: Coronado Tank, Lazo Tank, Central Tank, Enebro Tank, Arbolada Tank, Sturdeant Tank and Alamo Tank.

### **Proposal Total \$54,424.13**

#### Items included

1. Shipping and handling
2. Sales tax
3. Prevailing wage rates

#### Items not included

1. Items not in our scope of work
2. Specialty insurance beyond our standard two million dollars coverage



3. Confined space entry
4. Bonds or permits
5. Confined space entry
6. Arc flash study or short circuit analysis
9. NETA testing
10. Underground work or new conduit installation
11. Instrument mounting hardware
12. Junction boxes
13. Mobile SCADA screen development
14. VPN setup or configurations
15. Transducer for Clear Well

If you have any questions, please let me know.

Thank you,

Josh Lane  
SCADA Manager

## **TERMS AND CONDITIONS OF SALE**

The Terms and Conditions of Sale set forth herein, and Supplements that may be attached hereto, constitute the full and final expression of the contract of equipment or services as described in the quotation between AQUA SIERRA CONTROLS, INC. (herein referred to as Seller) and the Buyer and supersedes all prior quotations, purchase orders, correspondence or communication whether written or oral between the seller, and the Buyer. Notwithstanding any contrary language in the Buyer's purchase order or other acceptance, Buyer shall be bound by these Terms and Conditions of Sale when it returns its purchase order or otherwise indicates acceptance of this contract, or when it accepts delivery from Seller of the Equipment or Service. ACCEPTANCE OF THE CONTRACT IS EXPRESSLY LIMITED TO ACCEPTANCE OF THESE TERMS AND CONDITIONS OF SALE STATED HEREIN AND ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY BUYER ARE REJECTED UNLESS EXPRESSLY AGREED TO IN WRITING BY THE OFFICER OF THE SELLER. No contract shall exist except as herein provided. No statement, representation or warranty not contained herein shall be binding on the Seller unless made in writing by an officer or other authorized representative of the Seller. Prior dealings, usage of the trade or a course of performance shall not be relevant to determine the meaning of this agreement even through the accepting or acquiescing party had knowledge of the nature of the performance and opportunity for objection. Whenever a term defined by the Uniform Commercial Code is used herein, the definition contained in the Code shall control.

### **ORDERS**

All orders, where Equipment or Services are to be supplied for a specific order, are received subject to acceptance by an authorized representative of Seller. All orders must be firm commitments giving complete item description, including prices, quantity, installation, and shipping requirements. Typographical and clerical errors in quotations, orders and acknowledgments are subject to correction.

### **PRICES**

Written quotations expire thirty (30) calendar days from the date of quotation unless withdrawn sooner. Verbal quotations expire twenty-four (24) hours after they are made. Prices on an Order requesting shipment or performance longer than three (3) months from date of order, and "Held" orders which are not released in time to be shipped or performed in three (3) months, may be revised at the option of Seller.

### **CREDIT**

Buyers not having established credit ratings with Seller should send satisfactory credit information with first order or remit a certified check to avoid delay in filling orders.

### **MINIMUM BILLING**

Orders for Service performed in Seller's Shop shall have a minimum billing time of two (2) hours. Orders for Service performed in the "field" or at the Buyer's place of business shall have a minimum billing time of four (4) hours. Billing time for Services performed away from Seller's Shop shall be determined on a "portal to portal" basis.

### **TERMS OF PAYMENT**

Terms of payment to Buyers with satisfactory credit at 1/2% cash discount for payment within 15 days of the date of the invoice and net invoice amount for payment net 30. Invoices will be submitted as partial shipments of equipment are made. Seller reserves the right at any time to require full or partial payment before proceeding with a contract of sale if, in its judgment, the financial condition of the Buyer shall not justify the terms of payment specified. If Buyer defaults when payment is due, then the whole contract price shall become due and payable upon demand, or Seller, at its option, without prejudice to other lawful remedies, may defer delivery and/or performance or cancel the contract of sale.

### **ACCELERATED OR DELAYED PAYMENT**

There will be no reduction in price for payments more favorable to Seller than the standard terms. If payments are not made in conformance with standard terms, the quoted price shall, without prejudice to the right of Seller to immediate payment, be increased by an amount of interest equal to the highest legal rate per month or fraction thereof on the unpaid balance. Seller reserves the right to refer for collection sums not paid by Buyer within the herein stated Terms of Payment. In the event Seller chooses to refer unpaid sums for collection of said sums, collection costs include but are not limited to collection agency fees, process fees, attorneys fees and costs, and court costs as well as such other costs, that are directly related to collection.

### **SHIPMENT AND RISK OF LOSS**

All shipments are F.O.B. the place of shipment. Risk of loss or damage to the Equipment shall pass to Buyer at the F.O.B. point unless the Seller specifically agrees otherwise in writing.

## PACKAGING

Seller's price does not include the cost of packaging for shipment. Charges for standard packaging will be imposed plus any additional special packaging or marking performed at Buyer's request and agreed to by Seller. The cost of such items are determinable only upon completion and will appear as a separate item on Seller's invoice.

## GENERAL TRANSPORTATION

Seller will prepay and add the cost of common carrier transportation charges as a separate item on Seller's invoice. Seller, in the absence of direction before the date of shipment, will select method of shipment of goods. If Buyer prefers a certain method or forwarding agent to handle the shipments, complete written instructions must be given. All claims for loss, breakage and damage (obvious or concealed) should be made to carriers, but Seller will render Buyer reasonable assistance in securing satisfactory adjustment of such claims. Claims for shortages or other errors must be made in writing to Seller within thirty (30) days after receipt of shipment. Failure to give notice shall constitute unqualified acceptance and a waiver of all such claims by Buyer.

## SHIPPING AND PERFORMANCE SCHEDULES

When requested, Seller will establish estimated shipping and Service performance schedules as closely as practical in accordance with the Buyer's needs and will exercise diligence in meeting such estimated schedules. However, Seller will not be responsible for deviations in meeting shipping or Service performance schedules nor for any losses or damages to Buyer (or any third persons) whether occasioned by the deviations in performance or the non-performance of any of Seller's obligations under this contract, or loss of or damage to goods when caused directly or indirectly by or in any manner arising from strikes, secondary boycott, riots, wars, accidents, fires, floods, explosions, vandalism, government embargoes, priorities or regulations, transportation delays, shortages of labor, fuel, supplies, power transportation facilities, tooling capacity or similar or dissimilar causes, beyond Seller's control. Under no circumstances shall Seller have any liability for penalties or other consequential damages of any kind resulting in whole or in part from Seller's delay in delivering or failure to deliver, any Equipment or Service to Buyer as agreed. Should shipment of goods be held beyond schedule date for the convenience of the Buyer, the Seller reserves the right to bill for said goods plus charges for warehousing, insurance, trucking and other expenses incident to such delay.

## TERMINATION AND ALTERATION

Order may be terminated by the Buyer only upon payment of reasonable charges based upon expenses already incurred and commitments made by Seller. Termination charges on completed items will be 100% of the selling price. Buyer at any time, by timely written notice, may request alteration of any order in any one or more of the following which will be accepted by Seller where feasible: (1) Drawings, designs or specifications, where the order calls for items to be specifically manufactured for the Buyer; (2) method of shipment or packing; and (3) place of delivery. If any such alteration causes an increase or decrease in the cost of, or the time required for the performance of any of the work under this contract, whether altered or not altered by Buyer's notice, an equitable adjustment shall be made in the contract price or delivery schedule, or both, and the contract shall be modified in writing accordingly. Buyer will provide written documentation of all changes affecting contract order price in the form of change orders or additional purchase orders, prior to order shipment.

## WARRANTIES

Equipment — The Seller warrants the Equipment covered by this agreement of Sale to be free from defects in material and workmanship under normal care and proper usage the shorter of: (1) one year from the date of shipment or installation whichever is earlier; or (2) the period of the warranty of the original equipment manufacturer, whichever is shorter. Warranty covers parts and the labor to repair the Equipment, but does not include the costs of travel, labor and expenses portal to portal to remove or replace the defective Equipment. This express warranty is in lieu of and excludes all other representations made by advertisements or by agents and all other warranties, both express and implied, except as specifically set forth herein. Seller warrants that the equipment sold is as described in the Agreement of Sale, but no promise, description, affirmation of fact, sample, model, or representation, oral or written, shall be deemed a part of the Agreement of Sale unless set forth therein or herein or are made in writing and signed by an authorized representative of Seller.

Seller, in connection with Equipment covered and sold pursuant to the Agreement of Sale, agrees to either (1) correct any defect in workmanship or material which may develop under proper care and normal usage during the period of warranty set forth herein; or (2) at the option of Seller, to replace or repair the defective part or parts F.O.B. the place of shipment; or (3) to repay upon return of the defective part or parts, the price paid for such Equipment by Buyer. Buyer's remedies with respect to any Equipment furnished by Seller under the Agreement of Sale shall be limited exclusively to the right of replacement and/or repair or repayment of the purchase price as provided herein.

Service Labor — Seller warrants that the Service Labor and workmanship covered by this Agreement of Sale to be free from defects for a period of thirty (30) days from the date of completion of such Service Labor, and that the term Service Labor includes travel and expenses on a portal to portal basis.

Construction Labor — Seller warrants that the Construction Labor and workmanship covered by this Agreement of Sale to be free from defects for a period of ninety (90) days from the date of completion of such Construction Labor, and that the term Construction Labor includes travel and expenses on a portal to portal basis.

THE REMEDIES PROVIDED HEREIN ARE EXCLUSIVE AND IN NO EVENT SHALL SELLER BE LIABLE FOR ANY DAMAGES, WHETHER DIRECT, INDIRECT OR IMMEDIATE, FORESEEABLE, CONSEQUENTIAL, OR SPECIAL ARISING OUT OF A BREACH OF ANY EXPRESS OR IMPLIED WARRANTY, OR NEGLIGENCE.

Seller shall not be liable for any expenses incurred by the Buyer or any other person by reason of the use, or misuse, sale or fabrication of the Equipment regardless of whether the Equipment conforms to the specifications. Any lawsuit or legal claim for breach of the contract must be brought within one year after the alleged breach occurs.

## PENALTY OR LIQUIDATED DAMAGES

Contracts which include Penalty and Liquidated Damage clauses for failure to meet shipping or performance promises are not acceptable or binding on Seller, unless such clauses are specifically accepted in writing by an officer of Aqua Sierra Controls, Inc.

## RETURNS

Full credit will be issued for all returned material, authorized in advance, which has been accepted under warranty or returned as a result of Sellers incorrect material or quantities. In the case of Seller's error, return must be requested within 30 days of the date of invoice covering the original shipment. Buyer shall not initiate the deduction from payment to Seller for product returned to Seller.

## WAIVER

The failure of Seller to insist, in any one or more instances, upon the performance of any of terms or conditions of this contract or the failure of Seller to exercise any of its rights hereunder shall not be construed as a waiver or relinquishment of any such term, condition, or right thereunder and shall not effect the Seller's right to insist on strict performance and compliance with regard to any unexecuted portions of this contract or future performance of these terms and conditions.

## EQUAL OPPORTUNITY

Seller warrants that goods shipped to Buyer under this Purchase Order will be produced in compliance with the Fair Labor Standards Act. The nondiscrimination clauses contained in section 202, Executive Order 11246, as amended by Executive Order 11375, relating to equal employment opportunity for all persons without regard to race, color, sex, or national origin and the implementing rules and regulations prescribed by the Secretary of Labor (41 CFR, Chapter 60) are incorporated herein.

## HIRING OF AQUA SIERRA CONTROLS' EMPLOYEES

From time to time a client will appreciate and enjoy working with one of Aqua Sierra Controls' employees so much that the client will offer our employee a job. Experienced and talented technicians represent the backbone of Aqua Sierra Controls' business. Aqua Sierra Control has made a substantial commitment in hiring and training talented technicians to serve our clients. Therefore, in the event client wishes to hire away one of aqua sierras' employees, client will agree to pay Aqua Sierra Controls a fee equal to six months' salary of the employee. The six months' salary will be the greater of the employee's salary with Aqua Sierra Controls or the new salary with the client. This fee is designed to fairly compensate Aqua Sierra Controls for its time and effort in training their employees.

Additionally, client shall not engage the services of an Aqua Sierra Controls technician in any type of independent work (i.e. after hours, weekends, 1099, etc.) Whether the technician is still under the employment of Aqua Sierra Controls or has subsequently terminated employment. In the event that this type of arrangement is entered into during current employment of within six months of termination of employment from Aqua Sierra Controls client agrees to pay a fee of \$10,000 to fairly compensate Aqua Sierra Controls for the referral.

June 15, 2018

Board of Directors  
Lake Don Pedro Community Services District  
9751 Merced Falls Road  
La Grange, CA 95329

RE: District Engineer Services

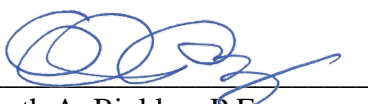
Dear Directors:

It has been an honor for Binkley Associates to provide engineering services to Lake Don Pedro Community Services District and its former entity Sierra Highlands Water Company for the past 50 years. After 23 years in engineering myself, I have decided to retire and pursue a new career, and I am currently winding down the business. Binkley Associates will not longer be available to provide service as District Engineer after September 30, 2018.

The District Engineer provides continuity of technical knowledge of the water system over time, which is critically important during turnover of high level staff such as managers and lead operators, as well as during turnover of Board members. The District Engineer's primary roles are assistance with short and long range planning and prioritization of projects, design services for many projects, and day-to-day consulting on operations and maintenance issues. It is of utmost importance that LDPCSD find a new District Engineer consultant as soon as possible who has experience with surface water treatment and water distribution in mountainous terrain, and has low staff turnover or at a minimum has a long standing principal engineer who can provide stability and continuity. To ease the transition to a new District Engineer, we will remain available to provide consulting services only regarding the transfer of information as needed for a year from the date of this letter.

Thank you again for the opportunity to provide 50 years of service.

Very truly yours,  
**Binkley Associates, Inc.**  
Engineer for Lake Don Pedro Community Services District

By:   
Elizabeth A. Binkley, P.E.  
Principal

cc: Pete Kampa and Syndie Marchesiello, LDPCSD, via email only

**REQUEST FOR QUALIFICATIONS**  
*Lake Don Pedro Community Services District*  
**DISTRICT ENGINEERING SERVICES**



*Lake Don Pedro Community Services District*

**Response Due:**

**July 11, 2018  
no later than 4:00 P.M.**

**Submit Responses and Direct Questions to:**

**Peter Kampa, General Manager**  
**9751 Merced Falls Rd.**  
**La Grange, CA 95329**  
[\*\*pete@ldpcsd.org\*\*](mailto:pete@ldpcsd.org)

**(209) 852-2331 office**  
**(209) 591-7100 cell**

# **REQUEST FOR QUALIFICATIONS**

## **DISTRICT Engineering Services**

### **1. INTRODUCTION**

The Lake Don Pedro Community Services District (DISTRICT) is seeking qualified individuals or firms (CONTRACTOR) to perform professional DISTRICT engineering services for Public Works and Planning Projects including project design, general engineering, map review and approval, planning reviews, preparation of bid and construction documents, bid assistance, construction management and observation, and other related services.

### **2. BACKGROUND**

The DISTRICT is located in Mariposa County, between Lake Don Pedro and Lake McClure in the Sierra Nevada Foothills. The DISTRICT provides water service to a rural residential subdivision of approximately 3300 parcels, nearly 1500 of which are active metered customers. The water system was built in the mid to late 1960's and has had relatively few infrastructure improvements, other than those required for regulatory compliance, to address capacity needs or as components have failed. A basic system drawing showing the infrastructure layout is attached hereto as Exhibit A.

CONTRACTOR will work on projects that have DISTRICT funding sources, along with allocations and their associated conditions from other State and Federal agencies, including FEMA, CDAA, State Water Board Revolving Funds, USDA, and others.

Most work will be conducted in the offices of CONTRACTOR, with communications by phone, email and web meetings. Where necessary and practical, DISTRICT will make office space, supplies and technologies available in order to facilitate assignments.

### **3. SCOPE OF WORK**

In its chosen capacity, CONTRACTOR(S) will assist DISTRICT with various projects, with duties including, but not limited to:

- A.** Preparing engineering calculations, plans, specifications, schedules and cost estimates for a variety of water infrastructure and capital improvement projects.
- B.** Monitoring project schedules and budgets to ensure projects stay within established guidelines.
- C.** Keeping DISTRICT staff apprised of project status and significant issues that may arise, both verbally and in written form.

- D.** Functioning as project manager for other CONTRACTOR(S).
- E.** Providing engineering inspection services on DISTRICT projects as assigned.
- F.** Creating reports in accordance with DISTRICT requirements for actions to be taken by the Board of Directors, including, but not limited to, approval of plans and specifications, authorization to advertise for bids, award of construction contracts, and notices of completion.
- G.** Assisting in the creation of ordinances and resolutions.
- H.** Presenting information to the Board of Directors and/or other groups, as necessary.
- I.** Aiding in the legal defense of DISTRICT in matters related to DISTRICT'S provision of public works services to the populace.
- J.** Reviewing legal documents, including, but not limited to, rights of entry, right-of-way legal descriptions, construction contracts, and professional services agreements and submitting to DISTRICT Counsel for review.
- K.** Composing any and all correspondence required as part of any assigned project, from planning and development through construction and closeout.
- L.** Working cooperatively with other DISTRICT staff and/or other CONTRACTOR(S) to deliver projects on schedule and on (or under) budget.
- M.** Coordinating with other agencies/jurisdictions to ensure that environmental and funding requirements for assigned projects are met.
- N.** Ensuring environmental (e.g. – NEPA/CEQA) clearance and obtaining all applicable permits prior to construction of projects.
- O.** Supplying other services as deemed necessary by DISTRICT and within the standard engineering practices of CONTRACTOR.

#### **4. THRESHOLD QUALIFICATION REQUIREMENTS**

CONTRACTOR must be:

- A.** licensed as a civil engineer in the state of California; and
- B.** experienced in design and proper operation of small, mechanically complex water systems serving rural residential communities; and
- C.** experience with groundwater and surface water systems

#### **5. SUBMITTAL REQUIREMENTS**

Interested firms may submit a response to the DISTRICT Request for Qualifications for Engineering Services as a prime consultant. Sub-Consultant work should be shown within the same context of the prime consultant project team. The proposal shall include:

**A. General**

Separate technical and fee proposals are requested for the proposed work. Qualified firms desiring to provide these services should submit an electronic copy of "Request for Qualifications – Engineering Services" to DISTRICT at the email address on the cover page of this document.

To be considered, proposals must be received by 4:00 p.m. on July 11, 2018.

**B. Contents of the Technical Proposal**

At a minimum, technical proposals should clearly identify the experience and qualifications of the CONTRACTOR, and should contain the information outlined herein. Additional information that CONTRACTOR deems relevant to the selection process may be included; however, concise and focused submittals are strongly encouraged. By submitting a proposal, and unless otherwise stated, it is understood that CONTRACTOR has reviewed all relevant information, and, that based on that review, CONTRACTOR has developed an informed understanding of the projected scope of work and has satisfied itself with the applicable conditions and requirements expressed in this document.

**1. Executive Summary**

In two pages or less, provide a brief overview of the firm or individual that will assume all contract responsibilities and identify all proposed subcontractors.

**2. Project Team**

Provide an organization chart that identifies the individuals and subcontractors, if applicable. Identify the team leader(s) for each type of work or expertise.

**3. Technical Ability**

Describe the individual or firm's technological capabilities (e.g. – AutoCAD, Microsoft Office, GIS, etc.).

**4. Individual Qualifications and Experience**

Provide resumes for each team member. Please only include resumes for

staff that are to be likely to be assigned DISTRICT projects.

Provide two or three examples of recent projects completed (or ongoing) by the proposed team. Emphasis should be given to those projects that involved the identified team leader. For each relevant project: indicate the firm's role and the staff members who were responsible for the cited project work; provide a brief description of the contract scope of work; state the contract amount and completion date; identify any relevant information and results in relation to schedule and budget; and include the name, title and phone number of a client reference.

#### **5. Statement of Understanding and Scope of Work**

Proposals should provide a statement of your understanding of DISTRICT'S needs by highlighting the dominant issues and outlining your approach toward addressing those issues. Any recommendations regarding improvements to more effectively meet DISTRICT's stated objectives should be emphasized in your proposal and would be a clear means of demonstrating your understanding of the project requirements.

#### **6. Format**

Electronic copies may be presented in either Microsoft Word or Adobe Acrobat format.

### **C. Contents of the Fee Proposal**

CONTRACTOR is requested to provide a separate fee proposal which presents its fee structure. The fee proposal should reflect compensation conditions that would change the standard rate, such as prevailing wage and non-prevailing wage projects. CONTRACTOR should also identify the firm's markup for pass through expenses (e.g. – subcontractor), per diem, travel and any other relevant data. Sufficient information should be provided in order to serve as a basis for negotiating a contract and any Supplemental Agreements that may be warranted for out of scope services.

The proposed fee will be used to establish the not-to-exceed contract limit that will be maintained in accordance with the conditions specified herein. Regardless of the proposed method of compensation, any contract resulting from this solicitation will specify a maximum, not-to-exceed fee amount. Except in the unusual situation wherein CONTRACTOR encounters circumstances which could not be reasonably anticipated, DISTRICT will not authorize payment beyond this amount. In consideration of this, any assumptions and/or the need for any contingencies must be clearly spelled out in the Fee Proposal and used as a basis to compute a "not-to-exceed" figure for the project. This figure should be sufficient to provide for any reasonably anticipated circumstances which may be



encountered during project execution and completion.

Unless otherwise stated, DISTRICT assumes that the fee schedule will be honored for a minimum of 12 months from contract execution.

The fee proposal should be submitted in separate electronic files clearly marked as follows:

**FEE PROPOSAL  
ENGINEERING SERVICES**

## 6. INSURANCE REQUIREMENTS

CONTRACTOR shall procure and maintain for the duration of the agreement, insurance against claims for injuries to persons or damage to property that may arise from, or be in connection with, the performance of the work described herein by CONTRACTOR, its agents, representatives, employees, and subcontractors. At the very least, CONTRACTOR shall maintain the insurance coverage, limits of coverage and other insurance requirements as described below:

### A. General Liability

At least \$1,000,000 combined single limit per occurrence coverage for bodily injury, personal injury and property damage. If a general aggregate limit is used, then either the general aggregate limit shall apply separately to each project/location, or the general aggregate limit shall be twice the required per occurrence limit. CONTRACTOR or its insurance carrier shall notify DISTRICT if incurred losses covered by the policy exceed 50% of the aggregate limit.

### B. Automobile Liability

At least \$100,000 to cover bodily injury for one person and \$300,000 for two or more persons, and \$50,000 to cover property damages. However, policy limits for construction projects shall be at least \$1,000,000 combined single limit per accident for bodily injury and property damage for autos used by CONTRACTOR to fulfill the requirements of the contract, and coverage shall be provided for "any auto" code 1 as listed on the Acord form "Certificate of Insurance".

### C. Workers' Compensation and Employer's Liability

If CONTRACTOR has employees, it shall maintain continuously Workers' Compensation insurance to cover CONTRACTOR and its employees and partners. Such insurance shall include coverage up to policy limits and Employer's Liability insurance each with policy limits of at least \$1,000,000 for bodily injury or disease.

### D. Professional Liability

Coverage for professional services, including errors and omissions, shall be provided in an amount of at least \$1,000,000 per occurrence or \$1,000,000 on a claims-made basis. However, if coverage is written on a claims-made basis, the policy shall be endorsed to provide at least a two year extended reporting provision.

All insurance shall include DISTRICT, its elected officials, officers, and employees as an additional insured, and shall not be reduced or canceled without 30 days' written prior

notice delivered to DISTRICT.

CONTRACTOR shall provide DISTRICT with a certificate of insurance as evidence of insurance protection upon execution of any agreement. Insurance certificates provided shall not contain the language “endeavor to” and “but failure to mail such notice shall impose no obligation or liability of any kind upon the company”, or similar language.

## **7. SELECTION AND AGREEMENT**

DISTRICT will review the proposals received and may interview one or more firms prior to negotiating a contract for the requested services.

CONTRACTOR will enter into an agreement with DISTRICT. The Agreement will incorporate an approved action plan and schedule. DISTRICT expects to begin assigning projects immediately after entering into the agreement with CONTRACTOR.

This solicitation in no way obligates DISTRICT to award a contract for the services described herein, nor will DISTRICT assume any liability for the costs incurred in the preparation and transmittal of proposals in response to this solicitation. DISTRICT reserves the right to not accept any proposal, to reject any or all proposals, to reject any part of any proposal, to negotiate and modify any proposal, and to waive any defects or irregularities in any proposal at DISTRICT’S sole discretion. Furthermore, DISTRICT shall have the sole discretion to award a contract as it may deem appropriate to best serve the interests of DISTRICT. In this regard, DISTRICT may consider demonstrated quality of work, responsiveness, comparable experience, professional qualifications, references, and proposed fees.

## **8. PROJECT INQUIRES**

Up to one week prior to the submission deadline, CONTRACTOR may submit specific questions about the project by email to:

[pete@ldpcsd.org](mailto:pete@ldpcsd.org)