

Regular Meeting of the Board of Directors

9751 Merced Falls Road
March 21, 2016, 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. Interim Manager's Report: Peter J. Kampa
- c. Chief Plant Operator's Report: R. Gilgo
- d. Receive brief management reports on:
 - 1) Operating cost of groundwater wells versus Lake McClure pumps
 - 2) Close out and settlement of the 2012 office fire insurance claim with Special District Risk Management Authority (SDRMA) and related actions
 - 3) Condition assessment for District owned vehicles and equipment

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 February 2016 Treasurer's Report
- b. Approval of the Minutes – Special Board Meeting February 16, 2016 & Finance Committee Meeting March 7, 2016
- c. Read and File the SDRMA Correspondence RE: Property/Liability Longevity Distribution
- d. Approval of a Resolution extending the drought emergency declaration in accordance with the California Public Contract Code
- e. Record of Reimbursements for reimbursements of \$100 or more; Directors, Employees and General Manager

5. DISCUSSION AND ACTION ITEMS:

- a. Approval of revised project descriptions and budgets under various scenarios for the 2015 Proposition 84 Integrated Regional Water Management grant contract with the Department of Water Resources.
- b. Approval of a 2015/16 Budget amendment to reflect the revised final cost estimate for the Emergency Groundwater Well Project

- c. Discussion and establishment of priorities for the purpose of development of a Capital Improvement/replacement Plan (CIP) for District assets
- d. Consideration of the development of management objectives for 2016/17
- e. Committee Report Out:
 - a. Finance Committee Meeting held March 7, 2016 (Standing)
 - b. GM Reporting Committee Meeting held March 7, 2016 (Ad Hoc)

6. CLOSED SESSION – California Government Code Section 54954.5

Public Employee Performance Evaluation – General Manager

7. OPEN SESSION - REPORT OF ACTION TAKEN IN CLOSED SESSION:

The Board will reconvene the regular meeting and report any action taken in Closed Session.

8. DIRECTORS COMMENTS:

Any Director may address the Board on any item of interest that is within the subject matter and jurisdiction of the District. Generally, no discussion or comment by other Board members should be expected on non-agenda items, except to properly place the matter on a future agenda for review, discussion or action as appropriate.

9. 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.

General Manager's Report Summary

March 21, 2016

1 Report Overview

The purpose of this monthly manager's report is to keep the Board and community informed of the status of important District activities and other matters of importance that may have an effect on the District and its services, and the community in general. An update on the status of activities detailed in the District Strategic Plan will also be provided in this report, as well as identification of any emerging trends, community concerns and District solutions to them.

The following additional reports are planned in addition to the GM report:

- Annual report on activities – a report detailing the work completed for the year, identification of where the District spent the community's dollars, leaks repaired, number and type of service work orders, new services installed, new policies, etc
- Quarterly Investment Report – details the amounts, locations and performance of all the District's funds on investment, such as LAIF.
- Annual Strategic Plan Report and update

2 Strategic Plan Status Update

The draft quarterly strategic plan status report is attached. As the Board will remember, administrative policies and other office actions were determined to be of lesser priority than action of field operations priorities. Unfortunately the need to review all personnel policies has risen as a high priority due to the discovery of several historical recordkeeping related issues, causing difficulty and confusion when preparing reports such as the GASB 45 Actuarial Valuation. Future updates will be more detailed in their description of status, with the consensus of the Board that this format of reporting is acceptable.

3 Management and Administration

- **Policies** – The question was raised at our February Board meeting regarding the number of employees receiving medical insurance paid by the District in retirement. After several weeks of intense research, we have found the following:
 - In 2005 the Board approved changes to the personnel policies that limited the contributions of the District toward the employee's medical insurance in retirement. The Board fixed the District financial contribution to existing employees at the 2005 Kaiser rate for families, with approved annual increases based on the CPI. Employees hired after 2005 were to receive a contribution by the District in the same amount of the 2005 Kaiser family rate, but no CPI increase in future years
 - No Board actions were taken to eliminate retiree medical at that time

- After 2005, there is no evidence that the District contribution to employee's medical costs was ever fixed at the 2005 rate. In fact the District continued to pay 100% of the cost of insurance for the employee.
- In 2010, the District personnel handbook was updated and the retiree medical policy adopted required the District to pay 100% of the premium for the employee, and 90% for the spouse.
- The 2010 GASB 45 actuarial valuation was conducted using the 100% District contribution to employee and retiree medical costs
- The 2013 employee handbook update contained the same 100% medical insurance cost payment
- The 2015 Actuarial valuation for GASB 45 was completed with correct information and is accurate, as is the 2015 FYE audit.
- **Water Supply** – The Lake McClure level continues to rise and will likely increase to the point where we may be able to operate the normal lake pumps next fall.
- **District Contracting** - A report covering the items for which we contract and their costs will be included in the April Managers Report.
- **Groundwater Well Status** - As of this meeting, the status of the wells is as follows. We have delayed final completion including fencing, final pipe connections, and SCADA due to weather and waiting for the USDA grant funding agreement. All wells will be completed and final state reimbursement requests submitted by June 30, 2016 which is the end of the grant term.
 - **Well 2** – 90% complete. Meters and piping connected and well pump flow controlled manually by valve. The electrical is complete and functional. Remaining work includes installation of a fence surrounding the well, gravel access, installation of the supervisory controls (SCADA) and site clean up.
 - **Medina Well** - 80% complete and actively pumping water. We changed the design of the connection piping last minute due to meter vault flooding issues and potential associated maintenance problems. The well water level indicator is installed but not functioning, Randy is working to resolve. Piping will now be above ground, and the final piping connection will occur in a couple weeks when the ground dries. The final electrical is completed and the SCADA system and well fencing remain.
 - **Well 5** – 70% complete and capable of pumping by generator. Final electrical materials are on site and connection will occur as soon as the pole drilling rig can get on site, due to mud. The final piping through the meter will also be above ground for Well 5, and will be completed within a couple weeks. The fence and SCADA remain to be installed.

4 Finance

- Accounting - we had an excellent Finance Committee meeting during which a recommendation on the desired financial reports, which with Board direction will be delivered beginning in April 2016.
- **Project Grants and Reimbursements** –We are currently preparing grant reimbursements to the State Water Board and DWR, in the amount of approximately \$500,000, which we should receive within 6 to 8 weeks. We still are working diligently to meet the USDA funding requirements in hopes of soon receiving the \$500,000 funding commitment.

Lake Don Pedro CSD

Strategic Plan Update March 21, 2016

It is recommended that the status of Strategic Plan accomplishment be reported to the Board in summary fashion on a quarterly basis, with a detailed annual report provided that includes recommendations for modified plan priorities and amendments to the Strategic Plan. The following “Dashboard” type report is recommended for the quarterly reports. A color coded legend will be used to visually depict the status of the major plan elements as follows.

Strategic plan actions and major elements of work are fully described in the Plan, and therefore do not need to be repeated in full detail in the quarterly reports. The purpose of this quarterly report is to provide an overview of the status of implementation actions in the plan, and therefore a visual summary is planned to allow the reader to quickly identify when things are on track, and also to know when we are off track, and what is planned to get us back going the right way.

Items that are on track will be color coded green so that the Board can quickly move through the report. Items that are behind schedule or delayed will be easily identified by a yellow color, with an explanation of why the delay occurred and what corrective actions have been taken to move the plan forward. Items colored red indicate there are problems with moving the item forward, and additional effort, money, time or Board actions may be required to allow the particular item to move forward, or potentially modify priorities in the plan to recognize a new schedule.

The Report legend is as follows, and will appear on each report:

| Status: | On Track | Progressing w/Delays | Stalled or Behind Schedule |
|---------------|---|--|---|
| Legend Color: | | | |
| Description: | Making Progress as expected within schedule and/or budget | Making Progress but more slowly than expected due to some form of unforeseen work required, not enough staff time allocated or other delays. (Requires clarifying notes) | The work was expected to start but has not, or has started and experienced unforeseen conditions, or not enough staff time allocated, consultants unavailable, etc. (Requires explanation and remedial plan of action, or revised Strategic Plan item recommendation) |

Each major Strategic Plan element will be listed, with a number of staff actions or tasks detailed to describe how the item is to be implemented. The color coding applies to the whole item in general, not the completion of individual supporting tasks. Also, depending upon the element, the individual tasks may change from time to time, some may be determined as irrelevant and others added so that in the event of Board, management and staffing changes, the intent of each Strategic Element and management’s approach to their completion will be clearly understood.

| <i>Develop a system maintenance plan and strategy</i> | |
|---|---|
| Internal Staff Action Items | Status |
| <ol style="list-style-type: none"> 1) Review records and plans, and conduct a system infrastructure inventory, identify and input critical information into Excel spreadsheet 2) Purchase appropriate asset management software and transfer Excel data 3) Identify the staffing requirements in terms of employee numbers, skill/training/certification levels and availability 4) Develop a performance report for the Board and public | <p>Crew is actively conducting inventory by site as time allows. Asset management software has been reviewed and chosen, a budget of \$15,000 received including data transfer. 70% completed on development of a spreadsheet to identify and document all tasks and functions of the District, including complexity, time required, and number of persons per task. Spreadsheet to be completed by April Board meeting. First draft performance report produced.</p> |

Develop and implement a plan to control system leaks and keep them under control

| Internal Staff Action Items | Status |
|---|---|
| <ol style="list-style-type: none"> 1) Adopt system leak performance expectations 2) Produce a leak performance report to monitor leakage rates as an indicator of maintenance program success and project prioritization within the capital improvement plan 3) Develop a system to narrow down leakage rates by zone to make leak location easier, and to focus service line replacements | <p>The industry standard is less than 10% system leakage and staff recommends that as the District standard. A monthly performance report has been developed for staff tracking of leak performance. The report shows that with continuous service line replacements the leakage rate can be reduced to less than 5%, while when no service lines are being replaced, leakage escalates to over 20%. Continuous service line replacements is necessary and the District should seek funding to complete the replacement project. IRWMP funding will be used to fund master meter upgrades and leak audits, as well as many service line replacements as possible with funding. Staff recommends an SRF loan or grant be obtained to complete the project within the next two years.</p> |

Prioritize Infrastructure Replacement and Upgrade Projects for system reliability, efficient operations and investments

| Internal Staff Action Items | Status |
|--|--|
| <ol style="list-style-type: none"> 1) Consider health and safety, cost savings, government requirements, redundancy and efficiency 2) Perform a condition analysis on all assets and document replacement needs 3) Identify necessary system capacity enhancements and plan/schedule their completion 4) Calculate cost of capacity enhancements into connection and capacity fees | <p>This is primarily a Board and management exercise with initial discussion schedule for 3/21/16. Engineering will be required to perform the evaluation of capacity related improvements needed in the future to meet water demand and regulations. Also, the infrastructure inventory currently occurring must be completed and a condition assessment documented to allow for prioritizing all improvements.</p> |

Develop a Capital Improvement Plan (CIP)

| Internal Staff Action Items | Status |
|---|--|
| <ol style="list-style-type: none">1) Plan for the longest necessary period of infrastructure, vehicle and equipment replacements and upgrades2) Schedule improvements for planning, design, permitting and construction3) Develop a CIP funding/financing plan4) Update connection, capacity and other development related fees to include CIP | This is primarily an Engineering exercise requiring a budget allocation for Binkley to complete over time, or possibly seek engineering proposals to find a firm that can complete the evaluation of capacity related improvements needed in the future to meet water demand and regulations. Conference call scheduled with Binkley on 3/21/16 to determine, time and cost. |
| | |



LAKE DON PEDRO COMMUNITY SERVICES DISTRICT

OPERATIONS MANAGER REPORT

Board of Directors Meeting
Monday, March 21st 2014

- 1. Treatment Plant:** The treatment plant continues to operate well in regards to the actual treatment process. I had anticipated some possible hiccups in treatment with switching to ground from surface water but with minor adjustments to the process, the water quality actually increased a small amount. Staff has rebuilt chemical feed pumps, replaced chemical lines, repaired/replaced transfer pump piping and drained/cleaned floc basin. Daily operations and maintenance of process analysis equipment has resumed along with weed eating and spraying of treatment plant grounds.
- 2. Distribution System:** Leaks have slowed tremendously with the help of a contracted crew. At the time of writing this report there are no known or visible leaks in the system. Although, our water loss percentage still shows a good amount of water loss. This could simply be because of the fact that we just have not physically found or seen any remaining leaks in the system. Pete Kampa is currently working on a service line replacement and leak detection program that will hopefully pinpoint water loss and line replacement needs by predetermined and metered pressure zones that we will be able to compare to the totals of customer's metered water usage in these same corresponding areas.

At this point the automatic meter reading system is 99% completed with just about 100 meters/transmitters needing troubleshooting or replacement. Along with the completion of the A.M.R. we are also looking into replacing nonfunctioning meters at our tank sites and booster stations with electronic meters that will be tied into the S.C.A.D.A. system for real time and accurate readings to aid in pinpointing system leaks, eliminate time gaps in meter readings and for future reporting requirements to the state.

We have been able to resume pump and motor maintenance at our tank sites and booster stations along with weed eating and grounds maintenance at those sites.

Other distribution progress has included repairing and/or rebuilding 4 of the systems pressure regulating valves. These valves are critical to the operation of the system to ensure adequate pressure to certain areas of the subdivision and also to lower pressure in other areas. The remaining P.R.V's will be completed in the near future given our staff has time between other daily duties and upcoming system requirements such as hydrant maintenance, main flushing and intake/ barge maintenance.

3. **Intake:** As everyone is aware, we have had a significant amount of rainfall that has led to lake elevations rising at a very rapid rate. Our systems floating barge will require a lot of attention as the lake levels continue to fluctuate. The procedure to ensure normal operation includes physically moving the barge to safe water pumping depths and removing or installing sections of piping as the levels fluctuate. This will possibly be an everyday duty until the water levels stabilize again as lake McClure tends to rise and fall very quickly depending on influent and effluent flow rates.

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

Lake Don Pedro Community Services District

Regular Meeting of March 21, 2016

AGENDA SUPPORTING DATA

3. PRESENTATION ONLY:

d. Receive brief management reports on:

- 1) Operating cost of groundwater wells versus Lake McClure pumps

Background

This Board has requested an evaluation of the cost of water supply from the wells as compared to the cost of surface water supply. The table below will be completed and presented as a handout during the Board meeting.

| Source | (1) Water Purchase Price | (2) Transmission Pumping Cost | Total Cost Delivered to Treatment Plant (1+2) |
|--------------------------------|--------------------------|---|---|
| Lake McCure Water at 600' ASL | | | \$ - |
| Lake McCure Water at full lake | | | \$ - |
| Groundwater Wells | | | \$ - |
| | 1 | The cost to purchase water from the Merced Irrigation District | |
| | 2 | The cost to pump water from the source to the water treatment plant | |

Recommended Motion

For review as requested only

Lake Don Pedro Community Services District

Regular Meeting of March 21, 2016

AGENDA SUPPORTING DATA

3. PRESENTATION ONLY:

2) Close out and settlement of the 2012 office fire insurance claim with Special District Risk Management Authority (SDRMA) and related actions

Recommended Motion

Authorize staff to close out the fire claim and purchase the highest priority technology equipment within the funding available.

Background

In February 2012 a major fire occurred in the District administrative office and many of the records, office equipment, furniture and files were destroyed by flames, smoke and/or water damage. The District had its insurance with Special District Risk Management Authority (SDRMA), who reimbursed the District the cost of:

- Replacement of the office building
- Replacement of the District's lost office equipment
- Protection and restoration of the damaged office files
- Staff time to perform much of the file and inventory restoration work

Unfortunately the District did not prepare adequate documentation regarding this reimbursement, and the records from the insurance company seem to support their position. It appears that there remains between \$32,000 and \$39,000 in reimbursement if we can produce the accounting for all costs associated with the purchase and installation of all the replacement technology, which we cannot. We were advanced over \$120,000 to purchase the technology listed in the KKI quote dated 3-11-13. Unfortunately, we deposited the funds, but never purchased the equipment.

The purpose of this agenda item is to allow staff to prepare the documentation to finalize and close out the fire reimbursement claim, and purchase the highest priority technology equipment within the amount of funding remaining in the claim.

QUOTE FROM KKI CORPORATION



KKI Corporation
5300 Claus Rd Ste #10
Modesto CA 95357-1616

2015 System Summary IV 7/2

TO: Lake Don Pedro Comm Serv Distr
 9751 Merced Falls Road
 La Grange, CA 95329

INQUIRY#: 992878-00
DATE: 07/02/15
ATTN: Syndie M. ext 2 777-9751 (c)

| LINE | QTY | DESCRIPTION | PRICE | EXTEN | |
|------|-----|---|-----------|-----------|--|
| 1 | 1 | Infrastructure Equipment | 51,258.07 | 51,258.07 | |
| 2 | 1 | Springbrook Accounting System Server Replacement | 39,164.74 | 39,164.74 | |
| 3 | 1 | Software Packages (GIS,HP,Alchemy,SEMS) | 16,251.00 | 16,251.00 | |
| 4 | | | | | |
| 5 | | Acceptance of Quotation | | | |
| 6 | | Approval: KKI Corporation to proceed per the above. | | | |
| 7 | | | | | |
| 8 | (x) | | | | |
| 9 | | Date: | | | |

| | | |
|-----------------------------------|------------|------|
| SUBTOTAL: | 106,673.81 | |
| SALES TAX (if applicable): | .00 | plus |
| TOTAL AMOUNT QUOTED: | 106,673.81 | |

Tax, Freight, Installation not included (unless indicated above)

** Installation amounts are based on regular work days M-F, 8-5

All prices subject to change after 30 days

TERMS: 1/3 DOWN, BAL ON DELIVERY

PRICES: DELIVERY:

07/02/15 14:25

KKI FAX NUMBER: (209)863-8686

PHONE#: (209)863-8550

QUOTE FROM KKI CORPORATION



KKI Corporation
5300 Claus Rd Ste #10
Modesto CA 95357-1616

2013 System Summary IV

TO: Lake Don Pedro Comm Serv Distr
 9751 Merced Falls Road
 La Grange, CA 95329

INQUIRY#: 993264-00
DATE: 03/11/13
ATTN: Syndie M. 777-9751 (c)

| LINE | QTY | DESCRIPTION | PRICE | EXTEN | |
|------|-----|---|-----------|-----------|--|
| 1 | 1 | Infrastructure Equipment | 81,885.76 | 81,885.76 | |
| 2 | 1 | Springbrook Accounting System Server Replacement | 39,164.74 | 39,164.74 | |
| 3 | 1 | Sonicwall Gateway Security | 2,031.41 | 2,031.41 | |
| 4 | 1 | Software Packages (GIS,HP,Alchemy,SEMS) | 73,756.87 | 73,756.87 | |
| 5 | | | | | |
| 6 | | Acceptance of Quotation | | | |
| 7 | | Approval: KKI Corporation to proceed per the above. | | | |
| 8 | | | | | |
| 9 | | (x) | | | |
| 10 | | Date: | | | |

| | | |
|-----------------------------------|------------|------|
| SUBTOTAL: | 196,838.78 | |
| SALES TAX (if applicable): | .00 | plus |
| TOTAL AMOUNT QUOTED: | 196,838.78 | |

Tax, Freight, Installation not included (unless indicated above)
 ** Installation amounts are based on regular work days M-F, 8-5
 All prices subject to change after 30 days

TERMS: 1/3 DOWN, BAL ON DELIVERY
 02/20/15 11:10

KKI FAX NUMBER: (209)863-8686

PRICES: DELIVERY:
 PHONE#: (209)863-8550

Lake Don Pedro Community Services District

Regular Meeting of March 21, 2016

AGENDA SUPPORTING DATA

3. PRESENTATION ONLY:

- 3) Condition assessment for District owned vehicles and equipment

Background

The Board has requested a brief report on the condition of District vehicles, which is attached.

Recommended Motion

For review and discussion only

Vehicle Report

Operations Supervisor Randy Gilgo

2001 / Chevrolet PU

Non - Operational

Blown motor

2003 / Chevrolet Truck SIL

Operational

Front end work needed

Unsure of required work & cost

1998 / Chevy P-Up

Non - operational

Blown motor

2007 / Classic Silverado 2LS 1500 4WD Crew Cab

Operational

No current repairs needed

2005 / Ford PU / 0821

Operational

Possible transmission or rear-end work needed

1999 / GMC Dump Truck

Operational

Unknown front-end work needed

Lake Don Pedro Community Services District

Regular Meeting of March 21, 2016

AGENDA SUPPORTING DATA

- 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 February 2016 Treasurer's Report
 - b. Approval of the Minutes – Special Board Meeting February 16, 2016 & Finance Committee Meeting March 7, 2016
 - c. Read and File the SDRMA Correspondence RE: Property/Liability Longevity Distribution
 - d. Approval of a Resolution extending the drought emergency declaration in accordance with the California Public Contract Code
 - e. Record of Reimbursements for reimbursements of \$100 or more; Directors, Employees and General Manager

Background

The attached items are considered routine or required by law, and are presented for your approval in a single motion. If any item is to be pulled for discussion, the remaining items may be approved by a single motion, and the pulled item voted upon separately

Recommended Motion

Motion to approve the Consent Agenda as presented.

**LAKE DON PEDRO
COMMUNITY SERVICES DISTRICT**

Treasurer's Report

Reporting Period: February 2016

The district ended the month of February 2016 with the following balances in our accounts:

* All bank accounts verified against bank statements

| | | |
|----------------------------------|---------------|-------------------|
| Restricted: | | |
| Investment - LAIF | \$ 162,487 | |
| Total Restricted: | | <u>\$ 162,487</u> |
| Unrestricted: | | |
| Checking | \$ 52,327 | |
| Money Market - Working Capital | \$ 416,929 | |
| Petty Cash | <u>\$ 125</u> | |
| Total Unrestricted: | | <u>\$ 469,381</u> |
| Total Restricted & Unrestricted: | | <u>\$ 631,868</u> |

The district ended February 2016 with the following amounts affecting our financial status:

| | Feb-2016 | Year to Date |
|--|--------------------|---------------------|
| <u>Sales & Business Revenue:</u> | <u>\$ 107,605</u> | <u>\$ 903,798</u> |
| <u>Total Operating Expenses:</u> | <u>\$ (94,182)</u> | <u>\$ (712,043)</u> |
| <u>Non-Operating Income/Expense:</u> | <u>\$ (17,527)</u> | <u>\$ (134,148)</u> |
| <u>Water Drought Income/Expense:</u> | <u>\$ (63,655)</u> | <u>\$ (539,034)</u> |
| <u>Change in Net Assets (P&L):</u> | <u>\$ (67,759)</u> | <u>\$ (481,427)</u> |
| <u>Net Cash Flow:</u> | <u>\$ 37,379</u> | <u>\$ (658,487)</u> |

Accounts Receivable:

| Billing Time Frame | Utility Billing | Availability Billing | A/R Other | A/R Accrue | A/R Water Drought Reimb |
|-----------------------|-------------------|----------------------|-----------------|------------------|-------------------------|
| Current | \$ 25,885 | \$ - | \$ - | \$ 91,077 | \$ - |
| > 30 Days | \$ 8,976 | \$ - | \$ - | \$ - | \$ - |
| > 60 Days | \$ 194 | \$ - | \$ - | \$ - | \$ - |
| > 90 Days | \$ 4,269 | \$ - | \$ - | \$ - | \$ - |
| > 120 Days | \$ 15,157 | \$ 189,552 | \$ 5,324 | \$ - | \$ - |
| Credits | \$ (12,849) | | | | |
| Total | \$ 41,632 | \$ 189,552 | \$ 5,324 | \$ 91,077 | \$ - |
| Total Combined | \$ 322,261 | | \$ 5,324 | | \$ - |
| G/L Balance | \$ 322,261 | | \$ 5,324 | | \$ - |
| Difference | \$ - | | \$ - | | \$ - |

* Amount of availability payments received: \$105,397

* Amount of availability payments outstanding: \$84,155

Accounts Payables:

| Payable Time Frame | A/P Trade | A/P Accruals | A/P Water Accrual |
|--------------------|------------------|--------------|-------------------|
| Current | \$ 57,190 | \$ - | \$ 5,000 |
| > 30 Days | \$ - | \$ - | \$ 5,000 |
| > 60 Days | \$ - | \$ - | \$ - |
| > 90 Days | \$ - | \$ - | \$ - |
| Credits | \$ - | \$ - | \$ - |
| Total | \$ 57,190 | \$ - | \$ 10,000 |
| G/L Balance | \$ 57,190 | \$ - | \$ 10,000 |
| Difference | \$0 | \$0 | \$0 |

| Name | Title | Date |
|------|-------|------|
|------|-------|------|

**Statement of Revenues and Expenses (P&L)
February 2016 & Year-To-Date Versus 6/30/16 Budget**

| | Feb-16 | Feb vs Budget % | 2015-2016 YTD | YTD vs Budget % | 2015-2016 Prop. Budget | Remaining Budget | |
|----------------------|-------------------------------------|-----------------|----------------|-----------------|------------------------|------------------|---------|
| Revenue | | | | | | | |
| 01-0-3010-301 | Meter Reconnection Fee | - | 0.00% | - | 0.00% | 1,000 | 1,000 |
| 01-0-3010-302 | Donated Capital - Meters Curre | - | 0.00% | 5,000 | 33.33% | 15,000 | 10,000 |
| 01-0-4010-400 | Water Sales Residential | 12,464 | 5.54% | 143,676 | 63.86% | 225,000 | 81,324 |
| 01-0-4010-402 | Water Availability Revenue | 15,796 | 8.31% | 126,043 | 66.34% | 190,000 | 63,957 |
| 01-0-4010-403 | Water Service Charges | 78,345 | 8.33% | 625,890 | 66.58% | 940,000 | 314,110 |
| 01-0-4020-410 | Interest Income - LAIF | - | 0.00% | 395 | 112.98% | 350 | (45) |
| 01-0-4020-413 | Int Inc Penalties - Customer | 1,702 | 7.74% | 14,662 | 66.65% | 22,000 | 7,338 |
| 01-0-4020-414 | Transfer Fee Income | 500 | 6.67% | 4,400 | 58.67% | 7,500 | 3,100 |
| 01-0-4020-415 | Other Income | 150 | 1.03% | 2,235 | 15.41% | 14,500 | 12,265 |
| 01-0-4020-416 | Meter Set Fee | 500 | 12.50% | 2,500 | 62.50% | 4,000 | 1,500 |
| 01-0-4020-417 | Interest Income Guaranty Fed | 8 | 2.60% | 100 | 33.22% | 300 | 200 |
| 01-0-4020-901 | Hydrant Rental | - | 0.00% | - | 0.00% | 100 | 100 |
| 01-0-4020-902 | Hydrant Consumption | - | 0.00% | - | 0.00% | 700 | 700 |
| 01-0-4020-999 | Avail Fee Income | - | 0.00% | 1,290 | 99.23% | 1,300 | 10 |
| 01-0-4040-100 | Lease Fee | 1,800 | 8.33% | 14,400 | 66.67% | 21,600 | 7,200 |
| 01-0-4050-575 | Office Fire Reimbursement | - | 0.00% | - | 0.00% | 32,000 | 32,000 |
| | Transfer From Reserve | | | | | 44,499 | |
| TOTAL REVENUE | 111,265 | 7.32% | 940,590 | 61.89% | 1,519,849 | 579,259 | |
| Expenses | | | | | | | |
| 01-1-5010-100 | Regular Pay - Plant | 8,991 | 7.22% | 80,712 | 64.83% | 124,500 | 43,788 |
| 01-1-5010-101 | Overtime Pay | 762 | 3.81% | 12,995 | 64.97% | 20,000 | 7,005 |
| 01-1-5010-102 | Sick Pay | 837 | 16.40% | 3,529 | 69.20% | 5,100 | 1,571 |
| 01-1-5010-104 | Vacation Pay | - | 0.00% | 7,124 | 98.95% | 7,200 | 76 |
| 01-1-5010-105 | Holiday Pay | 536 | 7.34% | 5,651 | 77.41% | 7,300 | 1,649 |
| 01-1-5010-200 | PERS | 765 | 7.07% | 7,150 | 66.07% | 10,822 | 3,672 |
| 01-1-5010-201 | FICA/Medicare | 896 | 7.14% | 8,957 | 71.35% | 12,554 | 3,597 |
| 01-1-5010-202 | SUI | 465 | 35.69% | 1,256 | 96.45% | 1,302 | 46 |
| 01-1-5010-203 | Health Insurance | 3,895 | 8.78% | 30,169 | 68.00% | 44,364 | 14,195 |
| 01-1-5010-204 | Workers Compensation | 503 | 5.42% | 4,823 | 52.02% | 9,272 | 4,449 |
| 01-1-5010-206 | Dental Insurance | 390 | 8.34% | 3,121 | 66.70% | 4,680 | 1,559 |
| 01-1-5010-207 | Vision Care | - | 0.00% | - | 0.00% | 300 | 300 |
| 01-1-5010-546 | Travel, Meetings & Mileage | - | 0.00% | 38 | 3.85% | 1,000 | 962 |
| 01-1-5020-501 | Lease Of Equipment | - | 0.00% | - | 0.00% | 1,000 | 1,000 |
| 01-1-5020-510 | Repair & Maintenance - Plant | 260 | 1.21% | 10,284 | 48.06% | 21,400 | 11,116 |
| 01-1-5020-511 | Repair & Maintenance - Vehicle | 6,711 | 52.43% | 19,298 | 150.77% | 12,800 | (6,498) |
| 01-1-5020-512 | Repair & Maintenance - Distribution | 415 | 0.88% | 47,007 | 100.01% | 47,000 | (7) |
| 01-1-5020-515 | R&M Transmission - Intake | - | 0.00% | - | 0.00% | 5,000 | 5,000 |
| 01-1-5020-518 | R&M Transmission - 10" Irrigation | - | 0.00% | - | 0.00% | 2,000 | 2,000 |
| 01-1-5020-520 | Small Tools & Equipment | 469 | 9.39% | 592 | 11.84% | 5,000 | 4,408 |
| 01-1-5020-522 | Gas, Oil & Lubricant - Plant | 579 | 2.73% | 9,822 | 46.24% | 21,240 | 11,418 |
| 01-1-5020-524 | Health & Safety | 908 | 15.13% | 4,510 | 75.17% | 6,000 | 1,490 |
| 01-1-5020-529 | Telephone - T & D | 419 | 8.05% | 5,064 | 97.38% | 5,200 | 136 |
| 01-1-5020-544 | Water Testing Fees | 540 | 4.35% | 7,980 | 64.35% | 12,400 | 4,420 |
| 01-1-5020-545 | Water System Fees | - | 0.00% | 8,863 | 47.14% | 18,800 | 9,937 |
| 01-1-5020-548 | Water Testing Materials | 1,931 | 280.69% | 1,939 | 281.77% | 688 | (1,251) |
| 01-1-5021-521 | Water Treatment Chemicals | 7,090 | 15.06% | 36,031 | 76.54% | 47,075 | 11,044 |
| 01-1-5021-524 | P G & E Power - Office | 152 | 6.69% | 1,791 | 78.77% | 2,274 | 483 |
| 01-1-5021-525 | P G & E Power - Intake | 143 | 0.16% | 47,707 | 53.82% | 88,639 | 40,932 |
| 01-1-5021-526 | P G & E Power - Well | 2,516 | 34.03% | 8,605 | 116.38% | 7,394 | (1,211) |
| 01-1-5021-527 | P G & E Power - Water Treatment | 1,387 | 3.97% | 16,931 | 48.41% | 34,972 | 18,041 |
| 01-1-5021-528 | P G & E Power - Distribution | 1,213 | 4.55% | 13,541 | 50.75% | 26,680 | 13,139 |
| 01-1-5021-529 | P G & E Power - Well 2 | - | 0.00% | - | 0.00% | 4,000 | 4,000 |
| 01-1-5021-530 | P G & E Power - Medina | - | 0.00% | - | 0.00% | 4,000 | 4,000 |
| 01-1-5021-531 | P G & E Power - Well 5/6 | - | 0.00% | - | 0.00% | 4,000 | 4,000 |
| 01-1-5021-561 | Purchased Water Actual-mid-p | 5,000 | 6.18% | 37,934 | 46.89% | 80,900 | 42,966 |
| 01-1-5023-533 | Outside Services | 1,420 | 43.02% | 2,307 | 69.90% | 3,300 | 993 |

| | Feb-16 | Feb vs Budget % | 2015-2016 YTD | YTD vs Budget % | 2015-2016 Prop. Budget | Remaining Budget | |
|--|------------------------------|-----------------|----------------|-----------------|------------------------|------------------|----------|
| 01-1-5023-535 | Fire Protection/Weed Control | - | 0.00% | - | 0.00% | 500 | 500 |
| 01-1-5023-537 | Pest Control | 32 | 8.00% | 256 | 64.00% | 400 | 144 |
| 01-1-5023-538 | Engineering Services | - | 0.00% | 2,590 | 17.27% | 15,000 | 12,410 |
| 01-1-5023-539 | Employee Education | - | 0.00% | 81 | 4.03% | 2,000 | 1,920 |
| 01-1-5024-540 | Memberships | - | 0.00% | 417 | 208.62% | 200 | (217) |
| 01-1-5024-541 | Subscriptions | - | 0.00% | - | 0.00% | 200 | 200 |
| 01-1-5024-542 | Publications | - | 0.00% | - | 0.00% | 500 | 500 |
| 01-1-5024-543 | Licenses, Permits & Cert. | - | 0.00% | 499 | 49.90% | 1,000 | 501 |
| 01-1-5032-583 | Depreciation Expense | 12,497 | 7.57% | 108,454 | 65.73% | 165,000 | 56,546 |
| 01-2-6010-100 | Regular Pay - Administration | 5,636 | 7.89% | 47,339 | 66.30% | 71,400 | 24,061 |
| 01-2-6010-101 | Overtime Pay | 114 | 2.94% | 3,374 | 87.18% | 3,870 | 496 |
| 01-2-6010-102 | Sick Pay | - | 0.00% | 188 | 6.78% | 2,768 | 2,580 |
| 01-2-6010-104 | Vacation Pay | 91 | 2.96% | 3,576 | 116.12% | 3,080 | (496) |
| 01-2-6010-105 | Holiday Pay | 243 | 7.97% | 2,687 | 88.14% | 3,048 | 361 |
| 01-2-6010-200 | PERS | 379 | 6.29% | 3,807 | 63.13% | 6,030 | 2,223 |
| 01-2-6010-201 | FICA/Medicare | 482 | 7.49% | 4,701 | 73.01% | 6,439 | 1,738 |
| 01-2-6010-202 | SUI | 175 | 13.44% | 772 | 59.27% | 1,302 | 530 |
| 01-2-6010-203 | Health Insurance | 1,656 | 9.08% | 12,566 | 68.89% | 18,240 | 5,674 |
| 01-2-6010-204 | Workers Compensation | 50 | 9.09% | 477 | 87.21% | 547 | 70 |
| 01-2-6010-206 | Dental Insurance | 159 | 8.55% | 1,274 | 68.40% | 1,863 | 589 |
| 01-2-6010-207 | Vision Care | - | 0.00% | - | 0.00% | 100 | 100 |
| 01-2-6010-546 | Travel, Meetings & Mileage | - | 0.00% | 109 | 21.86% | 500 | 391 |
| 01-2-6020-512 | Propane | - | 0.00% | 343 | 34.26% | 1,000 | 657 |
| 01-2-6020-515 | Customer Billing Supplies | - | 0.00% | 401 | 20.04% | 2,000 | 1,599 |
| 01-2-6020-529 | Telephone - Admin | 316 | 6.32% | 2,624 | 52.49% | 5,000 | 2,376 |
| 01-2-6020-530 | Office Supplies | 257 | 10.27% | 2,680 | 107.21% | 2,500 | (180) |
| 01-2-6020-531 | Postage | 622 | 7.12% | 6,148 | 70.37% | 8,736 | 2,588 |
| 01-2-6023-531 | Computer IT | 1,242 | 5.74% | 12,250 | 56.65% | 21,623 | 9,373 |
| 01-2-6023-532 | R & M Equipment | - | 0.00% | - | 0.00% | 500 | 500 |
| 01-2-6023-533 | Outside Services | 18,613 | 15.77% | 78,237 | 66.30% | 118,000 | 39,763 |
| 01-2-6023-535 | Office Cleaning Serv | 140 | 8.33% | 1,080 | 64.29% | 1,680 | 600 |
| 01-2-6023-536 | Legal Services | 10,728 | 71.52% | 25,941 | 172.94% | 15,000 | (10,941) |
| 01-2-6023-537 | Audit Services | - | 0.00% | - | 0.00% | 7,000 | 7,000 |
| 01-2-6023-539 | Employee Education | - | 0.00% | - | 0.00% | 900 | 900 |
| 01-2-6024-540 | Memberships | - | 0.00% | 4,308 | 143.60% | 3,000 | (1,308) |
| 01-2-6024-541 | Subscriptions | - | 0.00% | - | 0.00% | 300 | 300 |
| 01-2-6024-542 | Publications | 108 | 5.40% | 767 | 38.36% | 2,000 | 1,233 |
| 01-2-6024-543 | Licenses, Permits & Cert. | - | 0.00% | - | 0.00% | 1,000 | 1,000 |
| 01-2-6024-547 | County Fees | 310 | 31.00% | 668 | 66.80% | 1,000 | 332 |
| 01-2-6024-999 | County Avail Fee | - | 0.00% | 1,310 | 93.57% | 1,400 | 90 |
| 01-3-6025-100 | Regular Pay | 1,000 | 8.33% | 5,700 | 47.50% | 12,000 | 6,300 |
| 01-3-6025-201 | FICA/Medicare | 77 | 8.33% | 436 | 47.50% | 918 | 482 |
| 01-3-6025-202 | SUI | - | 0.00% | - | 0.00% | 744 | 744 |
| 01-3-6025-204 | Workers Compensation | - | 0.00% | - | 0.00% | 78 | 78 |
| 01-3-6025-546 | Travel, Meetings & Mileage | - | 0.00% | - | 0.00% | 2,000 | 2,000 |
| 01-3-6025-550 | Board Meeting Expense | - | 0.00% | - | 0.00% | 1,300 | 1,300 |
| 01-3-6025-555 | Board Election Expenses | - | 0.00% | - | 0.00% | 3,000 | 3,000 |
| 01-9-6030-569 | Credit Card Service Charges | 336 | 6.73% | 2,810 | 56.20% | 5,000 | 2,190 |
| 01-9-6030-571 | Bad Debt Expense | - | - | 11,622 | - | - | - |
| 01-9-6030-572 | Business Insurance Expense | 2,224 | 7.11% | 24,272 | 77.55% | 31,300 | 7,028 |
| 01-9-6030-576 | Misc Other Expense | 32 | 0.45% | 5,820 | 83.14% | 7,000 | 1,180 |
| 01-9-6030-577 | Retired Employee Health | 2,280 | 6.15% | 19,390 | 52.26% | 37,100 | 17,710 |
| 01-9-6030-580 | Retired EE Benefit Expense | - | 0.00% | - | 0.00% | 180,000 | 180,000 |
| 01-9-6031-580 | Interest Long Term Debt | 6,194 | 12.22% | 35,437 | 69.90% | 50,700 | 15,263 |
| 01-9-6032-583 | Depreciation Expense | 185 | 5.28% | 1,840 | 52.57% | 3,500 | 1,660 |
| 01-9-6035-575 | Office Fire Recovery | - | 0.00% | - | 0.00% | 32,000 | 32,000 |
| TOTAL EXPENSES | 115,369 | 7.33% | 882,984 | 56.12% | 1,573,422 | 690,438 | |
| Total Revenue Before Water Drought Activity | 111,265 | 7.32% | 940,590 | 61.89% | 1,519,849 | 579,259 | |

| | Feb-16 | Feb vs Budget % | 2015-2016 YTD | YTD vs Budget % | 2015-2016 Prop. Budget | Remaining Budget |
|--|-----------------|-----------------|------------------|-----------------|------------------------|------------------|
| Total Expense Before Water Drought Activity | 115,369 | 7.33% | 882,984 | 56.12% | 1,573,422 | 690,438 |
| Net Income / (Loss) Before Water Drought Activity | (4,103) | 7.66% | 57,606 | -107.53% | (53,573) | (111,179) |
| Emergency Water Activity | | | | | | |
| 01-0-4020-418 Well 2 Grant Revenue | - | 0.00% | 138,818 | 36.39% | 381,500 | 242,682 |
| 01-0-4020-419 Medina Well Grant Revenue | - | 0.00% | 38,429 | 14.92% | 257,600 | 219,171 |
| 01-0-4020-420 Well 3/4 Grant Revenue | - | 0.00% | 123,013 | 47.86% | 257,000 | 133,987 |
| 01-0-4020-421 Well 5 Grant Revenue | - | 0.00% | 81,690 | 24.77% | 329,820 | 248,130 |
| 01-0-4020-422 Well 6 Grant Revenue | - | 0.00% | - | 0.00% | 329,820 | 329,820 |
| 01-0-4020-423 Barge Grant Revenue | - | 0.00% | 60,900 | 100.00% | 60,900 | - |
| TOTAL WATER REVENUE | - | 0.00% | 442,850 | 27.39% | 1,616,640 | 1,173,790 |
| 01-1-5020-535 Water Supply Emergency 2014 | 11,119 | 52.95% | 118,475 | 564.17% | 21,000 | (97,475) |
| 01-9-6030-584 Well 2 | 16,172 | 4.12% | 173,082 | 44.07% | 392,760 | 219,678 |
| 01-9-6030-585 Medina Well | 19,990 | 3.33% | 389,353 | 64.90% | 599,950 | 210,597 |
| 01-9-6030-586 Well 3/4 | - | 0.00% | 57,951 | 22.55% | 257,000 | 199,049 |
| 01-9-6030-587 Well 5 | 16,375 | 4.96% | 154,539 | 46.86% | 329,820 | 175,281 |
| 01-9-6030-588 Well 6 | - | 0.00% | 8,577 | 2.60% | 329,820 | 321,243 |
| 01-9-6030-589 Grant Application Services | - | 0.00% | 79,907 | 99.88% | 80,000 | 93 |
| 01-9-6030-590 NBS rate evaluation | - | 0.00% | - | 0.00% | 54,000 | 54,000 |
| TOTAL EMERGENCY PROJECTS | 63,656 | 3.08% | 981,884 | 47.56% | 2,064,350 | 1,082,466 |
| Net Income / (Loss) From Water Emergency | (63,656) | 14.22% | (539,034) | 120.40% | (447,710) | 91,324 |
| Total Revenue | 111,265 | 3.55% | 1,383,440 | 44.11% | 3,136,489 | 1,753,049 |
| Total Expense | 179,024 | 4.92% | 1,864,867 | 51.26% | 3,637,772 | 1,772,905 |
| Net Income / (Loss) | (67,759) | 13.52% | (481,427) | 96.04% | (501,283) | (19,856) |

* Total income and expenses are different from the Statement of Revenue & Expenses due to how the finance and non-operating income are combined. Net income is identical.

* Bad Debt - invoice available upon request.

* Year to date misc expense includes a \$5,391 CalPers payment to be allocated by auditors FYE 6/30/16.

Recap of water drought related projects to show remaining budget amounts:

| Account # | Account | 2014-2015 YTD | 2015-2016 YTD | Activity from Inception | Total Budget | Remaining Budget |
|---------------|-----------------------------|----------------|----------------|-------------------------|------------------|------------------|
| 01-9-6030-584 | Water Supply Emergency 2014 | 132,505 | 118,475 | 250,980 | 21,000 | (229,980) |
| 01-9-6030-584 | Well 2 | 142,298 | 173,082 | 315,380 | 392,760 | 77,380 |
| 01-9-6030-585 | Medina Well | 32,328 | 389,353 | 421,681 | 599,950 | 178,269 |
| 01-9-6030-586 | Well 3/4 | 66,152 | 57,951 | 124,103 | 257,000 | 132,897 |
| 01-9-6030-587 | Well 5 | - | 154,539 | 154,539 | 329,820 | 175,281 |
| 01-9-6030-588 | Well 6 | - | 8,577 | 8,577 | 329,820 | 321,243 |
| 01-9-6030-589 | Grant Application Services | - | 79,907 | 79,907 | 80,000 | 93 |
| 01-9-6030-590 | NBS rate evaluation | - | - | - | 54,000 | 54,000 |
| | | 373,283 | 981,884 | 1,355,167 | 2,064,350 | 709,183 |

LDPCSD Financials**Statement of Net Assets (Balance Sheet)
for the month ending February 29, 2016****Asset :**

| | | |
|-------------------------------|-----------|----------------|
| Cash and investments | \$ | 631,868 |
| Restricted cash | \$ | - |
| Accts Receivable net of res | \$ | 159,004 |
| Water Drought Receivable | \$ | - |
| Inventory | \$ | 69,931 |
| Prpd expense & deposits | \$ | 18,755 |
| Deferred Outflow of Resources | \$ | 1,112 |
| Total current assets | \$ | 880,670 |

| | | |
|-----------------------------|-----------|------------------|
| Property, plant & equipment | \$ | 9,081,656 |
| less depreciation | \$ | (6,609,965) |
| C I P | \$ | 894,872 |
| Net P P & E | \$ | 3,366,563 |

Other L T Assets

Total Assets \$ 4,247,233**Liabilites:**

| | | |
|---------------------------|-----------|----------------|
| Accounts payable | \$ | 57,189 |
| Interest payable | \$ | - |
| Water Accrual | \$ | 10,000 |
| L T debt, current | \$ | 72,100 |
| Total current liab | \$ | 139,289 |

L T debt

| | | |
|------------------------------|----|----------|
| Post Retirement Benefit | \$ | 830,950 |
| Net Pension Liability | \$ | 188,741 |
| Deferred Inflow of Resources | \$ | 56,405 |
| Muni Loan | \$ | 965,406 |
| less current above | \$ | (72,100) |

Total Liabilites \$ 2,108,691

Net assets

\$ 2,138,542

Total liab & net ass't \$ 4,247,233

| <u>Vendor</u> | <u>Check Amount</u> | |
|---------------|--|-----------|
| 000012 | AQUA LAB | 540.00 |
| 000025 | CHEMCO PRODUCTS COMPANY | 7,090.37 |
| 000047 | LAWSON & SON BACKHOE & GRADIN | 415.00 |
| 000051 | MERCED IRRIGATION DISTRICT | 27,933.53 |
| 000065 | KKI CORPORATION | 369.25 |
| 000076 | USPS | 464.88 |
| 000091 | VALERO MARKETING & SUPPLY | 511.71 |
| 000094 | USA BlueBook | 1,931.18 |
| 000105 | PACIFIC GAS & ELECTRIC | 8,415.20 |
| 000106 | BINKLEY ASSOCIATES, INC | 2,625.00 |
| 000118 | D & D PEST CONTROL * | 64.00 |
| 000121 | UNION DEMOCRAT* | 885.66 |
| 000136 | AT&T | 445.31 |
| 000157 | CITY NATIONAL BANK | 59,503.04 |
| 000165 | ACWA/JPIA | 7,830.75 |
| 000176 | MARIPOSA CO. PUBLIC WORKS | 140.00 |
| 000198 | SPECTRUM TELECOM SYSTEMS | 136.05 |
| 000203 | GRISWOLD, LaSALLE, COBB, DOWD | 7,639.27 |
| 0003221 | KAMPA COMMUNITY SOLUTIONS LLC | 12,350.00 |
| 0003478 | The Source Group Inc | 8,167.66 |
| 000383 | BUSINESS CARD | 5,251.81 |
| 000411 | Bartel Associates LLC | 9,745.00 |
| 0004375 | Accela Inc #774375 | 4,158.00 |
| 000438 | Law Office of Linda Daube,APLC | 3,089.21 |
| 000488 | Golden State Surveying & Engineering Inc | 1,596.00 |
| 000550 | LUIS'S HOUSEKEEPING / YARDS | 140.00 |
| 000564 | TOTAL WASTE SYSTEMS MARIPOSA | 253.44 |
| 000587 | EL DORADO SEPTIC SERVICE INC | 660.00 |
| 000606 | BARRY ELECTRIC | 1,010.63 |
| 000610 | PARROT PLUMBING | 250.00 |
| 000623 | MOUNTAIN ALARM INC | 468.00 |
| 000635 | Contractor Compliance And Monitoring Inc | 1,900.00 |
| 00071 | Mother Lode Answering Service | 239.00 |
| 0009717 | Don Pucilowski | 900.00 |
| 001110 | SDRMA | 500.00 |
| 0032605 | NBS | 1,685.00 |
| 010129 | DANNY JOHNSON | 41.94 |
| 014384 | CANEPA AND SONS INC | 22,518.20 |
| 019970 | NJIRICH & SON'S INC | 35,929.23 |
| 101000 | Sierra Telephone | 50.50 |
| 660108 | VERIZON WIRELESS | 318.00 |
| 702 | Warmerdam CPA Group | 2,478.00 |
| UB*10430 | MR/MRS MANUEL LIMA | 85.40 |
| UB*10431 | MR/MRS KENNETH KENNEDY | 62.80 |
| UB*10432 | MR/MRS DIETER SCHROEDER | 540.46 |
| UB*10433 | THOMAS & GERALDINE GILLESPIE | 68.26 |

Report Total: 241,396.74

Special Meeting Minutes of the Board of Directors

9751 Merced Falls Road
February 16, 2016, 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.*

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

The Board of Directors of the Lake Don Pedro Community Services District held a special meeting at 9751 Merced Falls Rd., La Grange, CA 95329.

President Johnson called the meeting to order at 1:09 p.m.

Directors present: Johnson, Ross, Hankemeier, Sult, and Warren

Also present: IGM P. Kampa

Also present: Staff S. Marchesiello

Also present: Mary Beth Redding – Bartel Associates, LLC

Also present: John Blomberg - Blomberg & Griffin Accounting Corporation

***Approval to add an Emergency agenda item. Department of Water Resources
Commitment Letter – Proposition 84 Integrated Regional Water Management (IRWM)
Implementation Grant Award**

Motion: To approve adding the emergency agenda item DWR commitment letter to the agenda and placed on the agenda as item 6e.

Votes: Carried 5-0

First: Hankemeier Second: Warren

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

Nays: None

2. PUBLIC COMMENT:

None Given

3. FINANCIAL PRESENTATIONS:

- a. Presentation Report for Other Post-Employment Benefits (OPEB) Actuarial Valuation in accordance with Governmental Accounting Standards Board Statement No. 45 (GASB 45) - Bartel Associates

Presentation was given by Mary Beth Redding – (See attached)

- b. Presentation of the 2015 fiscal year audit - Blomberg & Griffin Accounting Corporation

Presentation given by John Blomberg – (See attached)

4. PRESENTATION ONLY:

- a. Presiding Officer's Report

None given

- b. Interim Manager's Report: Peter J. Kampa
Presented by IGM P. Kampa
- c. Chief Plant Operator's Report: R. Gilgo
Presented by IGM P. Kampa

5. APPROVAL OF CONSENT AGENDA: The following items may all be approved in one motion or considered separately as determined appropriate by the President

- a. Read and file the January 2016 Treasurer's Report
- b. Approval of the Minutes – Special Board Meeting January 21, 2016

Motion: To approve items a. & b. on the consent calendar to include the January 2016 Treasurer's Report and Special Board Meeting January 21, 2016

Votes: Carried 5-0

First: Hankemeier Second: Ross

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

Nays: None

- c. Approval of a Resolution extending the drought emergency declaration in accordance with the California Public Contract Code

Motion: To approve item c. on the consent calendar to extend the drought emergency declaration in accordance with the California Public Contract Code

Votes: Carried 4-1

First: Warren Second: Ross

Ayes: Warren, Ross, Sult, and Johnson

Nays: Hankemeier

6. DISCUSSION AND ACTION ITEMS:

- a. Approval of a Resolution revising Board Policy regarding Committees of the Board of Directors

Motion: To approve the recommended motion to approve Resolution xxxx, 2016, revising Board policy regarding committees of the Board of Directors

Votes: Carried 5-0

First: Warren Second: Sult

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

Nays: None

The following committee meetings are as follows:

The following are standing committees that will conduct their meetings in compliance with the Brown Act:

•Planning:

The Planning Committee shall be concerned with the formulation of plans for arranging, realizing, and/or achieving District goals.

•Ordinance:

The Ordinance Committee shall be concerned with proposed ordinances, resolutions and/or District policies, except those pertaining specifically to personnel.

•Personnel:

The Personnel Committee shall be concerned with the functions, activities, operations, compensation and welfare of District staff.

•Finance:

The Finance Committee shall be concerned with the financial management of the District, including the preparation of an annual budget and major expenditures.

•Public Information:

The Public Information Committee shall be concerned with assuring that information regarding the affairs of the District is adequately and appropriately communicated to its constituents and the public at large.

- b. Confirmation of the Board President's Standing Committee appointments for the 2016 calendar year.

Motion: To approve the recommended motion to confirm the appointment of the Board committees as presented by the Board President (Please see attached)

Votes: Carried 5-0

First: Warren Second: Sult

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

Nays: None

***Consensus of the board: To have the Finance Committee meet, discuss, and recommend what should be included in the monthly financial reports at the regular scheduled board meetings. Committee members are Warren and Hankemeier**

***Consensus of the board: Created an Ad Hoc committee called "GM Report Committee" to meet, discuss and recommend what the GM is to report out on each month in the regular scheduled board meetings. Committee members are Sult and Ross.**

- c. Approval of a Resolution rescinding previous Resolution 2013-4, a Resolution that prohibited the commitment of water supplies to properties with LDPCSD water service available, but located outside of the boundaries of Merced Irrigation District's Lake McClure water supply Place of Use.

***Consensus of the board: The Ordinance committee will review, gather, and present information and options to Board in a future meeting.**

- d. Staff report and discussion regarding statewide water issues including mandatory environmental water releases from dams, State Water Board water quality plans and other matters as they relate to current and future water supply for the Don Pedro community.

No action taken

- e. Emergency agenda item. Department of Water Resources Commitment Letter – Proposition 84 Integrated Regional Water Management (IRWM) Implementation Grant Award

Motion: To approve the recommended motion to approve staff recommendation as presented. (Please see attached)

Votes: Carried 5-0

First: Ross Second: Hankemeier

Ayes: Hankemeier, Ross, and Johnson

Nays: None

Closed open session – 3:54 p.m.

7. CLOSED SESSION:

Conference with Real Property Negotiator

The Board will confer with its appointed negotiator, General Manager Peter J. Kampa to discuss price, terms and conditions of a potential real estate transaction related to pipeline easement acquisition for the Emergency Water Supply Project, property information: Owner: Don Pucilowski, Location: 9717 Merced Falls Rd., La Grange, CA 95329, Mariposa County Assessor's Parcel No. 020-290-010-0.

Resume open session – 4:24 p.m.

***Report out of closed session: The board unanimously authorized IGM P. Kampa to negotiate and make an offer for the easements**

8. DIRECTORS COMMENTS:

Director Warren – Commented he would like to know the status of the rate structure study

Director Johnson – Commented he would like clarification of which employees qualify for benefits to determine whether the report on benefits was accurate. He also wanted to make sure all directors receive a copy of the letter auditor John Blomberg submitted to him at the meeting. (Please see attached) Finally, he also recommended that although the ordinance committee is reviewing the present resolution on the outside place of use, he suggested that our attorney also review it and possibly rename it to remove any negativity associated with it.

Director Sult – Commented he would like the district notify the public know when we will be pumping from the lakes and not the wells. In addition, he would like to know if it would benefit “us” to have Randy ‘Chief Plant Operator’ at the board meetings to provide the operational status.

9. ADJOURNMENT: 4:27 p.m.

Respectfully submitted by,

S. Marchesiello
Board Secretary

Finance Committee Meeting Minutes

9751 Merced Falls Road
March 7, 2016, at 3:30 p.m.

1. CALL TO ORDER: Pledge of Allegiance:

The Finance Committee of the Lake Don Pedro Community Services District held a finance Committee meeting at 9751 Merced Falls Rd., La Grange, CA 95329. at 3:30 p.m.

Directors present: Hankemeier, and Warren

Also present: IGM P. Kampa

Also present: Staff S. Marchesiello

2. DISCUSSION ITEM:

- a. Discussion regarding what financial reporting will be presented in the monthly board packets.

The finance committee and the GM met. The items discussed were, past and prior finance reports, budget vs. expenditures, various types of formats, cash flow, balance sheet, profit and loss, grant monies, reserves, fund accounting format, tracking expenses for the grants/wells, and ACWA guidelines.

Recommended Financial Reports

- Balance Sheet – shows a snapshot summary of the District's assets & liabilities (shows construction in progress)
- Consolidated income statement for the month – one page profit & loss
- Income Statement – or profit & loss report and supporting narrative – provides the detail of our performance to budget and a comparison of the same period last year.
- Investment & Reserves Report – Meets legal requirements & includes balance & performance of investments, as well as status of established reserves such as capital improvements & contingency reserves.
- Accounts Receivable Report & Payables – Assists the board in understanding how the customers are paying & delinquency status, outstanding grant payment, and snapshot of payable amounts.
- Claims Summary (List of Checks)
- Separate - capital, revenue & expenses
- Narrative – explains revenue & expenses – what is in the report

3. ADJOURNMENT: 5:07 p.m.

Respectfully submitted by,

S. Marchesiello
Board Secretary

February 19, 2016

Mr. Pete Kampa
General Manager
Lake Don Pedro Community Services District
9751 Merced Falls Road
La Grange, California 95329-8632

RE: Workers' Compensation Longevity Distribution

Dear Mr. Kampa,

On February 3, 2016, the SDRMA Board of Directors approved a longevity distribution for the seventh year in a row. The Longevity Distribution Policy was adopted by the Board to recognize and reward members for their loyalty and commitment to SDRMA programs. The policy is consistent with the goals and objectives of the Board's strategic business plan and helps ensure pool stability by rewarding members for remaining in our Property/Liability and Workers' Compensation programs.

This year, the Board approved a longevity distribution in the amount of \$856,492 for Property/Liability members and \$327,076 for Workers' Compensation members. For the Property/Liability program, over 90% of members will receive the distribution credit and for the Workers' Compensation program, over 86% of members will receive the distribution credit.

Congratulations! Since you have participated in our Workers' Compensation Program for 22 years as of June 30, 2015, your agency will receive a longevity distribution credit on your 2016-17 renewal contribution invoice in the amount of \$275. We encourage you to share this valuable news with your governing body!

There is no action required by your agency. Every member that has completed the 3 full program year initial commitment period for the Workers' Compensation program is eligible to receive a longevity distribution credit when they renew coverage. The longevity distribution may be declared by the Board of Directors each year only after all Board policy reserve requirements have been met. The amount available for the longevity distribution is the amount of investment earnings on reserves above the Board approved confidence level for each program as of June 30. The distribution is weighted based on the member's length of time in that program and the amount of the member's annual contributions compared to the total contributions of all pool members.

REMINDER – We hope to see you at our Annual Membership Meeting and Safety/Claims Education Day on March 29, 2016 at the Newport Beach Marriott Hotel and Spa! Visit our website, www.sdrma.org and click on "Register for a training workshop" in the right-hand column for more information.

Thank you for your participation and helping make SDRMA a premier risk management provider! If you have any questions, please contact the SDRMA Finance Department at 800.537.7790 or 916.231.4141.

Sincerely,
Special District Risk Management Authority



David Aranda, President
Board of Directors

RESOLUTION NO. 2016-__

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LAKE DON PEDRO COMMUNITY SERVICES DISTRICT
EXTENDING THE EMERGENCY DECLARATION PURSUANT TO
PUBLIC CONTRACT CODE §§ 22035 AND 22050**

The Board of Directors of the Lake Don Pedro Community Services District does hereby find:

WHEREAS, the Lake Don Pedro Community Services District (“District”) is a California community services district formed and existing under the provisions of the California Community Services District Law, codified at Government Code §§ 61000-61144, and all acts and laws amendatory thereof or supplementary thereto, and possessing all the powers thereof; and

WHEREAS, prior hereto, the District has adopted Resolution Nos. 2014-02 on February 18, 2014 and Resolution 2014-09, on December 3, 2014 respectively (the “Resolutions”); and

WHEREAS, the Resolutions established water conservation measures in response to the Governor’s drought and state of emergency proclamations of January 17, 2014 and April 25, 2014; and

WHEREAS, the District has determined that the remaining water supply in Lake McClure is inadequate to meet domestic, sanitation and fire protection purposes for the foreseeable future (declarations in Resolutions 2014-02, 2014-09 and 2015-15); and

WHEREAS, the Merced Irrigation District (MID) has notified the District that the current Temporary Urgency Petition approved by the State Water Resources Control Board (SWRCB) and Federal Energy Regulatory Commission (FERC) allowing the District to divert water from Lake McClure below minimum pool of 115,000 acre feet will expire December 31, 2015; and

WHEREAS, state and federal restrictions have prohibited the District from pumping water from its primary Lake McClure water supply beginning on December 31, 2015 and extending until the reservoir storage rises above 115,000 acre feet; and

WHEREAS, the District’ current water supply is only derived from the emergency wells, which are in various stages of construction, with additional construction work required to be completed as quickly as possible to allow for continuous temporary use of the new wells as the sole water supply of the District until Lake McClure has recovered; and

WHEREAS, completion of construction on the wells, including final power supply, electrical and SCADA controls, permanent piping, meter and vault installation, valves and final

easement acquisition could take an additional 60 to 90 days; and

WHEREAS, development of plans, specifications, notices, public bidding and other administrative requirements of the Public Contract Code needed for public bidding of the remaining well construction work will extend the construction by an additional 90 to 120 days or longer; and

WHEREAS, completion of construction of the projects is immediately needed on an emergency basis to avoid a water supply outage and health and safety crisis in the community; and

WHEREAS, in January 2015, the District Board took action for the District to become subject to the Uniform Construction Cost Accounting Act (UCCAA), set out at Public Contract Code §§ 22000-22045; and

WHEREAS, Public Contract Code § 22035 provides that in cases of emergency the District Board, as the governing body of the District, may (and upon compliance with Public Contract Code § 22050) proceed without giving notice of bids to let contracts; and

WHEREAS, Public Contract Code § 22035 also provides that the governing body may delegate to the appropriate agency manager the power to declare an emergency and/or proceed with repairs or replacements without approval by the Board; and

WHEREAS, Public Contract Code § 22050 provides contracting procedures without giving notice for bids to let contracts for these emergencies; and

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING, BE IT RESOLVED by the Board of Directors of the Lake Don Pedro Community Services District, that the District hereby adopts the following to be effective immediately and throughout the duration of the water supply emergency:

1. All findings in Resolutions 2014-02, 2014-09 and 2015-15 are incorporated herein.
2. All of the foregoing recitals are true and correct, and are incorporated herein.
3. The emergency conditions and needs declared in Resolution 2015-13 remain in effect and are extended by adoption of this Resolution.
4. The Board finds on the basis of the foregoing, including all matter incorporated by reference in the foregoing, that a continuing grave water supply emergency is facing the District such that the time required for the notice and advertisement for public bids would preclude timely action by the District to secure an alternate or supplemental water supply before the District's Lake McClure supply is not available due to drought, low water levels and regulatory requirements on governing water use from Lake McClure.
5. The Board finds that due to the water supply emergency, that pursuant to Public Contract Code § 22035, public bidding to let contracts to secure an alternate or supplemental water

- supply will not be given.
6. The Board further finds that due to the water supply emergency, that pursuant to Public Contract Code § 22050, public bidding to let contracts to secure an alternate or supplemental water supply will not be given, in that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the action is necessary to respond to the emergency.
 7. The Board, pursuant to Public Contract Code § 22050(b), hereby delegates to the District General Manager the authority to order any action pursuant to Public Contract Code §22050(a)(1).
 8. The Board shall review the above emergency action pursuant to the requirements of Public Contract Code § 22050(c).
 9. This Resolution is effective immediately upon its adoption.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Lake Don Pedro Community Services District on March 21, 2016, 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 March 21, 2016.

DATED:

Syndie Marchesiello, Secretary

July1, 2014 - June 30, 2015

| <u>DATE</u> | <u>AMOUNT</u> | <u>RECIPIENT</u> | <u>NATURE OF CHARGE</u> |
|-------------|---------------|---------------------|-------------------------|
| 9/8/2014 | 183.75 | Ralph Felix | Tool Reimbursement |
| 9/16/2014 | 1298.52 | Ralph Felix | Industrial Electric |
| 3/17/2015 | 145.72 | Syndie Marchesiello | Mileage Reimbursment |

Lake Don Pedro Community Services District

Regular Meeting of March 21, 2016

AGENDA SUPPORTING DATA

5. DISCUSSION AND ACTION ITEMS:

- a. Approval of revised project descriptions and budgets under various scenarios for the 2015 Proposition 84 Integrated Regional Water Management grant contract with the Department of Water Resources.

Background

The Board previously approved the submittal of an application to the 2015 Proposition 84 Integrated Regional Water Management Grant program, administered by the Department of Water Resources (DWR). The application was for three projects:

1. The Service Line replacement Project
2. A Regional Water Conservation Program
3. A portion of the cost for construction of the emergency wells

The District in February received the attached grant offer from the DWR, at 27% of the amount we had requested. The Board has recently recommended that the three projects be revised and reduced proportionally based on the lower grant offered. We are now required, as shown in the DWR letter, to describe the revised project due to the lower funding amount. We have been in communication with DWR to request their approval to delay the revised scope of work, since we are waiting for the USDA to award funding for the emergency wells.

The attached budget scenarios were prepared to reflect the proposed budget for each project if the USDA funding is awarded, and if the funding is not awarded. DWR has agreed to wait for the USDA decision. This issue is before the Board for review and recommendation of approval of the budget as presented. If approved by the Board, the scope of work for the project will be crafted based on the budget as presented. We will be submitting the revised budget and scope of the project before the April Board meeting.

Recommended Motion

Motion to approve the IRWMP budgets as presented, with project scope of work to be developed to fit the approved budget within the state grant guidelines. .

DEPARTMENT OF WATER RESOURCES

1416 NINTH STREET, P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791



January 13, 2016

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

Commitment Letter - 2015 Proposition 84 Integrated Regional Water Management
(IRWM) Implementation Grant Award

Dear Mr. Kampa:

We are pleased to inform you that the proposal, Yosemite-Mariposa Lake Don Pedro Community Services District 2015 IRWM Implementation Grant Proposal, filed by Lake Don Pedro Community Services District has been awarded funding by the Department of Water Resources (DWR). This letter serves as DWR's conditional commitment of \$1,001,547 in Proposition 84 grant funding for the proposal. This award is conditioned upon the execution of a Grant Agreement between DWR and your agency. A copy of the Grant Agreement template is available at the following website:
http://www.water.ca.gov/irwm/grants/resources_contracttemp.cfm

The conditions that must be met before DWR will enter into a Grant Agreement with your agency and additional requirements that must be addressed to maintain eligibility and receive grant funds are listed in Attachment 1. Your timely attention to these requirements is very critical to execute the Grant Agreement. Failure to meet these conditions and requirements, in a timely manner, may result in DWR revoking the grant award.

Please return the requested information within the time periods listed in Attachment 1, to Jason Preece at:

Department of Water Resources
Post Office Box 942836
Sacramento, California 94236-0001

If you have any questions, please contact Jason Preece at (916) 651-9636 or
Jason.Preece@water.ca.gov.

Sincerely,

A handwritten signature in blue ink that reads "Tracie L. Billington".

Tracie L. Billington, P.E., Chief
Financial Assistance Branch
Division of Integrated Regional Water Management

Attachment

Attachment 1

Grant Agreement Execution Conditions and Additional Requirements

The following execution conditions must be met before DWR will execute the Grant Agreement. The Additional requirements must be met on an ongoing basis by the Grantee to maintain grant funding eligibility and must be met prior to disbursement of grant funds.

Execution Conditions:

- Within 14 calendar days of the date of this letter, submit a letter or send an e-mail confirming your agency as the Grantee to accept the grant award in the amount of \$1,001,547.
- Within 60 calendar days of the date of this letter:
 - **Submit documentation to demonstrate that each of the Project Proponent(s) has available sources of sufficient funds to complete the grant-funded project(s). Specifically, fill out and submit the "Financial Statement Summary Form" available at the following link:**
http://www.water.ca.gov/irwm/grants/resources_forms/FinancialStatementSummaryForm.xlsx along with copies of the most recent three years of audited financial statements (preferably electronic) including the following items:
 - **Balance sheets, statements of sources of income and uses of funds, a summary description of existing debts including bonds, and the most recent annual budget. Submit separate details for the water enterprise fund, if applicable to an agency or organization.**
 - **A list of all cash reserves, restricted and unrestricted, and any planned uses of those reserves.**
 - **Any loans required for project funding and a description of the repayment method of any such loans.**
 - Submit the list of projects and any changes to the work plan, budget, or schedule since the grant application was submitted. Any proposed changes should be submitted as track changes to the original document (work plan, budget, or schedule), and an explanation of the changes provided. Changes will only be considered acceptable by DWR if the project maintains or increases the level of quality and benefits as compared to the original application, unless the grant award amount is less than what was requested in the grant application. Grantee must maintain the projects and benefits for the disadvantaged communities at a level that is at least proportional to the grant award percentage of total grant request.
 - Grantee must complete an Environmental Information Form for each individual project and submit to DWR. Electronic fillable form is available at the following link:
http://www.water.ca.gov/irwm/grants/resourceslinks/IRWM_CEQA EIF.pdf

Additional Requirement to Maintain Eligibility for Grant Reimbursements:

Grantee must meet, as applicable, the following ongoing requirement(s) to remain eligible to receive State funds:

- Grantee must demonstrate compliance with all applicable requirements of the California Environmental Quality Act (CEQA) and, if applicable, the National Environmental Policy Act (NEPA). DWR is the responsible agency in complying with CEQA for each individual project included in the grant agreement. Grantee must submit documents that satisfy the CEQA and NEPA process as well as any mitigation agreements, and environmental permits. Reimbursement of grant expenses related to construction projects is subject to the DWR's decision to concur or not concur with the Grantee's final CEQA document.
- All local project sponsors that are Urban Water Suppliers must:

- Maintain compliance with water metering requirements (CWC §525 et seq.).
- Meet the Urban Water Management Planning (UWMP) Act requirements (CWC §10610 - 10656) and requirements CWC §10608.16 -10608.44.
- Maintain compliance with the UWMP Act and Sustainable Water Use and Demand Reduction, Part 2.55 of Division 6 (CWC§10608 et. Seq.)
- All local project sponsors that are Agricultural Water Suppliers must:
 - Maintain compliance with water conservation requirements outlined in Part 2.55 (commencing with §10608) of Division 6 of the CWC.
- Projects with potential groundwater impacts must demonstrate compliance with the groundwater compliance options set forth on pages 14 and 15 of the IRWM Program Guidelines, dated May 2015.
- Grantee or local project sponsors that have been designated as monitoring entities under the California Statewide Groundwater Elevation Monitoring (CASGEM) Program must maintain reporting compliance, as required by CWC§ 10920 and the CASGEM Program.
- Surface water diverters receiving grant funding must comply with surface water diversion reporting requirements outlined in Part 5.1 (commencing with §5100) of Division 2 of the CWC. If a surface water diverter is not current with its surface water diversion reporting, then explain why the reports are not current and provide an estimated submittal date. DWR may withhold execution of the grant agreement or disbursing grant funds until reporting is current.

| | Original Project Grant Request | (Proposed) Revised Grant Award at 27% and NO USDA Funding | Proposed Revised Grant Award with USDA Funding |
|---|---|--|---|
| Project #1, Drought Emergency Groundwater Wells | \$ 631,204 | \$ 500,000 | \$ - |
| Project #2, Regional Water Use Efficiency Program | \$ 518,820 | \$ 140,081 | \$ 140,081 |
| Project #3, Service Line Replacement Project | \$ 2,404,140 | \$ 281,466 | \$ 652,687 |
| Grant Administration | \$ 208,779 | \$ 80,000 | \$ 208,779 |
| Totals | \$ 3,762,943 | \$ 1,001,547 | \$ 1,001,547 |

Lake Don Pedro Community Services District

Regular Meeting of March 21, 2016

AGENDA SUPPORTING DATA

5. DISCUSSION AND ACTION ITEMS:

- b. Approval of a 2015/16 Budget amendment to reflect the revised final cost estimate for the Emergency Groundwater Well Project

Background

If the USDA grant funding is approved, the project budgets will need to be modified and approved as attached.

Recommended Motion

Motion to approve 2015/16 budget amendment for the Emergency Groundwater well projects if the USDA funding is approved. .

Well Budget Amendment

| BUDGET ACTION | WELL 2 | MEDINA WELL | WELL 5 | Well 3/4 | Well 6 | TOTAL |
|-------------------------------|-----------|-------------|-----------|-----------|------------|-------------|
| 2015/16 Approved Budget | \$392,760 | \$599,950 | \$211,280 | \$257,000 | \$329,820 | \$1,790,810 |
| Proposed Final Budget 2015/16 | \$475,260 | \$652,450 | \$488,25 | \$212,000 | \$0 | \$1,827,960 |
| CHANGE | \$82,500 | \$52,500 | \$276,970 | -\$45,000 | -\$329,820 | \$37,150 |

| | DISTRICT PORTION OF COSTS |
|---------------------------|---------------------------|
| Current 2015/16 Budget | \$289,435 |
| Proposed Budget Amendment | \$320,155 |
| CHANGE | -\$30,720 |

Lake Don Pedro Community Services District
Wells No. 2, 3, 4, 5 and Medina Work Scope, Budget, Funding Source
 January 11, 2016

Well 2: Phase 1 - Planning/Engineering/Environmental

| Task No.: | Task Description: | Cost: | DWR DERP: | SWRCB: | USDA: | SRF: | DWR Bond Law | District: |
|-----------|--|---------------|-----------|--------------|-------|------|--------------|-----------|
| 1 | Project Evaluations and Pre-Design Engineering | \$ 30,000.00 | | \$ 30,000.00 | | | | |
| 2 | Plans, Specifications, and Estimates (PS&E) | \$ 40,000.00 | | \$ 30,000.00 | | | \$ 10,000.00 | |
| 3 | Environmental Documents | \$ 3,500.00 | | \$ 3,500.00 | | | | |
| 4 | Right-of-Way (ROW) Acquisition | \$ 15,000.00 | | \$ 15,000.00 | | | | |
| 5 | Permitting | \$ 1,500.00 | | \$ 1,500.00 | | | | |
| 6 | Project Management | \$ 30,000.00 | | \$ 10,000.00 | | | \$ 20,000.00 | |
| Total: | | \$ 120,000.00 | \$ - | \$ 90,000.00 | \$ - | \$ - | \$ 30,000.00 | \$ - |

Well 2: Phase 2 - Construction

| Task No.: | Task Description: | Cost: | DWR DERP: | SWRCB: | USDA: | SRF: | DWR Bond Law | District: |
|-----------|--|---------------|---------------|--------------|-------|------|--------------|--------------|
| 1 | Test Hole Drilling, Sampling, Logging, Testing (Assume 8 Test Holes) | \$ 88,000.00 | \$ 83,000.00 | | | | | \$ 5,000.00 |
| 2 | Well Drilling, Install Casing and Screening, Development, and Testing | \$ 50,000.00 | \$ 45,000.00 | | | | | \$ 5,000.00 |
| 3 | Well Equipping, Mechanical, Electrical, and Controls | \$ 60,000.00 | \$ 60,000.00 | | | | | |
| 4 | Site Improvements and Fencing | \$ 10,000.00 | \$ 10,000.00 | | | | | |
| 5 | Power Source Improvements | \$ 25,000.00 | \$ 2,000.00 | \$ 23,000.00 | | | | |
| 6 | Connection to Raw Water System, Pipe, Valving, Surface Restoration | \$ 15,000.00 | | \$ 15,000.00 | | | | |
| | Contingency | \$ 79,760.00 | | \$ 29,760.00 | | | \$ 50,000.00 | |
| Total: | | \$ 327,760.00 | \$ 200,000.00 | \$ 67,760.00 | \$ - | \$ - | \$ 50,000.00 | \$ 10,000.00 |

Well 2: Phase 3 - Construction Management/Inspection/Project Closeout

| Task No.: | Task Description: | Cost: | DWR DERP: | SWRCB: | USDA: | SRF: | DWR Bond Law | District: |
|-----------|------------------------|--------------|-----------|--------------|-------|------|--------------|-------------|
| 1 | Resident Engineering | \$ 10,000.00 | | \$ 10,000.00 | | | | |
| 2 | Construction Surveying | \$ 2,500.00 | | \$ 2,500.00 | | | | |
| 3 | Inspection | \$ 10,000.00 | | \$ 10,000.00 | | | | |
| 4 | Project Closeout | \$ 5,000.00 | | \$ 1,240.00 | | | \$ 2,500.00 | \$ 1,260.00 |
| Total: | | \$ 27,500.00 | \$ - | \$ 23,740.00 | \$ - | \$ - | \$ 2,500.00 | \$ 1,260.00 |

Well 2 Total: \$ 475,260.00 \$ 200,000.00 \$ 181,500.00 \$ - \$ - \$ 82,500.00 \$ 11,260.00

Medina Well: Phase 1 - Planning/Engineering/Environmental

| Task No.: | Task Description: | Cost: | DWR DERP: | SWRCB: | USDA: | SRF: | DWR Bond Law | District: |
|-----------|--|---------------|-----------|--------|-------|------|--------------|---------------|
| 1 | Project Evaluations and Pre-Design Engineering | \$ 10,000.00 | | | | | \$ 10,000.00 | |
| 2 | Plans, Specifications, and Estimates (PS&E) | \$ 30,000.00 | | | | | \$ 29,175.00 | \$ 825.00 |
| 3 | Environmental Documents | \$ 3,500.00 | | | | | | \$ 3,500.00 |
| 4 | Right-of-Way (ROW) Acquisition (Property Purchase + Pipeline Easement) | \$ 262,350.00 | | | | | | \$ 262,350.00 |
| 5 | Permitting | \$ 1,500.00 | | | | | | \$ 1,500.00 |
| 6 | Project Management | \$ 30,000.00 | | | | | \$ 20,000.00 | \$ 10,000.00 |
| Total: | | \$ 337,350.00 | \$ - | \$ - | \$ - | \$ - | \$ 59,175.00 | \$ 278,175.00 |

Medina Well: Phase 2 - Construction

| Task No.: | Task Description: | Cost: | DWR DERP: | SWRCB: | USDA: | SRF: | DWR Bond Law | District: |
|-----------|---|---------------|-----------|---------------|-------|------|--------------|-----------|
| 1 | Existing Well, Sampling, Logging, Testing | \$ 10,000.00 | | \$ 10,000.00 | | | | |
| 2 | Install Temporary Piping to Existing WTP, Transducers at Wells 1 and 2, Testing | \$ 50,000.00 | | \$ 50,000.00 | | | | |
| 3 | Well Equipping, Mechanical, Electrical, and Controls | \$ 60,000.00 | | \$ 60,000.00 | | | | |
| 4 | Site Improvements and Fencing | \$ 10,000.00 | | \$ 10,000.00 | | | | |
| 5 | Power Source Improvements | \$ 25,000.00 | | \$ 25,000.00 | | | | |
| 6 | Connection to Raw Water System, Pipe, Valving, Surface Restoration | \$ 75,000.00 | | \$ 75,000.00 | | | | |
| | Contingency | \$ 57,600.00 | | \$ 27,600.00 | | | \$ 30,000.00 | |
| Total: | | \$ 287,600.00 | \$ - | \$ 257,600.00 | \$ - | \$ - | \$ 30,000.00 | \$ - |

Medina Well: Phase 3 - Construction Management/Inspection/Project Closeout

| Task No.: | Task Description: | Cost: | DWR DERP: | SWRCB: | USDA: | SRF: | DWR Bond Law | District: |
|-----------|------------------------|--------------|-----------|--------|-------|------|--------------|-----------|
| 1 | Resident Engineering | \$ 10,000.00 | | | | | \$ 10,000.00 | |
| 2 | Construction Surveying | \$ 2,500.00 | | | | | \$ 2,500.00 | |
| 3 | Inspection | \$ 10,000.00 | | | | | \$ 10,000.00 | |
| 4 | Project Closeout | \$ 5,000.00 | | | | | \$ 5,000.00 | |
| Total: | | \$ 27,500.00 | \$ - | \$ - | \$ - | \$ - | \$ 27,500.00 | \$ - |

Medina Well Total: \$ 652,450.00 \$ - \$ 257,600.00 \$ - \$ - \$ - \$ 116,675.00 \$ 278,175.00

Well 2 and Medina Total \$ 1,127,710.00 \$ 200,000.00 \$ 439,100.00 \$ - \$ - \$ - \$ 199,175.00 \$ 289,435.00

Wells 3 & 4: Phase 1 - Planning/Engineering/Environmental

| Task No.: | Task Description: | Cost: | DWR DERP: | SWRCB: | USDA: | SRF: | DWR Bond Law | District: |
|-----------|--|--------------|-----------|--------|--------------|------|--------------|-----------|
| 1 | Project Evaluations and Pre-Design Engineering | \$ 30,000.00 | | | \$ 29,825.00 | | \$ 175.00 | |
| 2 | Plans, Specifications, and Estimates (PS&E) | \$ 10,000.00 | | | \$ 9,350.00 | | \$ 650.00 | |
| 3 | Environmental Documents | \$ 20,000.00 | | | \$ 18,000.00 | | \$ 2,000.00 | |
| 4 | Right-of-Way (ROW) Acquisition | \$ - | | | | | | |
| 5 | Permitting | \$ 5,000.00 | | | \$ 5,000.00 | | | |
| 6 | Project Management | \$ 15,000.00 | | | | | \$ 15,000.00 | |
| Total: | | \$ 80,000.00 | \$ - | \$ - | \$ 62,175.00 | \$ - | \$ 17,825.00 | \$ - |

Wells 3 & 4: Phase 2 - Construction

| Task No.: | Task Description: | Cost: | DWR DERP: | SWRCB: | USDA: | SRF: | DWR Bond Law | District: |
|-----------|---|---------------|-----------|--------|--------------|------|---------------|-----------|
| 1 | Test Hole Drilling, Sampling, Logging, Testing (Assume 2 Test Holes) | \$ 22,000.00 | | | \$ 22,000.00 | | | |
| 2 | Well Drilling, Install Casing and Screening, Development, and Testing | \$ 100,000.00 | | | | | \$ 100,000.00 | |
| 3 | Well Equipping, Mechanical, Electrical, and Controls | \$ - | | | | | | |
| 4 | Site Improvements and Fencing | \$ - | | | | | | |
| 5 | Power Source Improvements | \$ - | | | | | | |
| 6 | Connection to Water System, Pipe, Valving, Surface Restoration | \$ - | | | | | | |
| 7 | Portable Water Treatment Plant | \$ - | | | | | | |
| | Contingency | \$ - | | | | | | |
| Total: | | \$ 122,000.00 | \$ - | \$ - | \$ 22,000.00 | \$ - | \$ 100,000.00 | \$ - |

Wells 3 & 4: Phase 3 - Construction Management/Inspection/Project Closeout

| Task No.: | Task Description: | Cost: | DWR DERP: | SWRCB: | USDA: | SRF: | DWR Bond Law | District: |
|-----------|------------------------|--------------|-----------|--------|-------|------|--------------|-----------|
| 1 | Resident Engineering | \$ 10,000.00 | | | | | \$ 10,000.00 | |
| 2 | Construction Surveying | \$ - | | | | | | |
| 3 | Inspection | \$ - | | | | | | |
| 4 | Project Closeout | \$ - | | | | | | |
| Total: | | \$ 10,000.00 | \$ - | \$ - | \$ - | \$ - | \$ 10,000.00 | \$ - |

Well 3 & 4 Total: \$ 212,000.00 \$ - \$ - \$ 84,175.00 \$ - \$ 127,825.00 \$ -

Well 5: Phase 1 - Planning/Engineering/Environmental

| Task No.: | Task Description: | Cost: | DWR DERP: | SWRCB: | USDA: | SRF: | DWR Bond Law | District: |
|-----------|--|---------------|-----------|--------|---------------|------|--------------|-----------|
| 1 | Project Evaluations and Pre-Design Engineering | \$ 30,000.00 | | | \$ 30,000.00 | | | |
| 2 | Plans, Specifications, and Estimates (PS&E) | \$ 40,000.00 | | | \$ 40,000.00 | | | |
| 3 | Environmental Documents | \$ 30,000.00 | | | \$ 30,000.00 | | | |
| 4 | Right-of-Way (ROW) Acquisition | \$ 15,000.00 | | | \$ 15,000.00 | | | |
| 5 | Permitting | \$ 1,500.00 | | | \$ 1,500.00 | | | |
| 6 | Project Management | \$ 30,000.00 | | | \$ 29,000.00 | | \$ 1,000.00 | |
| Total: | | \$ 146,500.00 | \$ - | \$ - | \$ 145,500.00 | \$ - | \$ 1,000.00 | \$ - |

Well 5: Phase 2 - Construction

| Task No.: | Task Description: | Cost: | DWR DERP: | SWRCB: | USDA: | SRF: | DWR Bond Law | District: |
|-----------|---|---------------|-----------|--------|---------------|------|--------------|-----------|
| 1 | Test Hole Drilling, Sampling, Logging, Testing | \$ 25,000.00 | | | \$ 19,000.00 | | \$ 6,000.00 | |
| 2 | Well Drilling, Install Casing and Screening, Development, and Testing | \$ 75,000.00 | | | \$ 9,000.00 | | \$ 66,000.00 | |
| 3 | Well Equipping, Mechanical, Electrical, and Controls | \$ 75,000.00 | | | \$ 75,000.00 | | | |
| 4 | Site Improvements and Fencing | \$ 50,000.00 | | | \$ 50,000.00 | | | |
| 5 | Power Source Improvements | \$ 25,000.00 | | | \$ 25,000.00 | | | |
| 6 | Connection to Raw Water System, Pipe, Valving, Surface Restoration | \$ 30,000.00 | | | \$ 30,000.00 | | | |
| | Contingency | \$ 34,825.00 | | | \$ 34,825.00 | | | |
| Total: | | \$ 314,825.00 | \$ - | \$ - | \$ 242,825.00 | \$ - | \$ 72,000.00 | \$ - |

Well 5: Phase 3 - Construction Management/Inspection/Project Closeout

| Task No.: | Task Description: | Cost: | DWR DERP: | SWRCB: | USDA: | SRF: | DWR Bond Law | District: |
|-----------|------------------------|--------------|-----------|--------|--------------|------|--------------|-----------|
| 1 | Resident Engineering | \$ 10,000.00 | | | \$ 10,000.00 | | | |
| 2 | Construction Surveying | \$ 2,500.00 | | | \$ 2,500.00 | | | |
| 3 | Inspection | \$ 10,000.00 | | | \$ 10,000.00 | | | |
| 4 | Project Closeout | \$ 5,000.00 | | | \$ 5,000.00 | | | |
| Total: | | \$ 27,500.00 | \$ - | \$ - | \$ 27,500.00 | \$ - | \$ - | \$ - |

Well 5 Total: \$ 488,825.00 \$ - \$ - \$ 415,825.00 \$ - \$ 73,000.00 \$ -

Grand Total: \$ 1,828,535.00 \$ 200,000.00 \$ 439,100.00 \$ 500,000.00 \$ - \$ 400,000.00 \$ 289,435.00

Lake Don Pedro Community Services District

Regular Meeting of March 21, 2016

AGENDA SUPPORTING DATA

5. DISCUSSION AND ACTION ITEMS:

- c. Discussion and establishment of priorities for the purpose of development of a Capital Improvement/replacement Plan (CIP) for District assets

Background

The purpose of this agenda item is to begin the discussion of Board priorities for the use of our very limited cash, on capital improvements such as replacement pumps, pipes, valves, treatment plant improvements, etc. The District has many tens of millions of dollars in infrastructure assets and the funding available for their replacement is limited, and always will be. Priorities must be established so that annual funding can be allocated to the right projects.

For example, in years past, we have been able to allocate up to \$250,000 annually for replacement and improvement of capital assets. Over a ten year period at that investment rate, we will have spent \$2.5 million on capital projects. In reality if we addressed replacement projects with priorities set on a year to year basis without thinking about priorities and what items will be needed in which year, what will break, what state regulations will require, within that 10 year period we could likely have spent double or more what we had intended. Setting priorities based on solid engineering data and needs assessments makes your annual capital costs much more predictable.

Board priorities are set on a functional basis, and staff including operations and your /district engineer will identify the projects that meet those needs. Priorities are not set on a project by project basis. We request that the Board have a discussion at this meeting to direct staff with their collective priorities on the following:

1. Continuous water Supply
2. Water system reliability including redundancy during system breakdowns
3. Water system cost efficiency such as investing in projects that reduce long term costs
4. Water quality/water safety

Recommended Motion

No action is required at this time, and staff recommends a separate Board or committee meeting to further discuss project priorities.

Lake Don Pedro Community Services District

Regular Meeting of March 21, 2016

AGENDA SUPPORTING DATA

5. DISCUSSION AND ACTION ITEMS:

- d. Consideration of the development of management objectives for 2016/17

Background

The Board's only employee is the General Manager. To ensure the successful performance of the District, the Board should routinely and regularly review the performance of the General Manager. In order to ensure that the General Manager is performing to the expectations of the Board, a set of performance expectations, or "objectives" should be developed by the General Manager for approval by the Board. Measurement of the success of these objectives is then used in conjunction with other Board evaluation criteria to determine on a regular basis if the General Manger is meeting the expectation of the Board.

The Board has conducted a series of planning meetings and adopted a five year strategic business plan. The purpose of this agenda item is to direct the General Manager to prepare a slate of management objectives that are intended to move the strategic plan forward to successful completion. Examples of management objectives that are consistent with, and support our strategic plan are:

1. Coordinate and direct the preparation of a water distribution system maintenance program.
2. Contract for, and coordinate the development of a Capital Improvement Program for the water treatment plant and water distribution system
3. Propose solutions to the water distribution system leakage problems

The General Manager should be expected to develop management objectives addressing each aspect of the adopted strategic plan. Once the objectives are developed by the GM in public meetings and approved by the Board, they become the basis for evaluation of success, or performance measurements against which the manager's performance can be determined.

Recommended Motion

Direct the General Manager to prepare an initial slate of management objectives to be considered by the Board at its April Regular Board meeting.