

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

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

Special Meeting of the Board of Directors

9751 Merced Falls Road
September 1, 2023 at 2:00 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. CLOSED SESSION:**
 - a. CLOSED SESSION
Government Code 54957(b)(1)
PUBLIC EMPLOYMENT
Position: Former General Manager
- 3. DISCUSSION AND ACTION ITEMS:**
 - a. Discussion / Approval regarding Payment of Accruals to Former General Manager
 - b. Discussion / Information / regarding the Media Replacement in Water Treatment Filters
- 4. ADJOURNMENT:**

Meeting agendas and written materials supporting agenda items, if produced, can be received by the public for free in advance of the meeting by any of the following options:

- A paper copy viewed at the District office, 9751 Merced Falls Rd., La Grange, CA 95329 during business hours or mailed pursuant to a written request and payment of associated mailing fees
- An electronic copy received by email. Note - a form requesting email delivery of agendas and/or meeting materials must be completed a minimum of one week in advance of the meeting
- Viewed on the Board page of the District's website
- A limited number of copies of agenda materials will also be available at the meeting

Americans with Disabilities Act Compliance: If you require special assistance to participate in Board Meetings, please contact the LDPCSD Board Secretary at (209) 852-2251 Ext. 2. Advance notification will enable the District to make reasonable arrangements to insure accessibility



Lake Don Pedro Community Services District

STAFF REPORT

To: Board of Directors

From: Dave Savidge

Date: August 31, 2023

Subject: Payment of Former General Manager

Description –Warmerdam CPA Group Staff Accountant notified District Office that he needed clarification on payment of unused Admin Leave for exiting General Manager.

To: Jeremy Mulder <[REDACTED]>
Subject: administration leave

Hello Jeremy,

As I begin my transition away from LDPCSD I plan on utilizing all my accrued time per District policy. Please see below from section F. of my employment contract:

F. Administrative Leave. The General Manager shall receive ten (10) days of paid administrative leave for the anniversary date of this Agreement which may be used during that 1-year period. Any unused administrative leave remaining at the end of each fiscal shall be paid to the General Manager and may not be rolled over to the next year.

Since I will not be here in June "end of fiscal" I would like to be paid for my administration leave prior to my departure. My last day of employment with LDPCSD is September 4th, 2023. Please let me know if there are any questions in regards to my request.

Thank you,

Patrick McGowan
General Manager
[REDACTED]

Dave Savidge

From: Jeremy Mulder [REDACTED] >
Sent: Monday, August 28, 2023 5:56 PM
To: Dave Savidge
Subject: Administrative Leave
Attachments: GM PM employment contract.pdf

Hello Dave,

I would like to get your opinion on the attached contract that Patrick has in place, and in particular section "F. Administrative Leave". Based on his anniversary date of June 10, would Patrick be paid out for unused Admin Leave that he did not use in the current period of 6/10/23 thru today? If you have the full contract the answer may be on the next page, but I only have the page that I attached.

Thanks,
Jeremy

Jeremy Mulder, Staff Accountant
Warmerdam CPA Group
[REDACTED]
[REDACTED]

PRIVILEGED AND CONFIDENTIAL: This communication and any accompanying documents are confidential and privileged. They are intended for the sole use of the addressee. If you receive this transmission in error, you are advised that any disclosure, copying, distribution, or the taking of any action in reliance upon this communication is strictly prohibited. Moreover, any such disclosure shall not compromise or waive the attorney-client, accountant-client, or other privileges as to this communication or otherwise. If you have received this communication in error, please contact me at the above email address. Thank you.

DISCLAIMER: Any accounting, business or tax advice contained in this communication, including attachments and enclosures, is not intended as a thorough, in-depth analysis of specific issues, nor a substitute for a formal opinion, nor is it sufficient to avoid tax-related penalties. If desired, Warmerdam CPA Group would be pleased to perform the requisite research and provide you with a detailed written analysis. Such an engagement may be the subject of a separate engagement letter that would define the scope and limits of the desired consultation services.



Lake Don Pedro Community Services District

STAFF REPORT

To: Board of Directors

From: Dave Savidge

Date: August 31, 2023

Subject: Media Replacement in Water Treatment Filters

Description – Discussion and Update Regarding the Media Replacement in Water Treatment Filters