

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

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

Regular Meeting of the Board of Directors

9751 Merced Falls Road
May 20, 2024 at 1:00 p.m.

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

AGENDA

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

2. PUBLIC COMMENT:

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

3. PRESENTATION ONLY:

- a. Presiding Officer's Report
- b. General Manager's Report:
 - Grant / Study Updates
 - Current District Projects
 - Operations Updates
 - Administrative Updates

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

- a. Read and file the Treasurer's Report for the period ending April 30, 2024 including summary of claims paid
- b. Approval of the Minutes of the following meetings:
 - ♦ Regular Meeting of April 15, 2024
 - ♦ Special Meeting of May 8, 2024

5. DISCUSSION AND ACTION ITEMS:

- a. Discussion / Approval regarding the LDPCSD 2024-25 Preliminary Budget
- b. Information Only regarding the Legislative Office Visit with CSDA and the Office of Congressman Tom McClintock
- c. Information Only regarding and Update on the Meter Audit

6. ADJOURNMENT:

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

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

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



GENERAL MANAGER'S REPORT

May 20th, 2024

Weather: We have had several storms this year possibly have more to go. According to our weather station next to the administration building, we have had 20.76 inches of rain since October 2023.

Good News: Syndie received an email from the DWR stating that they had a check waiting for LDPCSD if we could find files to close the project that involved the wells several years ago. Syndie and I worked together along with DWR over several days to provide the documents. If accepted, we will be receiving the check in June/July.

Central Tank Site: Mar-Tech Construction has been on the Central Tank site taking final measurements so they can make a fitting that will join two pipes in a tight spot. Randy and I have reviewed the map book several times and are quite certain of the area where we will have the water off. We will notify these customers once we receive a definitive start date.

Solar: Josh Clark from SigSolar had a representative come by to collect information for an estimate for the Administration Building. We also discussed the Treatment Plant utilizing solar as well and will have more information to come.

Water Distribution System: The system is running fine with the exception of a few leaks. The Operations Crew has been staying busy with the normal maintenance duties and I am in the process of changing the work order form that we are utilizing.

Last week in our staff meeting we discussed how the Water Quality is changing in the Treatment Plant and we are making the necessary adjustments accordingly.

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

- District phone – (209) 852-2331 Ext 1
- E-mail - dave@ldpcsd.org

Grant/Study Updates

DWR RAW WATER INTAKE PUMP STATION PROJECT- Status: – DWR wants to move forward with this project. The hold up is with DDW Finance. Waiting for update.

USDA / FUNDING OPPORTUNITY – Status: Submitted Project Summary of Raw Water Intake to see if we can get additional funds.

DWSRF Treatment Plant Modernization Project –Status: Black Water Engineering is working on a study to present to DWSRF. This will be ongoing for several months before any ideas will be discussed.

Verizon – Great news. We received the first 5 years of rent on Friday.

NBS Water Rate Study – Sent over list of CIP projects to NBS. NBS to schedule meeting for discussion of these projects and other details.

Operations

Critical Project Updates – Central Tank is Priority No. 1 and I think we are two weeks out.

Operations staff has completed meter audit (See Staff Report).

Operations crew has been fixing leaks and performing zero audit checks. This program checks the meters that do not send a reading while using the drive by program.

We have training class on May 20th for Backflow Certification. This is a week-long class and (2) Two employees will be attending. One of the (2) Two employees is preparing to take his Distribution 2 Test in June and he will be taking the backflow class one week after the first two finish.

Barry's Electric will provide a training on safety awareness while working on electricity. This will be a training on understanding the basics of electricity in general and specific to our equipment as well. The date has not been set yet.

5 HP pump failed at Alamo. This pump feeds water to the pressure tank that serves six customers. Within 24 hours our crew had replaced it and running. No customers were out of water and we will get the one that failed rebuilt for backup.

Administrative

- **SAFETY MEETINGS MONTHLY – Currently Scheduled Next Week**
- **WEEKLY STAFF MEETINGS – Discussed Meter Audits, Accidents,**

Sincerely,

Dave Savidge, General Manager

End of Month Water Report

April 2024

Description	CCF	Acre/ft.	Percent	
Water pumped from Lake McClure acre/ft.	14649	33.63		
Water pumped from Well acre/ft.	1729	3.97		
Total Pumped acre/ft.		37.60		
Last month acre/ft.		28.39		
Difference from last month %			32.44%	
Treated water sold acre/ft.	10115	23.22		
Last month treated water sold acre/ft.		17.66		
Difference from last month %			23.95%	
Golf course water sold acre/ft.	0	0.00		
Hydrant usage	0	0.00		
Billed Metered Customers				1542
Meters with no consumption this month				307
Meters with no consumption last month				337
Usage outside filed MID Place of Use	418	0.96		
Total acre/ft. from Wells		3.97		
Backwash/Rinse on start up	1205	2.77		
Plant Process Equipment (FIXED VALUE)	55	0.13		
Water in Distribution system (Averaged Main Size) FIXED VALUE	901	2.07		
Sed Basin cleaning	0	0.00		
Raw Storage Difference from last month	22.08	0.05		
Treated storage difference from last month	216	0.50		
Total water loss in acre/ft. (Leaks and Evaporation)		8.87	23.59%	

End of the Month MID LakeMcClure Readings

Date of Reading	4/28/2024	
Inflow	3457	CFS (Cubic Feet Per Second)
Storage	859,402	AF (Acre Feet)
Elevation	842.2	Feet Above Mean Sea Level
Outflow	814	CFS (Cubic Feet Per Second)
Lake McClure Capacity	1,024,600	AF (Acre Feet)

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT

Treasurer's Report

Reporting Period: April 2024

The district ended the month of April 2024 with the following balances in our accounts:

* All bank accounts verified against bank statements

Restricted:		
Investment - LAIF	\$	185,216
Total Restricted:		<u>\$ 185,216</u>
Unrestricted:		
Checking	\$	60,387
Money Market - Working Capital	\$	328,564
Petty Cash	\$	<u>125</u>
Total Unrestricted:		<u>\$ 389,076</u>
Total Restricted & Unrestricted:		<u>\$ 574,292</u>

The district ended April 2024 with the following amounts affecting our financial status:

	<u>Apr-2024</u>	<u>Year to Date</u>
<u>Sales & Business Revenue:</u>	<u>\$ 142,755</u>	<u>\$ 1,479,163</u>
<u>Total Operating Expenses:</u>	<u>\$ (125,109)</u>	<u>\$ (1,403,100)</u>
<u>Non-Operating Income/Expense:</u>	<u>\$ (10,929)</u>	<u>\$ (169,418)</u>
<u>Water Drought Income/Expense:</u>	<u>\$ (8,272)</u>	<u>\$ 48,114</u>
<u>Change in Net Assets (P&L):</u>	<u>\$ (1,555)</u>	<u>\$ (45,241)</u>
 <u>Net Cash Flow:</u>	 <u>\$ 92,026</u>	 <u>\$ 19,642</u>

Accounts Receivable:

Billing Time Frame	Utility Billing	Availability Billing	A/R Other	A/R Accrue
Current	\$ 39,185	\$ -	\$ -	\$ 126,681
> 30 Days	\$ 784	\$ -	\$ -	\$ -
> 60 Days	\$ 28,597	\$ -	\$ -	\$ -
> 90 Days	\$ 5,284	\$ -	\$ -	\$ -
> 120 Days	\$ 48,282	\$ 176,094	\$ 35,241	\$ -
Credits	\$ (39,246)			
Total	\$ 82,886	\$ 176,094	\$ 35,241	\$ 126,681
Total Combined	\$ 385,661		\$ 35,241	
 G/L Balance	 \$ 385,661		 \$ 35,241	
Difference	\$ -		\$ -	

* Amount of availability payments received: \$136,615

* Amount of availability payments outstanding: \$39,479

Accounts Payables:

Payable Time Frame	A/P Trade	A/P Accruals	A/P Water Accrual
Current	\$ 38,008	\$ -	\$ 7,265
> 30 Days	\$ -	\$ -	\$ 5,488
> 60 Days	\$ -	\$ -	\$ 5,059
> 90 Days	\$ -	\$ -	\$ 6,505
Credits	\$ -	\$ -	\$ -
Total	\$ 38,008	\$ -	\$ 24,317
 G/L Balance	 \$ 38,008	 \$ -	 \$ 24,317
Difference	\$0	\$0	\$0

“ I certify that the District investments have been made in accordance with the Investment Policy. I further certify that the District has adequate revenue to cover its operating expenses for the next six months, in accordance with California Government Code Sections 53646 (b) (2) and (3) respectively”.

Name	Title	Date
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Statement of Revenues and Expenses (P&L)
April 2024 & Year-To-Date Versus 6/30/24 Approved Budget

	Apr-24	April vs Budget %	2023-2024 YTD	YTD vs Budget %	2023-2024 Budget	Remaining Budget	Available Budget %	
Revenue								
01-0-3010-301	Meter Reconnection Fee		0.00%		100	100	100.00%	
01-0-3010-302	Donated Capital - Meters Curre	5,000	7.69%	25,000	38.46%	65,000	40,000	61.54%
01-0-4010-400	Water Sales Residential	27,546	6.19%	365,208	82.07%	445,000	79,792	17.93%
01-0-4010-402	Water Availability Revenue	14,603	7.89%	146,513	79.20%	185,000	38,487	20.80%
01-0-4010-403	Water Service Charges	99,006	8.63%	956,777	83.42%	1,147,000	190,223	16.58%
01-0-4020-410	Interest Income - LAIF	1,958	63.16%	6,803	219.45%	3,100	(3,703)	-119.45%
01-0-4020-413	Int Inc Penalties - Customer	2,954	9.38%	34,359	109.08%	31,500	(2,859)	-9.08%
01-0-4020-414	Transfer Fee Income	1,100	14.67%	5,100	68.00%	7,500	2,400	32.00%
01-0-4020-415	Other Income	-	0.00%	181	3.30%	5,500	5,319	96.70%
01-0-4020-416	Meter Set Fee	500	7.69%	3,000	46.15%	6,500	3,500	53.85%
01-0-4020-900	Hydrant Service Charge	-	0.00%	47	11.75%	400	353	88.25%
01-0-4020-901	Hydrant Rental	-	0.00%	320	42.67%	750	430	57.33%
01-0-4020-902	Hydrant Consumption	-	0.00%	450	60.05%	750	300	39.95%
01-0-4020-999	Avail Fee Income	-	0.00%	1,748	72.83%	2,400	652	27.17%
01-0-4040-100	Lease Fee	4,700	6.07%	24,950	32.21%	77,467	52,517	67.79%
TOTAL REVENUE	157,367	7.96%	1,570,456	79.40%	1,977,967	407,511	20.60%	
Expenses								
01-1-5010-100	Regular Pay - Plant	19,773	7.35%	201,490	74.90%	269,000	67,510	25.10%
01-1-5010-101	Overtime Pay	2,425	9.70%	26,822	107.29%	25,000	(1,822)	-7.29%
01-1-5010-102	Sick Pay	823	10.21%	9,332	115.84%	8,056	(1,276)	-15.84%
01-1-5010-104	Vacation Pay	1,060	9.09%	12,065	103.48%	11,660	(405)	-3.48%
01-1-5010-105	Holiday Pay	-	0.00%	15,014	131.84%	11,388	(3,626)	-31.84%
01-1-5010-200	PERS	2,059	7.92%	22,434	86.28%	26,000	3,566	13.72%
01-1-5010-201	FICA/Medicare	1,920	7.68%	20,355	81.42%	25,000	4,645	18.58%
01-1-5010-202	SUI	-	0.00%	700	58.33%	1,200	500	41.67%
01-1-5010-203	Health Insurance	5,466	9.04%	51,712	85.47%	60,500	8,788	14.53%
01-1-5010-204	Workers Compensation	549	3.92%	7,799	55.71%	14,000	6,201	44.29%
01-1-5010-206	Dental Insurance	386	8.40%	2,891	62.84%	4,600	1,709	37.16%
01-1-5010-546	Travel, Meetings & Mileage	-	0.00%	794	31.74%	2,500	1,706	68.26%
01-1-5020-510	Repair & Maintenance - Plant	1,457	7.28%	9,692	48.46%	20,000	10,308	51.54%
01-1-5020-511	Repair & Maintenance - Vehicle	3,133	31.33%	9,086	90.86%	10,000	914	9.14%
01-1-5020-512	Repair & Maintenance - Distribution	5,015	16.72%	22,072	73.57%	30,000	7,928	26.43%
01-1-5020-515	R&M Transmission - Intake	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
01-1-5020-517	R&M Transmission - Well #2	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
01-1-5020-520	Small Tools & Equipment	-	0.00%	2,953	45.43%	6,500	3,547	54.57%
01-1-5020-521	Vehicle Equipment Fuel	1,382	8.91%	14,000	90.32%	15,500	1,500	9.68%
01-1-5020-522	Gas, Oil & Lubricant - Plant	150	4.05%	1,440	38.91%	3,700	2,260	61.09%
01-1-5020-524	Health & Safety	-	0.00%	6,897	114.94%	6,000	(897)	-14.94%
01-1-5020-529	Telephone - T & D	2,372	18.25%	16,305	125.42%	13,000	(3,305)	-25.42%
01-1-5020-544	Water Testing Fees	1,050	7.78%	11,791	87.34%	13,500	1,709	12.66%
01-1-5020-545	Water System Fees	-	0.00%	5,071	37.01%	13,700	8,629	62.99%
01-1-5020-548	Water Testing Materials	-	0.00%	3,113	113.21%	2,750	(363)	-13.21%
01-1-5021-521	Water Treatment Chemicals	-	0.00%	85,554	150.09%	57,000	(28,554)	-50.09%
01-1-5021-524	P G & E Power - Office	284	6.45%	3,195	72.60%	4,400	1,205	27.40%
01-1-5021-525	P G & E Power - Intake	11,505	8.95%	122,246	95.13%	128,500	6,254	4.87%
01-1-5021-526	P G & E Power - Well	(23)	-0.52%	3,971	88.25%	4,500	529	11.75%
01-1-5021-527	P G & E Power - Water Treatment	2,891	7.05%	36,034	87.89%	41,000	4,966	12.11%
01-1-5021-528	P G & E Power - Distribution	3,674	7.35%	43,889	87.78%	50,000	6,111	12.22%
01-1-5021-529	P G & E Power - Well 2	779	64.90%	8,235	686.24%	1,200	(7,035)	-586.24%
01-1-5021-530	P G & E Power - Medina	-	0.00%	2,960	65.79%	4,500	1,540	34.21%
01-1-5021-532	P G & E Power - Well 5/6	-	0.00%	2,960	65.79%	4,500	1,540	34.21%
01-1-5021-561	Purchased Water Actual-mid-p	7,266	6.99%	71,781	69.02%	104,000	32,219	30.98%
01-1-5023-533	Outside Services	-	0.00%	3,682	56.64%	6,500	2,818	43.36%
01-1-5023-535	Fire Protection/Weed Control	-	0.00%	-	0.00%	250	250	100.00%
01-1-5023-537	Pest Control	38	0.69%	5,155	93.73%	5,500	345	6.27%
01-1-5023-538	Engineering Services	-	0.00%	-	0.00%	3,500	3,500	100.00%
01-1-5023-539	Employee Education	-	0.00%	210	7.79%	2,700	2,490	92.21%
01-1-5024-540	Memberships	-	0.00%	16	1.07%	1,500	1,484	98.93%
01-1-5024-542	Publications	-	0.00%	-	0.00%	500	500	100.00%
01-1-5024-543	Licenses, Permits & Cert.	1,538	153.80%	2,721	272.10%	1,000	(1,721)	-172.10%
01-1-5032-583	Depreciation Expense	23,294	9.24%	236,048	93.67%	252,000	15,952	6.33%
01-2-6010-100	Regular Pay - Administration	21,171	7.48%	198,607	70.18%	283,000	84,393	29.82%
01-2-6010-101	Overtime Pay	-	0.00%	3,241	120.02%	2,700	(541)	-20.02%
01-2-6010-102	Sick Pay	382	5.30%	6,938	96.36%	7,200	262	3.64%
01-2-6010-104	Vacation Pay	692	7.87%	13,421	152.51%	8,800	(4,621)	-52.51%

	Apr-24	April vs Budget %	2023-2024 YTD	YTD vs Budget %	2023-2024 Budget	Remaining Budget	Available Budget %
01-2-6010-105	Holiday Pay	-	6,367	115.77%	5,500	(867)	-15.77%
01-2-6010-200	PERS	1,981	17,010	82.98%	20,500	3,490	17.02%
01-2-6010-201	FICA/Medicare	1,698	16,991	87.13%	19,500	2,509	12.87%
01-2-6010-202	SUI	33	737	58.96%	1,250	513	41.04%
01-2-6010-203	Health Insurance	1,887	22,327	47.50%	47,000	24,673	52.50%
01-2-6010-204	Workers Compensation	54	543	41.75%	1,300	757	58.25%
01-2-6010-206	Dental Insurance	158	2,521	64.65%	3,900	1,379	35.35%
01-2-6010-207	Vision Care	-	-	0.00%	722	722	100.00%
01-2-6010-546	Travel, Meetings & Mileage	-	1,678	64.55%	2,600	922	35.45%
01-2-6020-512	Propane	-	1,094	91.18%	1,200	106	8.82%
01-2-6020-515	Customer Billing Supplies	-	6,378	182.24%	3,500	(2,878)	-82.24%
01-2-6020-529	Telephone - Admin	2,270	21,602	160.01%	13,500	(8,102)	-60.01%
01-2-6020-530	Office Supplies	468	3,069	82.94%	3,700	631	17.06%
01-2-6020-531	Postage	1,241	9,651	101.59%	9,500	(151)	-1.59%
01-2-6023-531	Computer IT	1,787	24,511	89.13%	27,500	2,989	10.87%
01-2-6023-532	R & M Equipment	-	#DIV/0!	#DIV/0!	-	(217)	#DIV/0!
01-2-6023-533	Outside Services	2,500	27,787	102.91%	27,000	(787)	-2.91%
01-2-6023-535	Office Cleaning Serv	180	1,620	77.14%	2,100	480	22.86%
01-2-6023-536	Legal Services	79	3,114	44.48%	7,000	3,887	55.52%
01-2-6023-537	Audit Services	-	11,325	125.83%	9,000	(2,325)	-25.83%
01-2-6023-539	Employee Education	-	-	0.00%	2,700	2,700	100.00%
01-2-6024-540	Memberships	-	10,123	117.70%	8,600	(1,523)	-17.70%
01-2-6024-542	Publications	-	260	32.54%	800	540	67.46%
01-2-6024-543	Licenses, Permits & Cert.	-	2,611	326.38%	800	(1,811)	-226.38%
01-2-6024-999	County Avail Fee	-	1,866	93.30%	2,000	134	6.70%
01-3-6025-100	Regular Pay	400	7,700	128.33%	6,000	(1,700)	-28.33%
01-3-6025-201	FICA/Medicare	31	589	84.15%	700	111	15.85%
01-9-6030-546	Travel, Meetings & Mileage	-	117	4.32%	2,700	2,583	95.68%
01-9-6030-569	Credit Card Service Charges	2,406	12,910	117.37%	11,000	(1,910)	-17.37%
01-9-6030-570	Bank Service charges	576	5,081				#DIV/0!
01-9-6030-572	Business Insurance Expense	8,145	94,660	97.59%	97,000	2,340	2.41%
01-9-6030-576	Misc Other Expense	265	970	167.31%	580	(390)	-67.31%
01-9-6030-577	Retired Employee Health	825	9,790	64.41%	15,200	5,410	35.59%
01-9-6031-580	Interest Long Term Debt	1,140	13,728	53.84%	25,500	11,772	46.16%
01-9-6032-583	Depreciation Expense	17	174	87.09%	200	26	12.92%
TOTAL EXPENSES		150,650	1,663,811	85.40%	1,948,356	284,545	14.60%
CAPITAL IMPROVEMENT PROJECTS (IN PROGRESS)							
01-9-6030-596	USDA Intake Upgrade	-	3,432	#DIV/0!		-3432	#DIV/0!
01-9-6030-597	DWSRF Expenses	8,147	20,441	#DIV/0!		(20,441)	#DIV/0!
01-9-6030-598	DWR Intake	2,729	38,038	44.75%	85,000		0.00%
TOTAL CIP IN PROGRESS		10,876	61,910	72.84%	85,000	23,090	27.16%
CARRYOVER PROJECT (GRANT) REVENUE							
01-0-4020-430	DWR Grant Revenue	2,604	110,024	#DIV/0!	-	(110,024)	#DIV/0!
TOTAL CARRYOVER PROJECT REVENUE		2,604	110,024	#DIV/0!	-	(110,024)	#DIV/0!
NEW CAPITAL PURCHASES / IMPROVEMENTS							
01-0-1090-216	Auto Meter Read/Replace			0.00%	7,500	7,500	100.00%
01-0-1090-321	Filter Tank Inspection Cleaning			0.00%	95,000	95,000	100.00%
01-0-1090-322	Flushing/Valve Program		120	2.00%	6,000	5,880	98.00%
01-0-1090-327	1999 GMC Dump Truck Rest.			0.00%	4,500	4,500	100.00%
01-0-1090-328	2022 SCADA Master Plan			0.00%	16,000	16,000	100.00%
01-0-1090-329	2022 Pressure Regulating Station		4,789	53.21%	9,000	4,211	46.79%
TBD	2000 CAT Backhoe Restoration			0.00%	14,500	14,500	100.00%
01-0-1090-331	LDPCSD Technology Upgrades		2,985	13.57%	22,000	19,015	86.43%
TBD	Central Station Control Valves			0.00%	35,000	35,000	100.00%
TBD	IM4000 Digital Copier System			0.00%	9,000	9,000	100.00%
TOTAL NEW CAPITAL PURCHASES/IMPROVEMENTS		-	7,894	3.61%	218,500	210,606	96.39%

LDPCSD Financials	Statement of Net Assets (Balance Sheet)	
Asset :	for the month ending April 2024	
Cash and investments	\$	574,292
Restricted cash	\$	-
Accts Receivable net of res	\$	273,264
Water Drought Receivable	\$	-
Inventory	\$	69,932
Prpd expense & deposits	\$	23,827
Deferred Outflow of Resources - OPEB	\$	148,073
Deferred Outflow of Resources - Pension	\$	216,130
Total current assets	\$	1,305,518
Property, plant & equipment	\$	14,225,405
less depreciation	\$	(8,481,205)
C I P	\$	160,457
Net P P & E	\$	5,904,657
Other L T Assets		
Total Assets	\$	7,210,175
Liabilites:		
Accounts payable	\$	38,008
Interest payable	\$	1,710
Water Accrual	\$	24,317
Accrued Payroll	\$	131,568
A/P Accrued Payables	\$	2,682
L T debt, current	\$	106,616
Total current liab	\$	304,902
L T debt		
Post Retirement Benefit	\$	1,887,871
Net Pension Liability	\$	215,193
Deferred Inflow of Resources - OPEB	\$	23,055
Deferred Inflow of Resources - Pension	\$	642,251
Muni Loan	\$	276,640
less current above	\$	(106,616)
Total Liabilites	\$	3,243,297
Net assets	\$	3,966,879
Total liab & net ass't	\$	7,210,175

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
1001	000076	USPS	04/02/2024	697.45
1209	000105	PACIFIC GAS & ELECTRIC	04/05/2024	16,590.41
1210	0005300	AVENTA TECHNOLOGY INC	04/05/2024	135.00
1211	0000536	AGUSTIN CAMPOS	04/05/2024	198.40
1212	0007349	Recology Mariposa	04/05/2024	317.42
1213	000165	ACWA/JPIA	04/05/2024	8,178.50
1214	0002321	STREAMLINE	04/05/2024	249.00
1215	00071	Mother Lode Answering Service	04/05/2024	555.00
1226	000203	GRISWOLD, LaSALLE, COBB, DOWD	04/12/2024	78.75
1227	702	Warmerdam CPA Group	04/12/2024	2,500.00
1228	0000129	PRECISION ENVIRO-TECH	04/12/2024	140.00
1229	0000129	PRECISION ENVIRO-TECH	04/22/2024	200.00
1230	000067	GENERAL PLUMBING SUPPLY CO., I	04/22/2024	661.93
1231	000550	LUIS'S HOUSEKEEPING / YARDS	04/22/2024	180.00
1232	000136	AT&T	04/22/2024	3,197.66
1233	000176	MARIPOSA CO. PUBLIC WORKS	04/22/2024	206.00
1234	000196	AQUA SIERRA CONTROLS, INC	04/22/2024	1,406.36
1235	000606	BARRY ELECTRIC	04/22/2024	654.40
1236	000105	PACIFIC GAS & ELECTRIC	04/22/2024	778.75
1237	000585	MO CAL OFFICE SOLUTIONS	04/22/2024	271.28
1238	000383	BUSINESS CARD	04/22/2024	101.24
1239	000383	BUSINESS CARD	04/22/2024	272.00
1240	000383	BUSINESS CARD	04/22/2024	433.57
1241	000383	BUSINESS CARD	04/22/2024	383.57
1242	0009466	DAN HANKEMEIER	04/23/2024	277.05
1243	0000605	Black Water Consulting Engineers Inc	04/30/2024	1,269.50
1244	660108	VERIZON WIRELESS	04/30/2024	334.66
1245	000118	D & D PEST CONTROL *	04/30/2024	38.00
1246	0000129	PRECISION ENVIRO-TECH	04/30/2024	710.00
1247	0006293	WEX Bank	04/30/2024	1,381.51
Report Total:				42,397.41

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

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

Regular Meeting Minutes of the Board of Directors

9751 Merced Falls Road
April 15, 2024 at 1:00 p.m.

1. **CALL TO ORDER:** Presiding Officer: Establish Quorum, Pledge of Allegiance:
 The Board of Directors of the Lake Don Pedro Community Services District held a regular meeting at 9751 Merced Falls Rd., La Grange, CA 95329
 Vice President Smith called the meeting to order at 1:02 p.m.
 Directors present: Smith, Warren, Hankemeier, and Ross
 Director absent: Johnson
 Also present GM D. Savidge
 Also present: Board Secretary: S. Marchesiello
2. **PUBLIC COMMENT:**
The Board received no public comment
3. **PRESENTATION ONLY:**
 - a. Presiding Officer's Report
None given at this time
 - b. General Manager's Report:
 - Grant / Study Updates
 - Current District Projects
 - Operations Updates
 - Administrative Updates*Presented by GM Dave Savidge*
4. **APPROVAL OF CONSENT AGENDA:** The following items may all be approved in one motion or considered separately as determined appropriate by the President
 - a. Read and file the Treasurer's Report for the period ending March 31, 2024 including summary of claims paid
 - b. Approval of the Minutes of the following meetings:
 - ♦ Regular Meeting of March 18, 2024

Motion: To approve the consent calendar
Votes: Carried 4-0
First: Warren Second: Ross
Ayes: Warren, Ross, Smith, Hankemeier
Absent: Johnson
5. **DISCUSSION AND ACTION ITEMS:**
 No items at this time
6. **ADJOURNMENT:** 1:54 p.m.

Respectfully submitted by,
 S. Marchesiello
 Board Secretary

Special Meeting Minutes of the Board of Directors

9751 Merced Falls Road
May 8, 2024 at 11:00 a.m.

REVISED AGENDA

1. **CALL TO ORDER:** Presiding Officer: Establish Quorum, Pledge of Allegiance:
The Board of Directors of the Lake Don Pedro Community Services District held a regular meeting at 9751 Merced Falls Rd., La Grange, CA 95329
Vice President Smith called the meeting to order at 11:02 a.m.
Directors present: Johnson, Smith, Warren, and Ross
Also present GM D. Savidge
Also present: Board Secretary: S. Marchesiello

2. **DISCUSSION AND ACTION ITEMS:**
 - a. Approval of the process desired to fill a vacancy on the District Board of Directors effective April 22, 2024

Motion: To approve the filling of the Board vacancy by appointment at the earliest possible Board meeting date
Votes: Carried 4-0
First: Ross Second: Smith
Ayes: Ross, Smith, Johnson, and Warren
Nays:

 - b. Discussion / Approval of a Resolution to update the Bank Signature Cards removing Director Dan Hankemeier

Motion: To approve the resolution to update the bank signature cards
Votes: Carried 4-0
First: Warren Second: Ross
Ayes: Warren, Ross, Smith, Hankemeier
Absent: Johnson

3. **ADJOURNMENT:** 11:23 a.m.

Respectfully submitted by,
S. Marchesiello
Board Secretary



Lake Don Pedro Community Services District

STAFF REPORT

To: Board of Directors

From: Dave Savidge

Date: May 20th, 2024

Subject: Preliminary Budget

The Fiscal Year 2025 budget reflects a comprehensive assessment of organizational objectives, financial constraints, and external factors influencing resource allocation. Through collaboration with outside resources, this budget reflects the beginning of maintenance programs that have been neglected. Our Administrative Staff audited each line item in the financial system ensuring correct coding of invoices so that they were categorized correctly to give us an accurate number of expenditures.

It is recognized that the expenses exceeds revenues in the FY 25 and lacks funds to initiate valuable CIP programs. The ongoing monitoring and evaluation of the budget will be key to us having a successful year. With the approval of the preliminary budget, I will bring forward the final budget at the June Board of Directors Meeting.

Recommendation: To Approve the Preliminary Budget

		FY 2021	FY 2022	FY 2023	FY 2024 1/2 yr	FY 2025
Revenue						
01-0-3010-301	Meter Reconnection Fee	(100.00)	(150.00)	(200.00)	-	(100.00)
01-0-3010-302	Donated Capital - Meters Curre	(122,000.00)	(100,000.00)	(45,000.00)	(15,000.00)	(30,000.00)
01-0-4010-400	Water Sales Residential	(389,510.50)	(403,775.16)	(431,223.51)	(263,938.32)	(491,594.80)
01-0-4010-402	Water Availability Revenue	(181,768.44)	(179,488.75)	(176,985.24)	(87,885.75)	(175,771.50)
01-0-4010-403	Water Service Charges	(981,439.55)	(1,011,304.19)	(1,076,620.34)	(560,906.63)	(1,227,347.19)
01-0-4020-410	Interest Income - LAIF	(1,468.96)	(488.28)	(3,041.56)	(3,022.28)	(6,346.79)
01-0-4020-413	Int Inc Penalties - Customer	(21,661.39)	(46,577.44)	(36,111.40)	(21,325.98)	(42,650.00)
01-0-4020-414	Transfer Fee Income	(10,650.00)	(9,700.00)	(7,700.00)	2,650.00	(5,300.00)
01-0-4020-415	Other Income*	(14,159.90)	(19,206.03)	(1,167.94)	101.25	(200.00)
01-0-4020-416	Meter Set Fee	(12,050.00)	(11,500.00)	(5,500.00)	(2,000.00)	(4,000.00)
01-0-4020-900	Hydrant Service Charge	(305.00)	(176.00)	(692.00)	(47.00)	(84.00)
01-0-4020-901	Hydrant Rental	(520.00)	(1,480.00)	(1,120.00)	(200.00)	(400.00)
01-0-4020-902	Hydrant Consumption	(652.46)	(829.39)	(1,136.51)	(331.73)	(662.00)
01-0-4020-999	Avail Fee Income	(1,740.60)	20.00	(1,804.00)	(1,748.00)	(1,800.00)
01-0-4040-100	Lease Fee	(29,873.39)	(26,750.00)	(28,200.00)	(13,200.00)	(78,000.00)
TBD	Transfer From Reserve		-			
TOTAL REVENUE		-1,767,800	(1,811,405)	(1,816,502.50)	(966,854.44)	(2,064,256.28)
Expenses						
01-1-5010-100	Regular Pay - Plant	176,978.03	182,967.34	214,447.48	119,430.47	284,723.92
01-1-5010-101	Overtime Pay	29,310.38	26,947.06	26,276.56	15,784.99	32,000.00
01-1-5010-102	Sick Pay	7,949.58	7,271.01	9,214.80	5,834.53	12,835.96
01-1-5010-104	Vacation Pay	11,008.27	9,394.13	11,638.23	7,312.60	16,087.72
01-1-5010-105	Holiday Pay	8,453.92	9,014.99	7,377.04	9,297.04	20,453.48
01-1-5010-200	PERS	28,725.86	15,982.18	24,485.29	13,169.68	27,656.33
01-1-5010-201	FICA/Medicare	17,574.74	17,940.36	20,413.21	11,838.37	24,860.58
01-1-5010-202	SUI	1,288.26	1,015.00	756.00	281.42	590.98
01-1-5010-203	Health Insurance	54,460.80	51,401.12	50,776.82	29,846.58	65,662.47
01-1-5010-204	Workers Compensation	8,356.88	11,451.59	9,391.31	5,603.46	11,767.27
01-1-5010-206	Dental Insurance	3,471.30	3,783.60	3,783.60	1,891.80	4,161.96
01-1-5010-546	Travel, Meetings & Mileage	-	332.37	2,621.38	793.60	1,745.92
01-1-5020-510	Repair & Maintenance - Plant	18,242.79	37,080.58	14,244.33	5,061.87	20,000.00
01-1-5020-511	Repair & Maintenance - Vehicle	14,145.28	8,745.31	35,867.97	5,810.63	12,760.00
01-1-5020-512	Repair & Maintenance - Distribution	57,506.86	39,453.60	52,277.09	11,214.21	33,000.00
01-1-5020-515	R&M Transmission - Intake	1,150.00	-	3,902.17	-	-
01-1-5020-517	R&M Transmission - Well #2	4,763.07	10,148.55	15,000.00	-	-
01-1-5020-520	Small Tools & Equipment	9,609.57	6,500.07	5,472.09	2,446.27	6,019.29
01-1-5020-521	Vehicle Equipment Fuel	13,520.99	15,783.55	17,669.46	9,488.77	20,873.60
01-1-5020-522	Gas, Oil & Lubricant - Plant	3,969.32	3,373.74	2,507.31	1,129.71	2,485.00
01-1-5020-524	Health & Safety	7,371.22	7,782.25	4,808.13	6,248.56	6,873.41
01-1-5020-529	Telephone - T & D	10,890.28	13,770.68	15,415.98	8,839.31	19,446.48
01-1-5020-544	Water Testing Fees	14,387.89	14,460.00	14,600.00	5,005.00	14,675.00
01-1-5020-545	Water System Fees	3,104.20	11,013.98	13,342.96	5,070.52	13,700.00
01-1-5020-548	Water Testing Materials	171.88	82.80	2,556.15	3,113.41	3,200.00
01-1-5021-521	Water Treatment Chemicals	44,391.79	69,196.09	85,116.36	68,160.10	95,000.00
01-1-5021-524	P G & E Power - Office	4,970.35	3,406.81	3,976.50	2,039.48	4,400.00
01-1-5021-525	P G & E Power - Intake	99,592.19	121,623.43	140,022.78	77,771.18	186,650.83
01-1-5021-526	P G & E Power - Well	4,657.65	17,079.41	3,920.17	3,897.89	8,575.35
01-1-5021-527	P G & E Power - Water Treatment	31,676.53	35,248.03	41,054.39	24,279.26	58,270.22
01-1-5021-528	P G & E Power - Distribution	40,112.98	41,863.27	48,492.20	30,166.24	72,398.97
01-1-5021-529	P G & E Power - Well 2	2,457.37	3,334.85	725.18	4,727.23	11,345.35
01-1-5021-530	P G & E Power - Medina	4,703.45	1,274.02	4,374.18	2,617.58	6,240.00
01-1-5021-532	P G & E Power - Well 5/6	4,703.38	1,273.97	4,374.11	2,617.53	6,282.07
01-1-5021-561	Purchased Water Actual-mid-p	92,479.89	86,747.92	114,913.97	54,559.89	120,031.76
01-1-5023-533	Outside Services	6,961.09	4,735.24	21,217.38	2,569.60	5,651.80
01-1-5023-535	Fire Protection/Weed Control	80.00	80.00	-	-	4,850.00
01-1-5023-537	Pest Control	4,774.00	4,820.00	5,213.00	228.00	550.00
01-1-5023-538	Engineering Services	5,575.00	4,530.00	2,868.51	-	3,500.00
01-1-5023-539	Employee Education	337.78	650.00	606.17	210.25	2,000.00

	FY 2021	FY 2022	FY 2023	FY 2024 1/2 yr	FY 2025	
01-1-5024-540	Memberships	730.46	631.17	1,210.51	-	1,500.00
01-1-5024-542	Publications	-	-	-	-	-
01-1-5024-543	Licenses, Permits & Cert.	1,355.00	363.00	630.00	1,175.00	1,200.00
01-1-5032-583	Depreciation Expense	259,650.14	262,936.58	267,174.81	134,229.33	281,881.59
01-2-6010-100	Regular Pay - Administration	197,667.38	229,534.26	253,358.75	118,442.85	314,198.16
01-2-6010-101	Overtime Pay	2,231.62	2,277.91	2,904.45	2,558.40	3,500.00
01-2-6010-102	Sick Pay	6,914.50	6,427.20	11,829.74	5,319.26	11,702.37
01-2-6010-104	Vacation Pay	7,490.92	9,226.07	10,019.03	10,282.34	11,020.93
01-2-6010-105	Holiday Pay	4,394.00	4,657.12	5,379.04	4,093.20	5,916.94
01-2-6010-200	PERS	30,784.49	19,918.01	23,946.46	11,063.04	23,232.38
01-2-6010-201	FICA/Medicare	16,547.64	18,521.19	21,009.69	10,252.23	21,529.68
01-2-6010-202	SUI	1,267.42	867.13	567.00	394.48	828.41
01-2-6010-203	Health Insurance	55,032.76	53,382.39	49,189.67	14,777.96	24,911.83
01-2-6010-204	Workers Compensation	765.61	1,132.57	666.70	325.68	683.93
01-2-6010-206	Dental Insurance	3,506.16	3,822.72	3,822.72	1,891.36	3,971.85
01-2-6010-207	Vision Care	100.00	135.20	100.00	-	200.00
01-2-6010-546	Travel, Meetings & Mileage	205.17	438.29	1,689.00	1,124.73	2,245.00
01-2-6020-512	Propane	624.69	1,612.76	646.88	570.05	1,254.11
01-2-6020-515	Customer Billing Supplies	1,876.55	2,577.84	4,058.23	1,699.76	6,500.00
01-2-6020-529	Telephone - Admin	8,773.86	15,493.94	20,360.05	13,464.28	27,000.00
01-2-6020-530	Office Supplies	3,591.03	5,096.28	4,281.18	1,801.14	3,700.00
01-2-6020-531	Postage	8,462.55	8,161.04	11,218.24	4,413.61	10,000.00
01-2-6023-531	Computer IT	24,773.82	29,354.67	33,334.58	15,302.44	30,600.00
01-2-6023-532	R & M Equipment	5,982.16	6,381.45	10,479.13	216.59	5,000.00
01-2-6023-533	Outside Services	31,666.00	37,855.00	32,916.00	17,786.50	35,500.00
01-2-6023-535	Office Cleaning Serv	1,780.00	1,880.00	2,040.00	1,080.00	2,376.00
01-2-6023-536	Legal Services	7,782.40	12,750.58	39,488.76	3,034.75	7,500.00
01-2-6023-537	Audit Services	7,950.00	9,225.00	8,600.00	11,325.00	12,000.00
01-2-6023-539	Employee Education	725.00	-	1,451.25	-	2,700.00
01-2-6024-540	Memberships	80,659.38	6,662.00	7,841.47	9,621.53	10,500.00
01-2-6024-542	Publications	974.25	952.00	822.93	260.35	800.00
01-2-6024-543	Licenses, Permits & Cert.	110.00	763.00	-	1,743.00	3,000.00
01-2-6024-547	County Fees	-	-	-	-	-
01-2-6024-999	County Avail Fee	1,751.75	-	1,857.00	1,866.00	2,200.00
01-3-6025-100	Regular Pay	5,000.00	7,200.00	7,600.00	6,100.00	8,000.00
01-3-6025-201	FICA/Medicare	382.50	550.80	581.40	466.65	979.97
01-9-6030-546	Travel, Meetings & Mileage	192.56	-	332.60	-	2,700.00
01-9-6030-569	Credit Card Service Charges	10,127.49	11,310.95	12,291.34	7,102.63	14,000.00
01-9-6030-572	Business Insurance Expense	69,475.72	83,690.77	98,045.89	62,080.10	128,000.00
01-9-6030-576	Misc Other Expense	576.12	748.85	2,662.66	477.42	500.00
01-9-6030-577	Retired Employee Health	80,557.86	332,986.19	14,386.05	7,307.85	15,346.49
01-9-6030-580	Retired EE Benefit Expense	-	-	-	-	-
01-9-6031-580	Interest Long Term Debt	30,067.74	25,610.10	20,923.29	8,624.66	18,111.79
01-9-6032-583	Depreciation Expense	209.15	209.13	21,099.59	105.43	221.40
01-9-6030-590	NBS Rate Evaluation	-	-	-	-	25,000.00
TOTAL EXPENSES	1,826,601	2,116,902.06	2,066,536.35	1,050,736.63	2,323,338.54	

CAPITAL IMPROVEMENT PROJECTS (IN PROGRESS)

01-0-1090-300	Filter Media Replacement					150,000.00
01-0-1090-321	Filter Tank Inspection Cleaning	33,305	66,010.00	-	-	15,000.00
01-0-1090-322	Flushing/Valve Program	20,820	35,570.77	-	120.00	25,000.00
01-9-6030-597	DWSRF Expense	481.25	-	-	-	-
01-0-1090-216	Auto Meter Read/Replace	12,011	20,250.39	-	-	-
TOTAL CIP IN PROGRESS		66,617	121,831		120.00	190,000.00

CARRYOVER PROJECT (GRANT) REVENUE

01-0-4020-430	DWR Grant Revenue		41,705	152,562.69	21381.5	(100,000.00)
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		FY 2021	FY 2022	FY 2023	FY 2024 1/2 yr	FY 2025
TBD	DWR Intake Expense					100,000.00
01-0-4020-428	USDA Grant Revenue	1595	-	-	0	(75,000.00)
TBD	USDA Expense					75,000.00
01-9-6030-599	SWRCB Grant Disbursements		34,826	(152,562.69)	21381.5	100,000.00
01-0-4020-431	SWRCB Grant Revenue		(35,870)	-	0	(100,000.00)
TBD						
TOTAL CARRYOVER PROJECT REVENUE			40,660			0.00
NEW CAPITAL PURCHASES / IMPROVEMENTS						
01-0-1090-326	Vacuum Truck/Valve Truck/Dump Trailer		-	-	-	
TBD	1999 GMC Dump Truck Restoration		-	-	-	
TBD	Replacement Truck		-	-	-	
TBD	2022 SCADA Master Plan		-	-	-	
TBD	2022 Computer Server Upgrade		-	-	-	
TBD	2022 Pressure Regulating Station PMP		-	-	-	
TBD	IM4000 Digital Copier System		-	-	-	
TOTAL NEW CAPITAL PURCHASES/IMPROVEMENTS			0	0	0	0

BUDGET SUMMARY

OPERATING REVENUE	2,064,256
OPERATING EXPENSES	2,323,339
INCOME/(LOSS) FROM OPERATIONS	(259,082)
LOAN PAYMENTS (PRINCIPAL)	106,616
TOTAL CIP AND STUDIES	190,000
TOTAL OPERATING EXPENSES PLUS LOAN & CIP OVER EXPENSES	(555,698)
DEPRECIATION (ADD BACK IN)	282,103
GASB 45 LIABILITY	
TRANSFER FROM RESERVES	
FINAL NET INCOME/(LOSS)	(273,595)



Lake Don Pedro Community Services District

STAFF REPORT

To: Board of Directors
From: Dave Savidge
Date: May 20, 2024
Subject: CSDA & Congressman McClintock Meeting

Description – On Tuesday May 15, 2024 I met with Representative Matt Reed from the Office of Congressman McClintock along with the CSDA (California Special District Association) Public Affairs Field Coordinator Erasmo Viveros. The purpose of this visit was to inform the Congressman’s office about the CSDA and how it was formed to help its members like LDPCSD. The CSDA seeks out federally funded grants for its members and provides support in helping to attain these grants. By informing the Congressman’s office it helps to gain their understanding and support when fighting for funds and when new bills or laws are introduced.

LDPCSD was invited to the meeting as they needed a CSDA member to discuss the challenges of a small district. Such as PG&E increasing rates and the impact on Operations and the lack of funding to maintain the Treatment & Distribution System.

The meeting was very informative for all parties and allowed us to discover new ways to increase our chances of receiving grants.

Recommendation: Information Only



Lake Don Pedro Community Services District

STAFF REPORT

To: Board of Directors

From: Dave Savidge

Date: May 20, 2024

Subject: Meter Audits

Description – The Meter audits were completed at the end of April after two months of initiating this project. Meter audits are performed to ensure that each meter is registering accurately with the ERT's (Electronic Read Transmitter), check for tampering, cut wires, broken registers and general maintenance in the meter boxes.

The majority of the Meters are working properly and the few that remain are in the process of being replaced or repaired. We are not replacing the Itron ERT's as they went out of business and when their ERT fails we have to read manually. So far one-third of the system is now manually read due to the ERT failing over the years. Both the Meters in the system and ERT's are fast approaching their lifespan and are in need of replacement. The meter system is approximately 18 years old and 20 years is the usual life span and replacement period required.

This impacts the LDPCSD by requiring more hours of manual reading in the field and our Office Staff inputting into the billing system. These manual tasks require additional time and labor of the Field and Office Staff and the results are incompleteness of other required projects.

Recommendation: Information Only