

**Regular Meeting of the Board of Directors**  
**Lake Don Pedro Community Services District**  
**9751 Merced Falls Road**  
**April 20, 2015, at 1:00 p.m.**

*Mission Statement: The LDPCSD is dedicated to providing potable water that either meets or exceeds all state and federal standards in sufficient quantities to meet the needs of our customers utilizing the most cost effective methods possible while still maintaining a sound financial plan now and for the future.*

**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

**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
- b. Approval of the Minutes of the Regular Board Meeting of March 16, 2015 and the Special Board Meeting of April 8, 2015

**5. DISCUSSION AND ACTION ITEMS:**

- a. Water Supply Emergency Status update and report on progress on emergency water supply projects.
- b. Report of the District Finance Committee related to its meeting of March 19, 2015, covering water fees, charges and connection fees.
- c. Approval of a resolution authorizing execution of an agreement with Motherlode Answering Service to handle afterhours phone calls and to contact District personnel in emergency situations.
- d. Review of the Governor's proclamation related to mandatory water conservation and provide a report on its implementation process.
- e. Review of the scope of work and potential benefits available through the \$3 million grant received by the Tuolumne Stanislaus IRWMP, including possible local water conservation and greywater workshops, reimbursements for water saving home improvements and greywater reuse

**6. 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.

**7. 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) 852-2331. Advance notification will enable the District to make reasonable arrangements to insure accessibility.



## Lake Don Pedro Community Services District

### General Manager's Report

April 17, 2015

As of April 17, 2015 the water surface elevation of Lake McClure is 613 feet above sea level. The lake is currently filling at approximately 500 acre feet or 1/3 foot gained per day. Included with this agenda as Item 5a is a more detailed report provided on the water supply, our emergency projects and related concerns. Overall, we are very pleased to report that our water supply in McClure will likely last through summer and into October before being depleted. This slightly better water outlook provides us additional time to complete the groundwater wells and seek additional long term surface water supply options.

In the recently approved budget amendment was an amount of money to cover the additional staff costs associated with dealing with the emergency drought conditions. Our current staff is stretched beyond their time and existing work is suffering. In addition, we need to significantly ramp up our customer contact and drought related customer service. Effective immediately, we will be filling a temporary part time office staff position for a period of up to six months to provide much needed assistance in the office. This person will be primarily responsible for water emergency and drought related activities including:

- Prepare flyers, notices, updates and web resources
- Timely website updates and developing relevant web information for our customers
- Evaluating water usage reports
- Receiving water usage complaints, field investigation, phone calls and direct customer service related to conservation
- Learning and conveying to our customers effective water conservation practices, procedures and resources
- Seeking and assisting in applying for grant funds to assist our customers in reducing water use
- Coordination with the Tuolumne County RCD in implementation of their \$3 million water conservation grant; to maximize benefit to our customers
- Plan public workshops and events

This position will start at one day per week in the office, with potential for a second full day of remote work preparing documents and other tasks. The ultimate schedule and number of hours worked weekly will be determined based on program need, budget, workload and conservation success. This position will start the District on the road toward permanent compliance with the Governor's mandate for mandatory water conservation.

Attached to this report is a schedule of implementation of the various funding programs approved by the California voters in Proposition 1. We will closely monitor these programs and move steadily forward with our system evaluation and plans to be prepared to apply for the various grant funds to replace and improve our water system, as well as addressing our long term water supply needs.

You will recall in the last Board meeting a letter from MID was reviewed and in which questions were raised regarding the execution of a revised (extension) Water Service Agreement between the LDPCSD and MID. To date, Syndie and I have reviewed the record in the office, talked with previous manager Ralph Felix and have not found any such amended agreement. I have requested that MID provide an additional copy of the amended agreement for our consideration.

In addition, during the prior Board meeting, I was directed to prepare an evaluation of the procedures and cost of moving to a higher level of staff preparedness and response to after hours water emergencies. This evaluation will take additional time to complete fully, however included on this agenda is a stop-gap proposal to engage the services of a local answering service to increase efficiency in emergency response and associated customer service.

# LAKE DON PEDRO COMMUNITY SERVICES DISTRICT

## MANDATORY WATER CONSERVATION MEASURES

**EFFECTIVE MARCH 9, 2015**



The water level in Lake McClure is dangerously low and the small storms we saw in December and February did very little to extend our water supply. Lake McClure, currently at 9% of capacity, is our community's primary drinking water supply and is predicted to be depleted by September 2015 if the drought continues. This is a very serious situation that requires your immediate action to reduce water consumption.

The District must take all actions to maintain a supply of water to protect public health and safety; for human consumption, sanitation and firefighting. The following water conservation measures are effective immediately.

- ◆ Reduce water consumption by 50% (for all water used over 7 units per month)
- ◆ No washing of sidewalks, walkways, patios or driveways
- ◆ No outside watering (landscape irrigation)
- ◆ No installation of new landscaping
- ◆ All plumbing leaks shall be repaired within 7 days of notification by the District
- ◆ Fire hydrant use and swimming pool emptying and refilling is restricted and requires District approval
- ◆ Vehicle washing okay with a hose-end nozzle sprayer that does not leak

If you use less than 7 units of water per month, you do not need to reduce your consumption further, but you are still responsible to fix all identified leaks within 7 days.—check the consumption amounts on your monthly water bill to determine if you need to reduce consumption further. The District's goal is to assist you in reducing your water consumption, not to issue fines. Customers who do not follow the restrictions will receive a letter describing the violation and what they can do to reduce water consumption. Penalties only apply in cases where customers continuously disregard these restrictions and do not follow the assistance provided by the District.

Much more information and helpful tools are available at [www.ldpcsd.org](http://www.ldpcsd.org)

# DRAFT Prop 1 Program Development Schedule

DRAFT document will continue to be updated as timelines are finalized and appropriations are approved.

Administering Agency/Dept/Board/Council/Conservancy	Name of Program	Water Code Section	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	
State Water Resources Control Board	Small Community Wastewater	79723		Draft Guidelines Released	Public Workshops			Final Guidelines; Grant Solicitation Ongoing							
State Water Resources Control Board	Clean, Safe and Reliable Drinking Water	79724 (a)(1)				Draft Guidelines Released	Public Workshops			Final Guidelines Date; Solicitation Ongoing and Continuous					
Baldwin Hills Conservancy	Ballona Creek/Baldwin Hills Watershed Program	79731 (a)		Draft Guidelines to Board (2/27)	Public Workshops	Final Guidelines Review by CNRA	Board Adoption (5/22)								
Tahoe Conservancy	Ecosystem and Watershed Protection and Restoration Program in the Lake Tahoe Basin	79731 (b)	Draft to Guidelines Board		Public Workshops	Final Guidelines Review by CNRA; Board Update/Adoption (4/23)		Board Adoption (6/18, if necessary)							
Coachella Valley Mountains Conservancy	Coachella Valley Multibenefit Ecosystem and Watershed Protection and Restoration Projects Grant Program	79731 (c)	Draft Guidelines to Board (1/12)	Draft Guidelines Released	Public Workshops	Final Guidelines Review by CNRA	Board Adoption (5/12)								
Ocean Protection Council	Proposition 1 Grant Program	79731 (d)					Draft Guidelines				Final Guidelines		Grant Solicitation		
San Diego River Conservancy	Water Quality and Supply, Watershed Restoration and Habitat Enhancement Program	79731 (e)		Draft Guidelines Released	Public Workshops										
San Gabriel and Lower LA Rivers and Mountains Conservancy	Multibenefit Water Quality, Water Supply, and Watershed Protection and Restoration Program	79731 (f)	Draft Guidelines to Board (1/26)		Draft Guidelines Released	Public Workshops	Final Guidelines Review by CNRA; Board Adoption	Grant Solicitation			Review of Applications		Grant Award Recommendation to the Board		
San Joaquin River Conservancy	San Joaquin River Conservancy Multi-Benefit Watershed Protection and Restoration Program	79731 (g)	Draft Guidelines to Board (1/21)	Draft Guidelines Released	Draft Guidelines to Board (3/18); Public workshops	Final Guidelines Review by CNRA		Board Adoption (6/17)							
Santa Monica Mountains Conservancy	Multibenefit Water Quality, Water Supply, and Watershed Protection and Restoration Program	79731 (h)		Draft Guidelines to Board (2/23)	Public Workshops		Board Meeting Review Revised Grant Program Guidelines	Board Approval of Grant Guidelines	Call for Projects			Award Recommendations to the Board			
Sierra Nevada Conservancy	Sierra Nevada Watershed Improvement Program	79731 (i)		Draft Guidelines Released (2/6)	Draft Guidelines to Board (3/4); Public workshops	Final Guidelines Review by CNRA		Board Adoption (6/4)	Request for proposals issued						
Coastal Conservancy	Proposition 1 Grant Program	79731 (j)	Draft Guidelines to Board (1/29)		Public Workshops	Final Guidelines Review by CNRA		Board Adoption (6/25)							
Sacramento-San Joaquin Delta Conservancy	Proposition 1 Grant Program	79731 (k)	Draft Guidelines to Board (1/28)				Public Workshops	Final Guidelines Review by CNRA		Board Adoption (08/26, preferred)					
Wildlife Conservation Board	Stream Flow Enhancement Program	79733		Draft to Guidelines Board (2/26)	Public Workshops	Final Guidelines Review by CNRA	Board Adoption (5/21)								
Santa Monica Mountains Conservancy and San Gabriel and Lower LA Rivers and Mountains Conservancy	An Urban Creek	79735 (a)	In Process of Being Developed												
Natural Resources Agency	Watershed and Urban River Enhancements Program	79735 (b)(1)	Finishing two current grant cycles and starting Prop 1 program development, including assembling team of various departments/conservancies.												
Natural Resources Agency	State Obligations	79736	In Process of Being Developed												
Dept. of Fish and Wildlife	Watershed Restoration and Delta Water Quality and Ecosystem Restoration Grant Programs	79737 (a) and 79738 (b)	Draft Guidelines; Initial Guideline Review by CNRA	Draft Guidelines Released	Public Workshops	Final Guidelines Review by CNRA	Final Guidelines		Grant Solicitation						
Dept. of Water Resources	Integrated Regional Water Management	79744 (a)			Tribal Consultation, Develop Economically Distressed Area definitions/tool, Develop Program Success Measures (NOTE: Final round of Prop 84 \$220m dollars for IRWM to be awarded first - likely Aug 2015)									Post Draft Guidelines & PSP for IRWM Planning Grant Program/Public Comment Period	
Dept of Water Resources	Water Use and Efficiency Grants, Round 1 - Urban and Ag	79746 (a)							Post draft guidelines and PSP	Public meetings	Develop and post FAQs	CNRA consistency review		Post final guidelines and PSP	
State Water Resources Control Board	Stormwater	79747	In Process of Being Developed.												
Water Commission	Water Storage Investment Program	79750 (b)	Develop Draft Regulation Package (Commission oversight via monthly meetings)									Submit draft regulations to OAL/Publish Notice of Proposed Rulemaking (up to 1 yr allowed for approval of final regs)	Public Comment Period/Public Hearing		
			Stakeholder Advisory Group Engagement												
			Tribal Consultation												
Dept of Water Resources	Water Recycling - Desalination Grants - Round 1	79765	In Process of Being Developed.												
State Water Resources Control Board	Water Recycling	79765		Draft Guidelines Released		Public Workshops		Final Guidelines; Grant Solicitation Ongoing							
State Water Resources Control Board	Groundwater Sustainability	79771	In Process of Being Developed.												
Dept. of Water Resources	Groundwater Plans and Project Grant Program - Phase 1	79775			Tribal Consultation, Develop Economically Distressed Area definitions/tools, Develop Program Success Measures										Post Draft Guidelines & PSP for Groundwater Grant Program/Public Comment Period
									Public Scoping Meetings to get Input						
Department of Water Resources and Central Valley Flood Protection Board	Flood Management	79780	In Process of Being Developed.												

**LAKE DON PEDRO  
COMMUNITY SERVICES DISTRICT**

**Treasurer's Report**

Reporting Period: March 2015

**The district ended the month of March 2015 with the following balances in our accounts:**

\* All bank accounts verified against bank statements

Restricted:		
Investment - LAIF	\$ 161,988	
Total Restricted:		<u>\$ 161,988</u>
Unrestricted:		
Checking	\$ 47,102	
Money Market - Working Capital	\$ 1,246,752	
Petty Cash	<u>\$ 125</u>	
Total Unrestricted:		<u>\$ 1,293,979</u>
Total Restricted & Unrestricted:		<u>\$ 1,455,967</u>

**The district ended March 2015 with the following amounts affecting our financial status:**

	Mar-2015	Year to Date
Sales & Business Revenue:	\$ 107,930	\$ 1,107,871
Total Operating Expenses:	\$ (140,810)	\$ (976,639)
Non-Operating Income/Expense:	\$ (49,923)	\$ (259,975)
Change in Net Assets (P&L):	<u>\$ (82,803)</u>	<u>\$ (128,743)</u>
Net Cash Flow:	<u>\$ (103,254)</u>	<u>\$ (65,168)</u>

**Accounts Receivable:**

Billing Time Frame	Utility Billing	Availability Billing	A/R Other	Accrued A/R
Current	\$ 27,915	\$ -	\$ 58	\$ 90,095
> 30 Days	\$ 8,181	\$ -	\$ 8	\$ -
> 60 Days	\$ 2,957	\$ -	\$ -	\$ -
> 90 Days	\$ 1,018	\$ -	\$ -	\$ -
> 120 Days	\$ 13,260	\$ 189,870	\$ 17,638	\$ -
Credits	\$ (11,976)			
<b>Total</b>	<b>\$ 41,355</b>	<b>\$ 189,870</b>	<b>\$ 17,704</b>	<b>\$ 90,095</b>
<b>Total Combined</b>	<b>\$ 321,320</b>		<b>\$ 17,704</b>	
 G/L Balance	 \$ 321,320		 \$ 17,704	
<b>Difference</b>	<b>\$ -</b>		<b>\$ -</b>	

\* Amount of availability payments received: \$108,568

\* Amount of availability payments outstanding: \$81,302

**Accounts Payables:**

Payable Time Frame	A/P Trade	A/P Accruals	A/P Water Accrual
Current	\$ 69,212	\$ -	\$ 4,250
> 30 Days	\$ -	\$ -	\$ 4,343
> 60 Days	\$ -	\$ -	\$ 6,156
> 90 Days	\$ -	\$ -	\$ -
Credits	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 69,212</b>	<b>\$ -</b>	<b>\$ 14,749</b>
 G/L Balance	 \$ 69,212	 \$ -	 \$ 14,749
<b>Difference</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Statement of Revenues and Expenses (P&L)**  
**March 2015 & Year-To-Date Versus 6/30/15 Budget**

		Mar-15	March vs Budget %	2014-2015 YTD	YTD vs Budget %	2014-2015 Budget	Remaining Budget
<b>Revenue</b>							
01-0-3010-301	Meter Reconnection Fee	-	0.00%	12,500	50.00%	25,000	12,500
01-0-3010-302	Donated Capital - Meters Curre	-	0.00%	10,000	50.00%	20,000	10,000
01-0-4010-400	Water Sales Residential	11,899	3.09%	238,389	61.92%	385,000	146,611
01-0-4010-402	Water Availability Revenue	15,768	8.30%	142,510	75.04%	189,908	47,398
01-0-4010-403	Water Service Charges	78,413	8.67%	704,967	77.97%	904,186	199,219
01-0-4020-410	Interest Income - LAIF	-	0.00%	291	58.30%	500	209
01-0-4020-413	Int Inc Penalties - Customer	1,820	7.28%	17,404	69.62%	25,000	7,596
01-0-4020-414	Transfer Fee Income	850	9.88%	5,150	59.88%	8,600	3,450
01-0-4020-415	Other Income	5,973	41.19%	(16,324)	-112.58%	14,500	30,824
01-0-4020-416	Meter Set Fee	1,000	25.00%	2,000	50.00%	4,000	2,000
01-0-4020-417	Interest Income Guaranty Fed	30	3.44%	284	32.87%	865	581
01-0-4020-900	Hydrant Service Charge	-	0.00%	-	0.00%	100	100
01-0-4020-901	Hydrant Rental	-	0.00%	40	25.00%	160	120
01-0-4020-902	Hydrant Consumption	-	0.00%	997	302.18%	330	(667)
01-0-4020-999	Avail Fee Income	-	0.00%	1,318	0.00%	-	(1,318)
01-0-4040-100	Lease Fee	900	18.00%	16,200	324.00%	5,000	(11,200)
01-0-4050-575	Office Fire Reimbursement	-	0.00%	-	0.00%	18,046	18,046
<b>TOTAL REVENUE</b>		<b>116,652</b>	<b>7.29%</b>	<b>1,135,726</b>	<b>70.93%</b>	<b>1,601,195</b>	<b>465,469</b>
<b>Expenses</b>							
01-1-5010-100	Regular Pay - Plant	12,536	7.36%	114,649	67.33%	170,269	55,620
01-1-5010-101	Overtime Pay	1,416	8.33%	12,892	75.83%	17,000	4,108
01-1-5010-102	Sick Pay	307	4.69%	4,140	63.21%	6,549	2,409
01-1-5010-104	Vacation Pay	460	6.04%	3,732	49.01%	7,614	3,882
01-1-5010-105	Holiday Pay	-	0.00%	7,724	78.63%	9,823	2,099
01-1-5010-200	PERS	837	4.89%	8,168	47.78%	17,094	8,926
01-1-5010-201	FICA/Medicare	1,126	6.97%	11,454	70.87%	16,161	4,707
01-1-5010-202	SUI	-	0.00%	1,736	72.33%	2,400	664
01-1-5010-203	Health Insurance	4,443	8.85%	38,881	77.48%	50,182	11,301
01-1-5010-204	Workers Compensation	232	2.11%	2,091	19.01%	11,000	8,909
01-1-5010-206	Dental Insurance	390	9.35%	3,067	73.48%	4,174	1,107
01-1-5010-207	Vision Care	-	0.00%	-	0.00%	500	500
01-1-5010-546	Travel, Meetings & Mileage	-	0.00%	73	29.38%	250	177
01-1-5020-501	Lease Of Equipment	-	0.00%	369	6.96%	5,300	4,931
01-1-5020-510	Repair & Maintenance - Plant	637	3.75%	12,135	71.38%	17,000	4,866
01-1-5020-511	Repair & Maintenance - Vehicle	28	0.15%	10,039	52.83%	19,000	8,961
01-1-5020-512	Repair & Maintenance - Distribution	1,238	4.64%	24,280	90.93%	26,700	2,420
01-1-5020-515	R&M Transmission - Intake	-		23,107			
01-1-5020-516	R&M Transmission - Well #1	-		-			
01-1-5020-517	R&M Transmission - Well #2	-		-			
01-1-5020-518	R&M Transmission - 10" Irrigation	-		9,461			
01-1-5020-520	Small Tools & Equipment	61	3.07%	1,471	73.57%	2,000	529
01-1-5020-522	Gas, Oil & Lubricant - Plant	1,332	6.80%	15,477	78.96%	19,600	4,123
01-1-5020-524	Health & Safety	2,394	44.33%	8,801	162.98%	5,400	(3,401)
01-1-5020-529	Telephone - T & D	394	12.91%	3,943	129.28%	3,050	(893)
01-1-5020-535	Water Supply Emergency 2014	63,364		92,450			
01-1-5020-544	Water Testing Fees	2,620	24.87%	9,545	90.60%	10,535	990
01-1-5020-545	Water System Fees	-	0.00%	6,489	54.08%	12,000	5,511
01-1-5020-548	Water Testing Materials	-	0.00%	653	12.55%	5,200	4,547
01-1-5021-521	Water Treatment Chemicals	6,418	14.26%	37,223	82.72%	45,000	7,777
01-1-5021-524	P G & E Power - Office	82	2.74%	1,439	47.97%	3,000	1,561
01-1-5021-525	P G & E Power - Intake	4,486	3.74%	92,516	77.10%	120,000	27,484
01-1-5021-526	P G & E Power - Well	683	17.08%	4,527	113.17%	4,000	(527)
01-1-5021-527	P G & E Power - Water Treatment	1,307	3.96%	21,907	66.39%	33,000	11,093

		March	2014-2015	YTD vs	2014-2015	Remaining
		Mar-15	vs Budget %	Budget %	Budget	Budget
01-1-5021-528	P G & E Power - Distribution	1,502	5.40%	22,414	80.62%	5,386
01-1-5021-561	Purchased Water Actual-mid-p	4,250	4.67%	87,510	96.13%	3,520
01-1-5023-533	Outside Services	252	11.35%	2,851	128.44%	(631)
01-1-5023-535	Fire Protection/Weed Control	-	0.00%	80	13.33%	520
01-1-5023-536	Cleaning Services	-	0.00%	-	0.00%	1,000
01-1-5023-537	Pest Control	32	6.40%	256	51.20%	244
01-1-5023-538	Engineering Services	-	0.00%	-	0.00%	7,100
01-1-5023-539	Employee Education	-	0.00%	180	24.00%	570
01-1-5024-540	Memberships	413	31.77%	6,866	528.14%	(5,566)
01-1-5024-541	Subscriptions	-	0.00%	-	0.00%	200
01-1-5024-542	Publications	-	0.00%	322	26.86%	878
01-1-5024-543	Licenses, Permits & Cert.	-	0.00%	425	18.32%	1,895
01-1-5032-583	Depreciation Expense	14,567	7.67%	130,047	68.45%	59,953
01-2-6010-100	Regular Pay - Administration	5,317	6.90%	47,903	62.18%	29,141
01-2-6010-101	Overtime Pay	419	11.96%	2,622	74.93%	878
01-2-6010-102	Sick Pay	-	0.00%	-	0.00%	2,160
01-2-6010-104	Vacation Pay	-	0.00%	1,546	35.78%	2,774
01-2-6010-105	Holiday Pay	-	0.00%	2,471	87.98%	338
01-2-6010-200	PERS	463	6.09%	4,521	59.51%	3,076
01-2-6010-201	FICA/Medicare	445	6.48%	4,405	64.10%	2,467
01-2-6010-202	SUI	67	5.16%	664	51.08%	636
01-2-6010-203	Health Insurance	1,520	8.04%	13,954	73.83%	4,946
01-2-6010-204	Workers Compensation	23	2.41%	207	21.77%	743
01-2-6010-206	Dental Insurance	159	9.37%	1,297	76.28%	403
01-2-6010-207	Vision Care	-	0.00%	-	0.00%	200
01-2-6010-546	Travel, Meetings & Mileage	472	0.00%	666	0.00%	(466)
01-2-6020-512	Propane	-	0.00%	66	6.60%	934
01-2-6020-515	Customer Billing Supplies	-	0.00%	458	22.91%	1,542
01-2-6020-529	Telephone - Admin	448	8.46%	3,891	73.41%	1,409
01-2-6020-530	Office Supplies	478	11.95%	1,667	41.67%	2,333
01-2-6020-531	Postage	448	5.60%	6,200	77.55%	1,795
01-2-6023-531	Computer IT	2,123	2.65%	14,504	18.13%	65,496
01-2-6023-532	R & M Equipment	-	0.00%	104	17.29%	496
01-2-6023-533	Outside Services	11,232	33.28%	60,152	178.23%	(26,402)
01-2-6023-535	Office Cleaning Serv	-	0.00%	1,180	78.67%	320
01-2-6023-536	Legal Services	-	0.00%	21,951	60.97%	14,049
01-2-6023-537	Audit Services	-	0.00%	7,000	46.67%	8,000
01-2-6023-538	Engineering Services	-	0.00%	-	0.00%	-
01-2-6023-539	Employee Education	(550)	-61.11%	-	0.00%	900
01-2-6024-540	Memberships	-	0.00%	2,815	23.46%	9,185
01-2-6024-541	Subscriptions	-	0.00%	-	0.00%	300
01-2-6024-542	Publications	-	0.00%	1,079	31.97%	2,296
01-2-6024-543	Licenses, Permits & Cert.	-	0.00%	-	0.00%	1,000
01-2-6024-547	County Fees	428	21.40%	1,926	96.30%	74
01-3-6025-100	Regular Pay	900	11.39%	7,700	97.47%	200
01-3-6025-201	FICA/Medicare	69	7.50%	589	64.17%	329
01-3-6025-202	SUI	-	0.00%	-	0.00%	300
01-3-6025-204	Workers Compensation	-	0.00%	-	0.00%	113
01-3-6025-546	Travel, Meetings & Mileage	-	0.00%	-	0.00%	400
01-3-6025-550	Board Meeting Expense	-	0.00%	-	0.00%	1,300
01-3-6025-555	Board Election Expenses	-	0.00%	-	0.00%	2,700
01-9-6030-100	Regular Pay - Non-Departmental	-	0.00%	23,191	27.28%	61,809
01-9-6030-102	Sick Pay	-	0.00%	-	0.00%	3,269
01-9-6030-104	Vacation Pay	-	0.00%	4,008	122.61%	(739)
01-9-6030-105	Holiday Pay	-	0.00%	654	13.33%	4,250
01-9-6030-106	Other Pay	-	0.00%	1,364	23.92%	4,336
01-9-6030-200	PERS	-	0.00%	2,388	28.13%	6,099

		March	2014-2015	YTD vs	2014-2015	Remaining	
	Mar-15	vs Budget %	YTD	Budget %	Budget	Budget	
01-9-6030-201	FICA/Medicare	-	0.00%	2,319	31.43%	7,378	5,059
01-9-6030-202	SUI	-	0.00%		0.00%	1,000	1,000
01-9-6030-203	Health Insurance	-	0.00%	-	0.00%	-	-
01-9-6030-204	Workers Compensation	-	0.00%		0.00%	1,000	1,000
01-9-6030-206	Dental Insurance	-	0.00%		0.00%	-	-
01-9-6030-207	Vision Care	-	0.00%		0.00%	300	300
01-9-6030-546	Travel, Meetings & Mileage	-	0.00%		0.00%	1,500	1,500
01-9-6030-569	Credit Card Service Charges	619	15.48%	3,443	86.08%	4,000	557
01-9-6030-570	Bank Service Charges	-	0.00%	-	0.00%	800	800
01-9-6030-572	Business Insurance Expense	2,488	8.65%	22,395	77.89%	28,750	6,355
01-9-6030-576	Misc Other Expense	161	2.93%	4,197	76.32%	5,500	1,303
01-9-6030-577	Retired Employee Health	3,073	7.62%	28,617	71.01%	40,300	11,683
01-9-6030-580	Retired EE Benefit Expense		0.00%		0.00%	170,000	170,000
01-9-6030-584	SWRCB Well #2	2,500		2,500			
01-9-6030-585	State Water Board Barge Reimb	49		212			
01-9-6030-586	Dept of Water Resources	35,890		79,810			
01-9-6030-587	State Revolving Fund						
01-9-6031-580	Interest Long Term Debt	2,130	3.97%	40,003	74.60%	53,624	13,621
01-9-6031-581	Other Interest Charges		0.00%		0.00%	100	100
01-9-6032-583	Depreciation Expense	276	4.61%	2,443	40.72%	6,000	3,557
<b>TOTAL EXPENSES</b>		<b>199,455</b>	<b>11.41%</b>	<b>1,264,469</b>	<b>72.31%</b>	<b>1,748,604</b>	<b>484,135</b>
<b>Total Revenue</b>		<b>116,652</b>	<b>7.29%</b>	<b>1,135,726</b>	<b>70.93%</b>	<b>1,601,195</b>	<b>465,469</b>
<b>Total Expense</b>		<b>199,455</b>	<b>11.41%</b>	<b>1,264,469</b>	<b>72.31%</b>	<b>1,748,604</b>	<b>484,135</b>
<b>Net Income / (Loss)</b>		<b>(82,803)</b>	<b>56.17%</b>	<b>(128,743)</b>	<b>87.34%</b>	<b>(147,409)</b>	<b>(18,666)</b>

\* 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.

LDPSCD CASH AVAILABILITY AND BANK RECONCILIATION as of month ending 3/31/2015  
(exclude petty cash @\$125)

	2/28/2015	Checking	MM	Invest/LAIF	Petty Cash	Total
Begin Balance (Last Pd. Ending)	72,047	1,325,061	161,988	125	1,559,221	
A/P - Checks Issued (list attached)	(175,008)				(175,008)	
Payroll - Checks & Direct Deposits	(15,573)				(15,573)	
Payroll Wires - Taxes & Benefits	(9,364)				(9,364)	
Cash receipts		97,344			97,344	
Transfer in/-out	175,000	(175,000)				
Bank charges			(683)		(683)	
Interest Income			30		30	
Misc (deposit-withdrawal)						
Voided Checks from Current Month						
Accrue bank deposit adjustment						
<b>Ending Balance</b>	<b>47,102</b>	<b>1,246,752</b>	<b>161,988</b>	<b>125</b>	<b>1,455,967</b>	
Reconcile: cash in transit						
outstanding checks	29,080	(18,380)			10,700	
misc: ach credit /debit						
misc: corrections to come						
<b>Bank Balance (verified against bank statements)</b>	<b>76,182</b>	<b>1,228,372</b>	<b>161,988</b>	<b>125</b>	<b>1,466,667</b>	
Restricted:						
Unrestricted:						
Resolution: Emergency	47,102	1,246,752	161,988	125	1,611,967	
Project replacement						

			<u>Amount</u>
<b>ACWA/JPIA</b>			
<b>000165 ACWA/JPIA</b>			
Ck. 21513	03/17/15		
Inv. 0340183			
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/06/15	Margaret		484.74
03/06/15	Janet		484.74
03/06/15	Connie		499.15
03/06/15	Kyle		746.42
03/06/15	Joseph		746.42
03/06/15	Cody		746.42
03/06/15	Connie		801.96
03/06/15	Daniel		801.96
03/06/15	Syndie		1,519.78
03/06/15	Randy		2,203.90
Inv. 0340183 Total			9,035.49
Ck. 21513 Total			9,035.49
<b>000165</b>	<b>ACWA/JPIA</b>		<b>9,035.49</b>
<b>ACWA/JPIA</b>			<b>9,035.49</b>
<b>AQUA LAB</b>			
<b>000012 AQUA LAB</b>			
Ck. 21519	03/17/15		
Inv. 13955			
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/05/15	AquaLab testing fees		1,220.00
Inv. 13955 Total			1,220.00
Ck. 21519 Total			1,220.00
Ck. 21535	03/30/15		
Inv. 14025			
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/24/15	Aqua Lab testing fees		540.00
Inv. 14025 Total			540.00
Ck. 21535 Total			540.00
<b>000012</b>	<b>AQUA LAB</b>		<b>1,760.00</b>
<b>AQUA LAB</b>			<b>1,760.00</b>
<b>AT&amp;T</b>			
<b>000136 AT&amp;T</b>			
Ck. 21525	03/24/15		
Inv. 209852-23314566			
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/11/15	AT&T telephone charges		183.18
03/11/15	AT&T telephone charges		448.47
Inv. 209852-23314566 Total			631.65
Ck. 21525 Total			631.65
<b>000136</b>	<b>AT&amp;T</b>		<b>631.65</b>

		<u>Amount</u>
<b>AT&amp;T</b>		<b>631.65</b>
<b>AWWA Membership</b>		
<b>265 AWWA Membership</b>		
Ck. 21527	03/24/15	
Inv. 00070368		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/01/15	American Water Works membership	413.00
Inv. 00070368	Total	413.00
Ck. 21527	Total	413.00
<b>265</b>	<b>AWWA Membership</b>	<b>413.00</b>
<b>AWWA Membership</b>		
		<b>413.00</b>
<b>BINKLEY ASSOCIATES, INC</b>		
<b>000106 BINKLEY ASSOCIATES, INC</b>		
Ck. 21531	03/24/15	
Inv. 03-15-02		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/09/15	Binkley water drought services	2,456.00
Inv. 03-15-02	Total	2,456.00
Ck. 21531	Total	2,456.00
<b>000106</b>	<b>BINKLEY ASSOCIATES, INC</b>	<b>2,456.00</b>
<b>BINKLEY ASSOCIATES, INC</b>		
		<b>2,456.00</b>
<b>BUSINESS CARD</b>		
<b>000383 BUSINESS CARD</b>		
Ck. 21494	03/03/15	
Inv. 2427		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/15/15	Pete BofA credit card	48.23
Inv. 2427	Total	48.23
Ck. 21494	Total	48.23
Ck. 21495	03/03/15	
Inv. 6075		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/15/15	Syndie BofA credit card	25.23
Inv. 6075	Total	25.23
Ck. 21495	Total	25.23
Ck. 21496	03/03/15	
Inv. 2333		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/15/15	Ann BofA credit card	151.10
02/15/15	Ann BofA credit card	209.90
Inv. 2333	Total	361.00
Ck. 21496	Total	361.00

			<u>Amount</u>
Ck. 21497	03/03/15		
	Inv. 9921		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	02/15/15	Randy BofA credit card	36.75
	02/15/15	Randy BofA credit card	495.39
	Inv. 9921 Total		532.14
Ck. 21497	Total		532.14
Ck. 21498	03/03/15		
	Inv. 4723		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	02/15/15	Jose BofA credit card	10.73
	02/15/15	Jose BofA credit card	147.77
	02/15/15	Jose BofA credit card	151.96
	02/15/15	Jose BofA credit card	261.60
	Inv. 4723 Total		572.06
Ck. 21498	Total		572.06
Ck. 21540	03/30/15		
	Inv. 6075		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	03/15/15	Syndie BofA credit card activity	326.50
	Inv. 6075 Total		326.50
Ck. 21540	Total		326.50
Ck. 21541	03/30/15		
	Inv. 4723		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	03/15/15	Jose BofA credit card activity	61.33
	03/15/15	Jose BofA credit card activity	100.00
	Inv. 4723 Total		161.33
Ck. 21541	Total		161.33
Ck. 21542	03/30/15		
	Inv. 9921		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	03/15/15	Randy BofA credit card	20.78
	03/15/15	Randy BofA credit card	49.49
	03/15/15	Randy BofA credit card	299.77
	Inv. 9921 Total		370.04
Ck. 21542	Total		370.04
Ck. 21543	03/30/15		
	Inv. 2333		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	03/15/15	Ann BofA credit card activity	7.95
	03/15/15	Ann BofA credit card activity	477.98
	Inv. 2333 Total		485.93
Ck. 21543	Total		485.93
<b>000383</b>	<b>BUSINESS CARD</b>		<b>2,882.46</b>

		<u>Amount</u>
<b>BUSINESS CARD</b>		<b>2,882.46</b>
CANEPA AND SONS INC		
014384 CANEPA AND SONS INC		
Ck. 21501	03/03/15	
Inv. 00-8530		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/25/15	Canepa & Sons drilling	8,900.00
Inv. 00-8530 Total		8,900.00
Inv. 00-8531		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/25/15	Canepa & Sons drilling	12,820.00
Inv. 00-8531 Total		12,820.00
Inv. 00-8532		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/25/15	Canepa & Sons drilling	10,400.00
Inv. 00-8532 Total		10,400.00
Inv. 00-8536		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/25/15	Canepa & Sons drilling	11,800.00
Inv. 00-8536 Total		11,800.00
Ck. 21501 Total		43,920.00
Ck. 21515	03/17/15	
Inv. 00-8533		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/03/15	Abandonment of test hole	1,250.00
Inv. 00-8533 Total		1,250.00
Inv. 00-8534		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/03/15	Abandonment of test hole	1,250.00
Inv. 00-8534 Total		1,250.00
Inv. 00-8535		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/03/15	Abandonment of test hole	1,250.00
Inv. 00-8535 Total		1,250.00
Inv. 00-8539		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/03/15	Abandonment of test hole	1,250.00
Inv. 00-8539 Total		1,250.00
Inv. 00-8540		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/03/15	Abandonment of test hole	1,250.00
Inv. 00-8540 Total		1,250.00
Inv. 00-8541		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/03/15	Drill 5th test hole	10,400.00
Inv. 00-8541 Total		10,400.00

		<u>Amount</u>
Inv. 00-8542		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/03/15	Drill 6th test hole	4,640.00
Inv. 00-8542 Total		4,640.00
Ck. 21515 Total		21,290.00
Ck. 21524 03/24/15		
Inv. 00-8557		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/10/15	Canepa and Sons drill test hole	9,400.00
Inv. 00-8557 Total		9,400.00
Inv. 00-8562		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/11/15	Canepa and Sons drill test hole	5,200.00
Inv. 00-8562 Total		5,200.00
Ck. 21524 Total		14,600.00
014384	CANEPA AND SONS INC	79,810.00
CANEPA AND SONS INC		79,810.00
D & D PEST CONTROL *		
000118 D & D PEST CONTROL *		
Ck. 21530 03/24/15		
Inv. 0342118		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/17/15	D&D pest control	32.00
Inv. 0342118 Total		32.00
Ck. 21530 Total		32.00
000118	D & D PEST CONTROL *	32.00
D & D PEST CONTROL *		32.00
DANNY JOHNSON		
010129 DANNY JOHNSON		
Ck. 21522 03/17/15		
Inv.		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/12/15	Reimbursment for Drought meeting	51.93
Inv. Total		51.93
Ck. 21522 Total		51.93
010129	DANNY JOHNSON	51.93
DANNY JOHNSON		51.93
Dept. of Housing-Community Dev		
000004 Dept. of Housing-Community Dev		
Ck. 21533 03/24/15		
Inv. CCL5694		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/01/15	HCD registration fees	185.00

		<u>Amount</u>
Inv. CCL5694	Total	185.00
Inv. CCL5697		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/01/15	HCD registration fees	185.00
Inv. CCL5697	Total	185.00
Ck. 21533	Total	370.00
<b>000004</b>	<b>Dept. of Housing-Community Dev</b>	<b>370.00</b>
<b>Dept. of Housing-Community Dev</b>		<b>370.00</b>
<b>DI TORE, REBECCA</b>		
<b>UB*10381</b>	<b>DI TORE, REBECCA</b>	
Ck. 21507	03/03/15	
Inv.		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/27/15	Refund check	96.80
Inv. Total		96.80
Ck. 21507	Total	96.80
<b>UB*10381</b>	<b>DI TORE, REBECCA</b>	<b>96.80</b>
<b>DI TORE, REBECCA</b>		<b>96.80</b>
<b>FASTENAL COMPANY</b>		
<b>000978</b>	<b>FASTENAL COMPANY</b>	
Ck. 21499	03/03/15	
Inv. CAMER139133		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/06/15	Fastenal barge parts	162.83
Inv. CAMER139133	Total	162.83
Ck. 21499	Total	162.83
<b>000978</b>	<b>FASTENAL COMPANY</b>	<b>162.83</b>
<b>FASTENAL COMPANY</b>		<b>162.83</b>
<b>FIGUERO, JR, RAFAEL</b>		
<b>UB*10379</b>	<b>FIGUERO, JR, RAFAEL</b>	
Ck. 21505	03/03/15	
Inv.		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/27/15	Refund check	53.00
02/27/15	Refund check	213.00
Inv. Total		266.00
Ck. 21505	Total	266.00
<b>UB*10379</b>	<b>FIGUERO, JR, RAFAEL</b>	<b>266.00</b>
<b>FIGUERO, JR, RAFAEL</b>		<b>266.00</b>

			<u>Amount</u>
<b>Fleetmatics</b>			
<b>101021 Fleetmatics</b>			
Ck. 21514	03/17/15		
Inv. IN438473			
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/01/15	Fleetmatics tracking subscription		2,394.00
Inv. IN438473	Total		2,394.00
Ck. 21514 Total			2,394.00
<b>101021</b>	<b>Fleetmatics</b>		<b>2,394.00</b>
<b>Fleetmatics</b>			
<b>2,394.00</b>			
<b>General Supply Company</b>			
<b>000163 General Supply Company</b>			
Ck. 21508	03/06/15		
Inv. S3861393.001			
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/23/15	General Supply repairs		18.52
Inv. S3861393.001	Total		18.52
Inv. S3861634.001			
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/25/15	General Supply repairs		185.23
Inv. S3861634.001	Total		185.23
Ck. 21508 Total			203.75
<b>000163</b>	<b>General Supply Company</b>		<b>203.75</b>
<b>General Supply Company</b>			
<b>203.75</b>			
<b>GREEN RUBBER KENNEDY AG</b>			
<b>0007488 GREEN RUBBER KENNEDY AG</b>			
Ck. 21539	03/30/15		
Inv. M-369086			
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/09/15	Green Rubber supplies		4,448.44
Inv. M-369086	Total		4,448.44
Ck. 21539 Total			4,448.44
<b>0007488</b>	<b>GREEN RUBBER KENNEDY AG</b>		<b>4,448.44</b>
<b>GREEN RUBBER KENNEDY AG</b>			
<b>4,448.44</b>			
<b>GRISWOLD, LaSALLE, COBB, DOWD</b>			
<b>000203 GRISWOLD, LaSALLE, COBB, DOWD</b>			
Ck. 21517	03/17/15		
Inv. RLC 17983			
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/01/15	Griswold general matters		400.40
Inv. RLC 17983	Total		400.40
Ck. 21517 Total			400.40

		<u>Amount</u>
<b>000203</b>	<b>GRISWOLD, LaSALLE, COBB, DOWD</b>	<b>400.40</b>
<b>GRISWOLD, LaSALLE, COBB, DOWD</b>		<b>400.40</b>
<b>HOLT OF CALIFORNIA</b>		
<b>000114</b>	<b>HOLT OF CALIFORNIA</b>	
Ck. 21509	03/06/15	
	Inv. SW000118700	
	<u>Line Item Date</u>	<u>Line Item Description</u>
	02/28/15	Holt vehicle repairs
	Inv. SW000118700	Total
		494.93
		494.93
Ck. 21509	Total	494.93
<b>000114</b>	<b>HOLT OF CALIFORNIA</b>	<b>494.93</b>
<b>HOLT OF CALIFORNIA</b>		<b>494.93</b>
<b>KAMPA COMMUNITY SOLUTIONS LLC</b>		
<b>0003221</b>	<b>KAMPA COMMUNITY SOLUTIONS LLC</b>	
Ck. 21526	03/24/15	
	Inv. Emergency - 2	
	<u>Line Item Date</u>	<u>Line Item Description</u>
	03/01/15	Kampa water drought expenses
	Inv. Emergency - 2	Total
		7,040.00
		7,040.00
Ck. 21526	Total	7,040.00
Ck. 23213	03/17/15	
	Inv. 2015 LDPCSD 3	
	<u>Line Item Date</u>	<u>Line Item Description</u>
	03/06/15	Kampa management services
	Inv. 2015 LDPCSD 3	Total
		6,250.00
		6,250.00
Ck. 23213	Total	6,250.00
<b>0003221</b>	<b>KAMPA COMMUNITY SOLUTIONS LLC</b>	<b>13,290.00</b>
<b>KAMPA COMMUNITY SOLUTIONS LLC</b>		<b>13,290.00</b>
<b>KKI CORPORATION</b>		
<b>000065</b>	<b>KKI CORPORATION</b>	
Ck. 21520	03/17/15	
	Inv. 950214	
	<u>Line Item Date</u>	<u>Line Item Description</u>
	03/01/15	KKI February support
	03/01/15	KKI February support
	Inv. 950214	Total
		375.21
		671.04
		1,046.25
Ck. 21520	Total	1,046.25
Ck. 21537	03/30/15	
	Inv. 00504115	
	<u>Line Item Date</u>	<u>Line Item Description</u>
	03/20/15	KKI computer support
	Inv. 00504115	Total
		618.55
		618.55

		<u>Amount</u>
Ck. 21537 Total		618.55
<b>000065</b>	<b>KKI CORPORATION</b>	<b>1,664.80</b>
<b>KKI CORPORATION</b>		<b>1,664.80</b>
<b>LAWSON &amp; SON BACKHOE &amp; GRADIN</b>		
<b>000047</b>	<b>LAWSON &amp; SON BACKHOE &amp; GRADIN</b>	
Ck. 21500	03/03/15	
Inv. 7346		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/20/15	Lawson & Son purchases	1,100.00
02/20/15	Lawson & Son purchases	1,330.00
Inv. 7346 Total		2,430.00
Ck. 21500 Total		2,430.00
Ck. 21536	03/30/15	
Inv. 7358		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/22/15	Lawson & Son repairs	500.00
Inv. 7358 Total		500.00
Ck. 21536 Total		500.00
<b>000047</b>	<b>LAWSON &amp; SON BACKHOE &amp; GRADIN</b>	<b>2,930.00</b>
<b>LAWSON &amp; SON BACKHOE &amp; GRADIN</b>		<b>2,930.00</b>
<b>LUIS'S HOUSEKEEPING / YARDS</b>		
<b>000550</b>	<b>LUIS'S HOUSEKEEPING / YARDS</b>	
Ck. 21493	03/03/15	
Inv. 158201		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/27/15	February office cleaning	140.00
Inv. 158201 Total		140.00
Ck. 21493 Total		140.00
<b>000550</b>	<b>LUIS'S HOUSEKEEPING / YARDS</b>	<b>140.00</b>
<b>LUIS'S HOUSEKEEPING / YARDS</b>		<b>140.00</b>
<b>MARCHESIELLO, CYNTHIA</b>		
<b>000099</b>	<b>MARCHESIELLO, CYNTHIA</b>	
Ck. 21521	03/17/15	
Inv.		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/12/15	Mileage reimbursement	145.72
Inv. Total		145.72
Ck. 21521 Total		145.72
<b>000099</b>	<b>MARCHESIELLO, CYNTHIA</b>	<b>145.72</b>
<b>MARCHESIELLO, CYNTHIA</b>		<b>145.72</b>

		<u>Amount</u>
<b>MARIPOSA COUNTY PLANNING</b>		
<b>000077 MARIPOSA COUNTY PLANNING</b>		
Ck. 21534	03/30/15	
Inv.		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/12/15	Mariposa County Planning fees	58.00
Inv. Total		58.00
Ck. 21534 Total		58.00
<b>000077</b>	<b>MARIPOSA COUNTY PLANNING</b>	<b>58.00</b>
<b>MARIPOSA COUNTY PLANNING</b>		
<b>58.00</b>		
<b>MATTHEWS, MR/MRS HENRY</b>		
<b>UB*10378 MATTHEWS, MR/MRS HENRY</b>		
Ck. 21504	03/03/15	
Inv.		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/27/15	Refund check	49.00
02/27/15	Refund check	86.34
Inv. Total		135.34
Ck. 21504 Total		135.34
<b>UB*10378</b>	<b>MATTHEWS, MR/MRS HENRY</b>	<b>135.34</b>
<b>MATTHEWS, MR/MRS HENRY</b>		
<b>135.34</b>		
<b>NJIRICH &amp; SON'S INC</b>		
<b>019970 NJIRICH &amp; SON'S INC</b>		
Ck. 21503	03/03/15	
Inv. #03715		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/28/15	Njrich Intake repairs	10,860.73
Inv. #03715 Total		10,860.73
Inv. *03715		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/28/15	Njrich Distribution repairs	23,106.85
Inv. *03715 Total		23,106.85
Ck. 21503 Total		33,967.58
<b>019970</b>	<b>NJIRICH &amp; SON'S INC</b>	<b>33,967.58</b>
<b>NJIRICH &amp; SON'S INC</b>		
<b>33,967.58</b>		
<b>O'REILLY AUTOMOTIVE INC</b>		
<b>009464 O'REILLY AUTOMOTIVE INC</b>		
Ck. 21518	03/17/15	
Inv. 1728210		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/01/15	O'Reilly vehicle repairs	28.06
Inv. 1728210 Total		28.06
Ck. 21518 Total		28.06

<b>009464</b>	<b>O'REILLY AUTOMOTIVE INC</b>	<u><b>Amount</b></u> <b>28.06</b>
<b>O'REILLY AUTOMOTIVE INC</b>		<b>28.06</b>
<b>PACIFIC GAS &amp; ELECTRIC</b>		
<b>000105</b>	<b>PACIFIC GAS &amp; ELECTRIC</b>	
Ck. 21510	03/06/15	
Inv. 7043447813-0		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/27/15	Water Tank	13.30
02/27/15	Water tank press	22.18
02/27/15	Arbolada Boost	29.97
02/27/15	alamo Booster	38.42
02/27/15	Office	89.53
02/27/15	Tulipan Way	101.35
02/27/15	coronado Booster	352.13
02/27/15	Central Station	468.20
02/27/15	Enebro Boos	514.88
02/27/15	Well	665.48
02/27/15	WTR Treatmant Plant	1,407.71
02/27/15	7043447913	4,595.36
Inv. 7043447813-0	Total	8,298.51
Ck. 21510	Total	8,298.51
<b>000105</b>	<b>PACIFIC GAS &amp; ELECTRIC</b>	<b>8,298.51</b>
<b>PACIFIC GAS &amp; ELECTRIC</b>		<b>8,298.51</b>
<b>SANDLIN, JIM &amp; NORMA</b>		
<b>UB*10380</b>	<b>SANDLIN, JIM &amp; NORMA</b>	
Ck. 21506	03/03/15	
Inv.		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/27/15	Refund check	38.65
02/27/15	Refund check	50.29
Inv. Total		88.94
Ck. 21506	Total	88.94
<b>UB*10380</b>	<b>SANDLIN, JIM &amp; NORMA</b>	<b>88.94</b>
<b>SANDLIN, JIM &amp; NORMA</b>		<b>88.94</b>
<b>SHERRI LANGLEY</b>		
<b>014720</b>	<b>SHERRI LANGLEY</b>	
Ck. 21502	03/03/15	
Inv.		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/28/15	refund of overpayment	641.00
Inv. Total		641.00
Ck. 21502	Total	641.00
<b>014720</b>	<b>SHERRI LANGLEY</b>	<b>641.00</b>
<b>SHERRI LANGLEY</b>		<b>641.00</b>

		<u>Amount</u>
<b>Sierra Telephone</b>		
<b>101018</b>	<b>Sierra Telephone</b>	
Ck. 21529	03/24/15	
Inv. 1900012840		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/15/15	Sierra telephone charges	38.47
Inv. 1900012840	Total	38.47
Ck. 21529	Total	38.47
<b>101018</b>	<b>Sierra Telephone</b>	<b>38.47</b>
<b>Sierra Telephone</b>		<b>38.47</b>
<b>The Source Group Inc</b>		
<b>0003478</b>	<b>The Source Group Inc</b>	
Ck. 21532	03/24/15	
Inv. 501595		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/01/15	Emergency Well siting evaluation	2,500.00
Inv. 501595	Total	2,500.00
Ck. 21532	Total	2,500.00
<b>0003478</b>	<b>The Source Group Inc</b>	<b>2,500.00</b>
<b>The Source Group Inc</b>		<b>2,500.00</b>
<b>TOTAL WASTE SYSTEMS MARIPOSA</b>		
<b>000564</b>	<b>TOTAL WASTE SYSTEMS MARIPOSA</b>	
Ck. 21512	03/06/15	
Inv. 100570		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/01/15	Total Waste services	252.08
Inv. 100570	Total	252.08
Ck. 21512	Total	252.08
<b>000564</b>	<b>TOTAL WASTE SYSTEMS MARIPOSA</b>	<b>252.08</b>
<b>TOTAL WASTE SYSTEMS MARIPOSA</b>		<b>252.08</b>
<b>UNION DEMOCRAT*</b>		
<b>000121</b>	<b>UNION DEMOCRAT*</b>	
Ck. 21511	03/06/15	
Inv. 91749		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/02/15	Union Demecrat legal notice	116.30
Inv. 91749	Total	116.30
Ck. 21511	Total	116.30
<b>000121</b>	<b>UNION DEMOCRAT*</b>	<b>116.30</b>
<b>UNION DEMOCRAT*</b>		<b>116.30</b>

			<u>Amount</u>
<b>USA BlueBook</b>			
<b>000094 USA BlueBook</b>			
Ck. 21523	03/24/15		
	Inv. 544578		
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/09/15	USA Blue Book repairs		307.43
	Inv. 544578 Total		307.43
Ck. 21523 Total			307.43
<b>000094</b>	<b>USA BlueBook</b>		<b>307.43</b>
<b>USA BlueBook</b>			
			<b>307.43</b>
<b>USPS</b>			
<b>000076 USPS</b>			
Ck. 23212	03/02/15		
	Inv. 03022015		
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/02/15	Postage for March UB Billing		440.09
	Inv. 03022015 Total		440.09
Ck. 23212 Total			440.09
<b>000076</b>	<b>USPS</b>		<b>440.09</b>
<b>USPS</b>			
			<b>440.09</b>
<b>VALERO MARKETING &amp; SUPPLY</b>			
<b>000091 VALERO MARKETING &amp; SUPPLY</b>			
Ck. 21528	03/24/15		
	Inv. 6948		
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/09/15	Randy Valero charges		453.29
03/09/15	Joseph Valero charges		778.65
	Inv. 6948 Total		1,231.94
Ck. 21528 Total			1,231.94
<b>000091</b>	<b>VALERO MARKETING &amp; SUPPLY</b>		<b>1,231.94</b>
<b>VALERO MARKETING &amp; SUPPLY</b>			
			<b>1,231.94</b>
<b>VERIZON WIRELESS</b>			
<b>660108 VERIZON WIRELESS</b>			
Ck. 21492	03/03/15		
	Inv. 9740563801		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/13/15	Verizon telephone charges		152.20
	Inv. 9740563801 Total		152.20
Ck. 21492 Total			152.20
Ck. 21538	03/30/15		
	Inv. 9742256434		
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/13/15	Verizon wireless telephone		172.20
	Inv. 9742256434 Total		172.20

		<u>Amount</u>
Ck. 21538 Total		172.20
660108	VERIZON WIRELESS	324.40
	VERIZON WIRELESS	324.40
Warmerdam CPA Group		
702 Warmerdam CPA Group		
Ck. 21516	03/17/15	
Inv. 12792		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/01/15	Warmerdam accounting services	2,500.00
Inv. 12792 Total		2,500.00
Ck. 21516 Total		2,500.00
702	Warmerdam CPA Group	2,500.00
Warmerdam CPA Group		2,500.00
<b>Total</b>		<b>175,008.34</b>

**LDPCSD Financials****Asset :**

Cash and investments  
Restricted cash  
Accts Receivable net of res  
Inventory  
Prpd expense & deposits  
Other assets

**Statement of Net Assets (Balance Sheet)  
for the month ending March 31, 2015**

\$ 1,455,967  
\$ -  
\$ 182,988  
\$ 69,646  
\$ 11,499

Total current assets \$ 1,720,100

Property, plant & equipment  
less depreciation  
C I P

\$ 9,081,656  
\$ (6,456,122)  
\$ 603,815

Net P P & E \$ 3,229,349

**Other L T Assets**

Total Assets \$ 4,949,449

**Liabilites:**

Accounts payable  
Interest payable  
Water Accrual  
L T debt, current

\$ 69,212  
\$ 2,130  
\$ 14,749  
\$ 68,659

Total current liab \$ 154,750

L T debt  
Post Retirment Benefit  
Muni Loan  
less current above

\$ 749,138  
\$ 1,034,065  
\$ (68,659)

Total Liabilites \$ 1,869,294

**Net assets**

\$ 3,080,155

Total liab & net ass't \$ 4,949,449

**LDPCSD****Statement of Revenue & Expenses (P&L)  
for the month ending March 31, 2015**

	Plan
(- unfavorable except inc)	
Sales & Business revenue	\$ 107,930
Water, mat'ls, elect & testing	\$ 21,266
Value-add cont'n (output)	\$ 86,664
Value-add ratio	0.51
Compensation expense	\$ 33,704
Other direct prod'n exp	\$ 5,819
Other direct office exp	\$ 14,811
Professional support	\$ -
Water Drought exp	\$ 101,804
Rent, Ins, Tech/legal req'd	\$ 2,916
Other operating expense	\$ (5,021)
Dep'n/Amort'n expense	\$ 14,843
Finance & related (inc - )	\$ 900
Board of Directors' expense	\$ 969
Transfer out	\$ -
Total Prod'n Exp (input)	\$ 170,745
Net Contribution from prod'n	\$ (84,081)
Non-oper income (-)/exp	\$ (1,278)
Change in net assets (P&L[-])	\$ (82,803)

**Statistics:**

Acre feet (pumped)- lake

Acre feet (pumped)- well

Acre feet - sold

**LDPCSD****Statements of Cash Flows****(indirect method) for the Month ending March 31, 2015****(- unfavorable) Plan**

Chng in net assets (P&L)	\$	(82,803)
Non-cash items in Chng (P&L):		
Dep'n/Amort'n expense	\$	14,843
Other non-cash items		
net cash flow	\$	(67,960)
Working Capital changes:		
Accts Rec	\$	(20,390)
Inventories	\$	-
Prpd & deposits	\$	2,041
Accts pay & Acc'd Payroll	\$	(23,325)
Water Accrual and Interest Accrual	\$	6,380
net cash flow	\$	(103,254)
P P & E purchased	\$	-
C I P purchases	\$	-
less new loans acquired		
net cash flow	\$	(103,254)
Finance & other activities:		
L T loan payments	\$	-
Other	\$	-
Cash flow	\$	(103,254)
Beginning cash balance	\$	1,559,221
Ending cash balance	\$	1,455,967









**Regular Meeting Minutes of the Board of Directors**  
***Lake Don Pedro Community Services District***  
**9751 Merced Falls Road**  
***March 16, 2015 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 the Lake Don Pedro Community Services Board Room, 9751 Merced Falls Rd., La Grange, CA 95329.  
President Day called the meeting to order at 1:00 a.m.

Directors present: Day, Ross, and Hankemeier  
Directors absent: Johnson, and Hedge  
Also present: IGM P. Kampa  
Also present: Staff S. Marchesiello

2. **PUBLIC COMMENT § 54954.3:**  
Two public members spoke
3. **PRESENTATION ONLY:**
  - a. **Presiding Officer's Report**  
*Presented by President Day*
  - 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*
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
  - b. Approve the following minutes:  
  
February 4, 2015 Special Meeting  
February 19, 2015 Special Meeting  
March 4, 2015 Special Meeting  
March 9, 2015 Special Meeting

**Motion: To approve the consent calendar**  
**Votes: Carried 3-0**  
**First: Ross**                      **Second: Day**  
**Ayes: Ross, Day, and Hankemeier**  
**Nays: None**



**Special Meeting Minutes of the Board of Directors**  
***Lake Don Pedro Community Services District***  
9751 Merced Falls Road  
***April 8, 2015 at 10:00a.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 Special Meeting at the Lake Don Pedro Community Services Board Room, 9751 Merced Falls Rd., La Grange, CA 95329.  
President Johnson called the meeting to order at 10:00 a.m.

Directors present: Johnson, Day, Ross, Hedge, and Hankemeier  
Also present: IGM P. Kampa  
Also present: Staff S. Marchesiello

2. **Board of Directors Planning Session:**
- a. Review of District Organizational Chart
  - b. Review of District Policies Related to Board and Staff Roles and Responsibilities, Norms and Protocol
  - c. Establish Board Goals and Objectives to be used to set and Evaluate Management Actions  
*Items, a, b, & c were presented by the IGM P. Kampa. See attached presentation materials*

**ADJOURNED:** 12:05 p.m. LUNCH 12:00 p.m. – 1:00p.m.

3. **Water Supply Emergency Reports and Actions:**
- a. Water supply status report including changes to water system operations, Lake McClure water supply projections, groundwater well development and other new surface water enhancements.  
*Report given by the IGM P. Kampa*
  - b. Status report of Lake Don Pedro CSD Emergency Water Supply Project including expenses incurred and funding application status.  
*Report given by the IGM P. Kampa*
  - c. Approval of a Resolution authorizing application to the State Revolving Fund (SRF) for funding for the emergency groundwater well projects.

**Motion: To approve the resolution authorizing application to the State Revolving Fund (SRF) for funding for the emergency groundwater well projects**

**Votes: Carried 5-0**

**First: Hankemeier**

**Second: Day**

**Ayes: Hankemeier, Day, Johnson, Hedge, and Ross**

**Nays: None**

- d. Approval of a Resolution authorizing reimbursement of well installation project expenses with funds from the State Revolving Fund (SRF).

*Motion: To approve the resolution authorizing reimbursement of well installation project expenses with funds from the State Revolving Fund (SRF)*

*Votes: Carried 5-0*

*First: Hankemeier*

*Second: Day*

*Ayes: Hankemeier, Day, Johnson, Hedge, and Ross*

*Nays: None*

- e. Approval of a 2014/15 Budget amendment in the amount of not to exceed \$60,000 for the upgrade of the District's water system supervisor control and data acquisition system (SCADA), which is necessary for reliable system control.

*Motion: To approve the 2014/15 budget amendment in the amount of not to exceed \$60,000 for the upgrade of the District's water system supervisor control and data acquisition system (SCADA)*

*Votes: Carried 5-0*

*First: Hankemeier*

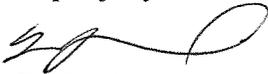
*Second: Day*

*Ayes: Hankemeier, Day, Johnson, Hedge, and Ross*

*Nays: None*

4. ADJOURNMENT: 2:50 p.m.

*Respectfully submitted by,*



*S. Marchesiello  
Board Secretary*

# Lake Don Pedro Community Services District

## Special Meeting of April 8, 2015

### AGENDA SUPPORTING DATA

#### 2 Board of Directors Planning Session:

- a. Review of District Organizational Chart
- b. Review of District Policies Related to Board and Staff Roles and Responsibilities, Norms and Protocol
- c. Establish Board Goals and Objectives to be used to set and Evaluate Management Actions

#### **Background**

The purpose of this agenda item is to begin the process of strategic planning, to ensure the successful future of the District and its public services. There are many important aspects of planning for the successful operation and management of the District. As an instructor for the California Special District Leadership Academy, I have developed many useful processes and procedures to assist in facilitating the Board's planning processes.

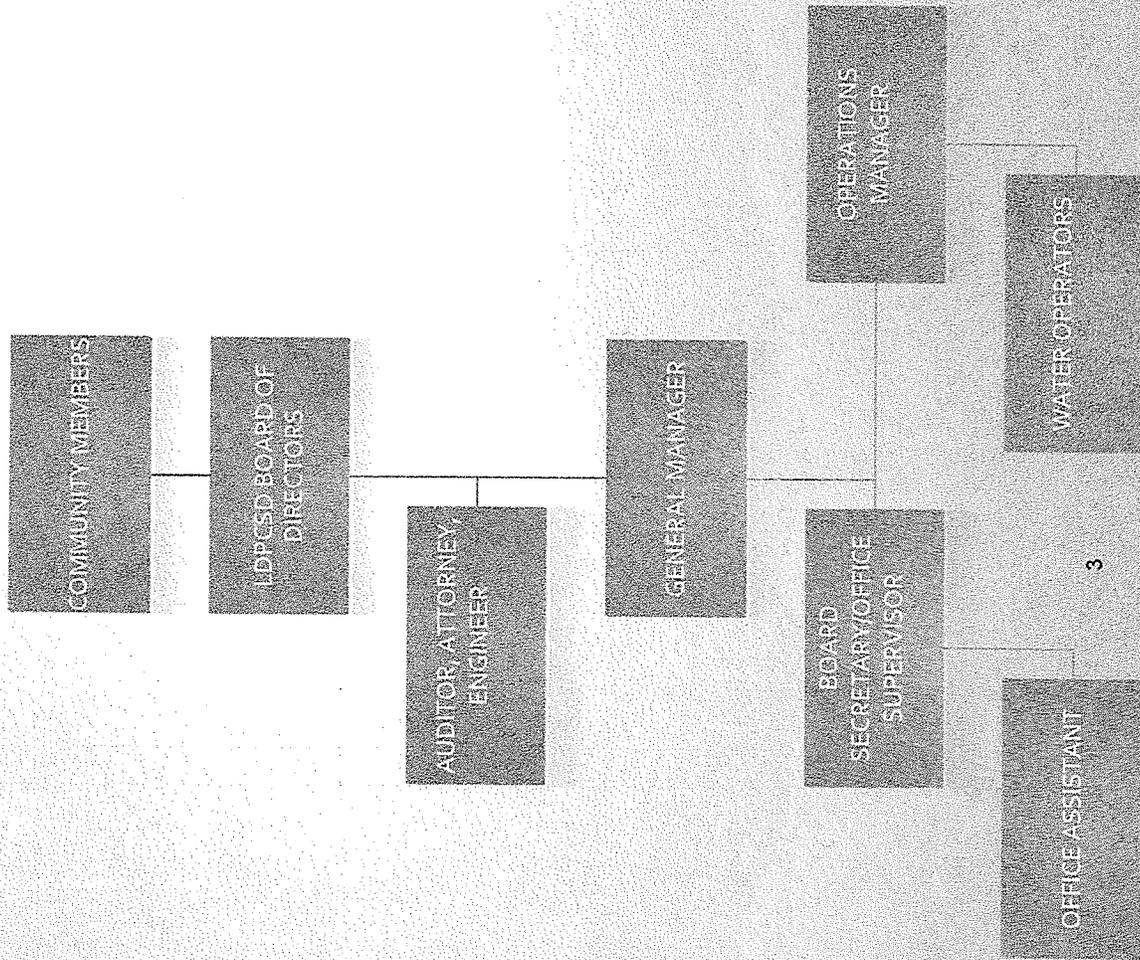
The end result of this planning process is the development of District goals and objectives; or major items we want to accomplish over the next one, three, five or ten year period. These goals and objectives will then be used by management to establish specific, measurable objectives for the General Manager himself, as well as the development of specific benchmarks or objectives for staff at all levels to strive for, and be expected to achieve.

One of the major reasons for conducting the planning process at this time is to determine the intent of the Board with regard to future District management. It has been the practice and policy of the Board to hire a working manager who splits time between working directly in the field with the operations employees, and is also responsible to serve as chief executive of the District. The planning process will determine the level or skills, expertise, experience and actual hands-on management time required of the General Manager. In other words, the more complex the management work to be done as determined by the Board's plan, the more experienced of a manager is necessary and less time, if any, they will have for operation tasks.

During this meeting, we hope to:

- Review the current Organizational chart to clarity of roles and responsibilities
- Understand the Board's Role in Human Resources

# Lake Don Pedro CSD Organizational Chart 20



# Defining Board & Staff Roles and Relationships

## Part 1



California Special  
Districts Association  
*Districts Stronger Together*

# Agenda for the Day

- The Board's Role and Responsibilities in HR
- Determining the HR health of the District
- Evaluating the General Manager

# What Does a Board Member Need to Know?

- History of the district
- Understand the physical and economic limitations of the district
- Human resources policy is a board responsibility, not an individual activity
- Understand the district's human resources policies, past practices and procedures

# Why the Board's Role in Human Resources is Important?

- It shapes workplace culture at the district
  - Defines the kind of place the district is as either a positive work environment or a negative, repressive place to work
  - Establishes a framework of expectations
- Keeps compliance with HR rules and regulations
- Insures a stewardship role for the board

# What is the Board's Role in HR?

- To be a HR policy maker
  - By developing HR policies based upon board values
  - To focus on the “what” and not the “how” of HR

# What is the Board's Role in HR?

*(Continued...)*

Board members learn the “what” by:

- Board member orientation
- Meeting the staff
- Reading key district documents
- Tour of district facilities
- Talking to the public

# What is the Board's Role in HR?

*(Continued...)*

- To know what not to do in personnel issues
  - There should be no direct intervention by a board member into a personnel issue
  - The board informs the General Manager of the issue and then holds the General Manager accountable

# What is the Board's Role in HR? *(Continued...)*

- To know district HR philosophy and to be able to talk about it
- Learn HR policies from:
  - District policy manual
  - Job descriptions
  - Employee handbook
  - New hire employee packet

# What is the Board's Role in HR?

*(Continued...)*

- To ensure HR policies are consistent with the district philosophy and mission statement
- To ensure HR policies are updated
- To ensure the adoption of new HR policies

# What is the Board's Role in HR?

*(Continued...)*

- To set clear expectations so the GM can implement HR policies according to law and district goals
- To ensure your district has a due process system in place for all employees
- To approve a compensation policy and review it regularly

# Establishing a Positive Human Resources Culture

- Why is this important to a board member?
- What does a positive HR culture look like?



# Why Should the Board Adopt HR Policies?

- To protect your district
  - Your district should have financial policies that direct:

Financial Controls

Fixed Asset Accounting Controls

Credit Card Usage

Budget Preparation

Expense Authorizations

Investment Policies

Electronic Communication



# Why Should the Board Adopt HR

## Policies? (Continued...)

- To keep your HR policies current
- To be a knowledgeable board member so that you do not cross the proverbial line
- To ensure that the policies are in line with the district mission and goals

## LAKE DON PEDRO CSD

### DROUGHT AND EMERGENCY WATER SUPPLY INFORMATION UPDATE

---

As of April 16, 2015 the water surface elevation of Lake McClure is 612.75 above sea level, with 96,550 acre feet (AF) of water storage. Due to a short period of high inflow into the lake, the surface elevation is increasing approximately 1/3 foot per day, or 500 AF of additional water stored per day. Based on weather predictions, we expect the lake to start dropping by May 1, so current estimates predict that our water pumps will be serviceable through early October 2015. This is excellent news as we hope the weather will be cooler and rainy by that time.

Unfortunately, the national weather folks are not predicting a wet year for 2015/16. In fact, the predictions are for warming temperatures, continued drought and rains occurring in a “monsoonal” fashion; warm and heavy. We are now planning for an additional dry year; water supply wise.

MID has submitted a petition to State Water Board (SWRCB) to reduce reservoir outflow and allow LDPCSD to continue diverting water below minimum pool of 115,000 acre feet. We are hopeful for SWRCB approval in one to two weeks.

Progress on groundwater well development is proceeding on schedule, with well pump testing scheduled for Well #3 on April 22<sup>nd</sup>, and Well #2 development and pump testing during the week of April 27. The two to three new wells are still slated to be on line and functional by June/July 2015. We continue to evaluate other longer term options such as developing a temporary pool of water in the location of the emergency floating pumps and using lake inflow to feed the pumps; and the construction of a deep water intake, which is the best solution but most costly at \$6.5 million.

Following are important facts related to our water supply:

1. Nearly all of our water currently comes from Lake McClure, and its water surface elevation could drop below even our emergency pumps in September 2015 if this serious drought continues
2. We have an aggressive plan to keep us from running out of water and we are receiving much state assistance in getting there; including \$462,000 in grants to date with more potentially in the queue
3. We are actively developing additional water supply by drilling enough groundwater wells to meet the water needs of our community this spring and summer. 50% conservation will be needed from our customers for the wells meet summer water needs. 50% water conservation is mandatory and all customers must reduce water use to the maximum extent possible to make sure we have plenty of water this spring and summer.
4. For us to “run out” of water, three very unlikely events would need to occur simultaneously:
  - a. The drought continued and/or worsened, and
  - b. Adequate groundwater could not be found, or the wells we drilled run out of water, and
  - c. The State Water Resources Control Board does not approve MID requests to reduce “fish” flows out of the reservoir.

In case of an outage, an emergency operations center would be opened and all residents would receive adequate bottled or bulk water until the lake came back up over our pumps. We may also truck in as much water as possible to run through our treatment plant and keep some water in the tanks. Trucking water is very expensive and cannot be sustained for long.

**A plan is in place, we don't expect to run out of water, but we need the help of our customers in conserving as much as they can! Thank you.**

April 16, 2015

**Lake Don Pedro CSD**  
**Water Supply Emergency Update and Project Report**  
**Provided for the April 16, 2015 OES meeting**

50% mandatory conservation effective March 9, 2015. Our customers averaged 30% reduction October 2014 – February 2015.

Declared emergency to avoid public contract code and competitive bidding delays

**McClure:**

Elevation 612.75 with 96,550 storage as of the 14th and gaining approximately 1/3 foot per day and 500 AF storage per day. We expect the lake to start dropping by May 1, so current estimates predict the pumps to be serviceable through mid October 2015

- MID submitted a petition to SWRCB to reduce reservoir outflow and allow LDPCSD diversions below minimum pool of 115,000 acre feet; hopeful for approval in one to two weeks

**Well #3 Medina:**

- Pump testing equipment ordered and on way for a Wednesday or Thursday next week initial drawdown testing
- Engaged Real Estate Agent Berit Brown of Berkshire Hathaway to perform property negotiations and complete sale related paperwork and processes
- A Contingent purchase offer is in progress

**Well #3/4 Alternate**

- This project will be initiated in the event the Medina transaction is unsuccessful and consists of two wells located in El Prado Park, drilled in different rock strata and (potentially) requiring treatment due to high Iron and Manganese

**Well #2:**

- Easements surveyed and legal description being prepared
- Drilling (well development and casing set) scheduled for April 27<sup>th</sup>
- Pump testing scheduled early May
- PG&E working on electrical connection design

**Long term solution / Deep Water Intake:**

- 21,000 foot pipeline and fixed pump system at McClure Point
- Construction is Feasible, can be completed in less than one year and supported by MID
- \$6.5 million project, currently with potential for \$2 million grant but need a minimum of an additional \$2 million in grants to make it financially viable for the District. Not feasible without close to 75% grant participation

**McClure – Dredging and coffer dam structure**

- Permitting and environmental is the major impediment as it could take 4 months
- Works so long as Merced River inflow into reservoir is occurring

- Officials are predicting extended drought into 2016 with warming temperatures, therefore Merced River inflow will likely be unpredictable and perhaps non-existent in summer 2016.
- Likely considered maintenance or temporary work and not grant eligible

**Funding:**

- We need \$8.57 million more in addition to the \$464,000 committed to date to ensure water supply reliability in even one more drought year
  - \$6.5 million deep intake
  - \$1.5 million water service replacement program
  - \$500,000 for groundwater wells ¾ (hopeful through USDA grant application)
  - \$70,000 for SCADA improvements and infrastructure to facilitate an accurate system water audit (approved in District budget amendment)
- \$300,000 spent on drought related projects and activities since October 2013
- USDA emergency water grant application submitted for \$500K
- Signed DWR grant agreement at \$200,000
- SWRCB grant agreement signed for \$60,900 and agreement for \$202,800 on my desk for execution

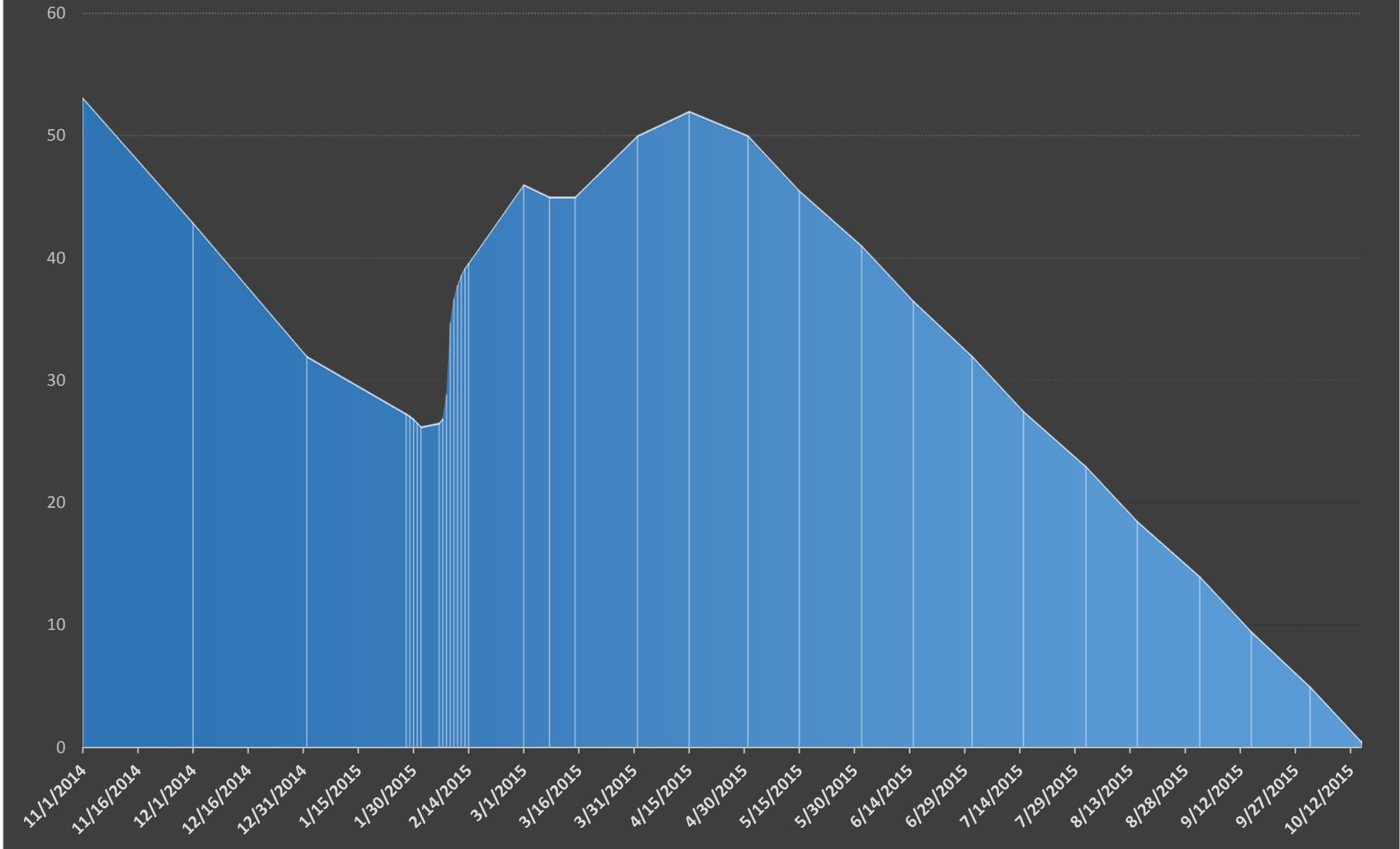
**Operations:**

- Operations staff fixing leaks daily but coming faster than we can address. Directed immediate repair of all leaks
- Developing a real-time system water audit protocol
- Implementing driveby meter reading system; in testing mode currently

**Concerns:**

- Long term well production with continued drought. Hard rock wells are drying up all over state
- Reliability of existing water system
  - Due to well production intended to meet only 70% of peak summer demand, even a minor customer leak could crash the system to where it could not recover
  - Need updated Supervisory control system - \$70,000 project
  - Need water service line replacement program - \$1.5 million

# Lake Don Pedro CSD Water Emergency Feet of Water Under Pumps Updated April 16, 2015



**Finance Committee Meeting Minutes**  
**Lake Don Pedro Community Services District**  
**9751 Merced Falls Road**  
**March 19, 2015 at 10:30 p.m.**

The Finance Committee of the Lake Don Pedro Community Services District held a committee Meeting at the Lake Don Pedro Community Services Board Room, 9751 Merced Falls Rd., La Grange, CA 95329.

Directors present: Day, and Hankemeier  
Also present: IGM p. Kampa  
Also present: Staff S. Marchesiello

The meeting was called to order at 10:30 a.m. and temporarily postponed at 10:33 a.m. until GM Pete Kampa could arrive. He arrived late due to a conference call with the governor's office and Barbara Boxer regarding the emergency drought situation. The meeting reopened at 10:48 a.m.

1. Review Water Rate Study Completed by Consultant Bartle Wells in 2009, which proposed water rate increases through 2014.
2. Review draft 2014/2015 Budget as adopted by the Board.

*Items 1 & 2 were discussed. The committee came to a consensus to recommend to the Board of Directors that the General Manager prepare the documentation needed to move forward to have an official study as required by prop 218. In addition, that it includes consideration of our capital improvement program and to make sure it is a comprehensive look at the base rate, commodity rate assessment, and connection fees.*

3. ADJOURNMENT: 12:08 p.m.

*Respectfully submitted by,*



*S. Marchesiello*  
*Board Secretary*

# Lake Don Pedro Community Services District

## Regular Meeting of April 21, 2015

### AGENDA SUPPORTING DATA

#### 5. DISCUSSION AND ACTION ITEMS:

- c. Approval of a resolution authorizing execution of an agreement with Motherlode Answering Service to handle afterhours phone calls and to contact District personnel in emergency situations.

#### **Background**

Water system emergencies do not necessarily wait for office hours to occur, nor do they stop happening when the water plant shuts down at the end of the day. We assign one of our operators to remain on-call afterhours and on weekends to ensure that system emergencies are evaluated and immediately repaired or remedied if necessary. There are many ways our on-call operator is notified of a problem, from customers calling the employee directly at home, to calling the emergency (numeric) pager or cell phone. Legally, to pay our employees only a stipend to remain on-call, we can only require that they remain fit for duty and within a reasonable response time. If we require that the on-call employee refrain from following their child to their baseball game, the school play or fishing on the lake, we must then pay the employee an hourly wage.

Much of the difficulty in our operators receiving calls after hours comes in our customers' misunderstanding of how to reach the district after hours. Emergency leak report messages are found in all sorts of places including my office voicemail which is checked infrequently and the main voicemail which is only checked daily during the week. Many people have either forgotten how to use the old style pager, or get confused on its use. Cell coverage in Don Pedro can be spotty at best.

With the onset of warm weather, our irrigation ban and some customers' insatiable desire to water their landscape after hours, we will be seeing a huge increase in afterhours calls to report water wasters. These calls are best taken by and logged by an answering service in lieu of our staff on overtime. It is imperative, especially given the water supply emergency that the appropriate water operator be contacted immediately, for appropriate issues and the customer notified that the contact has been made and issue to be taken care of.

I have used Motherlode Answering service for many years with good success. We can craft the program with them to meet our specific needs, and modify the relationship as necessary to best fit our needs. Attached is the Answering Service Agreement, price list and other options. The attached Resolution authorizes the General Manager to select the appropriate answering service program and procedures and execute the associated service agreement.

#### **Recommended Motion**

I move to approve Resolution \_\_\_, 2015, authorizing the General Manager to execute a service agreement with Motherlode Answering Service.

**RESOLUTION NO. 2015-\_\_\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LAKE DON PEDRO COMMUNITY SERVICES DISTRICT  
AUTHORIZING THE GENERAL MANAGER TO EXECUTE A  
SERVICE AGREEMENT WITH MOTHERLODE ANSWERING  
SERVICE**

**WHEREAS**, for the orderly and efficient conduct of the District's business, the District employs on-call operators to be available to respond to customer calls after hours; and

**WHEREAS**, the volume of calls and level of customer service required and expected many times exceeds the capabilities of the on-call operations staff; and

**WHEREAS**, it is necessary for the District to enter into agreement with a third party service to accept and respond to after hours calls for both emergencies, general customer service and drought related; and

**WHEREAS**, the District has received an acceptable proposal from an experienced answering service contractor and intends to act on said proposal.

**NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE LAKE DON PEDRO COMMUNITY SERVICES DISTRICT DOES HEREBY:**

1. Direct the General Manager to review, select and modify the Contractor's services required to meet the needs of the District.
2. Authorize the General Manager to execute the service agreement with Motherlode Answering Service effective immediately.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Lake Don Pedro Community Services District on April 21, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

**CERTIFICATE OF SECRETARY**

I, Syndic Marchesiello, the duly appointed and acting 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 January 20, 2015.

DATED: \_\_\_\_\_.



# Mother Lode ANSWERING SERVICE, Inc.

**SONORA**  
532-3183

**ANGELS CAMP**  
736-2541

"We Answer For You"  
24 Hours • 7 Days A Week

**SAN ANDREAS**  
754-3365

**JACKSON**  
223-2831

Live Answering • Pagers • Well Checks • Dispatching • Voice Mail • Emergency Operator Revert

Dear Client,

Welcome to Mother Lode Answering Service. I would like to take this opportunity to thank you for choosing us as your personal Answering Service. We hope that your experience with us will be second to none. We look forward to providing you the very best service possible, and to insure that we do so, please complete account information sheet and service agreements so our information will be as accurate as possible, and complete the bottom of this page as well and return both by fax (209)533-0561 or e-mail to [mlas@mlode.com](mailto:mlas@mlode.com).

If at any time you have any problems, I ask that you first try to resolve the issue with our lead operator that is on duty. If you are not satisfied with the results of that action, please ask the operator to connect you to the on call supervisor. Please be aware that I cannot fix a problem that I am unaware of. Our clients are our most important assets, and without you we would not be in business. For an in-depth view of our service please visit our website at [www.motherlodeanswering.com](http://www.motherlodeanswering.com) and there is even a video tour of our facility.

From all of us at Mother Lode Answering Service, welcome and thank you for choosing us!

Sincerely,

Steven L. Souders  
President

**LINE RECORDING ACKNOWLEDGEMENT:**

I hereby Acknowledge that, while a client of Mother Lode Answering Service, Inc, my telephone conversations with operators or my clients calls with operators will be recorded. I understand that a non-invasive beep tone will be placed on the line to make my callers aware of the recording process as required per California State Law.

Business name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FAX / E-MAIL / TEXT MSG PERMISSION:**

California Laws requires your written approval to send information to your company by fax, email and may eventually require this for textin messages as well.

I hereby grant permission to Mother Lode Answering Service, Inc. to send messages/transmissions via fax, e-mail or Text message to our company. I am aware that I can discontinue this service at anytime by written notice to Mother Lode Answering Service, Inc.

Business name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Mother Lode Answering Service, Inc., Service Contract (continued)**

Agreement is made, as dated at the bottom, between MOTHER LODE ANSWERING SERVICE, INC., hereinafter referred to as "The Service Company", 71 S. Shepherd St., Sonora, California, and "The Customer" as shown at the bottom and on the reverse of this contract.

**1. PURPOSE OF THE AGREEMENT.** The purpose of this Agreement is to state the terms and conditions under which the Service Company will provide telephone answering service or voice mail service to the Customer.

**2. SERVICES PROVIDED.** The Service Company will provide live telephone answering or voice mail, pursuant to The Customers specific instructions attached hereto as Exhibit "A" and made a part hereof. Charges are made in the form of a monthly service rate plus a per unit charge. A Unit is defined as any activity on your account, ie. a page, a message, a call(in or out), a temporary message change, a text, ect.

**3. CONFIDENTIALITY.** All information relating to the messages received by The Service Company for The Customer will be kept in strictest confidence by the Service Company and its employees. However, the foregoing obligation does not apply to any information that has become publicly available or that is rightfully obtained from third parties.

**4. TERM OF AGREEMENT.** The term of this Agreement shall commence on the date shown on the bottom of this contract and shall continue in full force and effect thereafter until it is terminated by either party.

**5. THE SERVICE COMPANY'S RESPONSIBILITY.** The Service Company will use due care in processing the messages of The Customer, but will be responsible only to the extent of reasonably attempting to deliver messages per the Customers instructions on page 1 and in Exhibit "A" attached, however, it is the Customers **TOTAL AND FINAL** responsibility to phone in for messages being held by the answering service.

**6. CUSTOMER'S RESPONSIBILITY.** The Customer shall pay the Service Company compensation for the services rendered by it in accordance with the established rates and minimums of The Service Company in effect at the time services are rendered. Such rates and minimums are subject to change without written notice to The Customer. **Advance payment for each months service is due on the 15th of that month and failure to pay by the 31st may result in an interruption of service until payment is received in full at Mother Lode Answering Service's office. Interest will be charged at the rate of 2% per month on all delinquent accounts. Messages on delinquent accounts may be withheld, or voice mail boxes busied by the Service Company until payment is received. A minimum fee of \$10.00 will apply to any returned checks. If your check bounces or fails to clear the bank for any reason, you could be liable for three times the amount of the check up to \$1500.00 - in addition to the face value of the check (section §1719, chapter 134, California Civil Code).**

**7. LIMITATION OF LIABILITY.** Notwithstanding anything contained herein, the Service Company's nonperformance hereunder shall be excused and the Service Company shall be held harmless if caused by equipment failure, defective equipment, faulty equipment installation, malfunction of alarm equipment, act of God, strikes, equipment or facilities, shortages or other causes beyond the service company's control. In addition, the liability, if any, of the service company for any mistake, omission, interruption, delay or error, defect or failure in its operation or service furnished, or in transmission of information over the facilities used in furnishing service shall in no event exceed the amount of the Service Company's prorated monthly service charge to customer for service during the period affected. In no event shall The Service Company be liable to customer or its customers, or any other person for any amount arising out of or connected with this Agreement (except as specifically set forth in the preceding sentence) or for any cost, delay, incidental, general or consequential damages, including but not limited to lost profits, property damage, personal injury or death. Customer agrees to indemnify and hold The Service Company, its officers, employees, agents and affiliates harmless from and against any and all acts, actions, claims or demands made or brought by customer's customers, former customers, or any third party, arising out of or in connection with the activities contemplated by this Agreement, even if occasioned by the sole negligence of The Service Company, and against all legal fees, costs and expense incurred by The Service Company in defending same, including legal fees, costs incurred to establish the applicability of this paragraph.

**8. GOVERNING LAW.** This Agreement including all matters relating to the validity, construction, performance and enforcement thereof shall be governed by the laws of the State of California.

**9. SEPARABILITY.** Should any part or provision of this Agreement be found invalid, the balance of the provisions shall remain unaffected and shall be enforceable.

**10. OTHER.**

**(A)** We require a 30 day Cancellation Notice. Your last month's payment is held in reserve until that notice is given and you no longer use our service. It is then refunded at that time, after any outstanding charges are taken out, or it can be used as your last month's base rate.

**(B)** The Service Company treats all messages as "**CONFIDENTIAL**", and will make reasonable efforts to attempt delivery of Emergency or Urgent messages, however, it is the Customers **TOTAL AND FINAL** responsibility to phone in for messages being held by the answering service.

**11. FEES AND DEPOSIT - Customer shall pay to The Service Company all fees and charges specified in this agreement for Service. All fees are subject to change upon notice to customer. If a security deposit is indicated on the reverse side, customer agrees to pay the Service Company a charge in the amount indicated, which may be at the Service Company's discretion: (1) applied to fees and charges hereunder or (2) retained by company to secure Customers performance hereunder, then refunded. Deposits may be commingled with other Service Company funds and shall not accrue interest.**

**12. REMEDIES ON DEFAULT -** Should Customer default in the payment of any sum to be paid hereunder, or fail to perform at the time and in the manner specified herein any term or covenant, and such default continues for 10 days, or should Customer be the subject of any proceeding under the Bankruptcy Act or become insolvent, the Service Company shall have the right to terminate service. Customer shall remain and be liable for the payment of all unpaid charges hereunder. No remedy herein conferred upon The Service Company is intended to be exclusive of any other remedy provided herein or by law, but shall be cumulative. In the event of such default, Customer will pay to the Service Company a reasonable sum as for attorney's fees, collection fees and similar expenses as have been expended or incurred by the Service Company in the enforcement of any right or privilege hereunder (including but not limited to telephone, telegraph, freight expense and postal charges, expenses of paid investigators and reasonable compensation for time of the Service Company's representative).

**13. CREDIT CARD / CHECKING ACCOUNT PREAUTHORIZATION -** The Service Company hereby reserves the right and has the preauthorization of the Customer, to 1) Bill monthly service charges to the customer's credit card or checking account (selected by customer) as shown on the front side of this agreement, and 2) Bill any outstanding balance which may be due to the customer's credit card or checking account as shown on the front side of this agreement, at or after cancellation or discontinuation of service by either the Customer or the Service Company. This account information is a guarantee of payment in full to the Service Company for the services for which the Customer is contracting.

**14. RATE INCREASES - An annual adjustment increase will be made to the customers account of .05¢ per unit & \$3.00 per month. This will occur January 1st of each year and will appear beginning with Februarys billing.**

**15. YEARLY MAINTENANCE FEE -** An annual account maintenance fee of \$25.00 will be added to your bill on January 1st of each year, and will appear on January's billing. This charge covers any and all updates of your account both permanent and temporary throughout the year, and the complete annual account detail verification and update.

Executed at \_\_\_\_\_, California, on \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
The Service Company - Mother Lode Answering Service, Inc.

\_\_\_\_\_  
Customer

OWNERS NAME \_\_\_\_\_ DRIVERS LIC# \_\_\_\_\_ Date \_\_\_\_\_  
 COMPANY NAME \_\_\_\_\_ PHONE # \_\_\_\_\_ FAX# \_\_\_\_\_  
 BILLING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
 PHYSICAL ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
 ANSWERED AS \_\_\_\_\_ OFC HOURS \_\_\_\_\_

TYPE OF BUS. \_\_\_\_\_  We will forward our line to MLAS  We need MLAS to issue us a # that only rings at MLAS.

DO WE ACCEPT COLLECT CALLS?  Yes  No \*IF YES, FROM WHOM (BE SPECIFIC) \_\_\_\_\_

**HOW DO YOU WANT YOUR MESSAGES HANDLED BY OUR SERVICE?**

- Hold messages until you check in
- Relay emergency, urgent or important calls only
- Fax/Email/Txt Msgs as they come in
- Fax/Email/Txt Msgs at specific time Daily \_\_\_\_\_ am/pm  
 FAX# \_\_\_\_\_ Email \_\_\_\_\_  
 Cell# for text \_\_\_\_\_

**PAGER CUSTOMERS:**

(each page from MLAS counts as 1 unit, pages from others to your pager are unlimited)

- I Have a Pager.  I want to purchase a pgr from MLAS.
- Page me on every call.
- Page me only with emergency, urgent or important calls.
- Page me for service calls only.

Pager number: \_\_\_\_\_

**DO WE REACT TO CALLERS CLAIMING IT'S AN EMERGENCY, URGENT OR IMPORTANT?  YES  NO**

*If yes, please define what calls you feel are "emergencies", "urgent" or "important", and how you want it handled:*

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Pick a Rate Plan:**

- Economy \$24.95/mo 20 units (\$1.60 unit thereafter)
- Light Use \$80.00/mo 93 units (\$1.05 unit thereafter)
- Medium Use \$130.00/mo 160 units (\$.95 unit thereafter)
- Heavy Use \$190.00/mo 300 units (\$.85 unit thereafter)
- Xtra Heavy Use \$300.00/mo 500 units (\$.70 unit after)

**Message Retrieval:**

- Call in to get messages (each call-in counts as 1 unit)
- Fax/Email - unlimited message delivery \$7.50/mo
- Text messages to Cell - (each text counts as 1 unit)

**PERSONNEL WHO WILL BE RECEIVING MSGS:** (Anyone NOT listed WILL NOT BE ABLE TO PICKUP MESSAGES)

Name	Hm Phone	Cell Phone	Pgr Number	Name	Hm Phone	Cell Phone	Pgr Number
1. _____				3. _____			
2. _____				4. _____			

**INFORMATION ON YOUR BUSINESS** (Tell us about your business, attach extra pages/brochures if necessary)

\_\_\_\_\_  
 \_\_\_\_\_

● Inner office phone #'s: \_\_\_\_\_

● List a phone number that you can be reached at - in the event of an emergency: \_\_\_\_\_

● Date you want the service to Start: \_\_\_\_/\_\_\_\_/\_\_\_\_

● The monthly service is automatically charged on the 1st of each month to your credit card or checking account, which do you prefer?  Credit Card  Checking Account

I understand that to Start Srvc, I will be charged today for my first & last month's service and the \$25 activation.

**CREDIT CARD** see item 13 sec 2 (Circle which) Visa / Mc / Amex / Discover  
 Card Number: \_\_\_\_\_  
 Expiration Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 3 digit security code from back of card: \_\_\_\_\_

**CHECK DRAFT** see item 13 sec 2 Bank name: \_\_\_\_\_  
 Routing Number: \_\_\_\_\_  
 Acct Number: \_\_\_\_\_  
 (Attach a voided check)

*I understand and agree to all terms of service on page 1 & 2 of this contract and understand that Service is billed automatically monthly on the 1st to the credit card or check draft shown above, and the service charge remains the same with the exception of any call overages. Furthermore I understand there is a \$25 account maintenance fee once per year on January's billing, and annually on February's billing each account will receive an annual increase of \$3 per month for service and .05cents per transaction on overages.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Mother Lode ANSWERING SERVICE, Inc.

**SONORA**  
**532-3183**

**ANGELS CAMP**  
**736-2541**

"We Answer For You"  
24 Hours • 7 Days A Week

**SAN ANDREAS**  
**754-3365**

**JACKSON**  
**223-2831**

Live Answering • Pagers • Well Checks • Dispatching • Voice Mail • Emergency Operator Revert

Mother Lode Answering Service provides customized "Live" answering services. With our state-of-the-art computerized system, we are capable of customizing your account to meet your specific needs. We offer a wide range of services to include: paging, faxing, "Live" answering, order taking, dispatching, voice mail, voice mail with emergency or non-emergency operator revert and other customized services. We also offer pager service and pagers for sale; we have numeric pagers, alphanumeric pagers and voice pagers. We can schedule a FREE consultation with you in order to establish the best services for your needs. We will script your service from the beginning of each call with either a "customized automated voice greeting" or a "Live answer phrase" to the completion of each message and how they are distributed to you whether via faxing to your office, paged to you, texted to your cell phone, delivered to your voice mail, or personally picked-up by you by calling in. Our operators and management staff are carefully hired, trained and monitored to ensure that you or your company are represented professionally and correctly at all times.

## Answering Service Packages

Package	Monthly Line Rate	Free Units	Unit Charge
<b>Economy</b> (for very few calls - under 20 calls month)	\$24.95	20	1.60/unit
<b>Light Use</b> (for very few calls - under 70 calls month)	\$80.00	93	1.05/unit
<b>Medium Use</b> (for most businesses - under 150 calls month)	\$130.00	160	.95/unit
<b>Heavy Use</b> (for larger businesses - under 260 calls month)	\$190.00	300	.85/unit
<b>Xtra Heavy Use</b> (big businesses - over 260 calls month)	\$300.00	500	.70/unit

*For a description of what a unit is, see "Notes" at bottom of page.*

*(If your calls will take in excess of 2 minutes each on average, please request our Special Handling Rates for time consuming ca lls)*

## Message Retrieval Options

Call-in to retrieve Messages	No additional charge
Fax Delivery or Email (we can send, as messages are taken, or at a specified time each day)	\$7.50/mo unlimited faxes
Voice Mail Retrieval (we can call your messages to your voice mail as there taken)	\$5.00/mo unlimited voice mails
Voice Mail Paging (we can call your messages to voicemail on your pager as there taken)	\$5.00/mo unlimited pages
Text to Cell Phone (Messages sent to cell as taken)	each call counts as a unit

## Additional Packages / Services Available

Voice Mail Information Box w/Emergency Operator Revert	\$172.00/mo plus .72/unit
Residential Voicemail	\$9.95/mo
Commercial Voicemail	\$22.95/mo
Well Check Srvc / Wake up Srvc / Reminder Srvc	\$19.95/mo

**Notes:** A unit is any activity on your account where we work for you, i.e. a page, a patch, an incoming call, a dial out to home or customer, etc. The free units are basically designed to cover the call forwarding process, call-ins to retrieve messages, plus possibly a minimal amount of additional activity on the lower use packages. All accounts will receive a minimum annual increase of \$2/mo to the monthly rate & .02cents/unit to accommodate inflation & the increased costs we receive associated with providing our services; such as increases in telephone surcharges, insurances, wages, etc. There will also be a once per year annual \$25.00 account maintenance fee on Jan 1st. The account maintenance fee covers all updates of your account both permanent and temporary throughout the year. All Medical accounts will also see on their statement a \$15/mo charge for Hippa Compliance which is federally mandated for the additional work performed on medical accounts to maintain the clients medical privacy rights. Upon opening an account you will see a one time \$25 setup fee on the initial statement for all initial computer programming & account setup.

71 S. Shepherd St. • Sonora, Ca. 95370 • Ph: (209)532-3183 • Fax (209) 533-0561

**Executive Department**  
State of California

**EXECUTIVE ORDER B-29-15**

**WHEREAS** on January 17, 2014, I proclaimed a State of Emergency to exist throughout the State of California due to severe drought conditions; and

**WHEREAS** on April 25, 2014, I proclaimed a Continued State of Emergency to exist throughout the State of California due to the ongoing drought; and

**WHEREAS** California's water supplies continue to be severely depleted despite a limited amount of rain and snowfall this winter, with record low snowpack in the Sierra Nevada mountains, decreased water levels in most of California's reservoirs, reduced flows in the state's rivers and shrinking supplies in underground water basins; and

**WHEREAS** the severe drought conditions continue to present urgent challenges including: drinking water shortages in communities across the state, diminished water for agricultural production, degraded habitat for many fish and wildlife species, increased wildfire risk, and the threat of saltwater contamination to fresh water supplies in the Sacramento-San Joaquin Bay Delta; and

**WHEREAS** a distinct possibility exists that the current drought will stretch into a fifth straight year in 2016 and beyond; and

**WHEREAS** new expedited actions are needed to reduce the harmful impacts from water shortages and other impacts of the drought; and

**WHEREAS** the magnitude of the severe drought conditions continues to present threats beyond the control of the services, personnel, equipment, and facilities of any single local government and require the combined forces of a mutual aid region or regions to combat; and

**WHEREAS** under the provisions of section 8558(b) of the Government Code, I find that conditions of extreme peril to the safety of persons and property continue to exist in California due to water shortage and drought conditions with which local authority is unable to cope; and

**WHEREAS** under the provisions of section 8571 of the California Government Code, I find that strict compliance with various statutes and regulations specified in this order would prevent, hinder, or delay the mitigation of the effects of the drought.

**NOW, THEREFORE, I, EDMUND G. BROWN JR.**, Governor of the State of California, in accordance with the authority vested in me by the Constitution and statutes of the State of California, in particular Government Code sections 8567 and 8571 of the California Government Code, do hereby issue this Executive Order, effective immediately.

**IT IS HEREBY ORDERED THAT:**

1. The orders and provisions contained in my January 17, 2014 Proclamation, my April 25, 2014 Proclamation, and Executive Orders B-26-14 and B-28-14 remain in full force and effect except as modified herein.

**SAVE WATER**

2. The State Water Resources Control Board (Water Board) shall impose restrictions to achieve a statewide 25% reduction in potable urban water usage through February 28, 2016. These restrictions will require water suppliers to California's cities and towns to reduce usage as compared to the amount used in 2013. These restrictions should consider the relative per capita water usage of each water suppliers' service area, and require that those areas with high per capita use achieve proportionally greater reductions than those with low use. The California Public Utilities Commission is requested to take similar action with respect to investor-owned utilities providing water services.
3. The Department of Water Resources (the Department) shall lead a statewide initiative, in partnership with local agencies, to collectively replace 50 million square feet of lawns and ornamental turf with drought tolerant landscapes. The Department shall provide funding to allow for lawn replacement programs in underserved communities, which will complement local programs already underway across the state.
4. The California Energy Commission, jointly with the Department and the Water Board, shall implement a time-limited statewide appliance rebate program to provide monetary incentives for the replacement of inefficient household devices.
5. The Water Board shall impose restrictions to require that commercial, industrial, and institutional properties, such as campuses, golf courses, and cemeteries, immediately implement water efficiency measures to reduce potable water usage in an amount consistent with the reduction targets mandated by Directive 2 of this Executive Order.
6. The Water Board shall prohibit irrigation with potable water of ornamental turf on public street medians.
7. The Water Board shall prohibit irrigation with potable water outside of newly constructed homes and buildings that is not delivered by drip or microspray systems.

8. The Water Board shall direct urban water suppliers to develop rate structures and other pricing mechanisms, including but not limited to surcharges, fees, and penalties, to maximize water conservation consistent with statewide water restrictions. The Water Board is directed to adopt emergency regulations, as it deems necessary, pursuant to Water Code section 1058.5 to implement this directive. The Water Board is further directed to work with state agencies and water suppliers to identify mechanisms that would encourage and facilitate the adoption of rate structures and other pricing mechanisms that promote water conservation. The California Public Utilities Commission is requested to take similar action with respect to investor-owned utilities providing water services.

#### **INCREASE ENFORCEMENT AGAINST WATER WASTE**

9. The Water Board shall require urban water suppliers to provide monthly information on water usage, conservation, and enforcement on a permanent basis.
10. The Water Board shall require frequent reporting of water diversion and use by water right holders, conduct inspections to determine whether illegal diversions or wasteful and unreasonable use of water are occurring, and bring enforcement actions against illegal diverters and those engaging in the wasteful and unreasonable use of water. Pursuant to Government Code sections 8570 and 8627, the Water Board is granted authority to inspect property or diversion facilities to ascertain compliance with water rights laws and regulations where there is cause to believe such laws and regulations have been violated. When access is not granted by a property owner, the Water Board may obtain an inspection warrant pursuant to the procedures set forth in Title 13 (commencing with section 1822.50) of Part 3 of the Code of Civil Procedure for the purposes of conducting an inspection pursuant to this directive.
11. The Department shall update the State Model Water Efficient Landscape Ordinance through expedited regulation. This updated Ordinance shall increase water efficiency standards for new and existing landscapes through more efficient irrigation systems, greywater usage, onsite storm water capture, and by limiting the portion of landscapes that can be covered in turf. It will also require reporting on the implementation and enforcement of local ordinances, with required reports due by December 31, 2015. The Department shall provide information on local compliance to the Water Board, which shall consider adopting regulations or taking appropriate enforcement actions to promote compliance. The Department shall provide technical assistance and give priority in grant funding to public agencies for actions necessary to comply with local ordinances.
12. Agricultural water suppliers that supply water to more than 25,000 acres shall include in their required 2015 Agricultural Water Management Plans a detailed drought management plan that describes the actions and measures the supplier will take to manage water demand during drought. The Department shall require those plans to include quantification of water supplies and demands for 2013, 2014, and 2015 to the extent data is available. The Department will provide technical assistance to water suppliers in preparing the plans.

13. Agricultural water suppliers that supply water to 10,000 to 25,000 acres of irrigated lands shall develop Agricultural Water Management Plans and submit the plans to the Department by July 1, 2016. These plans shall include a detailed drought management plan and quantification of water supplies and demands in 2013, 2014, and 2015, to the extent that data is available. The Department shall give priority in grant funding to agricultural water suppliers that supply water to 10,000 to 25,000 acres of land for development and implementation of Agricultural Water Management Plans.
14. The Department shall report to Water Board on the status of the Agricultural Water Management Plan submittals within one month of receipt of those reports.
15. Local water agencies in high and medium priority groundwater basins shall immediately implement all requirements of the California Statewide Groundwater Elevation Monitoring Program pursuant to Water Code section 10933. The Department shall refer noncompliant local water agencies within high and medium priority groundwater basins to the Water Board by December 31, 2015, which shall consider adopting regulations or taking appropriate enforcement to promote compliance.
16. The California Energy Commission shall adopt emergency regulations establishing standards that improve the efficiency of water appliances, including toilets, urinals, and faucets available for sale and installation in new and existing buildings.

#### **INVEST IN NEW TECHNOLOGIES**

17. The California Energy Commission, jointly with the Department and the Water Board, shall implement a Water Energy Technology (WET) program to deploy innovative water management technologies for businesses, residents, industries, and agriculture. This program will achieve water and energy savings and greenhouse gas reductions by accelerating use of cutting-edge technologies such as renewable energy-powered desalination, integrated on-site reuse systems, water-use monitoring software, irrigation system timing and precision technology, and on-farm precision technology.

#### **STREAMLINE GOVERNMENT RESPONSE**

18. The Office of Emergency Services and the Department of Housing and Community Development shall work jointly with counties to provide temporary assistance for persons moving from housing units due to a lack of potable water who are served by a private well or water utility with less than 15 connections, and where all reasonable attempts to find a potable water source have been exhausted.
19. State permitting agencies shall prioritize review and approval of water infrastructure projects and programs that increase local water supplies, including water recycling facilities, reservoir improvement projects, surface water treatment plants, desalination plants, stormwater capture, and greywater systems. Agencies shall report to the Governor's Office on applications that have been pending for longer than 90 days.

20. The Department shall take actions required to plan and, if necessary, implement Emergency Drought Salinity Barriers in coordination and consultation with the Water Board and the Department of Fish and Wildlife at locations within the Sacramento - San Joaquin delta estuary. These barriers will be designed to conserve water for use later in the year to meet state and federal Endangered Species Act requirements, preserve to the extent possible water quality in the Delta, and retain water supply for essential human health and safety uses in 2015 and in the future.
21. The Water Board and the Department of Fish and Wildlife shall immediately consider any necessary regulatory approvals for the purpose of installation of the Emergency Drought Salinity Barriers.
22. The Department shall immediately consider voluntary crop idling water transfer and water exchange proposals of one year or less in duration that are initiated by local public agencies and approved in 2015 by the Department subject to the criteria set forth in Water Code section 1810.
23. The Water Board will prioritize new and amended safe drinking water permits that enhance water supply and reliability for community water systems facing water shortages or that expand service connections to include existing residences facing water shortages. As the Department of Public Health's drinking water program was transferred to the Water Board, any reference to the Department of Public Health in any prior Proclamation or Executive Order listed in Paragraph 1 is deemed to refer to the Water Board.
24. The California Department of Forestry and Fire Protection shall launch a public information campaign to educate the public on actions they can take to help to prevent wildfires including the proper treatment of dead and dying trees. Pursuant to Government Code section 8645, \$1.2 million from the State Responsibility Area Fire Prevention Fund (Fund 3063) shall be allocated to the California Department of Forestry and Fire Protection to carry out this directive.
25. The Energy Commission shall expedite the processing of all applications or petitions for amendments to power plant certifications issued by the Energy Commission for the purpose of securing alternate water supply necessary for continued power plant operation. Title 20, section 1769 of the California Code of Regulations is hereby waived for any such petition, and the Energy Commission is authorized to create and implement an alternative process to consider such petitions. This process may delegate amendment approval authority, as appropriate, to the Energy Commission Executive Director. The Energy Commission shall give timely notice to all relevant local, regional, and state agencies of any petition subject to this directive, and shall post on its website any such petition.

26. For purposes of carrying out directives 2–9, 11, 16–17, 20–23, and 25, Division 13 (commencing with section 21000) of the Public Resources Code and regulations adopted pursuant to that Division are hereby suspended. This suspension applies to any actions taken by state agencies, and for actions taken by local agencies where the state agency with primary responsibility for implementing the directive concurs that local action is required, as well as for any necessary permits or approvals required to complete these actions. This suspension, and those specified in paragraph 9 of the January 17, 2014 Proclamation, paragraph 19 of the April 25, 2014 proclamation, and paragraph 4 of Executive Order B-26-14, shall remain in effect until May 31, 2016. Drought relief actions taken pursuant to these paragraphs that are started prior to May 31, 2016, but not completed, shall not be subject to Division 13 (commencing with section 21000) of the Public Resources Code for the time required to complete them.
27. For purposes of carrying out directives 20 and 21, section 13247 and Chapter 3 of Part 3 (commencing with section 85225) of the Water Code are suspended.
28. For actions called for in this proclamation in directive 20, the Department shall exercise any authority vested in the Central Valley Flood Protection Board, as codified in Water Code section 8521, et seq., that is necessary to enable these urgent actions to be taken more quickly than otherwise possible. The Director of the Department of Water Resources is specifically authorized, on behalf of the State of California, to request that the Secretary of the Army, on the recommendation of the Chief of Engineers of the Army Corps of Engineers, grant any permission required pursuant to section 14 of the Rivers and Harbors Act of 1899 and codified in section 48 of title 33 of the United States Code.
29. The Department is directed to enter into agreements with landowners for the purposes of planning and installation of the Emergency Drought Barriers in 2015 to the extent necessary to accommodate access to barrier locations, land-side and water-side construction, and materials staging in proximity to barrier locations. Where the Department is unable to reach an agreement with landowners, the Department may exercise the full authority of Government Code section 8572.
30. For purposes of this Executive Order, chapter 3.5 (commencing with section 11340) of part 1 of division 3 of the Government Code and chapter 5 (commencing with section 25400) of division 15 of the Public Resources Code are suspended for the development and adoption of regulations or guidelines needed to carry out the provisions in this Order. Any entity issuing regulations or guidelines pursuant to this directive shall conduct a public meeting on the regulations and guidelines prior to adopting them.

31. In order to ensure that equipment and services necessary for drought response can be procured quickly, the provisions of the Government Code and the Public Contract Code applicable to state contracts, including, but not limited to, advertising and competitive bidding requirements, are hereby suspended for directives 17, 20, and 24. Approval by the Department of Finance is required prior to the execution of any contract entered into pursuant to these directives.

This Executive Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

**I FURTHER DIRECT** that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given to this Order.

**IN WITNESS WHEREOF** I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 1<sup>st</sup> day of April 2015.

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EDMUND G. BROWN JR.  
Governor of California

**ATTEST:**

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ALEX PADILLA  
Secretary of State

Tuolumne-Stanislaus Integrated Regional Water Management Authority  
Regional Water Conservation Project  
\$3,000,000 Proposition 84 Grant Award/Implementation May 2015

Implementation includes replacement or installation of 3500 showerheads, 7600 sink aerators, 1040 high efficient toilets and/or urinals, 250 washers, 200 commercial pre-rinse sprayers, 385,253 gallons (1 AF) of rain catchment/storage installation, 200 smart irrigation and spray irrigation to drip system conversions, 10 acres of rain/drought resilient landscapes, 1000 laundry to landscape improvements. It is further assumed that half of the installations will occur in each of the first 2 years of the project.

The TCRCD Regional Water Conservation Program is an aggressive and proactive water end-user engagement strategy involving water conservation activities, water use efficiency education and improvements, water demand response/control methods and alternative water source development programs. This project significantly expands the existing water conservation programs developed by the water providers in the region. Six specific program elements are proposed that will provide quantifiable and sustainable water savings including: 1) Regional Water Conservation coordination sponsored and hosted by TCRCD, 2) A regional program of Water Conservation Education and Outreach including workshops and use of infographics, flyers, PSA's, door hangers and tent cards for restaurants and hotels, bill stuffers, web site widgets, multi-media, etc., (Sponsored by TCRCD, Water Purveyors, UC Extension, and Tuolumne River Trust) 3) A Housecall program of providing free water use evaluations and audits, leak repair, water saving devices and leak detection tablets to DAC and non-DAC households and businesses throughout the region (Sponsored by TCRCD and Amador-Tuolumne Community Action Agency). 4) A coordinated and integrated rebate program including cash rebates for residential and commercial/industrial users for High-Efficiency Toilets and Urinals, High Efficiency-Washers, Rain Barrel rainwater harvesters, rain gardens, weather based smart irrigation devices, laundry to landscape irrigation systems; and commercial kitchen pre-rinse sprayers (Sponsored by TCRCD and Water Purveyors); 5) Large scale rainwater to irrigation program (Sponsored by TCRCD and Water Purveyors); 6) Development of Elementary and High School, Vacation Home, Motel, and Restaurant water conservation Programs (Sponsored by TCRCD, Tuolumne River Trust, UC Extension, and Water Purveyors).