

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

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

Regular Meeting of the Board of Directors

9751 Merced Falls Road
March 18, 2024 at 1:00 p.m.

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

AGENDA

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

2. PUBLIC COMMENT:

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

3. PRESENTATION ONLY:

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

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

- a. Read and file the Treasurer's Report for the period ending February 29, 2024 including summary of claims paid
- b. Approval of the Minutes of the following meetings:
 - ♦ Special Meeting of February 20, 2024
 - ♦ Special Meeting of March 11, 2024

5. DISCUSSION AND ACTION ITEMS:

- a. Discussion / Approval regarding Acceptance of Proposal from Mar-Tech for Clay Valve Upgrade on Enebro
- b. Discussion / Approval regarding Acceptance of Proposal from Mar-Tech for Clay Valve Upgrade on Tulipan
- c. Discussion / Approval of a Resolution to update the PNC Bank Signature Cards Adding all Directors First Names

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

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

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

6. CLOSED SESSION:

a. CLOSED SESSION UNDER GOVERNMENT CODE 54957(b)(1)

Public employment

Position: General Manager

7. ADJOURNMENT:

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Lake Don Pedro Community Services District

GENERAL MANAGER'S REPORT

March 18, 2024

Several storms have passed through this year. According to our weather station next to the administration building, we have had 16.2 inches of rain since October 2023.

We have made contact with Mar-Tech awaiting the construction work start date on Central Tank. This project will ensure our domestic water flows without interruption to the rest of the system.

Nothing new on the Wave Pool but we expect a meeting soon. I have expressed some concern about the data that was sent to the District and also want to discuss how their operations will be performed so that the impact will be minimal to our treatment plant. The project coordinators have acknowledged my concerns and plan to discuss them.

Solar- we have talked with Forefrontpower about solar for electricity. We have submitted our usage, and they should get back to us if this is doable. This is a no-cost program. As of March 14th, I have not heard any details on this and will be following up by midweek.

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

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

Grant/Study Updates

DWR RAW WATER INTAKE PUMP STATION PROJECT- Status of Project – Teams meeting will be on Friday after this report has been posted. There will be a verbal update on March 18.

USDA / FUNDING OPPORTUNITY – Status – Unfortunately, congress did not pass a full budget earlier this month (January) and might know something by March 1st at the earliest....when the Project Mgr has a better idea of our state's funding allocation, she will let me know.

Update: Made contact and waiting for a response

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

Verizon – Construction has started at Arbolada Tank. Randy and I meet with the construction manager and two homeowners to discuss right-of-way issues and any inconveniences. We left the meeting with everyone being satisfied with the schedule moving forward.

Also after reviewing our contract with Verizon's representative, Verizon will have up to 60 days to send us rent payment from the start of construction. So anytime from now until the beginning of May we should see payment.

Operations

Critical Project Updates – *see staff report*

Operations staff are continuing to perform meter audits. We expect it to be completed by the end of April.

The crew has been working on several leaks in the system. Now that the rain has stopped for now it is easier to identify leaks in the system.

Water quality from the lake is consistently of good quality and the water temperature is approximately 60 degrees.

Administrative

- **SAFETY MEETINGS MONTHLY – Binder in Board Room for Viewing – Electrical**
-
- **WEEKLY STAFF MEETINGS – There will be a binder in the Board room for viewing the topics of discussion. All notes from the meeting I will be holding in my office but the topics of the staff meetings will be available.**

Sincerely,

Dave Savidge, Assistant General Manager

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT

Treasurer's Report

Reporting Period: February 2024

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

* All bank accounts verified against bank statements

Restricted:		
Investment - LAIF	\$ 183,258	
Total Restricted:		<u>\$ 183,258</u>
Unrestricted:		
Checking	\$ 58,904	
Money Market - Working Capital	\$ 289,923	
Petty Cash	<u>\$ 125</u>	
Total Unrestricted:		<u>\$ 348,952</u>
Total Restricted & Unrestricted:		<u>\$ 532,210</u>

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

	Feb-2024	Year to Date
<u>Sales & Business Revenue:</u>	<u>\$ 135,907</u>	<u>\$ 1,200,205</u>
<u>Total Operating Expenses:</u>	<u>\$ (111,326)</u>	<u>\$ (1,138,774)</u>
<u>Non-Operating Income/Expense:</u>	<u>\$ (19,221)</u>	<u>\$ (144,017)</u>
<u>Water Drought Income/Expense:</u>	<u>\$ (10,173)</u>	<u>\$ 60,432</u>
<u>Change in Net Assets (P&L):</u>	<u>\$ (4,813)</u>	<u>\$ (22,154)</u>
 <u>Net Cash Flow:</u>	 <u>\$ 22,306</u>	 <u>\$ (22,440)</u>

Accounts Receivable:

Billing Time Frame	Utility Billing	Availability Billing	A/R Other	A/R Accrue
Current	\$ 45,950	\$ -	\$ -	\$ 120,932
> 30 Days	\$ 16,428	\$ -	\$ -	\$ -
> 60 Days	\$ 347	\$ -	\$ -	\$ -
> 90 Days	\$ 15,059	\$ -	\$ -	\$ -
> 120 Days	\$ 43,471	\$ 176,094	\$ 35,241	\$ -
Credits	\$ (28,692)			
Total	\$ 92,563	\$ 176,094	\$ 35,241	\$ 120,932
Total Combined	\$ 389,589		\$ 35,241	
 G/L Balance	 \$ 389,589		 \$ 35,241	
Difference	\$ -		\$ -	

* Amount of availability payments received: \$79,850

* Amount of availability payments outstanding: \$96,244

Accounts Payables:

Payable Time Frame	A/P Trade	A/P Accruals	A/P Water Accrual
Current	\$ 92,645	\$ -	\$ 5,059
> 30 Days	\$ -	\$ -	\$ 6,505
> 60 Days	\$ -	\$ -	\$ -
> 90 Days	\$ -	\$ -	\$ -
Credits	\$ -	\$ -	\$ -
Total	\$ 92,645	\$ -	\$ 11,564
 G/L Balance	 \$ 92,645	 \$ -	 \$ 11,564
Difference	\$0	\$0	\$0

AP includes the following:

- \$59,503.04 Muni Loan payment

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

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

	Feb-24	February vs Budget %	2023-2024 YTD	YTD vs Budget %	2023-2024 Budget	Remaining Budget	Available Budget %
Revenue							
01-0-3010-301					100	100	100.00%
01-0-3010-302		0.00%	15,000	23.08%	65,000	50,000	76.92%
01-0-4010-400	21,988	4.94%	316,435	71.11%	445,000	128,565	28.89%
01-0-4010-402	14,675	7.93%	117,235	63.37%	185,000	67,765	36.63%
01-0-4010-403	98,945	8.63%	758,777	66.15%	1,147,000	388,223	33.85%
01-0-4020-410	-	0.00%	4,845	156.29%	3,100	(1,745)	-56.29%
01-0-4020-413	3,111	9.88%	27,691	87.91%	31,500	3,809	12.09%
01-0-4020-414	300	4.00%	3,300	44.00%	7,500	4,200	56.00%
01-0-4020-415	60	1.09%	161	2.93%	5,500	5,339	97.07%
01-0-4020-416	-	0.00%	2,000	30.77%	6,500	4,500	69.23%
01-0-4020-900	-	0.00%	47	11.75%	400	353	88.25%
01-0-4020-901	-	0.00%	280	37.33%	750	470	62.67%
01-0-4020-902	-	0.00%	384	51.20%	750	366	48.80%
01-0-4020-999	-	0.00%	1,748	72.83%	2,400	652	27.17%
01-0-4040-100	2,350	3.03%	17,900	23.11%	77,467	59,567	76.89%
TOTAL REVENUE	141,429	7.15%	1,265,803	64.00%	1,977,967	712,164	36.00%
Expenses							
01-1-5010-100	17,545	6.52%	153,746	57.15%	269,000	115,254	42.85%
01-1-5010-101	1,932	7.73%	19,509	78.04%	25,000	5,491	21.96%
01-1-5010-102	672	8.34%	7,313	90.78%	8,056	743	9.22%
01-1-5010-104	1,052	9.02%	9,430	80.87%	11,660	2,230	19.13%
01-1-5010-105	2,352	20.65%	13,759	120.82%	11,388	(2,371)	-20.82%
01-1-5010-200	2,051	7.89%	17,273	66.43%	26,000	8,727	33.57%
01-1-5010-201	1,760	7.04%	15,618	62.47%	25,000	9,382	37.53%
01-1-5010-202	6	0.52%	700	58.33%	1,200	500	41.67%
01-1-5010-203	5,466	9.04%	40,779	67.40%	60,500	19,721	32.60%
01-1-5010-204	549	3.92%	6,701	47.87%	14,000	7,299	52.13%
01-1-5010-206	-	0.00%	2,207	47.98%	4,600	2,393	52.02%
01-1-5010-546	-	0.00%	794	31.74%	2,500	1,706	68.26%
01-1-5020-510	-	0.00%	7,963	39.82%	20,000	12,037	60.18%
01-1-5020-511	10	0.10%	5,953	59.53%	10,000	4,047	40.47%
01-1-5020-512	220	0.73%	12,003	40.01%	30,000	17,997	59.99%
01-1-5020-515	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
01-1-5020-517	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
01-1-5020-520	147	2.26%	2,778	42.73%	6,500	3,722	57.27%
01-1-5020-521	968	6.24%	11,522	74.33%	15,500	3,978	25.67%
01-1-5020-522	160	4.32%	1,290	34.86%	3,700	2,410	65.14%
01-1-5020-524	648	10.80%	6,897	114.94%	6,000	(897)	-14.94%
01-1-5020-529	1,690	13.00%	12,231	94.09%	13,000	769	5.91%
01-1-5020-544	1,230	9.11%	10,131	75.04%	13,500	3,369	24.96%
01-1-5020-545	-	0.00%	5,071	37.01%	13,700	8,629	62.99%
01-1-5020-548	-	0.00%	3,113	113.21%	2,750	(363)	-13.21%
01-1-5021-521	6,103	10.71%	85,554	150.09%	57,000	(28,554)	-50.09%
01-1-5021-524	300	6.81%	2,674	60.76%	4,400	1,726	39.24%
01-1-5021-525	11,023	8.58%	100,050	77.86%	128,500	28,450	22.14%
01-1-5021-526	34	0.76%	3,964	88.08%	4,500	536	11.92%
01-1-5021-527	2,984	7.28%	30,630	74.71%	41,000	10,370	25.29%
01-1-5021-528	3,548	7.10%	37,096	74.19%	50,000	12,904	25.81%
01-1-5021-529	1,145	95.40%	6,742	561.86%	1,200	(5,542)	-461.86%
01-1-5021-530	62	1.38%	2,735	60.78%	4,500	1,765	39.22%
01-1-5021-532	62	1.38%	2,735	60.78%	4,500	1,765	39.22%
01-1-5021-561	5,058	4.86%	59,027	56.76%	104,000	44,973	43.24%
01-1-5023-533	-	0.00%	2,887	44.42%	6,500	3,613	55.58%
01-1-5023-535	-	0.00%	-	0.00%	250	250	100.00%
01-1-5023-537	38	0.69%	5,079	92.35%	5,500	421	7.65%
01-1-5023-538	-	0.00%	-	0.00%	3,500	3,500	100.00%
01-1-5023-539	-	0.00%	210	7.79%	2,700	2,490	92.21%
01-1-5024-540	16	1.07%	16	1.07%	1,500	1,484	98.93%
01-1-5024-542	-	0.00%	-	0.00%	500	500	100.00%
01-1-5024-543	-	0.00%	1,183	118.30%	1,000	(183)	-18.30%
01-1-5032-583	21,741	8.63%	188,683	74.87%	252,000	63,317	25.13%
01-2-6010-100	16,248	5.74%	150,882	53.32%	283,000	132,118	46.68%
01-2-6010-101	149	5.53%	2,942	108.97%	2,700	(242)	-8.97%
01-2-6010-102	362	5.02%	6,031	83.76%	7,200	1,169	16.24%
01-2-6010-104	692	7.87%	11,667	132.58%	8,800	(2,867)	-32.58%

	Feb-24	February vs Budget %	2023-2024 YTD	YTD vs Budget %	2023-2024 Budget	Remaining Budget	Available Budget %	
01-2-6010-105	Holiday Pay	910	16.54%	5,912	107.50%	5,500	(412)	-7.50%
01-2-6010-200	PERS	1,149	5.60%	13,319	64.97%	20,500	7,181	35.03%
01-2-6010-201	FICA/Medicare	1,357	6.96%	13,152	67.45%	19,500	6,348	32.55%
01-2-6010-202	SUI	39	3.11%	637	50.96%	1,250	613	49.04%
01-2-6010-203	Health Insurance	1,887	4.02%	18,552	39.47%	47,000	28,448	60.53%
01-2-6010-204	Workers Compensation	54	4.18%	434	33.40%	1,300	866	66.60%
01-2-6010-206	Dental Insurance	-	0.00%	2,205	56.54%	3,900	1,695	43.46%
01-2-6010-207	Vision Care	-	0.00%	-	0.00%	722	722	100.00%
01-2-6010-546	Travel, Meetings & Mileage	254	9.77%	1,480	56.92%	2,600	1,120	43.08%
01-2-6020-512	Propane	-	0.00%	570	47.50%	1,200	630	52.50%
01-2-6020-515	Customer Billing Supplies	1,093	31.22%	5,247	149.93%	3,500	(1,747)	-49.93%
01-2-6020-529	Telephone - Admin	1,946	14.42%	17,356	128.56%	13,500	(3,856)	-28.56%
01-2-6020-530	Office Supplies	188	5.08%	2,298	62.11%	3,700	1,402	37.89%
01-2-6020-531	Postage	712	7.49%	6,748	71.03%	9,500	2,752	28.97%
01-2-6023-531	Computer IT	1,622	5.90%	19,628	71.38%	27,500	7,872	28.62%
01-2-6023-532	R & M Equipment	-	#DIV/0!	217	#DIV/0!	-	(217)	#DIV/0!
01-2-6023-533	Outside Services	2,500	9.26%	22,787	84.39%	27,000	4,214	15.61%
01-2-6023-535	Office Cleaning Serv	180	8.57%	1,260	60.00%	2,100	840	40.00%
01-2-6023-536	Legal Services	-	0.00%	3,035	43.35%	7,000	3,965	56.65%
01-2-6023-537	Audit Services	750	8.33%	11,325	125.83%	9,000	(2,325)	-25.83%
01-2-6023-539	Employee Education	-	0.00%	-	0.00%	2,700	2,700	100.00%
01-2-6024-540	Memberships	-	0.00%	9,622	111.88%	8,600	(1,022)	-11.88%
01-2-6024-542	Publications	-	0.00%	260	32.54%	800	540	67.46%
01-2-6024-543	Licenses, Permits & Cert.	-	0.00%	2,611	326.38%	800	(1,811)	-226.38%
01-2-6024-999	County Avail Fee	-	0.00%	1,866	93.30%	2,000	134	6.70%
01-3-6025-100	Regular Pay	500	8.33%	6,900	115.00%	6,000	(900)	-15.00%
01-3-6025-201	FICA/Medicare	38	5.46%	528	75.41%	700	172	24.59%
01-9-6030-546	Travel, Meetings & Mileage	-	0.00%	117	4.32%	2,700	2,583	95.68%
01-9-6030-569	Credit Card Service Charges	1,165	10.59%	9,467	86.07%	11,000	1,533	13.93%
01-9-6030-570	Bank Service charges	555		3,984				#DIV/0!
01-9-6030-572	Business Insurance Expense	8,145	8.40%	78,370	80.79%	97,000	18,630	19.21%
01-9-6030-576	Misc Other Expense	116	20.00%	634	109.25%	580	(54)	-9.25%
01-9-6030-577	Retired Employee Health	825	5.43%	8,141	53.56%	15,200	7,060	46.44%
01-9-6031-580	Interest Long Term Debt	2,044	8.01%	12,018	47.13%	25,500	13,482	52.87%
01-9-6032-583	Depreciation Expense	16	8.02%	139	69.61%	200	61	30.39%
TOTAL EXPENSES		136,068	6.98%	1,348,389	69.21%	1,948,356	599,968	30.79%
CAPITAL IMPROVEMENT PROJECTS (IN PROGRESS)								
01-9-6030-597	DWSRF Expenses		#DIV/0!		#DIV/0!			#DIV/0!
01-9-6030-598	DWR Intake	10,173	11.97%	35,309	41.54%	85,000		0.00%
TOTAL CIP IN PROGRESS		10,173	11.97%	35,309	41.54%	85,000	49,692	58.46%
CARRYOVER PROJECT (GRANT) REVENUE								
01-0-4020-430	DWR Grant Revenue	-	#DIV/0!	95,741	#DIV/0!	-	(95,741)	#DIV/0!
TOTAL CARRYOVER PROJECT REVENUE		-	#DIV/0!	95,741	#DIV/0!	-	(95,741)	#DIV/0!
NEW CAPITAL PURCHASES / IMPROVEMENTS								
01-0-1090-216	Auto Meter Read/Replace		0.00%		0.00%	7,500	7,500	100.00%
01-0-1090-321	Filter Tank Inspection Cleaning		0.00%		0.00%	95,000	95,000	100.00%
01-0-1090-322	Flushing/Valve Program		0.00%	120	2.00%	6,000	5,880	98.00%
01-0-1090-327	1999 GMC Dump Truck Rest.		0.00%		0.00%	4,500	4,500	100.00%
01-0-1090-328	2022 SCADA Master Plan		0.00%		0.00%	16,000	16,000	100.00%
01-0-1090-329	2022 Pressure Regulating Station		0.00%	4,789	53.21%	9,000	4,211	46.79%
TBD	2000 CAT Backhoe Restoration		0.00%		0.00%	14,500	14,500	100.00%
01-0-1090-331	LDPCSD Technology Upgrades		0.00%	2,985	13.57%	22,000	19,015	86.43%
TBD	Central Station Control Valves		0.00%		0.00%	35,000	35,000	100.00%
TBD	IM4000 Digital Copier System		0.00%		0.00%	9,000	9,000	100.00%
TOTAL NEW CAPITAL PURCHASES/IMPROVEMENTS		-	0.00%	7,894	3.61%	218,500	210,606	96.39%

LDPCSD Financials**Statement of Net Assets (Balance Sheet)
for the month ending February 2024****Asset :**

Cash and investments	\$	532,210
Restricted cash	\$	-
Accts Receivable net of res	\$	301,510
Water Drought Receivable	\$	-
Inventory	\$	69,932
Prpd expense & deposits	\$	58,768
Deferred Outflow of Resources - OPEB	\$	148,073
Deferred Outflow of Resources - Pension	\$	216,130
Total current assets	\$	1,326,623
Property, plant & equipment	\$	14,225,405
less depreciation	\$	(8,433,805)
C I P	\$	160,457
Net P P & E	\$	5,952,057
Other L T Assets		
Total Assets	\$	7,278,680
Liabilites:		
Accounts payable	\$	92,645
Interest payable	\$	-
Water Accrual	\$	11,564
Accrued Payroll	\$	128,742
A/P Accrued Payables	\$	2,682
L T debt, current	\$	106,616
Total current liab	\$	342,249
L T debt		
Post Retirement Benefit	\$	1,887,871
Net Pension Liability	\$	223,263
Deferred Inflow of Resources - OPEB	\$	23,055
Deferred Inflow of Resources - Pension	\$	642,251
Muni Loan	\$	276,640
less current above	\$	(106,616)
Total Liabilites	\$	3,288,714
Net assets	\$	3,989,966
Total liab & net ass't	\$	7,278,680

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
996	000076	USPS	02/02/2024	686.58
1121	000383	BUSINESS CARD	02/06/2024	228.36
1122	000383	BUSINESS CARD	02/06/2024	534.01
1123	000383	BUSINESS CARD	02/06/2024	134.18
1124	000383	BUSINESS CARD	02/06/2024	219.38
1125	000383	BUSINESS CARD	02/06/2024	141.08
1126	000105	PACIFIC GAS & ELECTRIC	02/06/2024	18,370.81
1127	0002321	STREAMLINE	02/06/2024	249.00
1128	000196	AQUA SIERRA CONTROLS, INC	02/06/2024	1,141.56
1129	000118	D & D PEST CONTROL *	02/06/2024	38.00
1130	000051	MERCED IRRIGATION DISTRICT	02/06/2024	51,116.52
1131	0001013	BLOMBERG & GRIFFIN	02/06/2024	10,575.00
1132	UB*10972	BENITO RAMIREZ	02/06/2024	210.44
1133	UB*10973	SARAFIN ZAPIEN, ET/AL	02/06/2024	139.17
1134	UB*10974	TOMMY & DELLA GARCIA	02/06/2024	245.03
1135	0001157	Sierra Instant Printing	02/10/2024	2,455.03
1136	004212	SWRCB - DWOC	02/10/2024	868.00
1137	000596	MARIPOSA CO. HEALTH DEPARTMENT	02/10/2024	8.00
1138	0007349	Recology Mariposa	02/10/2024	317.42
1139	000076	USPS	02/10/2024	320.00
1140	0000536	AGUSTIN CAMPOS	02/10/2024	15.00
1141	000165	ACWA/JPIA	02/10/2024	8,178.50
1142	0000129	PRECISION ENVIRO-TECH	02/16/2024	710.00
1143	00071	Mother Lode Answering Service	02/16/2024	555.00
1144	000025	CHEMCO PRODUCTS COMPANY	02/16/2024	4,439.62
1145	702	Warmerdam CPA Group	02/16/2024	2,500.00
1146	0006930	TACKETT'S BACKFLOW TESTING SERVICE	02/16/2024	120.00
1147	0000536	AGUSTIN CAMPOS	02/16/2024	198.40
1148	000105	PACIFIC GAS & ELECTRIC	02/16/2024	1,144.81
1149	000105	PACIFIC GAS & ELECTRIC	02/16/2024	123.76
1150	000585	MO CAL OFFICE SOLUTIONS	02/16/2024	377.11
1151	0006293	WEX Bank	02/16/2024	967.74
1152	000383	BUSINESS CARD	02/23/2024	32.17
1153	000383	BUSINESS CARD	02/23/2024	295.13
1154	000383	BUSINESS CARD	02/23/2024	203.88
1155	000383	BUSINESS CARD	02/23/2024	25.87
1156	000383	BUSINESS CARD	02/23/2024	60.02
1157	00008	SENTRY ALARM SYTEMS	02/23/2024	648.00
1158	000067	GENERAL PLUMBING SUPPLY CO., I	02/23/2024	219.65
1159	0000103	CENTRAL VALLEY GPS	02/23/2024	83.85
1160	0001157	Sierra Instant Printing	02/23/2024	1,092.59
1161	000263	Brenntag	02/23/2024	1,663.55

Report Total: 111,652.22

Special Meeting Minutes of the Board of Directors

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

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

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

President Johnson called the meeting to order at 1:00 p.m.

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

Also present AGM D. Savidge

Also present: Board Secretary: S. Marchesiello

2. PUBLIC COMMENT:

The Board received no public comment

Consensus of the Board of Directors to move item 5a up on the agenda for discussion

3. PRESENTATION ONLY:

a. Presiding Officer's Report

None given at this time

b. General Manager's Report:

- Grant / Study Updates
- Current District Projects
- Operations Updates
- Administrative Updates

Presented by AGM Dave Savidge

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

a. Read and file the Treasurer's Report for the period ending January 31, 2024 including summary of claims paid

b. Approval of the Minutes of the following meeting:

- ♦ Special Meeting of January 16, 2024

Motion: To approve the consent calendar

Votes: Carried 5-0

First: Hankemeier Second: Smith

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

Nays

5. DISCUSSION AND ACTION ITEMS:

- a. Discussion / Approval regarding the Presentation from Allan Highstreet from NBS on the topic of the Current Rate Study Implemented in 2022.

Motion: To approve the recommended motion to have AGM Dave Savidge to seek sole source and Cost Proposal from NBS

Votes: Carried 4-1

First: Warren Second: Hankemeier

Ayes: Warren, Hankemeier, Johnson, and Smith

Nays: Ross

- b. Discussion / Information only regarding a Critical Projects Update

No action taken – Information Only

- c. Discussion / Information only regarding Water Valves in our Distribution System

No action taken – Information Only

- d. Discussion / Information only regarding Mariposa County Request for Comments Site Plan Review No. 2024-004, APN # 021-350-006/017/019, Property 9643 Fachada Way

No action taken – Information Only

6. ADJOURNMENT: 2:20 p.m.

Respectfully submitted by,
S. Marchesiello
Board Secretary

Special Meeting Minutes of the Board of Directors

9751 Merced Falls Road
March 11, 2024 at 10:00 a.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 9751 Merced Falls Rd., La Grange, CA 95329

President Johnson called the meeting to order at 10:03 a.m.

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

Also present AGM D. Savidge

Also present: Board Secretary: S. Marchesiello

2. DISCUSSION AND ACTION ITEMS:

- a. Discussion / Approval regarding Acceptance of the Cost Proposal from NBS to conduct a 2024 Water Rate Study

Motion: To approve the recommended motion to approve for sole sourcing with NBS to accept Allan Highstreet the Proposal and move forward with the 2024 rate study

Votes: Carried 4-1

First: Warren Second: Hankemeier

Ayes: Warren, Hankemeier, Johnson, and Smith

Nays: Ross

- b. Discussion / Approval regarding Acceptance of Proposal from Mar-Tech for Construction on Central Tank

Motion: To approve the recommended motion to approve the quote and move forward with the construction

Votes: Carried 5-0

First: Hankemeier Second: Ross

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

Nays:

Closed Open Session: 10:22 a.m.

Reconvened to Open Session: 11:00 a.m.

3. CLOSED SESSION:

- a. CLOSED SESSION UNDER GOVERNMENT CODE 54957(b)(1)

Public employment

Position: General Manager

Report Out: Assistant General Manager Dave Savidge is going to bring back information to the Board of Directors regarding the GM position

4. ADJOURNMENT: 11:19 a.m.

Respectfully submitted by,
S. Marchesiello
Board Secretary



Lake Don Pedro Community

STAFF REPORT

To: Board of Directors
From: Dave Savidge
Date: March 18th, 2024
Subject: Clay Valve Upgrade Enebro Pump Station

Description – Enebro Pump Station was identified as a critical project during our presentation in January. This project is similar to the Central Tank project and the difference is one of the two existing valves is still working so we only need to replace the damaged valve. This project will replace one Weg soft start, 1 butterfly valve, wafer check valve, and fabricate a 90 degree elbow.

Recommendation: Approve the Proposal and Construction by Mar-Tech

Quote# Q11982

February 01, 2024

Lake Don Pedro CSD

Randy Gilgo
Chief Operator
Lake Don Pedro C.S.D.
Office (209) 852-2331 x5
Cell (209) 916-5025



Mechanical
Analysis /
Repair, Inc.

Subject: Clay valve upgrade Enebo.

- 1) Replace starters with 1ea. Weg soft starts.
- 2) Replace 1ea 6" butterfly valves lug style.
- 3) Replace 1ea. 3" wafer check valves.
- 4) Fabricate and install 1ea. 90's.

If digging is needed to excavate an area, it is to be done by others.

Labor	\$ 7,804.00 + tax & Frt.
Materials	\$ 3,315.00
Tax @ 8.75%	\$ 290.06
Freight (estimated)	\$ 100.00
Total cost	\$ 11,509.06

This is a T&M estimate actual hours will be charged.

Thank you for the opportunity to quote you on this project.

Sincerely,

Andy De Lemos

142 North Cluff Avenue, Lodi CA 95240 Tel: 209.333.8478 Fax
209.333.8479

email: info@mar-tech.com

Contractor License: 684442

website: www.mar-tech.com



Lake Don Pedro Community Services District

STAFF REPORT

To: Board of Directors

From: Dave Savidge

Date: March 18, 2024

Subject: Clay Valve Upgrade Tulipan Tank

Description – Tulipan Tank was identified as a critical project during a presentation in January. This project is the same as the Enebro pump station project. This project will replace one Weg soft start, 1 butterfly valve, wafer check valve, and fabricate a 90-degree elbow.

Recommendation: Approve the Proposal and Construction by Mar-Tech

Quote# Q11983

February 1, 2024

Lake Don Pedro CSD

Randy Gilgo
Chief Operator
Lake Don Pedro C.S.D.
Office (209) 852-2331 x5
Cell (209) 916-5025



Mechanical
Analysis /
Repair, Inc.

Subject: Clay valve upgrade Tulipan

- 1) Replace starters with 1ea. Weg soft starts.
- 2) Replace 1ea 6" butterfly valves lug style.
- 3) Replace 1ea. 3" wafer check valves.
- 4) Fabricate and install 1ea. 90's.

If digging is needed to excavate an area, it is to be done by others.

Labor	\$ 7,804.00 + tax & Frt.
Materials	\$ 3,315.00
Tax @ 8.75%	\$ 290.06
Freight (estimated)	\$ 100.00
Total cost	\$ 11,509.06

This is a T&M estimate actual hours will be charged.

Thank you for the opportunity to quote you on this project.

Sincerely,

Andy De Lemos

142 North Cluff Avenue, Lodi CA 95240 Tel: 209.333.8478 Fax
209.333.8479

email: info@mar-tech.com

Contractor License: 684442

website: www.mar-tech.com

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT

RESOLUTION 2024-XXX

**Resolution to update Signature Cards
on All District Accounts**

WHEREAS, the District has had a change in Directors, Staff, and Bank Account which requires an update to all banking accounts, as well as open a new business account at PNC / Pinnacle Bank, to reflect the current Board of Directors and Staff,

And

WHEREAS, the PNC / Pinnacle Business Checking Account requires the log in password, the Local Agency Investment Account requires the pin number and the PNC / Pinnacle Business Checking account is set up to require one (1) signature for the Bank to withdraw funds, however, the District will internally require two (2) signatures – one a Director and one a Staff Member,

NOW THEREFORE IT IS RESOLVED, that the Board of Directors update the PNC / Pinnacle Bank accounts, and the Local Agency Investment Fund account to include current Directors and approved staff on the signature cards.

BE IT RESOLVED, on this 18th day of March, 2024 the Board of Directors for the Lake Don Pedro Community Services District have agreed to update the signature cards for the financial institutions as follows:

Authorized Signers
PNC /Pinnacle Business Checking Account

Director Emery Ross
Director Danny Johnson
Director Dan Hankemeier
Director Russ Warren
Director Mary Smith
Dave Savidge
Syndie Marchesiello

Personnel Authorized to
Transfer Funds and Direct Deposits
PNC / Pinnacle Business Checking Account
LAIF Account

Director Emery Ross
Director Danny Johnson
Director Dan Hankemeier
Director Russ Warren
Director Mary Smith
Dave Savidge
Syndie Marchesiello, Office Manager

WHEREFORE, this resolution was passed and adopted this 18th day of March 2024 at the Regular Meeting by the Board of Directors by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

ATTEST:

Syndie Marchesiello, Board Secretary

President - Board of Directors – Director Danny Johnson

CERTIFICATE OF SECRETARY

*I, Syndie Marchesiello, Secretary of the **Lake Don Pedro Community Services District**, do hereby certify that the foregoing Resolution was duly and regularly updated on the 18th day of March, 2024 at the Regular Meeting of the Board of Directors.*

Syndie Marchesiello, Secretary