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

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

Regular Meeting of the Board of Directors

9751 Merced Falls Road

September 21, 2026 at 1:00 p.m.

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

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

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
      - CIP Meter Update
      - Generators Update

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 August 31, 2026 including summary of claims paid
   b. Approval of the Minutes of the following meetings:
      - Regular Board Meeting of August 17, 2026, 2026

5. **DISCUSSION AND ACTION ITEMS:**
   a. Discussion / Approval regarding the Continuation of Declaration of Emergency
   b. Discussion / Action Requested by Robert Alarcon regarding Vacant Land Water Service Requests for Parcels within the LDP Development
   c. Discussion / Approval regarding Resolution 2026-xxxx Approving the updated General Manager Job Description

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

d. Discussion / Approval regarding Resolution 2026-xxxx Approving to Discontinue, and Sunset the Office Manager Job Description

6. ADJOURNMENT:

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GENERAL MANAGER'S REPORT

September 21, 2026

🌥 Lake Level Summary

Data as of Midnight – September 13, 2026 (DWR)

- **Storage:** 580,419 AF
- **Reservoir Elevation:** 790.29 ft.
- **57%** of Total Capacity
- **108%** of Historical Average for This Date
- **Total Capacity:** 1,024,600 AF
- **Avg.** Stor for September 13,: 539,775 AF

☀️ Solar Initiatives

COMPLETE

The solar installations are now fully complete, and all sites are operational. Mariposa County conducted the final inspection for the carports on September 15 and approved the project. Pacific Solar has been performing cleanup and touch-up painting on the carports, and a representative has sealed the screw holes where water was observed dripping through. We plan to test the repairs with a water hose in the next few days.

On September 14, PG&E informed us that it will take a few months to fully reconcile our billing. As noted at the last board meeting, both the front office and I have continued contacting PG&E for clarification. While I am unsure whether this timeline is typical, PG&E explained that the delay is due to the time required for our solar credits to align with the current billing cycle.

💧 Grant & Study Updates

DWR Raw Water Intake Pump Station

We are continuing to await Mountain Cascade's completion of the remaining punch list items, as well as Tidal's return to perform the underwater video inspection of the pipeline from the intake cage to the shoreline. The initial startup of the pump will also be documented through video recording to allow for evaluation of any potential water disturbance during operation.

Regarding the performance of the newly installed equipment, we are currently observing no issues with the pump or the associated new electrical equipment. Both systems are operating as expected at this time.

Office Admin

We have initiated the hiring process for the Office Clerk I and Office Clerk II positions. Interviews were conducted in early September, and two candidates have been selected for the roles.

The new Office Clerk I has started employment and is currently undergoing training, which is expected to continue for approximately one month through the retirement of the temporary employee. The selected candidate for the Office Clerk II position will begin on September 28 and will continue training through the end of the year in preparation for the Office Manager's upcoming retirement.

⚙️ Operations Overview

- Tee and 2 valve replacements. Grillo Way **Completed**

These valves were damaged, leaving us unable to control water flow in the affected area. As a result, we had to isolate the system farther upstream to locate functioning valves that allowed us to shut down the section needing repair.

Our 4 inch double check backflow that feeds water to the media filters has failed. We opened it up and noticed broken pieces were inside it. We have ordered and already installed the new backflow device to stay in compliance with the regulations.

A double check backflow preventer (DC) protects a water district's potable system by stopping contaminated water from reversing direction and entering the distribution system. The key function is two independent check valves in series, which close automatically if flow reverses. This provides a mechanical barrier against backpressure and back-siphonage in low- to moderate-hazard situations.

Over the past month, several leaks have been repaired by installing new service lines. Many of the existing service lines have reached the end of their useful life, and as failures occur, we replace the lines to ensure reliability and reduce future leak incidents.

Lead Operator and I completed a full cleaning of the sedimentation basin, which required eight hours of continuous work. This maintenance is performed twice each year and helps prevent floc carryover, reducing the load on the filters and improving overall treatment performance.

Treatment Plant Caustic Soda Addition Trial

Observations over the past several days continue to show positive results following the treatment changes. Floc formation has remained consistent, and turbidity values have improved across all monitoring points, including individual cells, combined effluent, and raw versus settled water comparisons.

Effluent turbidity has consistently remained in the 0.03–0.04 NTU range, with some readings as low as 0.019 NTU. Raw water turbidity is now ranging from 0.600–1.000 NTU, with settled water improving to approximately 0.300–0.400 NTU. This indicates improved removal of TOC and DBP precursors prior to filtration and chlorination, which may result in improved TTHM and HAA5 results over time.

Chemical treatment improvements have also stabilized chlorine residuals in the 1.90–2.30 mg/L range and significantly increased filter run times. The plant is now operating 3–4 days between backwashes compared to every 20–24 hours previously, resulting in expected savings in water usage, chemicals, energy, operator time, and maintenance.

Raw and treated pH levels have shown only a slight increase and remain within an acceptable range of 7.10–7.70. pH and all other operational parameters will continue to be monitored closely, with caustic injection discontinued if conditions require.

Overall, the results indicate we may have identified a key factor affecting treatment performance and implemented an effective solution. Continued monitoring will confirm long-term performance, and additional updates will be provided as conditions change.

Generators

The final review of site descriptions and the number of pumps requiring backup power has been completed with the electrical engineer and our consultant. We are now evaluating costs and determining the appropriate generator sizing for each location. Once this information is finalized, it will be incorporated into a comprehensive plan for funding submittal.

Update: We are still awaiting cost information from the electrical engineer, which is required before we can submit the project for grant approval.

Meter Program

Staff is currently reviewing information provided by various meter companies and developing a list of desired features and requirements. This information will be used to prepare a qualifications-based bid process for the project.

💰 Financial Overview

As of **August 31st, 2026**, LDPCSD remains financially stable, with revenues and expenditures aligned with budget expectations.

Monthly Reserve Projections – As of August 31st, we are looking at a reserve of approximately $100,000. The goal is going to be $150,000 by the end of the year. But unexpected costs can hinder us. Winter months have less revenue so we will see this reserve fluctuate.

Reminder - The Treasurer's Report shows a $953,000 balance in the Money Market account; however, our **average daily balance is approximately $500,000**, due to $420,000 held from our Mountain Cascade project. Which is a significant improvement from prior years.

Major Upcoming Expenditures

Server for Office – Approximately $20,000

Safety Meetings

Trenching and Shoring Safety Video. We will continue to focus on educating our operators on the importance of safety in the trenches and how unstable the soil can be.

📞 Contact Information

For questions or additional information:

- **District Office:** (209) 852-2331 Ext. 1
- **Email:** dave@ldpcsd.org

End of Month Water Report **Aug 2026**

Description	CCF	Acre/ft.	Percent	
Water pumped from Lake McClure acre/ft.	21259	48.80		
Water pumped from Well acre/ft.	1940	4.45		
Total Pumped acre/ft.		53.26		
Last month acre/ft.		70.51		
Difference from last month %			-24.47%	
Treated water sold acre/ft.	23324	53.54		
Last month treated water sold acre/ft.		47.76		
Difference from last month %			10.80%	
Golf course water sold acre/ft.	0	0.00		
Hydrant usage	161	0.37		
Billed Metered Customers				1548
Meters with no consumption this month				253
Meters with no consumption last month				244
Usage outside filed MID Place of Use	1244	2.86		
Total acre/ft. from Wells		4.45		
Backwash/Rinse on start up	1393	3.20		
Plant Process Equipment (FIXED VALUE)	75	0.17		
Water in Distribution system (Averaged Main Size) FIXED VALUE	901	2.07		
Sed Basin cleaning	0	0.00		
Raw Storage Difference from last month	-35.67	-0.08		
Treated storage difference from last month	-24.88	-0.06		
Total water loss in acre/ft. (Leaks and Evaporation)		-6.10	-11.44%	

End of the Month MID LakeMcClure Readings

Date of Reading	8/27/2026	
Inflow	45	CFS (Cubic Feet Per Second)
Storage	616,311	AF (Acre Feet)
Elevation	797.93	Feet Above Mean Sea Level
Outflow	1538	CFS (Cubic Feet Per Second)
Lake McClure Capacity	1,024,600	AF (Acre Feet)

Project Name & Description: Meter Replacement Program - Create a plan to replace all some residential and Commercial meters including our Well and Pump sites. Submit for grants or finance options.

Start Date: January 2026

Target Date: December 2026

Date	Status	%Complete	Notes
January	ongoing	75%	Determine exact number of meters
February		100%	Met with Sensus Meters and Neptune to research their products
March		100	reviewed options for funding. California Consulting. 50/50 Grant Matching. Loan?
April		100%	Identify No. of service lines that need replacement
May		100%	Meet towards the end of the month to identify
June		100%	Review meters needed.Discuss next steps.
July		100%	Met with Neptune on a TEAMS meeting. Badger arrived at our yard. Discussed there product
August		75%	Emailing back and forth with Badger. Asking for cost estimates.
September		100%	Received cost estimate for 1/3 of the system. Making check list for district needs/ meter system
October			
November			
December			

Project Name & Description: Generator Program -Create a plan that includes amount of generators needed, sizes, electrical demands and costs. The goal is to submit this plan to the SWRCB and pursue grants.

Start Date: March 2026

Target Date: December 2026

Date	Status	%Complete	Notes
March		100%	Conference call with DDW to discuss potential funding pathways. TEAMS meeting with BlackWater and ATEEM and set up site visit.
April		100%	Met with ATEEM and BlackWater field site visits for generator info. Report should be complete in a couple of months.
May		100%	Report complete. Marked up for further review
June		100%	markups. Waiting to review. Met with SWRCB. Received out of compliance letter.
July		75%	report that will be submitted to SWRCB. Gathering cost estimates.
August		50%	Cost estimates and size of generators.
September		50%	Waiting for ATEEM to get cost estimates
October			
November			
December	Report deadline and submit for grant	Report deadline and submit for grant	
November			
December			

LAKE DON PEDRO
COMMUNITY SERVICES DISTRICT

Treasurer's Report

Reporting Period: August 2026

The district ended the month of August 2026 with the following balances in our accounts:
* All bank accounts verified against bank statements

Restricted:		
Investment - LAIF	$ 204,139	
Total Restricted:		$ 204,139
Unrestricted:		
Checking	$ 33,175	
Money Market - Working Capital	$ 984,051	
Petty Cash	$ 125	
Total Unrestricted:		$ 1,017,351
Total Restricted & Unrestricted:		$ 1,221,490

The district ended August 2026 with the following amounts affecting our financial status:

	Aug-2026	Year to Date
Sales & Business Revenue:	$ 249,407	$ 489,137
Total Operating Expenses:	$ (136,709)	$ (344,444)
Non-Operating Income/Expense:	$ (41,861)	$ (49,241)
Change in Net Assets (P&L):	$ 70,837	$ 95,453
Net Cash Flow:	$ 2,971	$ (67,939)

Accounts Receivable:

Billing Time Frame		Utility Billing		Availability Billing		A/R Other		A/R Accrue
Current	$	70,618	$	-	$	345	$	232,429
> 30 Days	$	-	$	179,098	$	-	$	-
> 60 Days	$	29,410	$	-	$	112	$	-
> 90 Days	$	14,675	$	-	$	25	$	-
> 120 Days	$	114,880	$	-	$	35,351	$	-
Credits	$	(49,976)	$	-	$	-	$	-
Total	$	179,608	$	179,098	$	35,834	$	232,429
Total Combined	$	591,135			$	35,834		
G/L Balance	$	591,135			$	35,834		
Difference	$	0			$	-		

* Amount of availability payments received: $179,098

* Amount of availability payments outstanding: $179,098

Accounts Payables:

Payable Time Frame		A/P Trade		A/P Accruals		A/P Water Accrual
Current	$	18,761	$	-	$	9,954
> 30 Days	$	-	$	-	$	13,586
> 60 Days	$	-	$	-	$	-
> 90 Days	$	-	$	-	$	-
Credits	$	-	$	-	$	-
Total	$	18,761	$	-	$	23,540
G/L Balance	$	18,761	$	-	$	23,540
Difference		$0		$0		$0

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

Name	Title	Date

Statement of Revenues and Expenses (P&L)
August 2026 & Year-To-Date Versus 6/30/27 Approved Budget

		Aug-26	Aug vs Budget %	2026-2027 YTD	YTD vs Budget %	2026-2027 Budget	Remaining Budget	Available Budget %
Revenue								
01-0-3010-301	Meter Reconnection Fee		0.00%		0.00%	100	100	100.00%
01-0-3010-302	Donated Capital - Meters Curre	10,000	50.00%	20,000	100.00%	20,000	-	0.00%
01-0-4010-400	Water Sales Residential	70,940	15.17%	132,742	28.38%	467,656	334,914	71.62%
01-0-4010-402	Water Availability Revenue	14,858	8.49%	25,291	14.45%	175,000	149,710	85.55%
01-0-4010-403	Water Service Charges	161,453	8.63%	322,598	17.24%	1,870,749	1,548,151	82.76%
01-0-4020-410	Interest Income - LAIF	-	0.00%	1,973	22.68%	8,700	6,727	77.32%
01-0-4020-413	Int Inc Penalties - Customer	5,162	10.32%	10,081	20.16%	50,000	39,919	79.84%
01-0-4020-414	Transfer Fee Income	250	4.55%	650	11.82%	5,500	4,850	88.18%
01-0-4020-415	Other Income	112	6.21%	262	14.55%	1,800	1,538	85.45%
01-0-4020-416	Meter Set Fee	1,000	30.77%	2,000	61.54%	3,250	1,250	38.46%
01-0-4020-900	Hydrant Service Charge	60	60.00%	95	95.00%	100	5	5.00%
01-0-4020-901	Hydrant Rental	80	20.00%	120	30.00%	400	280	70.00%
01-0-4020-902	Hydrant Consumption	766	85.13%	1,150	127.73%	900	(250)	-27.73%
01-0-4020-999	Avail Fee Income	-	0.00%	4,492	195.30%	2,300	(2,192)	-95.30%
01-0-4040-100	Lease Fee	4,090	13.93%	6,585	22.42%	29,370	22,785	77.58%
TOTAL REVENUE		**268,771**	10.20%	**528,038**	20.03%	**2,635,825**	**2,107,786**	79.97%
Expenses								
01-1-5010-100	Regular Pay - Plant	18,868	7.26%	47,030	18.09%	260,000	212,970	81.91%
01-1-5010-101	Overtime Pay	3,043	7.80%	7,712	19.77%	39,000	31,288	80.23%
01-1-5010-102	Sick Pay	741	4.00%	2,517	13.61%	18,500	15,983	86.39%
01-1-5010-104	Vacation Pay	1,379	6.57%	4,392	20.91%	21,000	16,608	79.09%
01-1-5010-105	Holiday Pay	-	0.00%	967	4.50%	21,476	20,509	95.50%
01-1-5010-200	PERS	2,973	10.24%	4,947	17.03%	29,039	24,092	82.97%
01-1-5010-201	FICA/Medicare	1,874	6.84%	4,722	17.23%	27,409	22,687	82.77%
01-1-5010-202	SUI	-	0.00%	-	0.00%	600	600	100.00%
01-1-5010-203	Health Insurance	5,211	8.02%	10,423	16.03%	65,000	54,577	83.97%
01-1-5010-204	Workers Compensation	1,218	7.61%	2,437	15.23%	16,000	13,563	84.77%
01-1-5010-206	Dental Insurance	312	6.25%	625	12.49%	5,000	4,375	87.51%
01-1-5010-546	Travel, Meetings & Mileage	397	9.92%	496	12.40%	4,000	3,504	87.60%
01-1-5020-510	Repair & Maintenance - Plant	11,442	21.79%	14,760	28.11%	52,500	37,740	71.89%
01-1-5020-511	Repair & Maintenance - Vehicle	526	2.51%	7,126	33.93%	21,000	13,874	66.07%
01-1-5020-512	Repair & Maintenance - Distribution	10,168	11.96%	10,925	12.85%	85,000	74,075	87.15%
01-1-5020-520	Small Tools & Equipment	571	6.34%	679	7.55%	9,000	8,321	92.45%
01-1-5020-521	Vehicle Equipment Fuel	1,891	8.79%	3,670	17.07%	21,500	17,831	82.93%
01-1-5020-522	Gas, Oil & Lubricant - Plant	192	5.49%	412	11.78%	3,500	3,088	88.22%
01-1-5020-524	Health & Safety	1,229	15.81%	1,229	15.81%	7,770	6,541	84.19%
01-1-5020-529	Telephone - T & D	3,393	10.60%	6,115	19.11%	32,000	25,885	80.89%
01-1-5020-544	Water Testing Fees	1,850	11.56%	2,685	16.78%	16,000	13,315	83.22%
01-1-5020-545	Water System Fees	-	0.00%	-	0.00%	13,700	13,700	100.00%
01-1-5020-548	Water Testing Materials	-	0.00%	-	0.00%	4,000	4,000	100.00%
01-1-5021-521	Water Treatment Chemicals	1,608	1.89%	26,261	30.89%	85,000	58,739	69.11%
01-1-5021-524	P G & E Power - Office	-	0.00%	195	38.96%	500	305	61.04%
01-1-5021-525	P G & E Power - Intake	-	0.00%	17,643	9.29%	190,000	172,357	90.71%
01-1-5021-526	P G & E Power - Well	-	0.00%	25	8.31%	300	275	91.69%
01-1-5021-527	P G & E Power - Water Treatment	-	0.00%	24	0.10%	25,000	24,976	99.90%
01-1-5021-528	P G & E Power - Distribution	-	0.00%	4,951	6.29%	78,750	73,799	93.71%
01-1-5021-529	P G & E Power - Well 2	1,262	8.14%	2,672	17.24%	15,500	12,828	82.76%
01-1-5021-530	P G & E Power - Medina	29	2.85%	58	5.77%	1,000	942	94.24%
01-1-5021-561	Purchased Water Actual-mid-p	9,954	8.09%	26,330	21.41%	123,000	96,670	78.59%
01-1-5023-533	Outside Services	-	0.00%	459	2.30%	20,000	19,541	97.70%
01-1-5023-535	Fire Protection/Weed Control	-	0.00%	-	0.00%	5,400	5,400	100.00%
01-1-5023-537	Pest Control	40	6.67%	80	13.33%	600	520	86.67%
01-1-5023-538	Engineering Services	-	0.00%	-	0.00%	3,500	3,500	100.00%
01-1-5023-539	Employee Education	-	0.00%	-	0.00%	2,500	2,500	100.00%
01-1-5024-540	Memberships	-	0.00%	1,485	92.81%	1,600	115	7.19%
01-1-5024-543	Licenses, Permits & Cert.	-	0.00%	-	0.00%	1,000	1,000	100.00%
01-1-5032-583	Depreciation Expense	24,468	8.16%	48,936	16.31%	300,000	251,064	83.69%
01-2-6010-100	Regular Pay - Administration	22,407	7.51%	59,346	19.89%	298,352	239,006	80.11%
01-2-6010-101	Overtime Pay	-	0.00%	46	1.52%	3,000	2,954	98.48%
01-2-6010-102	Sick Pay	889	6.84%	4,735	36.42%	13,000	8,265	63.58%
01-2-6010-104	Vacation Pay	1,291	6.80%	5,478	28.83%	19,000	13,522	71.17%
01-2-6010-105	Holiday Pay	-	0.00%	503	6.71%	7,500	6,997	93.29%
01-2-6010-200	PERS	3,251	11.21%	5,374	18.53%	29,000	23,626	81.47%
01-2-6010-201	FICA/Medicare	1,953	7.81%	4,895	19.58%	25,000	20,105	80.42%
01-2-6010-202	SUI	8	0.94%	24	2.80%	840	817	97.20%

		Aug-26	Aug vs Budget %	2026-2027 YTD	YTD vs Budget %	2026-2027 Budget	Remaining Budget	Available Budget %
01-2-6010-203	Health Insurance	2,284	8.46%	4,567	16.92%	27,000	22,433	83.08%
01-2-6010-204	Workers Compensation	120	8.03%	241	16.07%	1,500	1,259	83.93%
01-2-6010-206	Dental Insurance	158	6.88%	317	13.76%	2,300	1,983	86.24%
01-2-6010-207	Vision Care	-	0.00%	-	0.00%	210	210	100.00%
01-2-6010-546	Travel, Meetings & Mileage	-	0.00%	-	0.00%	3,000	3,000	100.00%
01-2-6020-512	Propane	-	0.00%	-	0.00%	1,300	1,300	100.00%
01-2-6020-515	Customer Billing Supplies	-	0.00%	-	0.00%	6,500	6,500	100.00%
01-2-6020-529	Telephone - Admin	5,843	14.25%	10,073	24.57%	41,000	30,927	75.43%
01-2-6020-530	Office Supplies	312	4.46%	639	9.13%	7,000	6,361	90.87%
01-2-6020-531	Postage	863	6.91%	1,673	13.39%	12,500	10,827	86.61%
01-2-6023-531	Computer IT	2,171	5.30%	5,476	13.36%	41,000	35,524	86.64%
01-2-6023-532	R & M Equipment	-	0.00%	-	0.00%	3,000	3,000	100.00%
01-2-6023-533	Outside Services	3,000	9.09%	3,000	9.09%	33,000	30,000	90.91%
01-2-6023-535	Office Cleaning Serv	360	14.40%	360	14.40%	2,500	2,140	85.60%
01-2-6023-536	Legal Services		0.00%	69	0.63%	11,000	10,931	99.38%
01-2-6023-537	Audit Services	-	0.00%	-	0.00%	12,000	12,000	100.00%
01-2-6023-539	Employee Education	-	0.00%	-	0.00%	2,500	2,500	100.00%
01-2-6024-540	Memberships	-	0.00%	-	0.00%	11,000	11,000	100.00%
01-2-6024-542	Publications	710	88.72%	710	88.72%	800	90	11.28%
01-2-6024-543	Licenses, Permits & Cert.	-	0.00%	-	0.00%	6,000	6,000	100.00%
01-2-6024-999	County Avail Fee	-	0.00%	-	0.00%	2,400	2,400	100.00%
01-3-6025-100	Regular Pay	500	5.75%	1,000	11.49%	8,700	7,700	88.51%
01-3-6025-201	FICA/Medicare	38	3.90%	77	7.81%	980	903	92.19%
01-9-6030-546	Travel, Meetings & Mileage	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
01-9-6030-569	Credit Card Service Charges	4,101	10.79%	8,423	22.17%	38,000	29,577	77.83%
01-9-6030-570	Bank Service charges	648	8.10%	1,217	15.22%	8,000	6,783	84.78%
01-9-6030-572	Business Insurance Expense	5,631	6.62%	12,151	14.30%	85,000	72,849	85.70%
01-9-6030-576	Misc Other Expense	120	8.00%	285	19.00%	1,500	1,215	81.00%
01-9-6030-577	Retired Employee Health	1,115	8.58%	2,230	17.15%	13,000	10,770	82.85%
01-9-6031-580	Interest Long Term Debt	1,232	8.80%	2,348	16.77%	14,000	11,652	83.23%
01-9-6031-581	Other Interest Charges	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
01-9-6032-583	Depreciation Expense	18	8.07%	36	16.15%	220	184	83.85%
TOTAL EXPENSES		**163,662**	6.76%	**398,278**	16.46%	**2,419,246**	**2,020,969**	83.54%
CAPITAL IMPROVEMENT PROJECTS (IN PROGRESS)								
01-9-6030-590	NBS Rate Evaluation	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
01-9-6030-596	USDA Intake Upgrade	-	#DIV/0!	-	#DIV/0!	-	0	#DIV/0!
01-9-6030-597	DWSRF Expenses	3,034	#DIV/0!	3,034	#DIV/0!	-	(3,034)	#DIV/0!
01-9-6030-598	DWR Intake	31,238	#DIV/0!	31,595	#DIV/0!	-	(31,595)	#DIV/0!
01-9-6030-599	SWRCB Disbursments	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
01-9-6030-600	Raw Water Retension Disbursments		#DIV/0!		#DIV/0!		-	#DIV/0!
TOTAL CIP IN PROGRESS*		**34,272**	#DIV/0!	**34,629**	#DIV/0!	-	**(34,629)**	#DIV/0!
CARRYOVER PROJECT (GRANT) REVENUE								
01-0-4020-430	DWR Grant Revenue	-	#DIV/0!	321	#DIV/0!	-	(321)	#DIV/0!
01-0-4020-431	SWRCB Grant Revenue	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
01-0-4020-432	Raw Water Retention Fund	-	#DIV/0!	-	#DIV/0!			#DIV/0!
TOTAL CARRYOVER PROJECT REVENUE*		-	#DIV/0!	**321**	#DIV/0!	-	**(321)**	#DIV/0!
NEW CAPITAL PURCHASES / IMPROVEMENTS								
01-0-1090-170	CIP Treatment Plant	525	#DIV/0!	525	#DIV/0!			#DIV/0!
TBD	Valve Replacment Program		0.00%		0.00%	49,000	49,000	100.00%
TBD	Enebro Pumps		0.00%		0.00%	30,000	30,000	100.00%
TBD	Tulipan Pumps		0.00%		0.00%	28,000	28,000	100.00%
01-0-1070-164	Truck		0.00%	27,669	79.05%	35,000	7,331	20.95%
TOTAL NEW CAPITAL PURCHASES/IMPROVEMENTS		**525**	0.37%	**28,194**	19.85%	**142,000**	**113,806**	80.15%

*No budget listed for ongoing DWR and SWRCB projects that are 100% reimbursed

LDPCSD Financials	Statement of Net Assets (Balance Sheet)		
Asset :	for the month ending August 2026		
Cash and investments		$	1,221,490
Restricted cash		$	-
Accts Receivable net of res		$	490,840
Water Drought Receivable		$	-
Inventory		$	69,932
Prpd expense & deposits		$	93,824
Deferred Outflow of Resources - OPEB		$	148,073
Deferred Outflow of Resources - Pension		$	390,475
	Total current assets	$	2,414,634
Property, plant & equipment		$	14,411,290
less depreciation		$	(9,126,007)
C I P		$	221,334
	Net P P & E	$	5,506,616
Other L T Assets			
	Total Assets	$	7,921,250
Liabilites:			
Accounts payable		$	18,761
Interest payable		$	-
Water Accrual		$	23,540
Accrued Payroll		$	194,135
A/P Accrued Payables		$	2,682
L T debt, current		$	-
	Total current liab	$	239,119
L T debt			
Post Retirment Benefit		$	1,887,871
Net Pension Liability		$	460,182
Deferred Inflow of Resources - OPEB		$	23,055
Deferred Inflow of Resources - Pension		$	421,133
Muni Loan		$	-
Verizon Lease		$	44,168
less current above		$	-
	Total Liabilites	$	3,075,528
Net assets		$	4,845,722
	Total liab & net ass't	$	7,921,250

Accounts Payable
Checks by Date - Summary by Check Number

Check Number	Vendor No	Vendor Name	Check Date	Check Amount
2360	000076	USPS	08/04/2026	863.14
2412	00740827	FERGUSON WATERWORKS	08/04/2026	593.31
2413	UB*11085	MR/MRS ROBERT FRATES	08/04/2026	275.00
2414	UB*11086	MR/MRS THOMAS GENTES	08/04/2026	165.72
2415	UB*11087	RODNEY LAIRD	08/04/2026	269.18
2416	UB*11088	24 ASSET MANAGEMENT CORP	08/04/2026	50.21
2417	UB*11089	STEVE WELCH	08/04/2026	4.82
2418	000025	CHEMCO PRODUCTS COMPANY	08/09/2026	11,838.12
2419	0000605	Black Water Consulting Engineers Inc	08/09/2026	357.00
2420	0000536	AGUSTIN CAMPOS	08/09/2026	49.60
2421	0007349	Recology Mariposa	08/09/2026	459.10
2422	000203	GRISWOLD, LaSALLE, COBB, DOWD	08/09/2026	68.75
2423	00071	Mother Lode Answering Service	08/09/2026	691.00
2424	000157	CITY NATIONAL BANK	08/09/2026	59,503.04
2425	0006293	WEX Bank	08/09/2026	1,890.72
2426	000165	ACWA/JPIA	08/09/2026	8,609.76
2427	0000536	AGUSTIN CAMPOS	08/17/2026	396.80
2428	000175	SAFE T LITE OF MODESTO INC.	08/17/2026	205.15
2429	000263	BRENNTAG PACIFIC INC	08/17/2026	1,607.73
2430	702	Warmerdam CPA Group	08/17/2026	3,000.00
2431	000196	AQUA SIERRA CONTROLS, INC	08/17/2026	3,458.81
2432	0005300	AVENTA TECHNOLOGY INC	08/17/2026	202.50
2433	000121	UNION DEMOCRAT*	08/17/2026	599.76
2435	000105	PACIFIC GAS & ELECTRIC	08/17/2026	28.52
2436	000105	PACIFIC GAS & ELECTRIC	08/17/2026	1,262.15
2437	00008	SENTRY ALARM SYTEMS	08/24/2026	648.00
2438	000383	BUSINESS CARD	08/24/2026	17.22
2439	000383	BUSINESS CARD	08/24/2026	31.65
2440	000383	BUSINESS CARD	08/24/2026	456.53
2441	000383	BUSINESS CARD	08/24/2026	101.30
2442	000383	BUSINESS CARD	08/24/2026	226.00
2443	000383	BUSINESS CARD	08/24/2026	658.33
2444	00740827	FERGUSON WATERWORKS	08/24/2026	4,207.13
2445	000067	GENERAL PLUMBING SUPPLY CO., I	08/24/2026	733.48
2447	00074491	Pace Supply Corp	08/31/2026	798.05
2448	000509	I.J. Larsen Pumps Inc	08/31/2026	5,960.74
2449	000136	AT&T	08/31/2026	8,144.99
2450	660108	VERIZON WIRELESS	08/31/2026	339.96
2451	000550	LUIS'S HOUSEKEEPING / YARDS	08/31/2026	360.00
2452	000059	MARIPOSA GAZETTE	08/31/2026	110.00
2453	0000129	PRECISION ENVIRO-TECH	08/31/2026	1,850.00
2454	000118	D & D PEST CONTROL *	08/31/2026	40.00
2455	000606	BARRY ELECTRIC	08/31/2026	525.00
2456	000094	USA BlueBook	08/31/2026	1,342.25
2457	0000605	Black Water Consulting Engineers Inc	08/31/2026	22,808.70
			Report Total:	**145,809.22**

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

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

Regular Meeting Minutes of the Board of Directors

9751 Merced Falls Road

August 17, 2026 at 1:00 p.m.

1. **CALL TO ORDER**: Presiding Officer: Establish Quorum, Pledge of Allegiance:
   The Board of Directors of the Lake Don Pedro Community Services District held a regular meeting at 9751 Merced Falls Rd., La Grange, CA 95329
   President Johnson called the meeting to order at 1:00 p.m.
   Directors present: Johnson, Smith, Phillips, Warren, Ross
   Also present GM D. Savidge
   Also present: Board Secretary: S. Marchesiello

2. **PUBLIC COMMENT:**
   The Board received no comments from the public

3. **PRESENTATION ONLY:**
   a. Presiding Officer's Report
   Presented by GM Dave Savidge

   b. General Manager's Report:
   - Grant / Study Updates
   - Current District Projects
   - Operations Updates
   - Administrative Updates
   - CIP Meter Update
   - Generators Update

   Presented by GM Dave Savidge

4. **APPROVAL OF CONSENT AGENDA: The following items may all be approved in one motion or considered separately as determined appropriate by the President**
   a. Read and file the Treasurer's Report for the period ending July 31, 2026 including summary of claims paid
   b. Approval of the Minutes of the following meetings:
   •Regular Board Meeting of July20, 2026
   c. Correspondence –SDRMA Letters & Award
   •Re: No Paid Workers' Compensation Claims in 2025-26
   •Re: President's Special Acknowledgement Award- Property/ Liability Program

   Motion: To approve the consent calendar
   Votes: Carried 5-0
   First: Warren   Second: Smith
   Ayes: Warren, Smith, Phillips, Johnson, and Ross
   Nays:

5. **DISCUSSION AND ACTION ITEMS:**
   a. Discussion / Approval regarding the Continuation of Declaration of Emergency

   Motion: To approve the continuation of declaration of emergency
   Votes: Carried 5-0

First: Smith Second: Warren
Ayes: Smith, Warren, Phillips, Johnson, and Ross
Nays:

6. ADJOURNMENT: 1:28 p.m.

Respectfully submitted by,

S. Marchesiello
Board Secretary

LAKE DON PEDRO COMMUNITY SERVICES DISTRICT
DECLARATION OF LOCAL EMERGENCY

WHEREAS, pursuant to Public Contract Code § 22050 and Government Code § 8360, the Board of Directors of the Lake Don Pedro Community Services District ("District") proclaims the existence or threatened existence of a local emergency when the District is affected or likely to be affected by adverse conditions; and

WHEREAS, the Board of Directors of the District does hereby find as follows:

That conditions of risk to persons and property have arisen within the District, caused by the need to install solar power facilities at the District's water treatment plant to ensure it is timely operating after the District applied for the PG&E NEM2 electric metering program in order to receive better credit for the energy generated at the District's solar facility and afford potential rate relief to the District's ratepayers; and

That this condition is or is likely to be beyond the control of the services, personnel, equipment, and facilities of the District; and

That the conditions of emergency exist as of the date hereof and are ongoing because the District needs to complete installation of solar power at its treatment plant and of the five contractors consulted only one submitted a written proposal for the solar project and that said solar power facilities need to be installed with due deliberate speed for the reasons aforesaid.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that a local emergency now exists throughout the LAKE DON PEDRO COMMUNITY SERVICES DISTRICT, and;

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of the said local emergency the powers, functions, and duties of the emergency organization of the Lake Don Pedro Community Services District shall be those prescribed by state law, by ordinances, and resolutions of the Lake Don Pedro Community Services District; and that this Declaration shall be reviewed and renewed as required in accordance with applicable law.

Approved and ratified by a unanimous vote of Board members at a meeting thereof duly held and at which a quorum was present.

DATED: September 21, 2026.

By: ________________________________
Danny Johnson, President,
Board of Directors, Lake Don Pedro Community Services District
Address: 9751 Merced Falls Road, La Grange CA 95329

Syndie Marchesiello

From: Robert Alarcon
Sent: Thursday, September 10, 2026 2:43 PM
To: Syndie Marchesiello
Cc:

Subject:

Categories: Red Category

Hi Syndie, (I have CC'd HOA ACC Committee, the Board President, concerned neighbors, our County Supervisor, Deputy Souza because of ongoing concerns that have prompted my efforts here)

Thank you for your time a couple of weeks ago when I just dropped unannounced in to the office. I am following up on our brief discussion, and requesting time at the next board meeting to address a huge problem for the LDPHOA seeking to institute a new process to prevent more problems in the future.

Topic – Vacant land water service requests for parcels within the Lake Don Pedro Development, all those governed by the LDPHOA CC&R's and applicable County Ordinances. Specifically, how to best address the problems that arise from utilities that are provided to raw land parcels within the development. We are Seeking, improvements that can be made to the service request process to prevent problems before they occur. The LDPHOA seeks are closer working relationship going forward.

Background –The systemic problem is that multiple parcels are still just vacant land and are also very low cost. As a result, people buy the parcels with the intention of only putting up trailers and living in them. Not only breaking Country ordinances but also the HOA CC&Rs, creating health and safety issues in addition to creating the headache problem of eviction for both the County and the HOA. Current problems are sucking up the time of the HOA, County Supervisors, Sheriff's Department, County Code Compliance, and multiple neighbors around the vacant parcels. Creating unnecessary usage of the County's valuable time and resources while causing great distress for neighbors and the HOA board.

Also, there are secondary problems that these "hovel parcels" create like lowering the value of all the properties in the HOA and thus the lowering of tax revenue to the County. Also, they create attractive conditions for drug and crime elements to flourish. Establishing a buttress process will also help mitigate secondary issues.

Current Processes –

- **Putting a trailer/RV on vacant land**
  - o Both LDPHOA CC&R's & Tuolumne County allows for up to 12 days a year, 4 days at a time for property maintenance.
- **Getting water service**
  - o LDPCSD: As I understand it from the web site, the process today for getting water service is controlled and driven by the parcel Owner who is also ultimately responsible for all water charges, regardless if there is a Renter using the property. The Owner makes a request for water service, pays what is needed for startup and the connection is made. No address is needed, only the parcel number.
  - o TUD (Tuolumne Utility District): Requires a street address and there after follows a process similar to LDPCSD (Tuolumne Utility District)
- **Building process and getting utility services for undeveloped parcels within the LDP Development**
  - o LDPHOA CC&Rs follow the Tuolumne and Mariposa County Ordinances, Rules, Regulations in addition to ones that are specific to the Development.
  - o LDPHOA process is driven by the ACC Permit Application (Architectural Code & Compliance) submitted by the Owner
  - o Specific to LDPHOA process new owners of a house or bare land must sign off with the Title Company that they have read and understand the HOA CC&Rs
    - § It is apparent only a few of them actually do, then it is lengthy
    - § To address this issue we are looking to create something like a short Initial-Here list for new Owners that highlights to the Buyers key points like trailers, moving dirt around, and water service going forward, so that they are fully aware of what can and cannot be done on vacant land as well as ongoing changes they may want to make to homes and land in the future (in case they haven't read the full CC&Rs)
    - § Also potentially a new FAQ sheet for New Owners to answer questions like can I put a trailer on my land

Is there something that CSD can do to help fix this problem?

- The proposal to you, since vacant land does not have a street address,

  Can LDPCSD just require one? (so, no street address, no service, unless it is a new build)

  And, If they are building a house, then require a valid building permit that is confirmed by the LDPHOA Architecture Compliance Committee before service is provided. (no building permit, no LDPHOA approval, no service) It might be possible for the ACC to maintain a list of all approved permits for new builds that LDPCSD has access to going forward to make it easier for CSD to respond to service requests. This doesn't address those that get service and then let the permit expire without building a house, which is another issue the HOA has to contend with but this is something the HOA will have to address possibly with changes to the CC&Rs

We are open to another solution that you might have that would create a better process to avoid providing water service to vacant land where no permit has been issued to build on it.

I thank you for your time, consideration, and for letting us discuss this with you at your next board meeting on the 21st of September as we seek to improve and establish a better working relationship with CSD going forward, one that is buttressed with a strong process that works for both CSD and the HOA. One that prevents as much as possible the issues the HOA and the County has faced in the past and is currently struggling with today. Please let me know if my attendance can be arranged.

Robert Alarcon

831-238-1960

Lake Don Pedro Community

STAFF REPORT

To: Board of Directors

From: Dave Savidge

Date: September 21, 2026

Subject: Update Job Descriptions

Background

The District maintains job descriptions and salary ranges to ensure clarity of duties, consistency in classification, and compliance with established personnel policies. Routine review is necessary to keep these documents accurate and aligned with current operational needs.

Discussion

Staff completed a review of the General Manager and Office Manager job descriptions. The General Manager description required only **minor revisions**, limited to grammar corrections, formatting improvements, and small clarifications to existing language. No changes were made to essential duties or the established classification structure.

The **Office Manager classification is scheduled to sunset** upon the retirement of the incumbent employee. The position will be formally eliminated on the date it is vacated.

These updates improve clarity, accuracy, and document quality without altering functional responsibilities or staffing levels.

Fiscal Impact

No fiscal impact beyond what is already reflected in the adopted salary schedule.

Recommendation: Approve Updated General Manager Job Description and Sunset Office Manager Position.

PAGE 1of 3
POLICY TITLE: Job Description-GENERAL MANAGER
POLICY NUMBER: 2300

2300.10 DESCRIPTION:

The General Manager is the Executive Officer of the District and for the Board of Directors. He/she administers the District and has exclusive management and control of the operations and works of the District, subject to approval by the board of Directors, and provides day-to-day leadership for the District. The GM position is a public relations position; he or she is the voice of the District and will keep the public informed of District operations.

2300.11 DEFINITION:

Under policy direction of the Board of Directors, to be in charge of the administrative affairs, water treatment operations, and capital improvement activities of the District; to represent the Board's policies and programs with employees, community organizations, and the general public; to review budget requests and make recommendations to the Board on final expenditure levels; to be responsible for employer-employee relations; and to do related work as required.

2300.12 EXAMPLES OF DUTIES:

Serves as Chief Administrative Officer for the Lake Don Pedro Community Services District;
Provides advice and consultation on the development of District programs and policies;
Coordinates the preparation of the agenda for Board of Directors meetings;
Conducts a variety of special studies and surveys to determine the effectiveness of District programs and services;
Represents the Board's policies and programs with employees, community representatives, and other government agencies;
Reviews budget requests; oversees the preparation of the annual budget, making recommendations to the Board on final expenditure levels;
Maintains continuous awareness of administrative practices and recommends changes to increase the efficiency and economy of District operations;
Responsibility for District personnel matters, including employment procedures, grievances, and employer-employee relations;
Assists in Long Term Capital Improvement plans;
Oversees construction activities;
Serves as District representative with other government agencies, boards, and commissions;

General responsibility for day-to-day management of the District;
May serve as the Treasurer;
May assist in emergency repairs;
Must be able to operate all the equipment the District owns;
May be "On-Call" rotation.

2300.13 TYPICAL PHYSICAL REQUIREMENTS:

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communications; use of office equipment including computers, telephones, calculators, copiers, and fax machine.

2300.14 TYPICAL WORKING CONDITIONS:

Work is generally performed in an office; some outdoor work during construction projects; continuous contact with staff and the public.

2300.15 EMPLOYMENT STANDARDS:

Knowledge of:

Principles and practices of public administration, including administrative analysis, fiscal planning and control, and policy and program development;
Laws, rules, ordinances, and legislative processes controlling special district functions, programs, and operations;
Organization, operations, and problems of special districts;
Research and evaluation methodologies;
Budgeting principles and practices;
Personnel programs and procedures;
Water and Wastewater Treatment and Distribution systems;
Construction planning and administration;
Cost estimating;
Principles of supervision, training, and management;

Ability to:

Plan, organize, coordinate, and direct the work of staff to achieve efficient operations and meet program goals;
Direct, oversee, and administer the District budgeting and fiscal control process;
Perform Capital Improvement planning and administer construction activities;
Collect and analyze data on a variety of topics;
Prepare concise and comprehensive reports;
Coordinate the preparation of Board agendas;
Evaluate and make recommendations on improvements to existing District

operations, programs, and services;
Provide advice and consultation to the Board of Directors on the development of ordinances, regulations, programs, and policies;
Exercise leadership, authority, and supervision tactfully and effectively; communicate well during public presentations;
Effectively represent the District's policies, programs, and services with individual citizens, community groups, and other government agencies;
Establish and maintain cooperative working relationships.

2300.16 SPECIAL REQUIREMENTS:

Possession of a valid and current California Driver's License as issued by the California Department of Motor Vehicles. Must be physically active.

2300.17 TRAINING AND EXPERIENCE:

Any combination of training and experience, which would provide the required knowledge and abilities, is qualifying.
A typical way to obtain the knowledge and abilities would be:
Broad and extensive work experience in a management or administrative position, requiring the responsibility for the formulation and implementation of programs, budgets, and administrative operations.
At least two years of the experience should be in a management or supervisory capacity.

2300.18 QUALIFICATIONS:

Possession of a bachelors or master’s degree in public administration or a related field; the ability to efficiently prepare annual budgets and long-term revenue/ outlay plans; the ability to effectively communicate, both written and verbal, with the constituents and other agency personnel; and the ability to meet and serve the public courteously and efficiently. Must have a current SWRCB T3 and D3 License.

RESOLUTION 2026 - XXX

RESOLUTION OF THE BOARD OF DIRECTORS OF THE

LAKE DON PEDRO COMMUNITYSERVICES DISTRICT

APPROVING THE REVISED GENERAL MANAGER JOB DESCRIPTION

WHEREAS, the Lake Don Pedro Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, In accordance with Government Code §61040, (a) A legislative body of five members known as the board of directors shall govern each district. The board of directors shall establish policies for the operation of the district. The board of directors shall provide for the implementation of those policies which is the responsibility of the district's General Manager; and

WHEREAS, the District shall appoint a General Manager, who, in accordance with California Government Code 61051 shall be responsible for all of the following:

(a) The implementation of the policies established by the board of directors for the operation of the district.
(b) The appointment, supervision, discipline, and dismissal of the district's employees.
(c) The supervision of the district's facilities and services.
(d) The supervision of the district's finances.

WHEREAS, the District Board of Directors has determined that the General Manager is responsible for the development and modification of job descriptions and responsibilities in order to facilitate the successful operation of the District in compliance with Government Code 61051(a) and (b) above; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LAKE DON PEDRO COMMUNITY SERVICES DISTRICT as follows:

1.The 2026/27 fiscal year Genera Manager job description attached hereto as Exhibit A, shall be approved and effective September 21, 2026.

2. WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Lake Don Pedro Community Services District on September 21, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Danny Johnson, President, Board of Directors

ATTEST:

Syndie Marchesiello, Board Secretary

CERTIFICATE OF SECRETARY

(STATE OF CALIFORNIA)

(COUNTY OF MARIPOSA)

I, Syndie Marchesiello, the duly appointed and Secretary of the Board of Directors of the Lake Don Pedro Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Lake Don Pedro Community Services District duly called and held at the District office at 9751 Merced Falls Road, La Grange, CA 95239, on September 21, 2026

RESOLUTION 2026 - XXX

RESOLUTION OF THE

BOARD OF DIRECTORS OF THE LAKE DON PEDRO COMMUNITY SERVICES DISTRICT

DISCONTINUING, SUNSET AND REMOVAL OF THE OFFICE MANAGER JOB DESCRIPTION

WHEREAS, the Lake Don Pedro Community Services District (herein referred to as "District") is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, in accordance with Government Code §61040(a), a legislative body of five members known as the Board of Directors shall govern each district. The Board of Directors shall establish policies for the operation of the District and shall provide for the implementation of those policies, which is the responsibility of the District's General Manager; and

WHEREAS, the District shall appoint a General Manager who, in accordance with California Government Code §61051, shall be responsible for all of the following:

(a) The implementation of the policies established by the Board of Directors for the operation of the District.
(b) The appointment, supervision, discipline, and dismissal of the District's employees.
(c) The supervision of the District's facilities and services.
(d) The supervision of the District's finances.

WHEREAS, the District Board of Directors has determined that the General Manager is responsible for the development, modification, and administration of employee job descriptions and responsibilities in order to facilitate the successful operation of the District in compliance with Government Code §61051(a) and (b); and

WHEREAS, the District Board of Directors has determined that the Office Manager Job description is no longer necessary for the District's organizational structure and operational needs; and

WHEREAS, the District Board of Directors desires to discontinue and sunset the Office Manager Job description effective upon the retirement of the incumbent employee. The position will be formally eliminated on the date it is vacated; thereby removing the Office Manager job description from the District's current approved job descriptions; and

WHEREAS, the discontinuation, sunset and removal of the Office Manager job description from the District's active approved job descriptions is intended to support the District's current organizational structure and does not prevent the General Manager from assigning administrative, clerical, or other duties to District employees consistent with their respective job descriptions and applicable District policies.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LAKE DON PEDRO COMMUNITY SERVICES DISTRICT as follows:

Discontinuation and sunset of the Office Manager Job Description. The District's Office Manager Job description is hereby discontinued and sunset effective upon the retirement of the incumbent employee. The position will be formally eliminated on the date it is vacated; thereby removing the Office Manager job description from the District's current approved job descriptions; and

the Office Manager Job description shall no longer be considered an active or approved job description of the Lake Don Pedro Community Services District.

Authority of General Manager. Nothing in this Resolution shall limit the General Manager's authority and responsibility under California Government Code §61051 to supervise District employees, assign duties, and administer the District's operations consistent with applicable law, Board policies, and approved job descriptions.

Effective Date. This Resolution shall become effective September 21, 2026.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Lake Don Pedro Community Services District on September 21, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

____

Danny Johnson, President, Board of Directors

ATTEST:

____

Syndie Marchesiello, Board Secretary

CERTIFICATE OF SECRETARY

(STATE OF CALIFORNIA)

(COUNTY OF MARIPOSA)

I, Syndie Marchesiello, the duly appointed and Secretary of the Board of Directors of the Lake Don Pedro Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Lake Don Pedro Community Services District duly called and held at the District office at 9751 Merced Falls Road, La Grange, CA 95239, on September 21, 2026