



# NOTICE OF LOMPICO ASSESSMENT DISTRICT OVERSIGHT COMMITTEE MEETING

Responsible for review of matters of revenue and expenses directly related to Assessment District 2016-1 Projects.

**NOTICE IS HEREBY GIVEN** that the San Lorenzo Valley Water District has called a regular meeting of the Lompico Assessment District Oversight Committee to be held Thursday, **August 8, 2017 at 5:30 p.m.** at the old Lompico District Office Building, 11255 Lompico Rd, Lompico, California.

## AGENDA

### CONVENE MEETING/ROLL

### ORAL COMMUNICATIONS

### REVIEW OF MINUTES

#### MINUTES FROM LADOC 7/11 REGULAR MEETING

Review and discuss minutes from 7/11 Regular Meeting

### OLD BUSINESS

#### LADOC CHARTER REQUIREMENTS

- o Discuss results of presenting LADOC Charter Requirements document to Budget and Finance Committee

#### CORRECTING LADOC CHARTER VERBIAGE

- o Discussed issue of updating Charter with VP Baughman, as per agreed by Board. Checked LADOC page at SLVWD.com and is now updated! The BOD Manual still has the original lengthy description taken from the Engineering Committee

#### DISCUSSION OF ASSESSMENT CONSTRUCTION RELATED COSTS/LOW INTEREST LOANS

- o Relay discussion at Budget and Finance Committee Meeting regarding loan discussion related to Lompico during B&F Committee Meeting

#### DISCUSS ANNUAL OR SEMI-ANNUAL REPORTS TO LOMPICO RESIDENTS

- o Discuss annual or semi-annual reports to Lompico SLV Customers as related to info gleaned at B&F Meeting

### NEW BUSINESS

#### INFORMATION FROM B&F COMMITTEE MEETING

- o Review Finance Reports which Finance Manager, Stephanie Hill will make available to the LADOC Committee quarterly. These are preliminary reports to demonstrate what will be available and have NOT yet been audited.

- o Discuss Proposal of Finance Chair and SLVWD VP Baughman to hold our LADOC meetings quarterly at the Boulder Creek facility. If we make the change both Finance Manager, Stephanie Hill and VP Baughman have agreed they will attend our meetings.

#### ISSUES RAISED BY JOHN GRUNOW

Discuss the following issues and how some may be partially addressed with info received at B&F meeting

- There is no final total for the meter / lateral replacement.  
There are multiple problems with the documentation provided.
  - A) Secratarial hours come 240 hrs, this comes to almost 1/2 hr per meter. This is excessive.
  - B) Yearly matainance for the meter wireless system was included. This is not a part of improvements.
  - C) multiple invoices for tools . These are standard, not special tools and is not part of improvments.
- 2. SCADA system is done, The special district funding does not provide funding for changing, upgrading for the next 10 years. It only provide for a (single) SCADA system.

#### INFORMATIONAL MATERIAL (see attached)

- o **LADOC July 2017 Minutes**
- o **LADOC CHARTER REQUIREMENTS DOCUMENT**
- o **Lompico Cash Reconciliation Report**
- o **Lompico Temporary SCADA System Report**
- o **Lompico Meter Change Out Reconciliation Report**

#### ADJOURNMENT

*In compliance with the requirements of Title II of the American Disabilities Act of 1990, the San Lorenzo Valley Water District requires that any person in need of any type of special equipment, assistance or accommodation(s) in order to communicate at the District's Public Meeting can contact the District Office at (831) 338-2153 a minimum of 72 hours prior to the scheduled meeting.*

*Agenda documents, including materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet, are available for public inspection and may be reviewed at the office of the District Secretary, 13060 Highway 9, Boulder Creek, CA 95006 during normal business hours. Such documents may also be available on the District website at [www.slvwd.com](http://www.slvwd.com) subject to staff's ability to post the documents before the meeting.*

#### Certification of Posting

I hereby certify that on February 6, 2017, I posted a copy of the foregoing agenda in the outside display case at the District Office, 13060 Highway 9, Boulder Creek, California, and at the meeting location 11255 Lompico Rd, Lompico, California, said time being at least 72 hours in advance of the meeting of the Lompico Assessment District Oversight Committee of the San Lorenzo Valley Water District in compliance with California Government Code Section 54956.

Executed at Boulder Creek, California, on February 6, 2017.

\_\_\_\_\_  
Holly B. Morrison, District Secretary  
San Lorenzo Valley Water District

## LADOC Monthly meeting 7/11/2017

LADOC meeting called to order at 5:35pm all 5 members are present.

### **ORAL COMMUNICATIONS**

Capital Lompico Intertie/Booster \$250K completed. NOT the SLVWD project. Not accurate information. The total cost was less than what is posted. **Rate payers should inquire to SLVWD on this issue.**

### **REVIEW OF MINUTES**

For all future minutes April will send to Holly to be printed and distributed with the next month's agenda.

Review minutes from LADOC 6/22 Special Meeting to create a Committee Charter.

### **OLD BUSINESS**

#### LADOC CHARTER REQUIREMENTS

Present final version of LADOC Charter Requirements to committee

- Public comment/question when revenues exceed expenses where is the money being placed/designated? How is it identified in the ledger? This year alone only spent 75K and bringing in 300K so clearly the revenue is greater than expenses. Question about what a Restricted Account is. **This will be asked of the Finance Committee at the next committee meeting.**
- **Date of Project Status Information item # i) November 3, 2017 should be November 3, 2016.**

#### REPLACING PRVs

- Discuss progress of PRV's per 6/26 Engineering Meeting discussion.
- Toni attended the committee meeting and was too late to hear the Lompico status. Eric Hammer told her to get the info from the meeting minutes. Meeting minutes are NEVER posted so we will not get access to this info.
- Toni asked Brian if they plan to hire a contractor to replace all the PRV's? Brian said "no it is a pay as you go system and we will wait for them to break"
  - Ed in the public commented that they are all already broken.
  - Rick Rogers is the person who is the most knowledgeable and this question would be better posed to him. However, he told Toni he was not allowed to talk to Toni per Brian Lee.

#### SCADA SYSTEM

- Share UPDATED INFORMATION RECEIVED AT 6/26 Engineering Meeting.
  - SLVWD does not believe the SCADA system they installed is sufficient. They cannot use the new system they installed in any way and they will have to replace all the equipment. Committee members are concerned about what is going to happen with the existing new system and the money that was used to get it installed and going.
- **LADOC will start keeping track of Assessment District Valued Salvage/Scrap Value in a spreadsheet.**
  - How are items disposed of? Need to keep track. Are items being recycled where is that money going?
  - **Question from the public... What happened to old meters? Does Lompico get credited? Please POST the answer to the public.**

- Scrap value of previous meters, pressure valves etc.
- New SCADA system (future)

#### REPLACEMENT OF TANKS

- Discussion of information obtained by Committee member, Ruth Shaw, at May 22 SLVWD Engineering Committee Meeting regarding Tank Replacements and subsequent Press Release.
  - Lewis Tank was identified as the number 1 priority. 75K budgeted for engineering.
  - Newspaper announcement that they plan to replace 2 leaking redwood tanks BUT these are the Swim tanks not Lompico tanks, which is not what the meeting had identified as a number 1 priority.
    - This project was supposed to be funded by a loan. Have they received a loan??

#### CORRECTING LADOC CHARTER VERBIAGE

- Share SLVWD Minutes from the November 3 meeting when both the board and DM Lee agreed to update the language to...
  - “LADOC shall be responsible to review matters of revenue, expenses directly related to the projects financed by the Assessment District 2016-1 [projects](#)”
 Current verbiage was updated to...
  - “LADOC shall be responsible to review matters of revenue and expenses directly related to Assessment District 2016-1”

They did not add projects. **Ask SLVWD to add “projects” to the verbiage on the website as per the 11/3/2016 minutes.**

#### NEW BUSINESS

Discuss annual or semiannual report and getting updates out to Lompico Residents.

- Discuss how we should proceed to inform Lompico of updates.
  - Mail out with bill- SLVWD denied this
  - Collect an email list of all Lompico residents to send out a notification to all Lompico residents.
  - Post on the LADOC portion of the SLVWD website. Post around Lompico that info can be found on the website, share the link on Nextdoor and possibly Facebook.
  - **Ask SLVWD if we can get a key to their notification boards in Lompico. OR create our own boards?**
- Discuss what we can do availability of LADOC minutes to committee members and public. Public requests for agendas and supporting documents have been coming in and April does not have the capacity to print the documents at this time. Additionally internet is not available at the meeting location so members are unable to access the documents online.
- Quarterly reports will be requested as part of the Charter.

Meeting adjourned at 6:49pm

**LOMPICO ASSESSMENT DISTRICT CASH RECONCILIATION  
SUB-FUND 76530200**

	<b>FY1617 YTD</b>
BEG. CASH BALANCE *	\$ 28,930.00
REVENUE	
ASSESSMENT	\$ 281,475.92
INTEREST	\$ 1,103.86
<b>TOTAL REVENUE</b>	<b>\$ 282,579.78</b>
EXPENSES	
METER PROGRAM	\$ (185,356.18)
SCADA	\$ (19,539.64)
<b>TOTAL EXPENSES</b>	<b>\$ (204,895.82)</b>
<b>CASH BALANCE PER STMNT</b>	<b>\$ 106,613.96</b>
EXPENSES OUTSTANDING (Due to be transferred)	\$ (9,935.74)
<b>EFFECTIVE CASH BALANCE PER GL</b>	<b>\$ 96,678.22</b>

\* *Assessment District prepayments*

# SAN LORENZO VALLEY WATER DISTRICT

## *LOMPICO TEMPORARY SCADA SYSTEM*

### **PROJECT COST DETAILS:**

LABOR	
INVENTORY	
MATERIALS & SERVICES	\$ 19,539.64
CONTRACTED FEES	
<b>TOTAL PROJECT</b>	<b><u>\$ 19,539.64</u></b>

PROJECT BEGIN	Jun-16
PROJECT END	Aug-16

### **DEPRECIATION:**

MACH_EQ 5	5 years
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# SAN LORENZO VALLEY WATER DISTRICT

## **LOMPICO TEMPORARY SCADA SYSTEM**

### OTHER MATERIALS/SERVICES

<b>Item #</b>	<b>Date</b>	<b>Description</b>	<b>Amount</b>	<b>Vendor</b>
1	6/8/2016	LOMPICO SCADA SYSTEM	\$ 2,061.31	MUNIQIP, LLC
2	6/8/2016	LOMPICO SCADA SYSTEM	\$ 17,478.33	MUNIQIP, LLC
			<hr/> <b>\$ 19,539.64</b> <hr/>	

# MuniQuip

Specializing in Pumps, Process Equipment Instrumentation

2024 Opportunity Drive, Suite 130  
Roseville, CA 95678

Phone: (916) 787-5641

## Invoice

Date	Invoice #
5/31/2016	103467

Bill To
SAN LORENZO VALLEY WATER DISTRICT ATTN: ACCOUNTS PAYABLE 13060 HIGHWAY 9 BOULDER CREEK, CA 95006-9119

Ship To
SAN LORENZO VALLEY WATER DISTRICT 13060 HIGHWAY 9 BOULDER CREEK, CA 95006-9119

P.O. Number	Terms	Due Date
R25245	Net 30	6/30/2016

Project		
Ship	Via	F.O.B.
5/25/2016	Ground	Origin

Quantity	Description	Price Each	Amount
1	PULSAR - ULTRA 3 TRANSMITTER IN NEMA 4X WALL MOUNT ENCLOSURES	1,130.00	1,130.00T
1	PULSAR DB6 TRANSDUCER WITH 10 METER CABLE	610.00	610.00T
1	4" PVC MOUNTING FLANGE	140.00	140.00T
1	Pre-Pay and Add Freight	26.21	26.21

**RECEIVED**  
JUN 06 2016  
SAN LORENZO VALLEY  
WATER DISTRICT

<i>Low cap</i>	<b>Sales Tax</b>	\$155.10
	<b>Total</b>	\$2,061.31





Specializing in Pumps, Process Equipment Instrumentation  
 2024 Opportunity Drive, Suite 130  
 Roseville, CA 95678

Phone: (916) 787-5641

# Invoice

Date	Invoice #
5/27/2016	103469

<b>Bill To</b>
SAN LORENZO VALLEY WATER DISTRICT ATTN: ACCOUNTS PAYABLE 13060 HIGHWAY 9 BOULDER CREEK, CA 95006-9119

<b>Ship To</b>
SAN LORENZO VALLEY WATER DISTRICT 13060 HIGHWAY 9 BOULDER CREEK, CA 95006-9119

**RECEIVED**  
 JUN 06 2016  
 SAN LORENZO VALLEY  
 WATER DISTRICT

P.O. Number	Terms	Due Date
R25245	Net 30	6/26/2016

Project		
Ship	Via	F.O.B.
5/25/2016	UPS	Origin

Quantity	Description	Price Each	Amount
1	SITE 1, BOOSTER PUMP STATION MISSION MODEL M802 RTU-WIRELESS REAL-TIME ALARM SYSTEM WITH STREAMING DATA NEMA 4X ENCLOSURE (OUTDOOR ENCLOSURE; INCLUDES ALL PARTS FOR STANDARD INSTALLATION)	2,095.00	2,095.00T
1	MISSION COMMUNICATIONS SERVICE PACKAGE - M800 SERIES - 1 YEAR	563.40	563.40
2	RELAY - SINGLE POLE, DOUBLE THROW, 12/24 VDC, CONTACTS RATED 120 VAC, 10 AMP	35.00	70.00T
1	MISSION WET WELL MODULE (REVISION 2; INCLUDES: WET WELL MODULE PRINTED CIRCUIT BOARD, (2) AC STRAP-ON CURRENT SENSORS AND MOUNTING HARDWARE)	165.00	165.00T
1	SITE 1, REMOTE TANK MISSION MODEL M802 RTU-WIRELESS REAL-TIME ALARM SYSTEM WITH STREAMING DATA NEMA 4X ENCLOSURE (OUTDOOR ENCLOSURE; INCLUDES ALL PARTS FOR STANDARD INSTALLATION)	2,095.00	2,095.00T
1	MISSION COMMUNICATIONS SERVICE PACKAGE - M800 SERIES - 1 YEAR	563.40	563.40
1	TANK AND WELL CONTROL PACKAGE	1,250.00	1,250.00
1	MISSION LOOP ISOLATOR (4-20 mA, NO EXTERNAL POWER REQUIRED, NON-ADJUSTABLE RANGE/SPAN)	58.00	58.00T
1	SITE 2, PUMP STATION MISSION MODEL M802 RTU-WIRELESS REAL-TIME ALARM SYSTEM WITH STREAMING DATA NEMA 4X ENCLOSURE (OUTDOOR ENCLOSURE; INCLUDES ALL PARTS FOR STANDARD INSTALLATION)	2,095.00	2,095.00T
1	MISSION COMMUNICATIONS SERVICE PACKAGE - M800 SERIES - 1 YEAR	563.40	563.40

<b>Sales Tax</b>
<b>Total</b>



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5/27/2016	103469

Bill To
SAN LORENZO VALLEY WATER DISTRICT ATTN: ACCOUNTS PAYABLE 13060 HIGHWAY 9 BOULDER CREEK, CA 95006-9119

Ship To
SAN LORENZO VALLEY WATER DISTRICT 13060 HIGHWAY 9 BOULDER CREEK, CA 95006-9119

P.O. Number	Terms	Due Date
R25245	Net 30	6/26/2016

Project		
Ship	Via	F.O.B.
5/25/2016	UPS	Origin

Quantity	Description	Price Each	Amount
1	MISSION WET WELL MODULE (REVISION 2; INCLUDES: WET WELL MODULE PRINTED CIRCUIT BOARD, (2) AC STRAP-ON CURRENT SENSORS AND MOUNTING HARDWARE)	165.00	165.00T
2	RELAY - SINGLE POLE, DOUBLE THROW, 12/24 VDC, CONTACTS RATED 120 VAC, 10 AMP	35.00	70.00T
SITE 2, UPPER TANK			
1	MISSION MODEL M802 RTU-WIRELESS REAL-TIME ALARM SYSTEM WITH STREAMING DATA NEMA 4X ENCLOSURE (OUTDOOR ENCLOSURE; INCLUDES ALL PARTS FOR STANDARD INSTALLATION)	2,095.00	2,095.00T
1	MISSION COMMUNICATIONS SERVICE PACKAGE - M800 SERIES - 1 YEAR	563.40	563.40
1	TANK AND WELL CONTROL PACKAGE	1,250.00	1,250.00
1	MISSION LOOP ISOLATOR (4-20 mA, NO EXTERNAL POWER REQUIRED, NON-ADJUSTABLE RANGE/SPAN)	58.00	58.00T
SITE 2, LOWER TANK			
1	MISSION MODEL M802 RTU-WIRELESS REAL-TIME ALARM SYSTEM WITH STREAMING DATA NEMA 4X ENCLOSURE (OUTDOOR ENCLOSURE; INCLUDES ALL PARTS FOR STANDARD INSTALLATION)	2,095.00	2,095.00T
1	MISSION COMMUNICATIONS SERVICE PACKAGE - M800 SERIES - 1 YEAR	563.40	563.40

**Sales Tax**

**Total**



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# Invoice

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Ship To
SAN LORENZO VALLEY WATER DISTRICT 13060 HIGHWAY 9 BOULDER CREEK, CA 95006-9119

P.O. Number	Terms	Due Date
R25245	Net 30	6/26/2016

Project		
Ship	Via	F.O.B.
5/25/2016	UPS	Origin

Quantity	Description	Price Each	Amount
1	MISSION LOOP ISOLATOR (4-20 mA, NO EXTERNAL POWER REQUIRED, NON-ADJUSTABLE RANGE/SPAN)	58.00	58.00
1	Pre-Pay and Add	125.00	125.00

<b>Sales Tax</b>	\$917.33
<b>Total</b>	\$17,478.33

# SAN LORENZO VALLEY WATER DISTRICT

## **WORK ORDER 129 RECONCILIATION**

### **LOMPICO METER CHANGE OUT PROJECT RECONCILIATION**

#### **PROJECT COST DETAILS:**

LABOR	\$	41,148.71
INVENTORY	\$	1,934.34
MATERIALS & SERVICES	\$	152,208.87
CONTRACTED FEES	\$	-
<b>TOTAL PROJECT</b>	<b>\$</b>	<b>195,291.92</b>

PROJECT BEGIN Jun-16

PROJECT END Nov-16

#### **DEPRECIATION:**

WATER METERS & REGISTERS 15 years

# SAN LORENZO VALLEY WATER DISTRICT

## WORK ORDER 129 RECONCILIATION

### INVENTORY

Date	Inventory #	Description	Units	Amount Per Unit	Total Amount
8/3/2016	1003-505	BELL REDCR GALV 1" X 3/4"	1.00	\$ 2.04	\$ 2.04
8/3/2016	1004-004	BUSHING GALV 1" X 3/4"	1.00	\$ 1.69	\$ 1.69
8/3/2016	1014-202	NIPPLE GALV 3/4" X 2"	1.00	\$ 0.77	\$ 0.77
8/3/2016	1014-210	NIPPLE GALV 3/4" X 4"	1.00	\$ 1.18	\$ 1.18
8/3/2016	1014-218	NIPPLE GALV 3/4" X 6"	2.00	\$ 1.81	\$ 3.61
8/3/2016	1015-200	NIPPLE BRASS 3/4" X 0"	1.00	\$ 2.33	\$ 2.33
8/3/2016	8006-001	METER BOX B9	40.00	\$ 21.89	\$ 875.46
8/9/2016	1003-503	BELL REDCR GALV 3/4" X 1/2"	1.00	\$ 1.19	\$ 1.19
8/9/2016	1004-004	BUSHING GALV 1" X 3/4"	4.00	\$ 1.63	\$ 6.50
8/9/2016	1015-200	NIPPLE BRASS 3/4" X 0"	4.00	\$ 1.57	\$ 6.28
8/9/2016	1015-200	NIPPLE BRASS 3/4" X 0"	2.00	\$ 1.95	\$ 3.90
8/10/2016	7003-310	PIPE GALV SCHED 40 3/4" (21')	63.00	\$ 0.95	\$ 60.06
8/17/2016	8003-214	METER RESETTER 3/4" X 18"	1.00	\$ 72.37	\$ 72.37
8/18/2016	1004-022	BUSHING GALV 2" X 1"	1.00	\$ 3.64	\$ 3.64
8/18/2016	1014-200	NIPPLE GALV 3/4" X 0"	1.00	\$ 0.65	\$ 0.65
8/18/2016	1015-200	NIPPLE BRASS 3/4" X 0"	4.00	\$ 1.57	\$ 6.28
8/18/2016	5007-096	CORP PIPE-COPPER IP 1"	1.00	\$ 40.11	\$ 40.11
8/18/2016	2107-073	AIR RELIEF VALVE 3/4"	1.00	\$ 202.66	\$ 202.66
8/18/2016	8003-214	METER RESETTER 3/4" X 18"	1.00	\$ 72.37	\$ 72.37
8/23/2016	2107-075	AIR RELIEF VALVE 1"	1.00	\$ 222.73	\$ 222.73
8/24/2016	1014-338	NIPPLE GALV 1" X 6"	1.00	\$ 2.39	\$ 2.39
8/25/2016	1015-230	NIPPLE BRASS 3/4" X 2"	50.00	\$ 3.30	\$ 165.00
8/29/2016	1004-004	BUSHING GALV 1" X 3/4"	1.00	\$ 1.56	\$ 1.56
8/29/2016	1014-202	NIPPLE GALV 3/4" X 2"	1.00	\$ 0.77	\$ 0.77
8/29/2016	1014-210	NIPPLE GALV 3/4" X 4"	1.00	\$ 1.66	\$ 1.66
8/29/2016	1015-200	NIPPLE BRASS 3/4" X 0"	1.00	\$ 2.33	\$ 2.33
8/29/2016	2103-001	CHECK VALVE METER SPUD 3/4"	1.00	\$ 27.39	\$ 27.39
8/29/2016	3009-038	CPLG COPR-PIPE MALE 3/4"	2.00	\$ 12.34	\$ 24.68
8/29/2016	6001-010	REPAIR CLAMP 3/4" X 6"	1.00	\$ 10.71	\$ 10.71
8/29/2016	6001-022	REPAIR CLAMP 1-1/2" X 6"	1.00	\$ 14.56	\$ 14.56
8/30/2016	1003-505	BELL REDCR GALV 1" X 3/4"	1.00	\$ 2.04	\$ 2.04
8/30/2016	1014-200	NIPPLE GALV 3/4" X 0"	6.00	\$ 1.15	\$ 6.90
8/30/2016	8003-212	METER RESETTER 3/4" X 12"	1.00	\$ 87.04	\$ 87.04
9/30/2016	1014-220	NIPPLE GALV 1" X 0"	1.00	\$ 1.49	\$ 1.49
					<b>\$ 1,934.34</b>

# SAN LORENZO VALLEY WATER DISTRICT

## **WORK ORDER 129 RECONCILIATION**

### LABOR

<b>Pay Period</b>	<b>Work Order 129 Labor</b>	
8/17/2016	\$	10,660.48
8/31/2016	\$	6,508.11
9/14/2016	\$	10,406.05
10/12/2016	\$	60.84
10/26/2016	\$	92.76
Sub Total	\$	27,728.24
District OH	\$	13,420.47
<b>Total LABOR</b>	<b>\$</b>	<b>41,148.71</b>

# SAN LORENZO VALLEY WATER DISTRICT

## WORK ORDER 129 RECONCILIATION

### OTHER MATERIALS/SERVICES

Item #	Date	Description	Amount	Vendor
1	9/8/2016	COUPLING GASKETS 3/4" X 1/16"	\$ 246.05	T & P SALES
2	8/19/2016	METER CHANGE OUT/VACUUM TRAILER	\$ 1,843.94	CRESO EQUIPMENT RENTALS
3	9/6/2016	LOMPICO METER BOXES	\$ 6,215.63	JOURNAL ENTRY
4	9/6/2016	LOMPICO METER INSTALLATION_RETURN CREDIT-8007-047	\$ (8,456.44)	ROBERTS & BRUNE CO.
5	10/12/2016	FLO9-BO BADGER LID	\$ 13,945.61	ROBERTS & BRUNE CO.
6	10/12/2016	CREDIT_FL16P-F_METER LID	\$ (1,769.06)	ROBERTS & BRUNE CO.
7	6/30/2016	LOMPICO METERS - 1"	\$ 4,230.20	NATIONAL METER
8	6/30/2016	LOMPICO METERS - 5/8"	\$ 107,982.63	NATIONAL METER
9	6/30/2016	LOMPICO METER LIDS	\$ 27,970.31	ROBERTS & BRUNE CO.
			<u>\$ 152,208.87</u>	

## **LOMPICO ASSESSMENT DISTRICT COMMITTEE CHARTER REQUIREMENTS**

*SLVWD APPROVED CHARTER: Responsible for reviewing matters of revenue and expense directly related to Assessment District 2016-1 projects*

### **PATH TO SUCCESS FOR ACHIEVING COMMITTEE CHARTER**

#### ***FINANCIAL INFORMATION***

Obtain the essential financial information that is needed for the LADOC to generate a quarterly report to be first approved by the SLVWD BoD, then posted to the SLVWD.com LADOC page.

- Receive from SLVWD staff a monthly finance report which will contain
  - i) A running balance of Lompico Assessment tax revenue received and expenditures incurred
  - ii) Expenditures shall be assigned to a project code for each specific project listed in the Assessment District Agreement
  - iii) Details of the expenditures shall include all items in SLVWD's standard Bill Pay format with the addition of Lompico Assessment District Project codes.
- LADOC Actions to move forward
  - i) Request that the Lompico Assessment District Committee Charter Requirements be added to the Finance Committee's agenda.
  - ii) Discuss what reporting capabilities and formats are available

#### ***PROJECT STATUS INFORMATION***

Customers that live within the Assessment District service area are asking the LADOC for information regarding the progress of Assessment District projects.

- i) Lompico Project Cut Sheets, as discussed at November 3, 2017 SLVWD regular BoD meeting, will be a valuable asset for addressing project progress on quarterly reports.

#### ***LADOC CHARTER REQUIREMENTS, A DYNAMIC DOCUMENT***

These are the LADOC Charter Requirements at this time, pending feedback from the community.