



NOTICE OF LOMPICO ASSESSMENT DISTRICT OVERSIGHT COMMITTEE MEETING

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

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, **July 11, 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 6/22 SPECIAL MEETING

Review and discuss minutes from 6/22 Special Meeting

OLD BUSINESS

LADOC CHARTER REQUIREMENTS

Present final version of LADOC Charter Requirements to committee

- o Discuss LADOC Charter Requirements document with full committee
- o Share with committee that the SLVWD Budget & Finance Committee has agreed to add the LADOC Charter Requirements document to their August agenda for discussion

REPLACING PRVs

- o Discuss progress of PRV's per 6/26 Engineering Meeting discussion

SCADA SYSTEM

- o Share updated information received at 6/26 Engineering Meeting

REPLACEMENT OF TANKS

- o Discussion of information obtained by Committee member, Ruth Shaw, at May 22 SLVWD Engineering Committee Meeting regarding Tank Replacements and subsequent Press Release.

CORRECTING LADOC CHARTER VERBIAGE

- o Share SLVWD Minutes from the November 3 meeting when both the board and DM Lee agreed to update the language to
- o "LADOC shall be responsible to review matters of revenue, expenses and progress directly related to the projects financed by the Assessment District 2016-1"

Current verbiage was updated to:

"LADOC shall be responsible to review matters of revenue and expenses directly related to Assessment District 2016-1"

NEW BUSINESS

DISCUSS ANNUAL OR SEMI-ANNUAL REPORT AND GETTING UPDATES OUT TO LOMPICO RESIDENTS

- o Discuss how we should proceed to inform Lompico of updates
- o Discuss what we can do about availability of LADOC minutes to committee members and public

INFORMATIONAL MATERIAL (see attached)

- o LOMPICO ASSESSMENT DISTRICT CHARTER REQUIREMENTS
- o MINUTES OF SLVWD 11/3 BOARD MEETING (Avbl online at SLVWD.com will provide copies at meeting)
- o SLVWD 6/26 Engineering Committee Agenda (avbl online at SLVWD.com will provide copies at meeting for discussion)
- o Preliminary Minutes of LADOC 6/22 Special Meeting

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 subject to staff's ability to post the documents before the meeting.

Certification of Posting

I hereby certify that on July 7, 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 July 7, 2017.

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

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.

PRELIMINARY-PENDING PRESENTATION TO SLVWD BOARD

MINUTES LADOC SPECIAL MEETING 06/22/17

MEETING CONVENED: at 5:37 PM

ROLL CALL: Lydia Hammack, Ruth Shaw and Toni Norton in attendance

PUBLIC COMMENTS: None

AGENDA:

NEW BUSINESS

Lompico Assessment District Oversight Committee Charter

Toni Norton explained that John Hayes suggested that the LADOC create an official document, possibly a charter, that details exactly what our purpose is, what information we need, how we plan to obtain the info and what we plan to do with the information. Then we will present to the Finance Committee and hopefully obtain the opportunity to work out a successful Finance Report. Toni explained that John Hayes was ill and unable to attend the meeting.

Ed Frech expressed his concern that this was a waste of time and we've already created a Charter, which was approved by the board and it was a waste of time. Toni explained that this was the vehicle to be able to get time in front of the Finance Committee and Stephanie so that we work with her to formulate the finance report and get what we need. Ed Frech expressed his frustration and left the meeting.

After a lengthy discussion it was agreed that the Charter DOES exist, it WAS approved at the 11/3 meeting and included the word Projects. Brian Lee proposed and the SLVWD Board agreed to the verbiage:

""LADOC shall be responsible to review matters of revenue, expenses and progress directly related to the projects financed by the Assessment District 2016-1"

We agreed instead to prepare the LOMPICO ASSESSMENT DISTRICT OVERSIGHT COMMITTEE CHARTER REQUIREMENTS document.

The rest of the meeting was spent working out the details of the document which will be presented to the Finance Committee at their July Meeting.

Committee was adjourned at approximately 6:40pm