

**PACHECO PASS WATER DISTRICT
P. O. BOX 1382
HOLLISTER, CA 95024**

March 26, 2012

**TO: LAFCO
FROM: WATER BOARD
SUBJECT: IMPLEMENTATION OF RECOMMENDATIONS**

The President and Secretary reviewed the “recommendations for improving accountability and transparency” and “exploring options for reorganization of the water district.”

Here is a summary of our actions:

1. **Website:** At this time, we do not have the expertise to develop a website. However, the secretary is in the process of contacting a web designer to determine the cost of initial design and also on-going maintenance of a website. Time frame for implementation is within 6 months if funds permit.
2. **Financial records:** Starting with this fiscal year which began July, 2011, the secretary is posting all transactions on Quick Books so that profit and loss and balance sheets will be available in a timely manner and at least monthly.
3. **Audit:** The audit for period 2010 has been submitted to the County. We are working with a CPA firm in Hollister to set up a 5-year schedule.
4. **Elections:** We work with the County Elections office to canvass San Benito County to try and fill the board vacancies. The notice is published in the Freelance and the Pinnacle newspapers.
5. **Plans/Programs:** We have approached the San Benito and Santa Clara counties' water districts to discuss some type of merger. To date, neither has gotten back to us with a proposal.
6. **Operational Practices:** “N O A” is working with us on installing automatic gates. This will facilitate water movement and flow measurements.
7. **Management Practices:** Currently, the tracking of workload and hours of the staff has not been addressed. This item will be discussed at the next Board meeting.

Exploring Options for Reorganization: At this time, we have not received any indication that either the San Benito Water District nor the Santa Clara Valley Water District are interested in consolidating with the Pacheco Pass Water District.