

**SAN JUAN WATER DISTRICT  
BOARD MEETING AGENDA  
September 25, 2019  
6:00 p.m.  
9935 Auburn Folsom Road  
Granite Bay, CA 95746**

The Board may take action on any item on the agenda, including items listed on the agenda as information items. The Board may add an item to the agenda (1) upon a determination by at least three Board members that an emergency situation exists, or (2) upon a determination by at least four Board members (or by three Board members if there are only three Board members present) that the need to take action became apparent after the agenda was posted.

The public may address the Board concerning an agenda item either before or during the Board's consideration of that agenda item. Public comment on items within the jurisdiction of the Board is welcome, subject to reasonable time limitations for each speaker. Upon request, agenda items may be moved up to accommodate those in attendance wishing to address that item. Please inform the General Manager.

Documents and materials that are related to an open session agenda item that are provided to the District Board less than 72 hours prior to a regular meeting will be made available for public inspection and copying at the District office during normal District business hours.

In compliance with the American's with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Board Secretary at 916-791-0115. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

***Please silence cell phones and refrain from side conversations during the meeting.***

**I. ROLL CALL**

**II. PUBLIC FORUM**

During the Public Forum, the Board may briefly respond to statements made or questions posed by the public, or ask District staff for clarification, refer the matter to District staff or ask District staff to report back at a future meeting. The Board will not take action on any matter raised during the Public Forum, unless the Board first makes the determinations to add the matter to the agenda.

**III. CONSENT CALENDAR**

All items under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board, Audience, or Staff request a specific item removed after the motion to approve the Consent Calendar.

1. Minutes of the Board of Directors Meeting, August 28, 2019 (W & R)

***Recommendation: Approve draft minutes***

2. Minutes of the Board of Directors Special Meeting, September 3, 2019 (W & R)

***Recommendation: Approve draft minutes***

3. Hinkle Reservoir Liner and Cover Replacement Project Design Services (W)

***Recommendation: Approve a contract with HDR Engineering, Inc., for the completion of the design of the Hinkle Reservoir Liner and Cover Replacement Project***

**IV. OLD BUSINESS**

1. RWA Update – Jim Peifer, Executive Director  
*Information*

2. Hinkle Reservoir Rehabilitation Project (W)  
*Adoption of two resolutions required by the California State Water Resources Control Board for financing of the Hinkle Reservoir Rehabilitation Project from the Drinking Water State Revolving Loan Fund.*

**Action:** ***Adopt Reimbursement Resolution 19-05 stating San Juan Water District's intent and reasonable expectation to be reimbursed for expenditures paid prior to the issuance of funds from the Drinking Water State Revolving Fund or the approval by the State Water Board of the project funds.***

***Adopt Authorizing Resolution 19-06 designating the Director of Finance or designee, as the authorized representative of the San Juan Water District to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.***

## **V. NEW BUSINESS**

1. California Voting Rights Act and Elections (W & R)  
*Discussion*
2. Placer County LAFCO Alternate Public Member Vacancy (W & R)  
*Discuss Board member interest and potential nomination*

## **VI. INFORMATION ITEMS**

1. General Manager's Report
  - 1.1 General Manager's Monthly Report (W & R)  
*Staff Report on District Operations*
  - 1.2 Miscellaneous District Issues and Correspondence
2. Director of Finance's Report
  - 2.1 Miscellaneous District Issues and Correspondence
3. Operation Manager's Report
  - 3.1 Miscellaneous District Issues and Correspondence
4. Engineering Services Manager's Report
  - 4.1 Miscellaneous District Issues and Correspondence
5. Legal Counsel's Report
  - 5.1 Legal Matters

## **VII. DIRECTORS' REPORTS**

1. SGA
2. RWA
3. ACWA
  - 3.1 Local Government/Federal Affairs/Region 4 - Pam Tobin
  - 3.2 JPIA – Pam Tobin
  - 3.3 Energy Committee - Ted Costa

4. CVP Water Users Association
5. Other Reports, Correspondence, and Comments

**VIII. COMMITTEE MEETINGS**

1. Engineering Committee – September 20, 2019
2. Finance Committee – September 24, 2019

**IX. UPCOMING EVENTS**

1. Water Education Foundation – 2019 Water Summit  
October 30, 2019  
Sacramento, CA
2. ACWA Fall Conference  
December 3-6, 2019  
San Diego, CA

**X. ADJOURN**

**UPCOMING MEETING DATES**

October 23, 2019  
November 13, 2019  
December 11, 2019

I declare under penalty of perjury that the foregoing agenda for the September 25, 2019 regular meeting of the Board of Directors of San Juan Water District was posted by September 20, 2019, on the outdoor bulletin boards at the District Office Building, 9935 Auburn Folsom Road, Granite Bay, California, and was freely accessible to the public.

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Teri Grant, Board Secretary

## **SAN JUAN WATER DISTRICT**

Board of Director's Meeting Minutes

August 28, 2019 – 6:00 p.m.

### **BOARD OF DIRECTORS**

Dan Rich	President
Ted Costa	Vice President
Marty Hanneman	Director
Ken Miller	Director
Pam Tobin	Director

### **SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF**

Paul Helliker	General Manager
Donna Silva	Director of Finance
Tony Barela	Operations Manager
Lisa Brown	Customer Service Manager
George Machado	Field Services Manager
Rob Watson	Engineering Services Manager
Greg Turner	Water Treatment Plant Manager
Greg Zlotnick	Water Resources Manager
Teri Grant	Board Secretary/Administrative Assistant
Jonathan Fulton	Construction Inspector
Adam Larsen	Distribution Lead Worker
Eric Cosens	Maintenance Chief
Jason Mayorga	Utilities Coordinator
Aaron Davis	Water Treatment Plant Operator
Jennifer Buckman	Legal Counsel

### **OTHER ATTENDEES**

Shellie Anderson	Bryce Consulting
Sandy Harris	Customer
Tom Gray	Fair Oaks Water District
Alan Driscoll	Forsgren Associates Inc.

### **AGENDA ITEMS**

- I. Roll Call**
- II. Public Forum**
- III. Consent Calendar**
- IV. Public Hearing**
- V. Old Business**
- VI. New Business**
- VII. Information Items**
- VIII. Directors' Reports**
- IX. Committee Meetings**
- X. Upcoming Events**
- XI. Closed Session**
- XII. Open Session**
- XIII. Adjourn**

President Rich called the meeting to order at 6:00 p.m.

## **I. ROLL CALL**

The Board Secretary took a roll call of the Board. The following directors were present: Ted Costa, Marty Hanneman, Ken Miller, Dan Rich and Pam Tobin.

## **II. PUBLIC FORUM**

There were no public comments when the agenda item was opened. President Rich called for public comments later in the agenda. Tom Gray, Fair Oaks Water District General Manager, addressed the Board, provided a handout which was sent to GM Helliker and will be attached to the meeting minutes, and stated that he had four comments to submit from the FOWD Board: 1) Referencing a letter from FOWD Director Misha Sarkovich, dated August 15, 2019, which was addressed to Director Costa, GM Gray inquired if the letter and related comments from the other wholesale customer agencies, which are not on tonight's agenda, would be addressed by the SJWD Board; 2) Inquired about the status and proposed action for agenda item VI-4 titled, "Approve Amendment to Reserve Policy" from the June 26<sup>th</sup> Board meeting since the meeting minutes stated that this item would be continued to the next meeting; 3) Inquired why the June 26<sup>th</sup> Board agenda item III-5 titled, "Regional Water Meter Replacement Program MOU – Amendment #1" was listed as both a wholesale and retail item; and 4) Would like to know why the "SSWD Antelope Transmission Pipeline Inspection", which was on tonight's Consent Calendar, was a wholesale project at almost \$200,000, and not part of the Pump Back Project, which was paid by the agencies that participated in that project. President Rich directed GM Helliker to respond in writing to the questions from FOWD. GM Helliker commented that for item 1, the general managers will be meeting September 19<sup>th</sup> which will discuss that topic. Director Miller suggested that letters or inquiries from another agency should be addressed to the Board President, or the entire Board, and copied to the General Manager and to Legal Counsel (when it applies to contracts).

## **III. CONSENT CALENDAR**

All items under the consent calendar are considered to be routine and are approved by one motion. There will be no separate discussion of these items unless a member of the Board, audience, or staff request a specific item removed after the motion to approve the Consent Calendar.

GM Helliker informed the Board that the Engineering Committee reviewed the Consent Calendar items 5-10 on August 23, 2019, and recommended them for approval.

- 1. Minutes of the Board of Directors Meeting, June 26, 2019 (W & R)**  
*Recommendation: Approve draft minutes*

**2. Public Outreach Contract (W & R)**

*Recommendation: Approve the Public Outreach contract with Lucy & Company for FY 2019-20*

**3. Treasurers Report - Quarter Ending June 30, 2019 (W & R)**

*Recommendation: Receive & File*

**4. Annual Paving Services Contract Amendment (R)**

*Recommendation: Authorization and approval for additional funding on the second year contract renewal with Sierra National Asphalt (SNA)*

**5. Cityworks CMMS Implementation Contract & Licensing Agreement (W & R)**

*Recommendation: Approve the Cityworks Computerized Maintenance Management System Implementation Contract and Cityworks Licensing Agreement for CMMS services*

**6. CMMS Implementation Services – HDR Engineering, Inc. (W & R)**

*Recommendation: Approve Amendment No. 2 to HDR Engineering, Inc. (HDR) for program services related to the implementation of the Cityworks Computer Maintenance Management System (CMMS)*

**7. Eastridge PRS Contract (W & R)**

*Recommendation: Approve a construction contract with Rawles Engineering, Inc. for the construction of the Eastridge PRS*

**8. WTP On-Site Residuals Management Improvement Project - Amendment No. 1 (W)**

*Recommendation: Approve Amendment No. 1 to Hydrosience Engineers, Inc. related to the WTP On-Site Residuals Management Improvement Project*

**9. SSWD Antelope Transmission Pipeline Inspection (W)**

*Recommendation: Approve a contract with Aquam Pipe Diagnostics (Aquam) related to the Sacramento Suburban Water District (SSWD) Antelope Transmission Pipeline (ATP) Inspection*

**10. Retail Master Plan Update (R)**

*Recommendation: Approve a contract for completion of the Retail Master Plan Update*

***Director Hanneman moved to approve Consent Calendar. Director Tobin seconded the motion and it carried unanimously.***

## IV. OLD BUSINESS

### 1. Compensation Policy (W & R)

Ms. Silva informed the Board that the Compensation Policy was reviewed and approved by the Board in September 2017. A staff report was included in the Board packet and will be attached to the meeting minutes. She explained that there are 3 changes that are being requested:

1. Amending the policy to reflect “market median”, instead of “market average”
2. Setting the comparator agencies
3. Minor edits and language changes to section 6.5.7 for clarity and readability, to help reduce the possibility of pension spiking

Director Costa voiced concern regarding how salary increases affect PERS unfunded liability, and Ms. Silva explained that PERS unfunded liability will not be affected by these changes. Director Costa inquired if employees were informed of tonight’s meeting and whether they had objections to the policy changes. GM Helliker informed the Board that he has met with employees, and they are glad that the comparator agencies will be kept constant.

GM Helliker informed the Board that employees have requested more dialogue with the next compensation study process and he has committed to having a workshop with the employees early on in the process. Director Tobin requested that the Board make a directive to complete another compensation study in two years. President Rich explained that at any time a motion can be made to begin the next compensation study.

***Director Hanneman moved to approve proposed amendments to the Board of Directors’ Compensation Policy regarding market position and other matters. Director Costa seconded the motion and it carried with 4 Aye votes (Costa, Hanneman, Miller, Rich) and 1 No vote (Tobin).***

### 2. Compensation Study – Approval of Compensation Schedules (W & R)

Ms. Silva informed the Board that Shellie Anderson, Bryce Consulting, will be presenting information on how the compensation schedules were developed after the Board selected market median as their target in June. A staff report was included in the Board packet and will be attached to the meeting minutes.

Ms. Anderson informed the Board that the compensation schedules were created based on market median of the 14 comparator agencies that were in the study. She explained that each classification was reviewed and the percentage difference under total compensation was then applied to the maximum base salary. She explained that this brought the District’s total compensation average to less than 1% from the market median.

Ms. Anderson informed the Board that a matrix of salary ranges was created to provide some consistency with regard to the minimum and maximum salary ranges. She explained that each classification maximum base salary was then

compared to the matrix and the range closest to the maximum base salary was then selected for that classification. This process was used to create Compensation Schedule B.

Ms. Anderson informed the Board that there are two ways to handle classifications that are over the market median: 1) y-rate the classification until the market catches up; or 2) create two separate compensation schedules – one for existing employees (schedule A) and one for new employees (schedule B). She explained that, if the first option was used, an employee who earns a promotion from a level I to a level II within their classification might end up making less than what they were earning as a level I. She explained that, with two compensation schedules, compensation schedule A would be frozen for existing employees while schedule B would have COLAs applied to it; therefore, when positions on schedule A caught up with schedule B, those positions would be removed from schedule A. Therefore, she recommends that the District maintain two separate compensation schedules.

***Director Hanneman moved to approve the San Juan Water District Compensation Schedules A and B. Director Miller seconded the motion and it carried unanimously.***

**3. Collaboration/Integration Project Draft Request for Proposals (W & R)**

GM Helliker informed the Board that there are six agencies interested in participating in the Sacramento Region Water Utility Collaboration/Integration Study: Carmichael Water District (CWD), Citrus Heights Water District (CHWD), Rio Linda/Elverta Community Water District (RLECWD), Sacramento Suburban Water District (SSWD), San Juan Water District (SJWD), and the City of Folsom (Folsom).

GM Helliker explained that one item in the RFP that the committee discussed was four meetings of all the participating agencies' board of directors/city council. He commented that holding four meetings of all agencies would probably be very difficult to schedule, therefore, they will be recommending that only one final meeting be included in the scope of work for the consultant. In addition, each board can proceed with designating members to an ad hoc committee. He informed the Board that a per meeting cost will be obtained from the consultant in case the ad hoc committee requests more meetings. GM Helliker stated that if the Board was in agreement then the RFP will be revised. There were no objections.

GM Helliker informed the Board that the RFP will be released in a few weeks after the general managers confirm the revisions, the proposals will be received, a proposed cost allocation methodology will be developed, and the final contract will be brought back to the Board with the proposed cost allocation. He confirmed that the deliverables in the RFP did not change. He expects a contract will be in place with the consultant in November and the project should take about six months. In response to Director Costa's question about the composition on the committee, GM Helliker explained that it will be the Board's decision on who the



representatives assigned to the committee are which could be two Board members or one Board member and a staff person.

In response to Director Miller's questions, Director Hanneman informed the Board that the 2x2 SSWD/SJWD ad hoc committee is going dormant. GM Helliker responded that the contract for the consultant will be brought back to the Board for a decision to participate in the study and designation of representatives to a new committee. In addition, Director Miller voiced concern regarding the controlling committee and the cost allocation being wholesale not just retail. President Rich and GM Helliker confirmed that the whole Board will decide the District's participation in the contract for the study. Director Hanneman explained, that by forming a new committee, the participating agencies will be brought into the discussions.

**4. District Strategic Plan and FY 18-19 Operations Plan Report Card (W & R)**

GM Helliker informed the Board that the performance metrics in the Strategic Plan need to be updated since they pertain to FY 2018-19 targets once the FY 2019-20 Operations Plan is reviewed with the Board. He reported that the Strategic Plan goals and performance metrics continue to be relevant and more details regarding those items are included in the Operations Plan.

GM Helliker reported that the FY 2018-19 Operations Plan Report Card was included in the Board packet. He explained that there are some items that, for various reasons, were moved to the FY 2019-20 Operations Plan Report Card or changed such as the outsourcing of payroll.

**V. NEW BUSINESS**

**1. FY 2019-20 Operations Plan (W & R)**

GM Helliker reviewed the FY 2019-20 Operations Plan, which will be attached to the Board minutes. He reported that the amendment to the Reserve Policy regarding property tax revenues was on the Operations Plan; however, at the request of Director Costa, this item was further researched and will be discussed at the Finance Committee meeting.

GM Helliker informed the Board that the Urban Water Management Plan is due in 2021 and the demand analysis project that is being worked on will help with that plan. He explained that the demand analysis project is a wholesale project because it pertains to treatment plant capacity.

**2. ACWA Region Elections 2020-21 Term (W & R)**

GM Helliker informed the Board that the deadline to submit the ACWA Region elections ballot is September 30, 2019. He explained that the ballot contains the nominating committee's recommended slate and an option to select specific candidates for each position. Director Tobin commented that by voting for her for Vice Chair would be consistent with the resolution that the Board adopted in support of her as Vice Chair for Region 4. The Board discussed the option to

select individual candidates instead of voting for the nominating committee's recommended slate.

***Director Hanneman moved to cast a ballot for ACWA Region 4 with the following marked: Mark Emmerson for Chair; Pam Tobin for Vice Chair; and Bryan Busch, Thomas McGurk, John Mensinger, Kristin Sicke and Dan York for Board Members. Director Miller seconded the motion and it carried unanimously.***

Director Tobin commented that the nomination paperwork for the ACWA Board Vice President position is due September 3<sup>rd</sup>, and a copy of the documents were given to the Board. She commended Mr. Zlotnick and the Board Secretary for their assistance in this process. GM Helliker commented that the Region Board ballots will be tabulated in October and then announced, and Vice President candidate interviews are September 16<sup>th</sup>. Mr. Zlotnick commented that the nominating committee will announce their slate to the Board at the September board meeting. Mr. Zlotnick informed the Board that a candidate, who is not on the nominating committee's recommended slate, could seek a floor nomination at the ACWA Fall Conference and there is a whole process to follow if that happens; otherwise, if there are no floor nominations then the nominating committee's recommended slate is elected.

### **3. Active Shooter Training Update (W & R)**

Ms. Silva informed the Board that staff has undergone Active Shooter training as well as Workplace Violence training. She reviewed some high-level tips with the Board which includes the philosophy of "run, hide, fight" during an active shooter situation.

## **VI. INFORMATION ITEMS**

### **1. GENERAL MANAGER'S REPORT**

#### **1.1 General Manager's Monthly Report (W & R)**

GM Helliker provided the Board with a written report for June and July which will be attached to the meeting minutes.

#### **1.2 Miscellaneous District Issues and Correspondence**

GM Helliker reported that Folsom Reservoir storage is about 78% full and 123% of average. He reported that the projected unimpaired inflow is 3.9 million acre feet (2.5 MAF is the average), which is 150% of normal.

GM Helliker reported that he and Mr. Zlotnick met with other participating agencies regarding the groundwater bank. He explained that one component of the regional water reliability plan was a recommendation to implement the groundwater bank and establish a governance committee. Therefore, Rob Swartz organized the meeting and they discussed the groundwater sustainability plan, which is on target to complete by 2022;

sustainable operation of the aquifer; the groundwater bank relationships, rules and contracts; and federal acknowledgment of the groundwater bank.

GM Helliker reported that the State Water Board is proceeding with a draft regulation for monthly reporting which will require monthly production data and the percentage of residential. He explained that the residential data requirement is being objected to since R-GPCD is no longer relevant. In addition, it was pointed out to the State Water Board that many of their reporting requirements are redundant.

GM Helliker reported that there are many letters being submitted on the Resiliency Portfolio from ACWA, RWA, NCWA and other agencies around the state.

GM Helliker informed the Board that the managers and leads attended a two-day leadership training session, in house, at the suggestion of President Rich. The feedback received from those who attended the training was very positive, and the managers and leads will implement the tools that they learned.

GM Helliker informed the Board that Jim Peifer will discuss the RWA Strategic Plan at the next Board meeting and the ACWA Committee assignments will be finalized.

## **2. DIRECTOR OF FINANCE'S REPORT**

### **2.1 Miscellaneous District Issues and Correspondence**

Ms. Silva reported that CalPERS announced a preliminary 6.7% return on investments for FY 2018-19, which is slightly below their target rate of 7%. She explained that they are on target for the long run on their newly reduced discount rate.

## **3. OPERATION MANAGER'S REPORT**

### **3.1 Miscellaneous District Issues and Correspondence**

Mr. Barela reminded the Board that in February he discussed staffing and not meeting their goals, and the Board authorized staff to include funding in this year's budget for outsourcing work for valve and hydrant maintenance. Therefore, staff has contracted with a company that will be performing maintenance work on approximately 300 hydrants and 300 valves. He reported that, with this additional assistance, staff is well on their way to reaching their five-year goals. In response to Director Tobin's comment regarding loss of water on unauthorized use of hydrants, Ms. Silva informed the Board that staff is working on the fee schedule for fines on items such as this.

## **4. LEGAL COUNSEL'S REPORT**

### **4.1 Legal Matters**

No report.

## **VII. DIRECTORS' REPORTS**

### **1. SGA**

Director Tobin provided a written report which will be attached to the minutes.

### **2. RWA**

Director Tobin provided a written report which will be attached to the minutes.

### **3. ACWA**

#### **3.1 Local/Federal Government/Region 4 - Pam Tobin**

Director Tobin provided a written report which will be attached to the minutes.

#### **3.2 JPIA - Pam Tobin**

No report.

#### **3.3 Energy Committee - Ted Costa**

No report.

### **4. CVP WATER USERS ASSOCIATION**

Vice President Costa reported that the CVP Water Users Association met on August 9, 2019, however, he was unable to attend. Ms. Jennifer Buckman commented that the CVP Water Users Association now has a draft of the CVP-wide cost allocation which appears to assign more costs to the municipal & industrial users.

### **5. OTHER REPORTS, CORRESPONDENCE AND COMMENTS**

There were no other matters discussed.

## **VIII. COMMITTEE MEETINGS**

### **1. Public Information Committee – June 28, 2019**

The committee meeting minutes will be attached to the original board minutes.

### **2. Finance Committee – August 20, 2019**

The committee meeting minutes will be attached to the original board minutes.

### **3. Engineering Committee – August 23, 2019**

The committee meeting minutes will be attached to the original board minutes.

## **IX. UPCOMING EVENTS**

- 1. ACWA Region 4 Program and Boat Tour**  
September 17, 2019  
Dixon, CA
  
- 2. Water Education Foundation – 2019 Water Summit**  
October 30, 2019  
Sacramento, CA

**President Rich called for Closed Session at 7:45 pm.**

## **X. CLOSED SESSION**

1. Conference with legal counsel--anticipated litigation; Government Code sections 54954.5(c) and 54956.9(d)(4); potential for litigation involving the State Water Resources Control Board's proceedings related to the California Water Fix and the Bay-Delta Water Quality Control Plan Update; and pending litigation; Government Code sections 54954.5(c) and 54956.9(a); *CDWR Environmental Impact Cases*, Case No. JCCP No. 4942.

**President Rich returned to Open Session at 8:10 pm.**

## **XI. OPEN SESSION**

There was no reportable action from the closed session.

## **ADJOURN**

**The meeting was adjourned at 8:10 p.m.**

ATTEST:

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DAN RICH, President  
Board of Directors  
San Juan Water District

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TERI GRANT, Board Secretary

## SAN JUAN WATER DISTRICT

Board of Director's Special Meeting Minutes  
September 3, 2019 – 3:00 p.m.

### BOARD OF DIRECTORS

Dan Rich	President
Ted Costa	Vice President
Marty Hanneman	Director (absent)
Ken Miller	Director
Pam Tobin	Director

### SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager (GM)
Teri Grant	Board Secretary/Administrative Assistant

### OTHER ATTENDEES

Congressman Ami Bera, M.D.	Member of Congress
Philip Norton	Field Representative for Congressman Bera
Kristi More	The Ferguson Group
Marcus Yasutake	City of Folsom

### AGENDA ITEMS

- I. Roll Call
- II. Public Forum
- III. Discussion with Congressman Ami Bera
- IV. Adjourn

President Rich called the meeting to order at 3:00 p.m.

#### I. ROLL CALL

The following directors were present: Ted Costa, Ken Miller, Dan Rich, and Pam Tobin. Director Marty Hanneman was absent.

#### II. PUBLIC FORUM

There were no public comments.

#### III. DISCUSSION WITH CONGRESSMAN AMI BERA

The Board discussed regional water reliability and groundwater bank projects then took a tour of the water treatment plant.

#### IV. ADJOURN

The meeting was adjourned 4:10 p.m.

ATTEST:

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DAN RICH, President  
Board of Directors  
San Juan Water District

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TERI GRANT, Board Secretary

The meeting minute attachments are located under Meeting Minutes – *Draft* on the webpage.



# STAFF REPORT

To: Board of Directors  
 From: Rob Watson, P.E., Engineering Services Manager  
 Date: September 25, 2019  
 Subject: Hinkle Reservoir Liner and Cover Replacement Project Design

## RECOMMENDED ACTION

Staff requests a recommendation from the Committee for a Board motion to approve entering into a Professional Services Agreement with HDR Engineering, Inc., for the Hinkle Reservoir Liner and Cover Replacement Project Design in the amount of \$940,014.00 with a total authorized budget of \$1,034,000.00 which includes a 10% contingency. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

## BACKGROUND

The existing Hinkle Reservoir Cover and Liner was originally installed during the 1979-1980 Hinkle Reservoir improvements construction project. This existing liner and cover has now reached the end of its useful lifespan and must be replaced. The design of the liner and cover replacement is to be completed in FY 19/20 with construction to be completed during the winter months of FY 20/21.

## CURRENT STATUS

On August 15, 2019, the District issued an RFP requesting proposals for professional engineering services to complete the design of the liner and cover replacement. Twenty (20) engineering/design firms were directly informed of the project and invited to propose. On August 28, 2019, a pre-proposal meeting was held at the District to provide prospective firms to receive information about the project, ask questions and walk the site. Three firms attended the pre-proposal meeting. Two firms submitted proposals on September 16<sup>th</sup>, 2019. Each Technical Proposal was independently reviewed by members of a five person panel who ranked them on the basis of project-specific criteria such as; project understanding, work plan, experience and qualifications, and project schedule. The reviewers unanimously ranked HDR Engineering, Inc. as the top Technical Proposal. Subsequent to the technical ranking, the Cost Proposals were opened and reviewed. The following table summarizes the proposed costs from each firm.

Design Consulting Firm	Proposed Cost
CDMSmith	\$1,098,536
HDR Engineering, Inc.	\$940,014

Based on the reviewer’s evaluation it was determined that interviews would not be necessary, and that HDR Engineering, Inc. is the recommended consultant to complete the project.

## FINANCIAL CONSIDERATIONS

The Project was budgeted at \$785,100 in the District’s adopted FY 19/20 Wholesale Budget. The Hinkle Operational Planning task has already used \$216,480 of that budget, leaving a remaining authorized budget amount of \$568,620. This requested contract approval amount above will require adding \$465,380 from the reserves to the authorized budgeted amount.



# AGENDA ITEM IV-1

## Questions – Strategic Plan Update – San Juan answers

### 1. What do you see as your agency's greatest challenges right now and into the future?

Repair/replacement of infrastructure

Water supply reliability and adaptation to climate change impacts

Increasing costs and declines in water sales (forced conservation, i.e. "efficiency"), combined with constant pressure to reduce or not raise rates

Increasing regulatory mandates from the State Water Board, including water loss regulations, water efficiency regulations, low-income rate assistance and potential impacts on water supplies from revisions to the Water Quality Control Plan

### 2. What is your vision for the RWA?

In the RWA strategic plan, RWA's vision is defined to be: "Through regional cooperation and collaboration we improve our members' abilities to effectively manage water resources to provide high quality water supplies to the public at a reasonable cost, to promote a sustainable environment, and to support a vibrant economy."

This vision continues to be relevant and appropriate. SGA needs a similar strategic plan.

### 3. RWA's mission is to serve and represent the regional water supply interests, and to assist members in protecting and enhancing the reliability, availability, affordability, and quality of water resources. How do you think we are doing with respect to that mission? What more can be done?

The mission is further defined in RWA's strategic plan, via the four major goals (Planning, Implementation, Information/Education, Advocacy), with their related 13 Objectives and 38 Sub-objectives. As noted in the previous answer, SGA needs a strategic plan, as well, so that its mission, vision, goals and objectives can be defined in a similar manner, and the two plans can be considered together when assessing the performance of the jointly-managed RWA/SGA organizations. This is particularly true given that more and more of the priorities of the organizations are interrelated – for example, the top priority now for the Regional Water Reliability Plan developed by RWA is to implement the groundwater bank, to which the Groundwater Sustainability Plan being developed by SGA is directly related.

The following topics are high priority for RWA/SGA in the next few years (with references to elements in RWA's strategic plan):

- Development and adoption of a Groundwater Sustainability Plan (Planning goal, Objective A, Subobjective 3; Planning goal, Objective B, Subobjective 4; Advocacy goal, Objective B, Subobjective 2)
- Legislation tracking and advocacy (Advocacy goal, Objective A, Subobjectives 1-5)
- Regulation tracking and advocacy – water efficiency standards and targets, water shortage contingency planning, water loss control (Implementation goal, Objective B, Subobjectives 1 and 3; Advocacy goal, Objective B, Subobjectives 1 and 3)
- Development and implementation of the regional groundwater bank (Planning goal, Objective A, Subobjectives 1 and 3; Planning goal, Objective B, Subobjective 4; Advocacy goal, Objective B, Subobjective 2)
- Climate change planning and adaptation strategies (Planning goal, Objective B, Subobjective 1)

**4. If you could change anything about the RWA (and you did not need to rely on the votes) what would it be?**

**Follow up question to question 3: Ask question three again with a focus towards:**

**a. Governance**

Ensure that the voices of all RWA/SGA member agencies are heard and perspectives considered. The HASTRAT project in 2017 initially started out as an alternative to RWA's work, but it was brought into the mix and ended up supporting RWA's work on legislation.

As more issues overlap between RWA and SGA (groundwater bank, climate change adaptation), ensure that the organizations are coordinated.

**b. Policy**

Related to the comments on governance, ensure good coordination between RWA and SGA on policy positions and on organizational policies.

**c. Infrastructure**

Not sure what this means – RWA's facilities?

**5. What do you think is the greatest value that you get from being a member of RWA?**

A significant value that RWA provides is the role it serves of facilitating the development of a regional consensus on advocacy positions concerning legislation and regulations, which magnify the influence of any of its member agencies. RWA also provides good technical support and assists with funding opportunities on water use efficiency, water transfers and groundwater management, all of which are important facets of regional water supply reliability. SGA serves the important role of organizing the

management of the region’s groundwater basin, a resource that is becoming more important by the day.

**6. Where do you see opportunities internally within our region (for the region to work together)?  
What can we do better collectively?**

Regional water supply reliability planning and project implementation is an opportunity that would be helpful for the collection of agencies that compose RWA and SGA to continue to collaborate on. We are all connected via various infrastructure components, we jointly depend on two sources of water – the American River and the North American Groundwater Subbasin, and we collectively serve an integrated metropolitan region. Related to this is planning for climate change impacts, which RWA/SGA are better suited to do, rather than each member agency attempting to do so itself.

**7. What do you see as the external threats to your water supply or your ability to serve water?  
a. Possible follow up: Do you see a role for RWA in addressing the threat?**

The primary threats to our water supply are variable climate (e.g., drought and floods), regulatory constraints, and aging infrastructure coupled with declining demand and increased costs in the face of constant downward political pressure on rates. RWA has been successful in organizing joint planning, fundraising and advocacy to address these threats. Perhaps an RWA organized and coordinated outreach campaign regarding “the value of water” would make sense in the not too distant future?

**8. Do you feel that you are getting value relative to the dues that you pay to RWA?  
a. What can we do to reduce costs to our member agencies?**

Not much. There is considerable value beyond direct benefits provided in the coming together as a region and building relationships and increasing understanding of the unique circumstances of each member.

**b. How do these dues compare to other associations that you may belong to?**

<b>RWA (including water efficiency):</b>	<b>\$88,913</b>
<b>SGA:</b>	<b>10,100</b>
<b>RWA/SGA – groundwater bank ph. 1:</b>	<b>25,000</b>
<b>RWA – ASR project:</b>	<b>3,700</b>
<b>Water Forum:</b>	<b>14,426</b>
<b>ACWA:</b>	<b>21,213</b>
<b>CSDA:</b>	<b>7,252</b>
<b>Water Education Foundation:</b>	<b>9,000</b>
<b>NWRA:</b>	<b>2,000</b>
<b>AWWA/WRF:</b>	<b>28,119</b>

**9. Considering the past strategic plan, what do you see that needs to be updated? What do you like about it? What don't you like about it?**

The functions and activities of SGA need to be addressed in a strategic plan, and given that SGA and RWA are both served by the same staff (and have significant overlap in the organizations that are members of each), having a coordinated or integrated strategic plan for both RWA and SGA is essential.

Many parts of the strategic plan continue to be important and are becoming even more so (see the answer to question 3). These should be renewed and potentially emphasized.

Some elements of the strategic plan, such as maintaining the integrated regional water management plan, collecting and publishing information about water usage by agencies, tracking progress with metering requirements are fading in importance as the programs/regulations that created those objectives/subobjectives are becoming dated.

**a. Do you think goals are appropriate?**

See above

**b. Do you think the objectives are appropriate?**

See above

## STAFF REPORT

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To: Board of Directors

From: Donna Silva, Director of Finance

Date: September 25, 2019

Subject: Resolutions for Funding Hinkle Reservoir Rehabilitation Project  
Through the State Water Resources Control Board's Drinking Water  
State Revolving Fund

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### RECOMMENDED ACTION

Approve resolutions 19-05 and 19-06.

### BACKGROUND

Hinkle Reservoir is a 62 million gallon earthen reservoir which is Hypalon lined and covered. Hypalon is a flexible membrane material used to protect the water from contamination. The reservoir serves as the clear well for treated water produced from the District's Water Treatment Plant (WTP), as well as a facility for system storage. The WTP is operated at a constant flowrate and therefore, to meet fluctuating and peak water demands, the Hinkle Reservoir is used to store excess treated water with the water level rising and falling with changes in demand and production. The cover and liner were installed in 1981 with an estimated life of 25 years. Regular maintenance has extended its life an additional 13 years. In May 2016, an expert membrane consultant inspected and tested the cover and liner material and reported that, based upon its analysis of the cover's and liner's current condition, the District should replace both within the next 2 to 5 years. The Hinkle Reservoir Rehabilitation Project also will rehabilitate the inlet and outlet structures, repair ancillaries as needed, and replace the approximate 11 acres of cover, liner and interior baffle wall material.

Consequently, a plan to replace the cover, liner and interior baffle wall material, and to rehabilitate the inlet and outlet structures and other ancillaries as needed, was incorporated into the District's Capital Improvement Program in FY 2016/17, with design starting in FY 2019/20, and a scheduled construction start in fiscal year 2020/21.

Total project costs are estimated to be \$14,720,000. District reserves are not adequate to fund the project. The District's financial plan assumed a traditional bond issuance would be used to finance this project. However, the District has applied for lower cost financing through the State Drinking Water Revolving Fund administered by the State Water Resources Control Board. The application process includes the submittal of four different application packages:

- General
- Environmental
- Financial Security
- Technical

The General Application was submitted in February 2019, and the Environmental Package was submitted in July 2019. Based on direction received from our state loan representative, the District is now working on the Financial Security Package.

**CURRENT STATUS**

Two resolutions are required to be submitted as part of the Financial Security Package as follows:

- Reimbursement Resolution No. 19-05 – this resolution states that the District intends to expend monies on the project prior to approval of the loan funds. By adopting this resolution, the Board is preserving the District’s ability to get reimbursed for these expenditures and have them be part of the overall financing. Due to the timeline required to get an approved agreement from the State, and the timeline of the project, staff anticipates that a significant portion of the project expenditures will be expended prior to final approval of the loan documents.
- Authorizing Resolution – this resolution names the Director of Finance as the authorized representative of the District for signing applications, certifications, and agreements related to the financing.

The resolutions are attached.

**Attachments:**

Resolution 19-05 Reimbursement Resolution  
Resolution 19-06 Authorizing Resolution

**RESOLUTION NO. 19-05**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE SAN JUAN WATER DISTRICT**

**REIMBURSEMENT RESOLUTION**

WHEREAS, the San Juan Water District (the "Agency") desires to finance the costs of constructing and/or reconstructing certain public facilities and improvements relating to its water system, including certain treatment facilities, pipelines and other infrastructure (the "Project"); and

WHEREAS, the Agency intends to finance the construction and/or reconstruction of the Project or portions of the Project with moneys ("Project Funds") provided by the State of California, acting by and through the State Water Resources Control Board (State Water Board); and

WHEREAS, the State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"), and

WHEREAS, prior to either the issuance of the Obligations or the approval by the State Water Board of the Project Funds the Agency desires to incur certain capital expenditures (the "Expenditures") with respect to the Project from available moneys of the Agency; and

WHEREAS, the Agency has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Agency for the Expenditures from the proceeds of the Obligations.

NOW, THEREFORE, THE AGENCY DOES HEREBY RESOLVE, ORDER AND DETERMINE AS FOLLOWS:

- SECTION 1. The Agency hereby states its intention and reasonably expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds.
- SECTION 2. The reasonably expected maximum principal amount of the Project Funds is \$14,720,000 .
- SECTION 3. This resolution is being adopted no later than 60 days after the date on which the Agency will expend moneys for the construction portion of the Project costs to be reimbursed with Project Funds.
- SECTION 4. Each Agency expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.
- SECTION 5. To the best of our knowledge, this Agency is not aware of the previous adoption of official intents by the Agency that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.
- SECTION 6. This resolution is adopted as official intent of the Agency in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Project costs.
- SECTION 7. All the recitals in this Resolution are true and correct and this Agency so finds, determines and represents.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 25th day of September 2019, by the following vote:

AYES:           DIRECTORS:  
NOES:           DIRECTORS:  
ABSENT:         DIRECTORS:

\_\_\_\_\_  
DAN RICH  
President, Board of Directors  
San Juan Water District

ATTEST

\_\_\_\_\_  
TERI GRANT  
Secretary, Board of Directors

## CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the San Juan Water District held on September 25, 2019.  
(Governing Board of the Agency) (Date)

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*Teri Grant, San Juan Water District Board Secretary*



**RESOLUTION NO. 19-06**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE SAN JUAN WATER DISTRICT**

**AUTHORIZING RESOLUTION**

WHEREAS, the Hinkle Reservoir is a critical facility of the districts' water treatment and delivery system; and

WHEREAS it has been determined that the Hinkle Reservoir cover, liner, inlet and outlet structures and other ancillary parts are at the end of their useful life; and

WHEREAS the District is in need of financing to fund the approximate \$14,720,000 project; and

WHEREAS the District has submitted initial applications to the State Water Resources Control Board for financial assistance from the Drinking Water State Revolving Fund; and

WHEREAS in order to expeditiously process the applications, certifications and agreements the State Water Resources Control Board requests designation from the Board of Directors of an authorized representative to execute such documents on behalf of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN JUAN WATER DISTRICT (the "Entity"), AS FOLLOWS:

The Director of Finance (the "Authorized Representative") or designee is hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of The Hinkle Reservoir Rehabilitation Project (the "Project").

This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Entity and compliance with applicable state and federal laws.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 25th day of September 2019, by the following vote:

AYES: DIRECTORS:  
NOES: DIRECTORS:  
ABSENT: DIRECTORS:

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DAN RICH  
President, Board of Directors  
San Juan Water District

ATTEST

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TERI GRANT  
Secretary, Board of Directors

## CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the San Juan Water District held on September 25, 2019.  
*(Governing Board of the Agency)* *(Date)*

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*Teri Grant, San Juan Water District Board Secretary*

# STAFF REPORT

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To: Board of Directors  
 From: Paul Helliker, General Manager  
 Date: September 25, 2019  
 Subject: California Voting Rights Act and Elections Process

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## RECOMMENDED ACTION

Discussion

## BACKGROUND

At the February 8, 2019, Legal Affairs Committee meeting, the committee discussed the then recent activity at the City of Citrus Heights to respond to a letter from the Shenkman Law Firm threatening litigation under the California Voting Rights Act (CVRA), if the City did not change their elections process from at-large to by-division. The City changed their elections process on June 27, 2019, via the establishment of five electoral divisions, which will be used starting with the November 2020 elections. Information about the requirements of the CVRA statute and the procedures for establishing electoral divisions is included in Attachment 1 “Discussion Points”.

The National Demographics Corporation tracks the revisions that cities and other public agencies in California are making to their electoral processes. Attachment 2 includes their current count of 195 jurisdictions that have changed from at-large voting. They count 8 special districts, which would include water districts.

We are currently aware of the following water districts that have made or are in the process of considering transitions from either complete or partial at-large voting:

<b>Agency</b>	<b>Date of Adoption</b>
Imperial Irrigation District	November 17, 2015
Cucamonga Valley Water District	July 10, 2018
Irvine Ranch Water District	May 13, 2019
Diablo Water District	In process
Fair Oaks Water District	In process

**DISCUSSION POINTS ON THE CALIFORNIA VOTING RIGHTS ACT**  
**San Juan Water District Legal Affairs Committee Meeting**  
**February 8, 2019**

- Cal. Voting Rights Act of 2001, as amended, is codified at Elections Code sections 14025 – 14032.
- EC section 14027 sets the standard: An at-large method of election may not be used if it impairs the ability of a protected class to elect candidates of its choice or its ability to influence the outcome of an election. Impairment occurs “as a result of the dilution or the abridgment of the rights of voters who are members of a protected class.”
  - A protected class is, “a class of voters who are members of a race, color, or language minority group” as further defined in the federal Voting Rights Act of 1965. (EC section 14026(d).)
- A violation of the standard is established by showing that “racially polarized voting” exists. (EC section 14028(a).)
  - “Racially polarized voting” means voting in which there is a difference between how members in the protected class votes versus the voting patterns of persons not in the protected class. (EC section 14026(e).)
  - Whether racially polarized voting exists is determined by methodologies developed through appellate decisions decided in federal and state voting rights enforcement lawsuits. In general, the approved methodologies involve statistical analyses performed by expert statisticians and demographers.
  - The analysis is not limited to the most recent election held by the agency against which a claim is filed. The analysis can look at historical trends in that agency’s elections, as well as trends in elections held by other agencies in the same general locality.
  - Lack of intent is not a defense – this is a strict liability issue.
- If a violation of the VRA is proven, a court may order the offending agency to change its voting system to “by division” (i.e., a Director must live in the division and is only voted for by voters residing in that division). The court also may award attorneys’ fees and costs. Public agencies that have tried to fight these claims generally have lost and, in some cases, have incurred several million dollars in attorneys’ fees.
- If San Juan were to receive a letter from a law firm like the one received by Citrus Heights or other written notice, which is a requirement of the VRA before a claimant may file a lawsuit, the Cal. VRA provides a “safe harbor” process for avoiding substantial liability.

- The “safe harbor” process requires the agency to change its voting system on a very short timeline, in exchange for which the agency’s liability is capped at the actual amount of attorneys’ fees spent by the claimant, or \$30,000, whichever is less.
  - Within 45 days of receiving a violation notice, the public agency must decide whether to defend the lawsuit or implement the process to voluntarily change its voting system. If the agency chooses to voluntarily convert, its governing body must adopt a resolution within the 45-day period stating that intent.
  - The resolution must outline the steps the agency will take to convert its voting system to “by division” and must implement those steps within the additional 90-day period granted by the VRA to complete the conversion.
  - There are a number of required meetings and milestones that the agency must comply with, but they are beyond the scope of this discussion and therefore are not detailed here.
- The agency also must map the proposed new divisions. The divisions must be drawn in accordance with established law to be reasonably equal in population, and the divisions must be as contiguous and compact as possible, taking into account to the extent practical geography and the need to preserve communities of interest within a single division.
  - Using the safe harbor process does not disenfranchise incumbents. The VRA safe harbor process permits an agency to create an orderly process in which incumbents are permitted to serve out their existing terms.
    - But the VRA cautions that elections using the new electoral divisions may not be unreasonably delayed for the convenience of incumbents. Thus, the agency generally must implement the by division voting system starting with the next general agency election.
    - There are creative ways to ensure an orderly change for incumbents by trying to draw new divisions so that incumbents up for reelection in the next election reside in the new divisions, and then having the remaining incumbents stand for election (or withdraw if they reside in another incumbent’s division) in the following election.
  - The Uniform District Election Law (EC sections 10500 and following) and CSD Law also provide a process for San Juan to change its election system voluntarily at any other time. If the Board desires to change its existing “at-large” system to a “by division” system in the near future to negate any possibility of a VRA claim, it may do so using this alternative process.



National Demographics Corporation



### Updated Counts of CVRA-Driven Changes

195 is NDC's latest tally of California jurisdictions changing to by-district elections as a result of the California Voting Rights Act (CVRA):

131 school districts,  
28 cities,  
1 county,  
27 community college districts, and  
8 other special districts.

These counts includes jurisdictions that have completed the process and those currently in the process. NDC has assisted 104 of them, including 24 of the 28 cities and 69 school districts. All of us at NDC appreciate the many jurisdictions that have partnered with NDC on this change process.

NDC is happy to help your jurisdiction too: if you have questions about CVRA; if you want to evaluate whether your jurisdiction needs to change to avoid a CVRA lawsuit; or if your jurisdiction is ready to make the change, please contact us today.

[< Supreme Court Upholds Ruling that CVRA applies to Charter Cities](#)      [NDC Launches AZ BBSP Program >](#)

### FROM OUR CLIENTS:

"Doug Johnson and his staff were absolutely outstanding. They were always very responsive to whatever requests we made. Their desire was to

## AGENDA ITEM V-2

### **NOTICE OF VACANCY FOR THE UNEXPIRED TERM OF THE ALTERNATE PUBLIC MEMBER ON THE PLACER LOCAL AGENCY FORMATION COMMISSION**

The Placer Local Agency Formation Commission (LAFCO) is state mandated governmental agency that reviews the proposals for the formation of new local governments and changes of organization in existing government agencies. Placer LAFCO is seeking applications for the position of **Alternate Public Member**.

The public member represents the public on the Commission, whereas each of the other members are appointed to represent a city, the county or a special district. The alternate member is appointed by the other LAFCO members. An employee or officer of a city, the county or any special district is not eligible to serve as a public member. The Commissioners must reside in Placer County. Alternates may participate in discussion during any meeting, however they vote only in the absence of the regular public member.

LAFCO is a statutorily-created independent regulatory commission that plans and regulates the boundaries of cities and special districts within Placer County. Meetings are usually held at 4 p.m. on the second Wednesday of each month. The Commission is comprised of seven members – two county members, two city members, two special district members and one public member. There are four alternate members, one for each category of membership. The position is for a term that expires in May of 2023.

Candidates must submit a written application by 4:30 p.m. October 14, 2019. Applications may be obtained from the Placer Local Agency Formation Commission, 110 Maple Street, Auburn, CA 95603. It is likely that the Commission will make the appointment at its regular meeting on November 13, 2019. To obtain more information, please contact Kris Berry, Placer LAFCO Executive Officer, by calling (530) 889-4097, or emailing [lafco@placer.ca.gov](mailto:lafco@placer.ca.gov).

**Placer Local Agency Formation Commission**  
**110 Maple Street, Auburn CA 95603**  
**(530) 889-4097**

**ALTERNATE PUBLIC MEMBER**

Name: \_\_\_\_\_

Residence Address: \_\_\_\_\_

Residence Telephone Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Employer: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Telephone Number: \_\_\_\_\_

I am applying for the position of Alternate Public Member

=====

Please briefly describe your experience in local government and/or with local community organizations: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please briefly describe your employment experience:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Please briefly describe your educational background:

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On a separate page, explain why you are interested in serving on the Placer Local Agency Formation Commission, and how your appointment would be of benefit to the Commission and the community. Please do not exceed one page.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

**Applications must be received no later than 4:30 p.m. on October 14, 2019.**

Thank you for your interest in the Placer Local Agency Formation Commission.

# STAFF REPORT

To: Board of Directors  
 From: Paul Helliker, General Manager  
 Date: September 25, 2019  
 Subject: General Manager's Monthly Report (August)

## RECOMMENDED ACTION

For information only, no action requested.

## TREATMENT PLANT OPERATIONS

### *Water Production for August*

Item	2019	2018	Difference
Monthly Production AF	6,896.36	7,203.28	-4.3%
Daily Average MG	72.49	75.72	-4.3%
Annual Production AF	25,559.81	25,151.62	1.6%

### *Water Turbidity*

Item	August 2019	July 2019	Difference
Raw Water Turbidity NTU	1.43	1.48	-3%
Treated Water Turbidity NTU	0.023	0.023	0%
Monthly Turbidity Percentage Reduction	98.39%	98.46%	

### *Folsom Lake Reservoir Storage Level AF\**

Item	2019	2018	Difference
Lake Volume AF	835,490	622,887	34%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

\* Total Reservoir Capacity: 977,000 AF

### *Other Items of Interest:*

- Complete painting of filter gallery lights and handrails
- Perform WS meter testing (large meters)
- Complete admin electrical panel relocation
- Participation in Outward Mindset Training (WTP manager and chief positions)
- Performed quarterly fire drill

**SYSTEM OPERATIONS**

*Distribution Operations:*

Item	August 2019	July 2019	Difference
Leaks and Repairs	14	8	+6
Mains Flushed	0	34	-34
Valves Exercised	66	49	+17
Back Flows Tested	6	32	-26
Customer Service Calls	43	60	-17

*Distribution System Water Quality:*

Water Quality Samples Taken	# Failed Samples	Supporting Information
40 Lab	0	
6 In-House	0	

*Other Items of Interest:*

- Flushing goal has been met for the year
- District entered into contract with Xylem to perform Hydrant Maintenance and Valve Exercising, 56 valves were exercised and 70 hydrants assessed

**CUSTOMER SERVICE ACTIVITIES**

*Billing Information for Month of August*

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
5155	843	185	20

*Water Efficiency Activities*

Water Waste Complaints Received	Number of Customers Contacted for High Usage (potential leaks)	Number of Rebates Processed	Number of Meters Tested/Repaired (non-reads)
20	233	15	77

*Other Activities*

- A workshop was held on Saturday, August 17<sup>th</sup> teaching participants how to bring pollinators to their landscape.
- 236 meter box clearance request letters were mailed out to customers this month
- Draft documents to satisfy the requirements of SB998, the bill requiring the District to lengthen its disconnection process, were sent to the attorney for review with the goal of presenting the information to the Board in September

**ENGINEERING - NEW URBAN DEVELOPMENTS (SJWD Retail Service Area)**

<b>Project Title</b>	<b>Description</b>	<b>Status</b>	<b>Issues / Notes</b>
Ali Minor Subdivision	3-Lot Subdivision (7911 Hazel Ave)	Construction now Complete	In Closeout
Barton Ranch	10-Lot Subdivision (8190 Barton Rd)	Construction now Complete	In Closeout,
Chula Acres	4-Lot Minor Subdivision (8149 Excelsior Ave)	Approved for Construction	Planning for 2019 const.
Colinas Estates	10-Lot Subdivision (8137 Joe Rodgers)	Construction done, doing Punchlist	Nearing Completion. Water is done.
Eureka at GB (former Micherra Place Proj.)	28 Condominium Units (SW Cor. Eureka & AFR)	Approved for Construction	Planning for 2019 const. start.
GB Memory Care	Commercial Business (6400 Douglas Blvd)	In Design Review	Planning for 2019 const. start
Greyhawk III	44 high-density & 28 SFR lots (NE Cor. Eureka & SCB)	In Design Review	Planning for 2019 const. start
Wellquest Senior Living (prior Ovation)	Commercial Business (114-Unit 2-story Assisted Living Facility; 9747 Sierra College Blvd.)	In Construction	Nearing completion. Water almost done. PRS Const starting.
Placer County Retirement Residence	Commercial Business (145-Unit Multi-story Assisted Living Facility; 3865 Old Auburn Rd)	In Design Review	Planning for 2019 const. start
Pond View	Commercial Business (5620 5630 5640 Douglas Blvd)	Approved for Construction	Planning to begin const in 2019
SPFD Station 15	Fire Station Bldg Improvements, with water service upgrades	Construction now Complete	In Closeout
Quarry Ridge Prof. Office Park	Comm Business (4 parcels to develop 4 gen/med office Bldgs; NE Corner of Douglas and Berg)	Approved for Construction	Planning to begin const in 2019
Rancho Del Oro	89 Lot Subdivision (Olive Ranch & Cavitt Stallman)	Will need re-approval for Construction	On hold pending County and Envr Approvals. Requesting County extension.
Self Parcel Split (3600 & 3630 Allison Ave)	4 Lot Minor Subdivision (on a new street "Laura Lane", off Allison Dr.)	In Construction	Construction nearing completion.
The Park at Granite Bay	56 lot Subdivision (SCB south of Annabelle)	Approved for Construction	Mass grading done. Re-start in 2019.
The Residences at GB	4-Lot Minor Subdivision (NW Cor. Barton & E Rsvl Pkwy)	In Design Review	
Ventura of GB	33-Lot Subdivision (6832 Eureka Rd)	In Design Review	
Whitehawk I	24-Lot Subdivision (Douglas, west of Barton)	In Design Review	Planning Dept review underway
Whitehawk II	56-Lot Subdivision (Douglas, west of Barton)	In Design Review	Planning Dept review underway. Likely to build before Whitehawk I.

**ENGINEERING - CAPITAL PROJECTS**

*Status Update for Current Retail Projects*

<b>Project Title</b>	<b>Description</b>	<b>Status</b>	<b>Issues / Notes</b>
Retail Master Plan Update	Update the 2005/7 Retail Master Plan	Underway.	
Bacon BPS HVAC Improvements	Install HVAC to provide climate conditions for controls and instrumentation	Construction is completed, doing Punchlist items.	
SCADA Radio Replacemets – North Phase	Replace outdated 900 MHz radios with 173 MHz equipment	Under Construction	
GIS Implementation	Update the aged GIS with new software and integrate with the CMMS and FIS/CIS systems	Under Implementation, in testing phase.	
Spahn Ranch Rd. Main Extension	Install new pipeline; provides looped distribution network	In Design Phase	Working with property owner for easement
Cavitt Stallman 12" (Mystery Cr to Oak Pines)	Install new pipeline on Cavitt Stallman between Mystery Creek Ln and Oak Pines Ln.	In Design	Construction in FY 19/20
Woodminister Services Replacements	Replace 18 aged services	In Design	Construction in FY 19/20
Kokila (SJWD/PCWA) 12-Inch Intertie Pipeline	Interconnection with PCWA	In Design	Working with RWA on Grant Funding
Canyon Falls Village PRS Replacement	Rehabilitation of an existing Pressure Reducing Station (PRV) located near the intersection of Canyon Falls Drive and Santa Juanita Ave.	East PRS is now completed, doing design for West PRS	
Douglas PRS ("Grosvenor PRS")	Rehabilitation of an existing Pressure Reducing Station (PRV) located on Douglas near Grosvenor	Construction nearing completion, Punchlist items.	
Eastridge Dr CV Station	Design and construct CV station between Sierra and Gravity Zones. Needed to supply 3,125-gpm fire flow for the Wellquest project on SCB	In construction	
UGB & LGB Low Flow Pumps and LGB/CP MOV	Installation of two new low flow pumps, one each at the Lower and Upper Granite Bay pump stations	In Design. Pumps are being pre-purchased	Installation and commission in FY 19/20

*Status Update for Current Wholesale Projects*

<b>Project Title</b>	<b>Description</b>	<b>Status (% Complete)</b>	<b>Issues/ Notes</b>
WTP Thickeners Lining	Clean, repair and line the interior walls and floor of the three thickeners to eliminate leakage and protect the concrete and reinforcing from damage	In Design. Bidding in FY 19/20.	
WTP Filters Improvements	R&R Filter Materials, nozzles, and resurface spalled filter floor and wall areas	In Design, going out to Bid, Oct BOD award.	
FO-40 T-Main Relining	Relining of the existing ±11,000 foot long steel pipeline	Construction completed	In Closeout.
Hinkle Liner & Cover Repl'mt	Replace both the hypalon cover and liner	. Going into Design Phase. Planning to operate WTP without Hinkle.	Applying for SRF funding
Lime System Improvements	Improvements for the WTP's lime system control and feeder system	In Design	
WTP On-Site Residuals Management Improvement Project	Management of the WTP residuals disposal area and improvements needed to meet regulatory requirements.	In Design Phase.	Const in FY 19/20

**SAFETY & REGULATORY TRAINING – August 2019**

<b>Training Course</b>	<b>Staff</b>
Office Security/Workplace Violence Prevention	Finance & Executive
Work Place Stress	WTP
Pesticide Safety	FS – Pump Crew

**FINANCE/BUDGET**

*See attached*



San Juan Water District, CA

# Wholesale Operating Income Statement

## Group Summary

For Fiscal: 2019-2020 Period Ending: 08/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 010 - WHOLESALE</b>					
<b>Revenue</b>					
41000 - Water Sales	11,157,700.00	11,157,700.00	0.00	1,761,206.00	9,396,494.00
43000 - Rebate	1,500.00	1,500.00	65.25	65.25	1,434.75
45000 - Other Operating Revenue	0.00	0.00	0.00	43.72	-43.72
49000 - Other Non-Operating Revenue	144,600.00	144,600.00	0.00	-1,448.12	146,048.12
<b>Revenue Total:</b>	<b>11,303,800.00</b>	<b>11,303,800.00</b>	<b>65.25</b>	<b>1,759,866.85</b>	<b>9,543,933.15</b>
<b>Expense</b>					
51000 - Salaries and Benefits	3,712,900.00	3,712,900.00	250,961.18	532,635.59	3,180,264.41
52000 - Debt Service Expense	928,000.00	928,000.00	0.00	-392,084.77	1,320,084.77
53000 - Source of Supply	1,045,900.00	1,045,900.00	2,598.33	231,893.07	814,006.93
54000 - Professional Services	735,800.00	735,800.00	10,769.96	44,866.46	690,933.54
55000 - Maintenance	547,300.00	547,300.00	17,638.79	76,051.43	471,248.57
56000 - Utilities	179,600.00	179,600.00	328.94	11,885.49	167,714.51
57000 - Materials and Supplies	604,600.00	604,600.00	24,460.49	84,825.32	519,774.68
58000 - Public Outreach	36,100.00	36,100.00	0.00	0.00	36,100.00
59000 - Other Operating Expenses	427,500.00	427,500.00	20,325.68	118,390.04	309,109.96
69000 - Other Non-Operating Expenses	1,600.00	1,600.00	0.00	0.00	1,600.00
69900 - Transfers Out	2,498,300.00	2,498,300.00	0.00	0.00	2,498,300.00
<b>Expense Total:</b>	<b>10,717,600.00</b>	<b>10,717,600.00</b>	<b>327,083.37</b>	<b>708,462.63</b>	<b>10,009,137.37</b>
<b>Fund: 010 - WHOLESALE Surplus (Deficit):</b>	<b>586,200.00</b>	<b>586,200.00</b>	<b>-327,018.12</b>	<b>1,051,404.22</b>	<b>-465,204.22</b>
<b>Total Surplus (Deficit):</b>	<b>586,200.00</b>	<b>586,200.00</b>	<b>-327,018.12</b>	<b>1,051,404.22</b>	



**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESAL	586,200.00	586,200.00	-327,018.12	1,051,404.22	-465,204.22
<b>Total Surplus (Deficit):</b>	<b>586,200.00</b>	<b>586,200.00</b>	<b>-327,018.12</b>	<b>1,051,404.22</b>	



San Juan Water District, CA

# Wholesale Capital Income Statement

## Group Summary

For Fiscal: 2019-2020 Period Ending: 08/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 011 - Wholesale Capital Outlay</b>					
<b>Revenue</b>					
42000 - Taxes & Assessments	1,123,000.00	1,123,000.00	0.00	0.00	1,123,000.00
44000 - Connection Fees	100,000.00	100,000.00	2,372.00	8,916.00	91,084.00
44500 - Capital Contributions - Revenue	43,700.00	43,700.00	0.00	10,925.00	32,775.00
49000 - Other Non-Operating Revenue	145,000.00	145,000.00	0.00	-2,345.26	147,345.26
49990 - Transfer In	2,498,300.00	2,498,300.00	0.00	0.00	2,498,300.00
<b>Revenue Total:</b>	<b>3,910,000.00</b>	<b>3,910,000.00</b>	<b>2,372.00</b>	<b>17,495.74</b>	<b>3,892,504.26</b>
<b>Expense</b>					
55000 - Maintenance	934,000.00	934,000.00	0.00	0.00	934,000.00
61000 - Capital Outlay	8,446,400.00	8,446,400.00	23,475.38	29,523.32	8,416,876.68
<b>Expense Total:</b>	<b>9,380,400.00</b>	<b>9,380,400.00</b>	<b>23,475.38</b>	<b>29,523.32</b>	<b>9,350,876.68</b>
<b>Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):</b>	<b>-5,470,400.00</b>	<b>-5,470,400.00</b>	<b>-21,103.38</b>	<b>-12,027.58</b>	<b>-5,458,372.42</b>
<b>Total Surplus (Deficit):</b>	<b>-5,470,400.00</b>	<b>-5,470,400.00</b>	<b>-21,103.38</b>	<b>-12,027.58</b>	

**Fund Summary**

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	Total Budget	Total Budget			Remaining
011 - Wholesale Capital Outlay	-5,470,400.00	-5,470,400.00	-21,103.38	-12,027.58	-5,458,372.42
<b>Total Surplus (Deficit):</b>	<b>-5,470,400.00</b>	<b>-5,470,400.00</b>	<b>-21,103.38</b>	<b>-12,027.58</b>	



San Juan Water District, CA

# Retail Operating Income Statement

## Group Summary

For Fiscal: 2019-2020 Period Ending: 08/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 050 - RETAIL</b>					
<b>Revenue</b>					
41000 - Water Sales	12,399,400.00	12,399,400.00	995,434.53	2,106,293.46	10,293,106.54
45000 - Other Operating Revenue	363,200.00	363,200.00	8,451.65	27,533.95	335,666.05
49000 - Other Non-Operating Revenue	154,400.00	154,400.00	0.00	26,252.24	128,147.76
<b>Revenue Total:</b>	<b>12,917,000.00</b>	<b>12,917,000.00</b>	<b>1,003,886.18</b>	<b>2,160,079.65</b>	<b>10,756,920.35</b>
<b>Expense</b>					
51000 - Salaries and Benefits	5,040,100.00	5,040,100.00	350,462.31	735,962.93	4,304,137.07
52000 - Debt Service Expense	516,200.00	516,200.00	0.00	-218,055.86	734,255.86
53000 - Source of Supply	3,075,500.00	3,075,500.00	0.00	543,826.00	2,531,674.00
54000 - Professional Services	1,267,100.00	1,267,100.00	5,077.64	41,921.11	1,225,178.89
55000 - Maintenance	213,800.00	213,800.00	9,991.42	129,149.41	84,650.59
56000 - Utilities	293,700.00	293,700.00	538.94	28,903.82	264,796.18
57000 - Materials and Supplies	334,200.00	334,200.00	6,780.98	19,697.19	314,502.81
58000 - Public Outreach	80,500.00	80,500.00	0.00	0.00	80,500.00
59000 - Other Operating Expenses	584,200.00	584,200.00	24,336.86	84,682.89	499,517.11
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	0.00	1,500.00
69900 - Transfers Out	974,500.00	974,500.00	0.00	0.00	974,500.00
<b>Expense Total:</b>	<b>12,381,300.00</b>	<b>12,381,300.00</b>	<b>397,188.15</b>	<b>1,366,087.49</b>	<b>11,015,212.51</b>
<b>Fund: 050 - RETAIL Surplus (Deficit):</b>	<b>535,700.00</b>	<b>535,700.00</b>	<b>606,698.03</b>	<b>793,992.16</b>	<b>-258,292.16</b>
<b>Total Surplus (Deficit):</b>	<b>535,700.00</b>	<b>535,700.00</b>	<b>606,698.03</b>	<b>793,992.16</b>	

**Fund Summary**

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>Budget Remaining</b>
050 - RETAIL	535,700.00	535,700.00	606,698.03	793,992.16	-258,292.16
<b>Total Surplus (Deficit):</b>	<b>535,700.00</b>	<b>535,700.00</b>	<b>606,698.03</b>	<b>793,992.16</b>	



San Juan Water District, CA

# Retail Capital Income Statement

## Group Summary

For Fiscal: 2019-2020 Period Ending: 08/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 055 - Retail Capital Outlay</b>					
<b>Revenue</b>					
42000 - Taxes & Assessments	1,123,000.00	1,123,000.00	0.00	0.00	1,123,000.00
44000 - Connection Fees	100,000.00	100,000.00	0.00	49,790.00	50,210.00
49000 - Other Non-Operating Revenue	150,000.00	150,000.00	0.00	-1,008.08	151,008.08
49990 - Transfer In	974,500.00	974,500.00	0.00	0.00	974,500.00
<b>Revenue Total:</b>	<b>2,347,500.00</b>	<b>2,347,500.00</b>	<b>0.00</b>	<b>48,781.92</b>	<b>2,298,718.08</b>
<b>Expense</b>					
54000 - Professional Services	308,000.00	308,000.00	0.00	0.00	308,000.00
61000 - Capital Outlay	3,686,300.00	3,686,300.00	33,786.30	76,183.17	3,610,116.83
<b>Expense Total:</b>	<b>3,994,300.00</b>	<b>3,994,300.00</b>	<b>33,786.30</b>	<b>76,183.17</b>	<b>3,918,116.83</b>
<b>Fund: 055 - Retail Capital Outlay Surplus (Deficit):</b>	<b>-1,646,800.00</b>	<b>-1,646,800.00</b>	<b>-33,786.30</b>	<b>-27,401.25</b>	<b>-1,619,398.75</b>
<b>Total Surplus (Deficit):</b>	<b>-1,646,800.00</b>	<b>-1,646,800.00</b>	<b>-33,786.30</b>	<b>-27,401.25</b>	

**Fund Summary**

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>Budget Remaining</b>
055 - Retail Capital Outlay	-1,646,800.00	-1,646,800.00	-33,786.30	-27,401.25	-1,619,398.75
<b>Total Surplus (Deficit):</b>	<b>-1,646,800.00</b>	<b>-1,646,800.00</b>	<b>-33,786.30</b>	<b>-27,401.25</b>	

## Summary

## Project Summary

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<a href="#">171109</a>	GIS Assessment and Implementation	0.00	1,500.00	-1,500.00
<a href="#">191225</a>	SCADA Improvements - Radio North PI	0.00	4,315.43	-4,315.43
<a href="#">191280</a>	Hinkle Reservoir Cover	0.00	1,306.96	-1,306.96
<a href="#">195210</a>	SCADA Radio Replacments North Phas	0.00	4,506.50	-4,506.50
<a href="#">195265</a>	Douglas Booster Pump Station Electric	0.00	0.00	0.00
<a href="#">201108</a>	Admin Building Integrated Life Safety I	0.00	297.14	-297.14
<a href="#">205129</a>	Bacon #1 VFD Replacement	0.00	16,843.23	-16,843.23
<b>Project Totals:</b>		<b>0.00</b>	<b>28,769.26</b>	<b>-28,769.26</b>

## Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	28,769.26	-28,769.26
<b>Group Totals:</b>	<b>0.00</b>	<b>28,769.26</b>	<b>-28,769.26</b>

## Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	0.00	23,146.87	-23,146.87
Water Treatment Plant	0.00	5,622.39	-5,622.39
<b>Type Totals:</b>	<b>0.00</b>	<b>28,769.26</b>	<b>-28,769.26</b>

## GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-61140	Capital Outlay - Buildings & Im...	0.00	148.57	148.57
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	1,306.96	1,306.96
011-700-61160	Capital Outlay - Equipment and..	0.00	4,315.43	4,315.43
011-700-61180	Capital Outlay - Software	0.00	375.00	375.00
055-700-61135	Capital Outlay - Pump Stations...	0.00	16,843.23	16,843.23
055-700-61140	Capital Outlay - Buildings & Im...	0.00	148.57	148.57
055-700-61160	Capital Outlay - Equipment and..	0.00	4,506.50	4,506.50
055-700-61180	Capital Outlay - Software	0.00	1,125.00	1,125.00
<b>GL Account Totals:</b>		<b>0.00</b>	<b>28,769.26</b>	<b>28,769.26</b>





San Juan Water District, CA

# Balance Sheet

## Account Summary

As Of 08/31/2019

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
<b>Asset</b>					
<b>Type: 1000 - Assets</b>					
10010 - Cash and Investments	8,837,742.35	11,090,558.83	2,191,435.43	4,723,437.53	26,843,174.14
10510 - Accounts Receivable	4,857.60	0.84	256,139.44	0.06	260,997.94
11000 - Inventory	0.00	0.00	140,696.06	0.00	140,696.06
12000 - Prepaid Expense	82,084.85	0.00	39,685.04	0.00	121,769.89
14010 - Deferred Outflows	3,222,632.92	0.00	3,345,038.19	0.00	6,567,671.11
17010 - Capital Assets - Work in Progress	229,655.17	0.00	1,199,573.19	0.00	1,429,228.36
17150 - Capital Assets - Land Non-depreciable	98,212.00	0.00	166,272.00	0.00	264,484.00
17160 - Capital Assets - Land Improvements	814,105.59	0.00	83,970.80	0.00	898,076.39
17200 - Capital Assets - Pump Stations & Improvements	7,047,178.00	0.00	5,527,475.04	0.00	12,574,653.04
17300 - Capital Assets - Buildings & Improvements	1,267,245.92	0.00	263,336.06	0.00	1,530,581.98
17350 - Capital Assets - Water Treatment Plant & Imp	35,573,069.88	0.00	16,000.00	0.00	35,589,069.88
17400 - Capital Assets - Mains/Pipelines & Improvements	29,288,015.94	0.00	42,097,311.77	0.00	71,385,327.71
17500 - Capital Assets - Reservoirs & Improvements	2,876,930.81	0.00	2,492,421.90	0.00	5,369,352.71
17700 - Capital Assets - Equipment & Furniture	13,655,052.49	0.00	1,106,546.03	0.00	14,761,598.52
17750 - Capital Assets - Vehicles	304,780.00	0.00	499,226.87	0.00	804,006.87
17800 - Capital Assets - Software	447,653.38	0.00	403,200.40	0.00	850,853.78
17850 - Capital Assets - Intangible	666,196.00	0.00	0.00	0.00	666,196.00
17900 - Less Accumulated Depreciation	-36,476,704.83	0.00	-27,611,069.83	0.00	-64,087,774.66
<b>Total Type 1000 - Assets:</b>	<b>67,938,708.07</b>	<b>11,090,559.67</b>	<b>32,217,258.39</b>	<b>4,723,437.59</b>	<b>115,969,963.72</b>
<b>Total Asset:</b>	<b>67,938,708.07</b>	<b>11,090,559.67</b>	<b>32,217,258.39</b>	<b>4,723,437.59</b>	<b>115,969,963.72</b>
<b>Liability</b>					
<b>Type: 1000 - Assets</b>					
10510 - Accounts Receivable	0.00	0.00	96,888.91	0.00	96,888.91
<b>Total Type 1000 - Assets:</b>	<b>0.00</b>	<b>0.00</b>	<b>96,888.91</b>	<b>0.00</b>	<b>96,888.91</b>
<b>Type: 2000 - Liabilities</b>					
20010 - Accounts Payable	44,359.93	21,478.29	24,381.56	31,789.21	122,008.99
20100 - Retentions Payable	0.00	132,340.99	0.00	140,564.66	272,905.65
21200 - Salaries & Benefits Payable	32,963.67	0.00	53,503.10	0.00	86,466.77
21250 - Payroll Taxes Payable	0.01	0.00	-0.01	0.00	0.00
21300 - Compensated Absences	355,962.20	0.00	490,814.21	0.00	846,776.41
21500 - Premium on Issuance of Bonds Series 2017	1,806,328.11	0.00	1,006,478.78	0.00	2,812,806.89
21600 - OPEB Liability	1,868,077.67	0.00	2,435,346.48	0.00	4,303,424.15
21700 - Pension Liability	680,652.08	0.00	884,065.34	0.00	1,564,717.42

**Balance Sheet**

**As Of 08/31/2019**

<b>Account</b>	<b>010 - WHOLESALE</b>	<b>011 - Wholesale Capital Outlay</b>	<b>050 - RETAIL</b>	<b>055 - Retail Capital Outlay</b>	<b>Total</b>
22010 - Deferred Income	0.00	0.00	78,559.24	0.00	78,559.24
22050 - Deferred Inflows	1,146,899.89	0.00	1,489,651.58	0.00	2,636,551.47
24200 - 2012 Bonds Payable	6,244,443.50	0.00	3,390,556.50	0.00	9,635,000.00
24250 - Bonds Payable 2017 Refunding	15,753,600.00	0.00	8,861,400.00	0.00	24,615,000.00
<b>Total Type 2000 - Liabilities:</b>	<b>27,933,287.06</b>	<b>153,819.28</b>	<b>18,714,756.78</b>	<b>172,353.87</b>	<b>46,974,216.99</b>
<b>Total Liability:</b>	<b>27,933,287.06</b>	<b>153,819.28</b>	<b>18,811,645.69</b>	<b>172,353.87</b>	<b>47,071,105.90</b>
<b>Equity</b>					
<b>Type: 3000 - Equity</b>					
30100 - Investment in Capital Assets	33,286,870.81	0.00	13,014,612.39	0.00	46,301,483.20
30500 - Designated Reserves	5,667,145.98	10,948,767.97	-402,991.85	4,578,484.97	20,791,407.07
<b>Total Type 3000 - Equity:</b>	<b>38,954,016.79</b>	<b>10,948,767.97</b>	<b>12,611,620.54</b>	<b>4,578,484.97</b>	<b>67,092,890.27</b>
<b>Total Total Beginning Equity:</b>	<b>38,954,016.79</b>	<b>10,948,767.97</b>	<b>12,611,620.54</b>	<b>4,578,484.97</b>	<b>67,092,890.27</b>
Total Revenue	1,759,866.85	17,495.74	2,160,079.65	48,781.92	3,986,224.16
Total Expense	708,462.63	29,523.32	1,366,087.49	76,183.17	2,180,256.61
<b>Revenues Over/Under Expenses</b>	<b>1,051,404.22</b>	<b>-12,027.58</b>	<b>793,992.16</b>	<b>-27,401.25</b>	<b>1,805,967.55</b>
<b>Total Equity and Current Surplus (Deficit):</b>	<b>40,005,421.01</b>	<b>10,936,740.39</b>	<b>13,405,612.70</b>	<b>4,551,083.72</b>	<b>68,898,857.82</b>
<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b>67,938,708.07</b>	<b>11,090,559.67</b>	<b>32,217,258.39</b>	<b>4,723,437.59</b>	<b>115,969,963.72</b>



San Juan Water District, CA

# Check Report

By Check Number

Date Range: 08/01/2019 - 08/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK-APBNK</b>						
03406	Alpha Analytical Laboratories Inc.	08/06/2019	Regular	0.00	90.00	54514
03731	Bay Cities Paving and Grading	08/06/2019	Regular	0.00	1,876.88	54515
01368	Citrus Heights Water District	08/06/2019	Regular	0.00	34,150.00	54516
01378	Clark Pest Control of Stockton	08/06/2019	Regular	0.00	150.00	54517
01569	Employee Relations, Inc.	08/06/2019	Regular	0.00	4.50	54518
01601	Fair Oaks Water District	08/06/2019	Regular	0.00	21,650.00	54519
03091	Granite Bay Ace Hardware	08/06/2019	Regular	0.00	121.53	54520
02649	MUFG Union Bank, N.A.	08/06/2019	Regular	0.00	3,105.00	54521
02131	Office Depot, Inc.	08/06/2019	Regular	0.00	372.98	54522
02280	Rawles Engineering, Inc	08/06/2019	Regular	0.00	24,436.30	54523
02223	Rexel Inc (Platt - Rancho Cordova)	08/06/2019	Regular	0.00	942.07	54524
02302	Riebes Auto Parts, LLC	08/06/2019	Regular	0.00	1.28	54525
02392	Safeguard Business Systems, Inc.	08/06/2019	Regular	0.00	68.23	54526
02514	State Water Resources Control Board - SWRCB	08/06/2019	Regular	0.00	105.00	54527
02651	United Parcel Service Inc	08/06/2019	Regular	0.00	126.38	54528
02717	Water Research Foundation	08/06/2019	Regular	0.00	27,165.00	54529
03406	Alpha Analytical Laboratories Inc.	08/14/2019	Regular	0.00	3,103.00	54530
01073	Amarjeet Singh Garcha	08/14/2019	Regular	0.00	1,500.00	54531
03594	Borges & Mahoney, Inc.	08/14/2019	Regular	0.00	6,612.29	54532
01310	Capital Rubber Co., Ltd	08/14/2019	Regular	0.00	1,270.74	54533
03706	Capra Environmental Services, Corp.	08/14/2019	Regular	0.00	900.00	54534
01316	Carbonite Filter Corporation	08/14/2019	Regular	0.00	6,693.34	54535
03345	Cessna, Chris	08/14/2019	Regular	0.00	453.00	54536
01372	City of Folsom	08/14/2019	Regular	0.00	33.60	54537
01375	City of Sacramento	08/14/2019	Regular	0.00	2,603.41	54538
01494	Dewey Services Inc.	08/14/2019	Regular	0.00	86.00	54539
01659	Gary Webb Trucking	08/14/2019	Regular	0.00	105.00	54540
03091	Granite Bay Ace Hardware	08/14/2019	Regular	0.00	88.93	54541
03736	Hallmark Building and Development	08/14/2019	Regular	0.00	1,960.12	54542
03735	Heimberg, Sheldon	08/14/2019	Regular	0.00	182.92	54543
03716	Janice D. Thompson & Associates, LLC	08/14/2019	Regular	0.00	4,639.49	54544
03669	MFDB Architects, Inc.	08/14/2019	Regular	0.00	27,452.25	54545
02649	MUFG Union Bank, N.A.	08/14/2019	Regular	0.00	1,530.85	54546
02131	Office Depot, Inc.	08/14/2019	Regular	0.00	183.39	54547
02150	Pace Supply Corp	08/14/2019	Regular	0.00	611.02	54548
02280	Rawles Engineering, Inc	08/14/2019	Regular	0.00	10,275.00	54549
02283	Recology Auburn Placer	08/14/2019	Regular	0.00	657.88	54550
02223	Rexel Inc (Platt - Rancho Cordova)	08/14/2019	Regular	0.00	551.00	54551
02302	Riebes Auto Parts, LLC	08/14/2019	Regular	0.00	173.70	54552
03732	Roth, Emily	08/14/2019	Regular	0.00	44.07	54553
01411	SureWest Telephone	08/14/2019	Regular	0.00	1,616.94	54554
02540	Sutter Medical Foundation	08/14/2019	Regular	0.00	169.00	54555
02463	The New AnswerNet	08/14/2019	Regular	0.00	620.64	54556
03729	Tree Pro Tree Services, Inc.	08/14/2019	Regular	0.00	9,000.00	54557
02667	US Bank Corporate Payments Sys (CalCard)	08/14/2019	Regular	0.00	15,132.93	54558
	**Void**	08/14/2019	Regular	0.00	0.00	54559
	**Void**	08/14/2019	Regular	0.00	0.00	54560
	**Void**	08/14/2019	Regular	0.00	0.00	54561
	**Void**	08/14/2019	Regular	0.00	0.00	54562
	**Void**	08/14/2019	Regular	0.00	0.00	54563
	**Void**	08/14/2019	Regular	0.00	0.00	54564
	**Void**	08/14/2019	Regular	0.00	0.00	54565
	**Void**	08/14/2019	Regular	0.00	0.00	54566
01041	Afman, Todd R	08/20/2019	Regular	0.00	684.28	54571

## Check Report

Date Range: 08/01/2019 - 08/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03406	Alpha Analytical Laboratories Inc.	08/20/2019	Regular	0.00	508.00	54572
03653	Baird, Kelly	08/20/2019	Regular	0.00	26.18	54573
01569	Employee Relations, Inc.	08/20/2019	Regular	0.00	95.35	54574
03173	Foley, Jacqueline	08/20/2019	Regular	0.00	188.75	54575
01659	Gary Webb Trucking	08/20/2019	Regular	0.00	3,066.00	54576
03091	Granite Bay Ace Hardware	08/20/2019	Regular	0.00	101.23	54577
01706	Graymont Western US Inc.	08/20/2019	Regular	0.00	6,642.05	54578
03679	L and D Landfill Limited Partnership	08/20/2019	Regular	0.00	7,585.74	54579
02024	MCI WORLDCOM	08/20/2019	Regular	0.00	64.47	54580
01916	Miller, Ken	08/20/2019	Regular	0.00	48.80	54581
02093	NDS Solutions, Inc	08/20/2019	Regular	0.00	2,343.16	54582
03239	NorCal RotoCo, Inc.	08/20/2019	Regular	0.00	344.12	54583
02129	Occu-Med Ltd.	08/20/2019	Regular	0.00	242.00	54584
02131	Office Depot, Inc.	08/20/2019	Regular	0.00	769.59	54585
02150	Pace Supply Corp	08/20/2019	Regular	0.00	1,291.12	54586
02146	PG&E	08/20/2019	Regular	0.00	3,519.45	54587
	**Void**	08/20/2019	Regular	0.00	0.00	54588
03150	Professional Id Cards Inc	08/20/2019	Regular	0.00	12.50	54589
02223	Rexel Inc (Platt - Rancho Cordova)	08/20/2019	Regular	0.00	325.63	54590
02293	RFI Enterprises, Inc	08/20/2019	Regular	0.00	51.34	54591
02302	Riebes Auto Parts, LLC	08/20/2019	Regular	0.00	144.96	54592
02328	Rocklin Windustrial Co	08/20/2019	Regular	0.00	4.15	54593
02357	Sacramento Municipal Utility District (SMUD)	08/20/2019	Regular	0.00	24,997.36	54594
02459	Sierra Safety Company	08/20/2019	Regular	0.00	145.86	54595
03644	Tully & Young, Inc.	08/20/2019	Regular	0.00	4,170.00	54596
02690	Verizon Wireless	08/20/2019	Regular	0.00	1,346.44	54597
01687	W. W. Grainger, Inc.	08/20/2019	Regular	0.00	100.94	54598
03445	Zlotnick, Greg	08/20/2019	Regular	0.00	160.66	54599
03392	Abercrombie, John B.	08/23/2019	Regular	0.00	2,441.51	54603
03406	Alpha Analytical Laboratories Inc.	08/23/2019	Regular	0.00	873.00	54604
01073	Amarjeet Singh Garcha	08/23/2019	Regular	0.00	2,970.00	54605
01026	American River Ace Hardware, Inc.	08/23/2019	Regular	0.00	75.93	54606
03594	Borges & Mahoney, Inc.	08/23/2019	Regular	0.00	13,511.35	54607
03548	Digital Deployment, Inc.	08/23/2019	Regular	0.00	400.00	54608
03091	Granite Bay Ace Hardware	08/23/2019	Regular	0.00	211.70	54609
01763	Holt of California	08/23/2019	Regular	0.00	51.21	54610
03383	Infererra Construction Management Group, Inc.	08/23/2019	Regular	0.00	20,933.75	54611
03300	Meyers Fozi, LLP	08/23/2019	Regular	0.00	850.00	54612
03239	NorCal RotoCo, Inc.	08/23/2019	Regular	0.00	3,500.00	54613
02150	Pace Supply Corp	08/23/2019	Regular	0.00	3,007.88	54614
	**Void**	08/23/2019	Regular	0.00	0.00	54615
02223	Rexel Inc (Platt - Rancho Cordova)	08/23/2019	Regular	0.00	2,300.33	54616
02328	Rocklin Windustrial Co	08/23/2019	Regular	0.00	186.29	54617
02651	United Parcel Service Inc	08/23/2019	Regular	0.00	115.47	54618
03284	Vavrinek, Trine, Day & Co, LLP	08/23/2019	Regular	0.00	595.00	54619
02766	Youngdahl Consulting Group, Inc.	08/23/2019	Regular	0.00	1,921.00	54620
03221	Chemtrade Chemicals Corporation	08/06/2019	EFT	0.00	4,914.73	406168
03702	Flowline Contractors, Inc.	08/06/2019	EFT	0.00	2,085.00	406169
01721	Hach Company	08/06/2019	EFT	0.00	13,075.87	406170
01741	HDR Engineering, Inc.	08/06/2019	EFT	0.00	55,010.14	406171
03026	PFM Asset Management	08/06/2019	EFT	0.00	920.22	406172
02504	Starr Consulting	08/06/2019	EFT	0.00	870.00	406173
02572	Thatcher Company of California, Inc.	08/06/2019	EFT	0.00	4,594.80	406174
02643	Underground Service Alert of Northern California	08/06/2019	EFT	0.00	3,469.63	406175
03298	United Rentals (North America), Inc.	08/06/2019	EFT	0.00	657.30	406176
01486	WAPA - Department of Energy	08/06/2019	EFT	0.00	2,598.33	406177
01232	Brower Mechanical, Inc.	08/14/2019	EFT	0.00	5,470.00	406178
01234	Bryce HR Consulting, Inc.	08/14/2019	EFT	0.00	1,280.00	406179
01235	BSK Associates	08/14/2019	EFT	0.00	56.00	406180
01330	CDW Government LLC	08/14/2019	EFT	0.00	1,416.15	406181
03221	Chemtrade Chemicals Corporation	08/14/2019	EFT	0.00	4,910.55	406182

## Check Report

Date Range: 08/01/2019 - 08/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01419	Corrpro Companies, Inc.	08/14/2019	EFT	0.00	675.00	406183
01439	Cummins Inc.	08/14/2019	EFT	0.00	106,543.33	406184
01521	DataProse, LLC	08/14/2019	EFT	0.00	8,369.57	406185
01611	Ferguson Enterprises, Inc	08/14/2019	EFT	0.00	745.07	406186
01741	HDR Engineering, Inc.	08/14/2019	EFT	0.00	7,553.58	406187
01416	ICONIX Waterworks (US) Inc.	08/14/2019	EFT	0.00	321.75	406188
01935	Konecranes, Inc	08/14/2019	EFT	0.00	1,550.00	406189
03535	McLaughlin, Stacey	08/14/2019	EFT	0.00	1,975.00	406190
01472	Mel Dawson, Inc.	08/14/2019	EFT	0.00	4,880.74	406191
03385	S J Electro Systems Inc	08/14/2019	EFT	0.00	1,773.00	406192
02572	Thatcher Company of California, Inc.	08/14/2019	EFT	0.00	4,594.80	406193
02162	Tobin, Pamela	08/14/2019	EFT	0.00	46.50	406194
03298	United Rentals (North America), Inc.	08/14/2019	EFT	0.00	656.40	406195
03387	WageWorks, Inc	08/14/2019	EFT	0.00	259.15	406196
03681	Allied Electronics Inc.	08/20/2019	EFT	0.00	1,682.31	406197
01232	Brower Mechanical, Inc.	08/20/2019	EFT	0.00	1,840.00	406198
03221	Chemtrade Chemicals Corporation	08/20/2019	EFT	0.00	9,787.64	406199
01419	Corrpro Companies, Inc.	08/20/2019	EFT	0.00	6,700.00	406200
01532	E&M Electric & Machinery, Inc.	08/20/2019	EFT	0.00	1,830.00	406201
03687	HD Supply Facilities Maintenance Ltd.	08/20/2019	EFT	0.00	200.80	406202
03703	Hilts Consulting Group, Inc.	08/20/2019	EFT	0.00	3,256.96	406203
03628	Lees Automotive Repair Inc.	08/20/2019	EFT	0.00	554.28	406204
02027	Mcmaster-Carr Supply Company	08/20/2019	EFT	0.00	1,047.10	406205
02158	Pacific Storage Company	08/20/2019	EFT	0.00	68.74	406206
03026	PFM Asset Management	08/20/2019	EFT	0.00	3,500.00	406207
01486	WAPA - Department of Energy	08/20/2019	EFT	0.00	2,141.41	406208
03700	Westin Technology Solutions, LLC	08/20/2019	EFT	0.00	27,392.25	406209
03730	Arbinger Institute LLC	08/23/2019	EFT	0.00	13,098.46	406210
01328	Association of California Water Agencies / Joint P	08/23/2019	EFT	0.00	7,533.43	406211
01898	Association of California Water Agencies / JPIA	08/23/2019	EFT	0.00	234.00	406212
01242	Bureau of Reclamation-MPR	08/23/2019	EFT	0.00	7,020.00	406213
01439	Cummins Inc.	08/23/2019	EFT	0.00	913.50	406214
03712	DataRemote, Inc.	08/23/2019	EFT	0.00	7,303.79	406215
03688	Evoqua Water Technologies	08/23/2019	EFT	0.00	8,470.00	406216
03237	GM Construction & Developers, Inc	08/23/2019	EFT	0.00	1,155.00	406217
01721	Hach Company	08/23/2019	EFT	0.00	4,867.46	406218
01741	HDR Engineering, Inc.	08/23/2019	EFT	0.00	12,280.99	406219
01736	MailFinance Inc	08/23/2019	EFT	0.00	489.23	406220
02367	McClatchy Newspapers, Inc.	08/23/2019	EFT	0.00	799.02	406221
03180	SAC ICE LLC	08/23/2019	EFT	0.00	3,768.73	406222
03728	Talley, Inc.	08/23/2019	EFT	0.00	4,025.93	406223
02581	The Ferguson Group, LLC	08/23/2019	EFT	0.00	12,000.00	406224
03387	WageWorks, Inc	08/23/2019	EFT	0.00	259.15	406225
02710	WageWorks, Inc	08/23/2019	EFT	0.00	86.00	406226
03700	Westin Technology Solutions, LLC	08/23/2019	EFT	0.00	6,730.00	406227
01641	Sun Life Assurance Company of Canada	08/01/2019	Bank Draft	0.00	9,964.61	262832
03077	VALIC	08/09/2019	Bank Draft	0.00	4,495.88	0007859576
03077	VALIC	08/23/2019	Bank Draft	0.00	4,501.70	0007870046
03078	CalPERS Health	08/05/2019	Bank Draft	0.00	41,603.35	1001374836
03078	CalPERS Health	08/05/2019	Bank Draft	0.00	42,484.36	1001374836
03078	CalPERS Health	08/05/2019	Bank Draft	0.00	38,434.20	1001374836
03130	CalPERS Retirement	08/09/2019	Bank Draft	0.00	35,936.50	1001381751
01366	Citistreet/CalPERS 457	08/09/2019	Bank Draft	0.00	3,627.96	1001381764
03130	CalPERS Retirement	08/23/2019	Bank Draft	0.00	36,233.75	1001390757
01366	Citistreet/CalPERS 457	08/23/2019	Bank Draft	0.00	3,627.96	1001390797
03080	California State Disbursement Unit	08/08/2019	Bank Draft	0.00	370.61	705QUAX6658
03080	California State Disbursement Unit	08/23/2019	Bank Draft	0.00	370.61	R809VEY6663
03163	Economic Development Department	08/09/2019	Bank Draft	0.00	8,433.07	0-202-399-424
03163	Economic Development Department	08/23/2019	Bank Draft	0.00	8,282.44	1-869-382-080
03163	Economic Development Department	08/23/2019	Bank Draft	0.00	559.56	1-869-382-080
01039	American Family Life Assurance Company of Colu	08/28/2019	Bank Draft	0.00	691.28	Q3869 08-28-19

Check Report

Date Range: 08/01/2019 - 08/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01039	American Family Life Assurance Company of Colu	08/28/2019	Bank Draft	0.00	691.28	Q3869 08-28-19
03164	Internal Revenue Service	08/09/2019	Bank Draft	0.00	49,296.98	2709621938374
03164	Internal Revenue Service	08/23/2019	Bank Draft	0.00	2,187.89	2709635101735
03164	Internal Revenue Service	08/23/2019	Bank Draft	0.00	48,430.43	2709635101735

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	138	90	0.00	325,540.21
Manual Checks	0	0	0.00	0.00
Voided Checks	0	10	0.00	0.00
Bank Drafts	20	20	0.00	340,224.42
EFT's	81	60	0.00	392,308.79
	<b>239</b>	<b>180</b>	<b>0.00</b>	<b>1,058,073.42</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	138	90	0.00	325,540.21
Manual Checks	0	0	0.00	0.00
Voided Checks	0	10	0.00	0.00
Bank Drafts	20	20	0.00	340,224.42
EFT's	81	60	0.00	392,308.79
	<b>239</b>	<b>180</b>	<b>0.00</b>	<b>1,058,073.42</b>

### Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	8/2019	1,058,073.42
			<b>1,058,073.42</b>



San Juan Water District, CA

# Vendor History Report

By Vendor Name

Posting Date Range 07/01/2019 - 08/31/2019

Payment Date Range -

Payable Number	Description	Units	Price	Post Date	1099 Account Number	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment	
Item Description				Amount			Account Name	Dist Amount						
<b>Vendor Set: 01 - Vendor Set 01</b>														
<b>01916 - Miller, Ken</b>														
Exp Reimb	Mileage Reimbursement-Variou			8/31/2019		54641	9/9/2019	80.12	0.00	0.00	0.00	80.12	80.12	
Mileage Reimbursement-		0.00	0.00	31.32	010-010-52110		Training - Meetings, Education & Trai	31.32	0.00	0.00	0.00	31.32	31.32	
					050-010-52110		Training - Meetings, Education & Trai	15.66						
					050-010-52110		Training - Meetings, Education & Trai	15.66						
Exp Reimb 07-2018	Mileage & Parking-Variou			8/31/2019		54581	8/20/2019	48.80	0.00	0.00	0.00	48.80	48.80	
Mileage & Parking-Variou		0.00	0.00	48.80	010-010-52110		Training - Meetings, Education & Trai	48.80	0.00	0.00	0.00	48.80	48.80	
					050-010-52110		Training - Meetings, Education & Trai	24.40						
					050-010-52110		Training - Meetings, Education & Trai	24.40						
<b>02162 - Tobin, Pamela</b>														
Exp Reimb 07-2019	Expense Reimb-Mileage Variou			7/31/2019		406194	8/14/2019	128.28	0.00	0.00	0.00	128.28	128.28	
Expense Reimb-Mileage \		0.00	0.00	46.50	010-010-52110		Training - Meetings, Education & Trai	46.50	0.00	0.00	0.00	46.50	46.50	
					050-010-52110		Training - Meetings, Education & Trai	23.25						
					050-010-52110		Training - Meetings, Education & Trai	23.25						
Exp Reimb 08-2019	Mileage Expense-Variou			8/31/2019		406236	9/9/2019	81.78	0.00	0.00	0.00	81.78	81.78	
Mileage-Variou Meeting		0.00	0.00	81.78	010-010-52110		Training - Meetings, Education & Trai	81.78	0.00	0.00	0.00	81.78	81.78	
					050-010-52110		Training - Meetings, Education & Trai	40.89						
					050-010-52110		Training - Meetings, Education & Trai	40.89						
<b>Vendors: (2)</b>								<b>Total 01 - Vendor Set 01:</b>	<b>208.40</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>208.40</b>	<b>208.40</b>
<b>Vendors: (2)</b>								<b>Report Total:</b>	<b>208.40</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>208.40</b>	<b>208.40</b>





Payroll Set: 01-San Juan Water District

<u>Employee Number</u>	<u>Employee Name</u>	<u>Pay Code</u>	<u># of Payments</u>	<u>Units</u>	<u>Pay Amount</u>
<a href="#">0690</a>	Costa,Ted	Reg - Regular Hours	2	12.00	1,500.00
			<b>0690 - Costa Total:</b>	<b>12.00</b>	<b>1,500.00</b>
<a href="#">1028</a>	Hanneman,Martin W	Reg - Regular Hours	2	9.00	1,125.00
			<b>1028 - Hanneman Total:</b>	<b>9.00</b>	<b>1,125.00</b>
<a href="#">0670</a>	Miller,Ken	Reg - Regular Hours	2	6.00	750.00
			<b>0670 - Miller Total:</b>	<b>6.00</b>	<b>750.00</b>
<a href="#">1003</a>	Rich,Daniel T	Reg - Regular Hours	1	5.00	625.00
			<b>1003 - Rich Total:</b>	<b>5.00</b>	<b>625.00</b>
<a href="#">0650</a>	Tobin,Pamela	Reg - Regular Hours	2	12.00	1,500.00
			<b>0650 - Tobin Total:</b>	<b>12.00</b>	<b>1,500.00</b>
			<b>Report Total:</b>	<b>44.00</b>	<b>5,500.00</b>



Payroll Set: 01-San Juan Water District

<u>Account</u>	<u>Account Description</u>	<u>Units</u>	<u>Pay Amount</u>
<a href="#">010-010-58110</a>	Director - Stipend	22.00	2,750.00
	<b>010 - WHOLESALE Total:</b>	<b>22.00</b>	<b>2,750.00</b>
<a href="#">050-010-58110</a>	Director - Stipend	22.00	2,750.00
	<b>050 - RETAIL Total:</b>	<b>22.00</b>	<b>2,750.00</b>
	<b>Report Total:</b>	<b>44.00</b>	<b>5,500.00</b>



Payroll Set: 01-San Juan Water District

<u>Pay Code</u>	<u>Description</u>	<u># of Payments</u>	<u>Units</u>	<u>Pay Amount</u>
Reg	Regular Hours	9	44.00	5,500.00
		<b>Report Total:</b>	<b>44.00</b>	<b>5,500.00</b>

**2019/20 Actual Deliveries and Revenue - By Wholesale Customer Agency**

July - August 2019								
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance		Revenue Variance	
San Juan Retail	3,719	\$ 658,541	3,459	\$ 637,475	(259.62)	-7.0%	\$ (21,065)	-3.2%
Citrus Heights Water District	2,838	\$ 602,457	3,186	\$ 630,691	347.97	12.3%	\$ 28,235	4.7%
Fair Oaks Water District	2,015	\$ 434,728	2,451	\$ 470,061	435.46	21.6%	\$ 35,333	8.1%
Orange Vale Water Co.	1,166	\$ 216,949	1,071	\$ 209,283	(94.47)	-8.1%	\$ (7,665)	-3.5%
City of Folsom	319	\$ 61,189	327	\$ 61,873	8.43	2.6%	\$ 684	1.1%
Granite Bay Golf Course	131	\$ 5,238	85	\$ 3,422	(45.32)	-34.7%	\$ (1,816)	-34.7%
Sac Suburban Water District	3,280	\$ 630,974	2,350	\$ 452,068	(930.01)	<b>-28.4%</b>	\$ (178,906)	-28.4%
<b>TOTAL</b>	<b>13,467</b>	<b>\$ 2,610,075</b>	<b>12,930</b>	<b>\$ 2,464,874</b>	<b>(537.56)</b>	<b>-4.0%</b>	<b>\$ (145,201)</b>	<b>-5.6%</b>

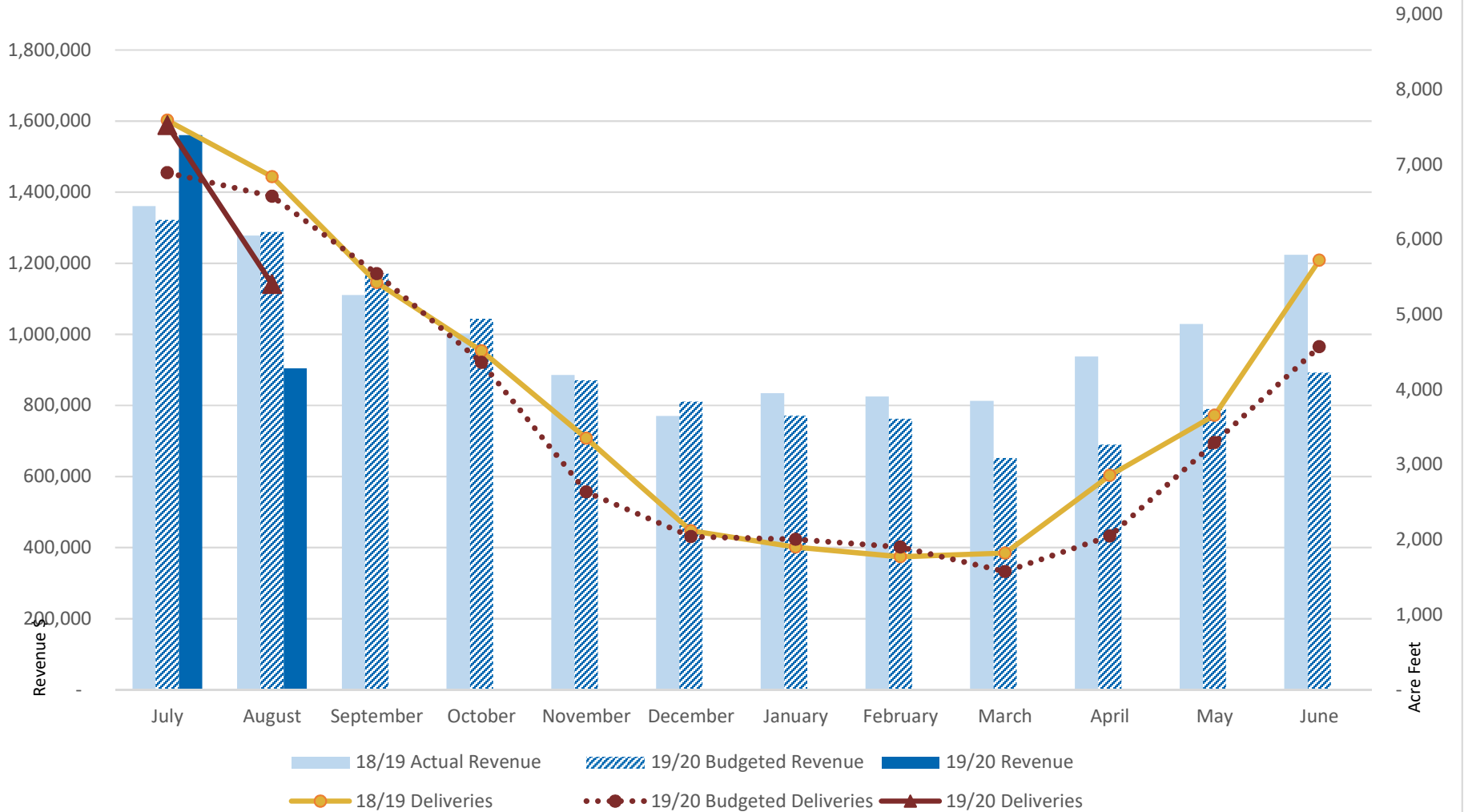
Budgeted Deliveries	13,467.34
Actual Deliveries	12,929.78
Difference	(537.56)
	-4%

Budgeted Water Sale Revenue	\$ 2,610,075
Actual Water Sale Revenue	\$ 2,464,874
Difference	\$ (145,201)
	-5.6%

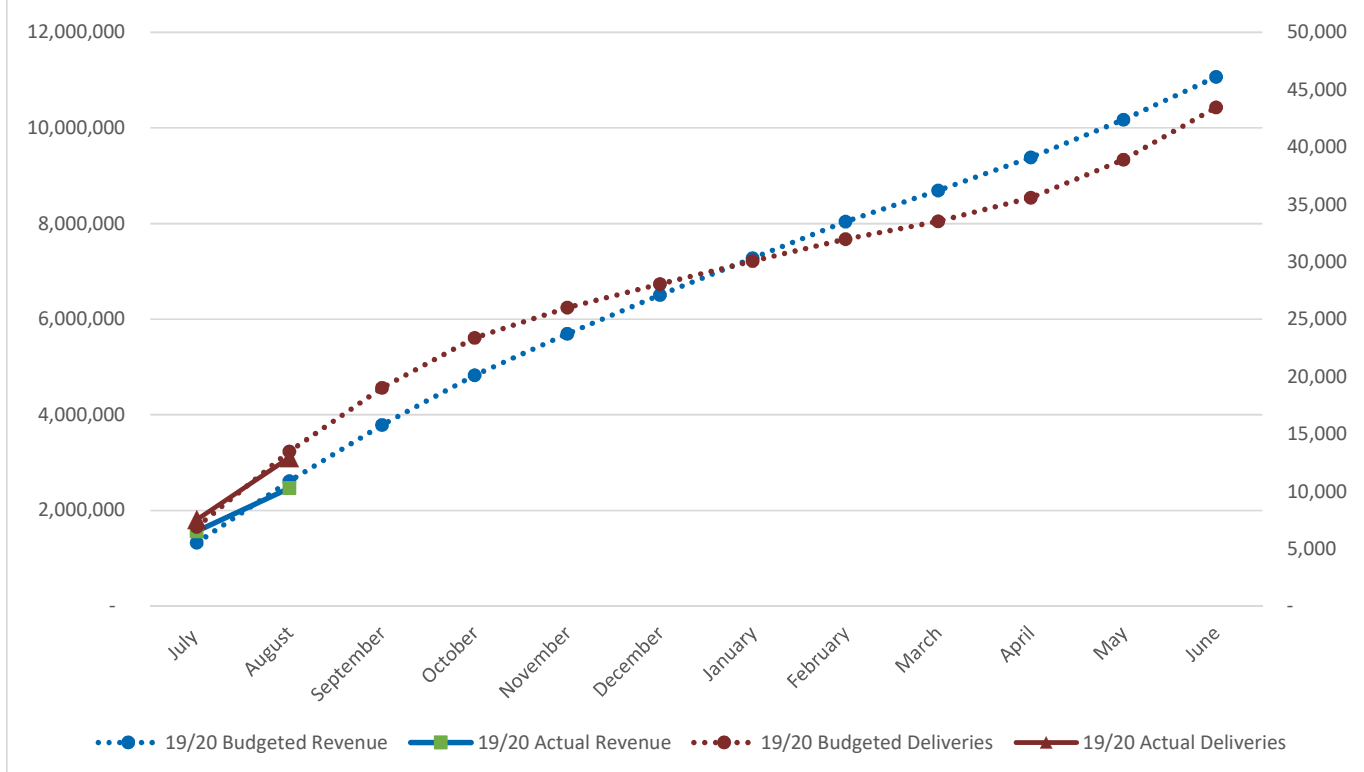
**Conclusion:**

July through August water deliveries to the wholesale customer agencies exceeded expectations due to higher than anticipated demand from both Citrus Heights and Fair Oaks. However, total deliveries are 538 acre feet below expectations due to less than expected deliveries of PCWA water to the the Sacramento Suburban Water District (SSWD). SSWD experienced a blown valve that necessitated them to reduce their taking of PCWA water. During the repair media was found in the line. SJWD has been working with SSWD to inspect the line to ensure no additional media is in the line. Once this work is complete it is anticipated that SSWD will increase the amount of PCWA water we are treating and delivering.

## Comparison of Fiscal Year 2018/2019 Actual to 2019/2020 Projections of Deliveries and Revenue



### Cumulative Water Deliveries and Revenues FY 2019-20



**Engineering Committee Meeting Minutes  
San Juan Water District  
September 20, 2019  
9:30 a.m.**

**Committee Members:** Dan Rich, Chair  
Ted Costa, Director (absent)

**District Staff:** Paul Helliker, General Manager  
Tony Barela, Operations Manager  
Rob Watson, Engineering Services Manager  
Andrew Pierson, Senior Engineer  
Teri Grant, Board Secretary/Administrative Assistant

**Topics:** On-Call Engineering Support Services (R & W)  
Hinkle Reservoir Liner and Cover Replacement Project Design Services (W)  
Other Engineering Matters  
Public Comment

**1. On-Call Engineering Support Services (R & W)**

Mr. Watson informed the committee that the Request for Proposals (RFP) for On-Call Engineering Support Services was issued and twelve (12) firms submitted proposals. He explained that staff recommends entering into contracts with the various firms since they will provide expertise in different and overlapping areas similar to last year.

Mr. Watson explained that each contract would be under the \$50,000 per agreement amount that is within the General Manager's spending authority; however, he wanted to make sure that the committee and Board understood the reason for having the separate consulting firms for engineering support. Mr. Helliker pointed out that the contracted expenses will remain within the FY2019-20 budget of \$300,000. Director Rich agrees with staff's recommendation and that it is in the best interest of the District.

*For information only; no action requested.*

**2. Hinkle Reservoir Liner and Cover Replacement Project Design Services (W)**

Mr. Watson provided the committee with a staff report which will be attached to the meeting minutes. He informed the committee that the RFP to complete the design of the Hinkle Reservoir Liner and Cover Replacement Project was issued August 15, 2019, and twenty (20) firms were directly informed of the RFP. He explained that two (2) firms and one sub-contractor were present at the pre-proposal meeting, and both of those firms submitted proposals.

Mr. Watson informed the committee that the review panel ranked the technical proposal from HDR Engineering as the top proposal and then opened the cost proposals. He explained that based on these reviews, HDR Engineering is the recommended consultant to complete the project.

*The Engineering Committee recommends approval of a contract with HDR Engineering, Inc., for the completion of the design of the Hinkle Reservoir Liner and Cover Replacement Project*

In response to Director Rich's question, Mr. Watson informed the committee that he and Ms. Silva met with the engineer from the state via teleconference a few weeks ago regarding the SRF application process. Mr. Watson explained that the project is projected to start in November 2020; however, the District might need to have a bridge loan in place for the construction phase in case the SRF loan is delayed. The committee discussed the project including smaller projects that might be included with the main project, and the history of Hinkle Reservoir.

**3. Other Engineering Matters**

Mr. Barela provided an update on the SSWD Antelope Transmission Pipeline inspection regarding sand and anthracite material found by Sacramento Suburban Water District in the pipeline. He reported that the consultant inspected the pipeline and nothing was found. He informed the committee that SSWD is now receiving water through the pipeline. He also informed the committee that SSWD was sent the standard form regarding claims in case any customers find the material in their water.

Mr. Pierson reported that the Fair Oaks 40 pipeline rehabilitation was completed today with some of the punch list items finalized. Staff is satisfied with the work performed and the project is now complete. In addition, the Douglas Blvd. project is also complete.

**4. Public Comment**

There were no public comments.

The meeting was adjourned at 10:09 a.m.



# STAFF REPORT



To: Board of Directors  
From: Rob Watson, P.E., Engineering Services Manager  
Date: September 25, 2019  
Subject: Hinkle Reservoir Liner and Cover Replacement Project Design

## RECOMMENDED ACTION

Staff requests a recommendation from the Committee for a Board motion to approve entering into a Professional Services Agreement with HDR Engineering, Inc., for the Hinkle Reservoir Liner and Cover Replacement Project Design in the amount of \$940,014.00 with a total authorized budget of \$1,034,000.00 which includes a 10% contingency. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

## BACKGROUND

The existing Hinkle Reservoir Cover and Liner was originally installed during the 1979-1980 Hinkle Reservoir improvements construction project. This existing liner and cover has now reached the end of its useful lifespan and must be replaced. The design of the liner and cover replacement is to be completed in FY 19/20 with construction to be completed during the winter months of FY 20/21.

## CURRENT STATUS

On August 15, 2019, the District issued an RFP requesting proposals for professional engineering services to complete the design of the liner and cover replacement. Twenty (20) engineering/design firms were directly informed of the project and invited to propose. On August 28, 2019, a pre-proposal meeting was held at the District to provide prospective firms to receive information about the project, ask questions and walk the site. Three firms attended the pre-proposal meeting. Two firms submitted proposals on September 16<sup>th</sup>, 2019. Each Technical Proposal was independently reviewed by members of a five person panel who ranked them on the basis of project-specific criteria such as; project understanding, work plan, experience and qualifications, and project schedule. The reviewers unanimously ranked HDR Engineering, Inc. as the top Technical Proposal. Subsequent to the technical ranking, the Cost Proposals were opened and reviewed. The following table summarizes the proposed costs from each firm.

Design Consulting Firm	Proposed Cost
CDMSmith	\$1,098,536
HDR Engineering, Inc.	\$940,014

Based on the reviewer's evaluation it was determined that interviews would not be necessary, and that HDR Engineering, Inc. is the recommended consultant to complete the project.

## FINANCIAL CONSIDERATIONS

The Project was budgeted at \$785,100 in the District's adopted FY 19/20 Wholesale Budget. The Hinkle Operational Planning task has already used \$216,480 of that budget, leaving a remaining authorized budget amount of \$568,620. This requested contract approval amount above will require adding \$465,380 from the reserves to the authorized budgeted amount.