

**SAN JUAN WATER DISTRICT
BOARD MEETING AGENDA
June 26, 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, May 22, 2019 (W & R)
Recommendation: Approve draft minutes
2. Annual Paving Contract Renewal (W & R)
Recommendation: Authorization and approval to exercise the second year contract renewal with Sierra National Asphalt (SNA) for the annual paving services agreement in the amount of \$51,717.64
3. Annual Installation Services Contract (R)
Recommendation: Authorization and approval to award the Annual Installation Services agreement for FY 2019/20 to Rawles Engineering Inc. in the amount of \$217,940
4. Accessibility Transition Plan (W & R)
Recommendation: Accept the Accessibility Transition Plan

5. Regional Water Meter Replacement Program MOU – Amendment #1 (W & R)
Recommendation: *Authorization of the General Manager to execute Amendment #1 to the Water Meter Consortium Memorandum of Understanding for the Regional Water Meter Replacement Planning Study for the amount of \$95,869 and authorizing a total budget of \$106,000 (includes 10% contingency)*
6. 48-in Bypass Pipeline Rehabilitation Project (W)
Recommendation: *Consider a motion to approve entering into an agreement with J. Fletcher Creamer & Son, Inc. for construction of the improvements*
7. Hinkle Reservoir Outage Operations Planning Project (W)
Recommendation: *Consider a motion to approve entering into a professional services agreement with HDR Engineering, Inc. for the amount of \$196,800 and authorizing a total budget of \$216,480 (includes 10% contingency)*

IV. PUBLIC HEARING

1. 2019 Public Health Goal (PHG) Report – George Machado
Accept and respond to public comment on the report in accordance with Health & Safety Code section 116470(c).
2. Adoption of Ordinance 9100 – An Ordinance of the Board of Directors of the San Juan Water District Amending Section 9000.5.A of Ordinance No. 9000 of the District Code of Ordinances Respecting Meter Box Clearance Requirements (W & R)
Action: *Consider second reading of Ordinance No. 9100 or waiving second reading*
Action: *Consider adoption of Ordinance 9100 which amends the District Water Systems provisions contained in the District's Code of Ordinances to provide additional clarification on what type of planting material and where that material can be located around District equipment. It also provides the District the authority to gain reimbursement for any costs incurred while clearing any equipment on the customer's behalf.*
3. FY 2019-20 Wholesale and Retail Budget (W & R)
Action: *Consider motion to adopt Resolution No. 19-02 adopting the FY 2019-2020 Budget*

V. OLD BUSINESS

1. Compensation Study Update (R)
Action: *Consider a motion to select the market position for the District salary ranges*
2. Multi-Agency Collaboration/Integration Project Draft Request for Proposals (W & R)
Discussion

VI. NEW BUSINESS

1. Wholesale Water Rate Schedule (W)
Action: *Consider a motion to approve Revised Wholesale Rate Schedule Reducing Debt Service Charge*

2. ACWA Elections and Participation (W & R)
 - Action:** *Consider Resolution 19-03 nominating Pam Tobin for ACWA Vice President*
 - Action:** *Consider Resolution 19-04 nominating Paul Helliker for Region 4 Board*
3. Approve Accrual of GM Vacation Time (W & R)
 - Action:** *Consider a motion to approve accrual of GM vacation time*
4. Approve Amendment to Reserve Policy (W & R)
 - Action:** *Consider a motion to approve amending the Board of Directors' Reserve Policy to change the allocation of Property Tax Revenues between the Wholesale and Retail Capital Funds*

VII. 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. Legal Counsel's Report
 - 4.1 Legal Matters

VIII. 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

IX. COMMITTEE MEETINGS

1. Engineering Committee – June 25, 2019
2. Finance Committee – June 25, 2019

X. UPCOMING EVENTS

1. NWRA – Western Water Seminar
August 7-9, 2019
Portland, OR

XI. ADJOURN

UPCOMING MEETING DATES

July 24, 2019
August 28, 2019

I declare under penalty of perjury that the foregoing agenda for the June 26, 2019 regular meeting of the Board of Directors of San Juan Water District was posted by June 21, 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.

Teri Grant, Board Secretary

SAN JUAN WATER DISTRICT

Board of Director's Meeting Minutes

May 22, 2019 – 6:00 p.m.

BOARD OF DIRECTORS

Dan Rich	President
Ted Costa	Vice President (absent)
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
Rose Strohmaier	Conservation Technician
Teri Grant	Board Secretary/Administrative Assistant
Jennifer Buckman	Legal Counsel

OTHER ATTENDEES

Shellie Anderson	Bryce Consulting
Alan Driscoll	Forsgren Associates Inc.
Madison Foon & Family	Poster Contest Winner
Lauren Hempstead & Family	Poster Contest Winner
Jaena Vergara & Family	Poster Contest Winner
Mrs. Lin	Poster Contest Winner's Teacher
Mrs. Renfand	Poster Contest Winner's Teacher

AGENDA ITEMS

- I. Roll Call**
- II. Presentation**
- III. Public Forum**
- IV. Consent Calendar**
- 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: Marty Hanneman, Ken Miller, Dan Rich and Pam Tobin. Vice President Costa was absent.

II. PRESENTATION

1. Poster Contest Winners – President Dan Rich

President Rich presented the Poster Contest awards to student winners in attendance, Jaena Vergara, Lauren Hempstead and Madison Foon. The Poster Contest winners for SJWD are as follows:

- 1st Place & Grand Prize - Jaena Vergara – Mrs. Renfand’s 5th grade class
- 2nd Place - Lauren Hempstead – Mrs. Parcher’s 5th grade class
- 3rd Place - Madison Foon – Mrs. Lin’s 5th grade class

III. PUBLIC FORUM

There were no public comments.

IV. 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.

1. Minutes of the Board of Directors Meeting, April 24, 2019 (W & R)

Recommendation: Approve draft minutes

2. Treasurers Report - Quarter Ending March 31, 2019 (W & R)

Recommendation: Receive & File

3. FO-40 Construction Inspection Contract Amendment (W)

Recommendation: Approve a contract amendment to increase the construction management and inspection contract with Inferrera Construction Management Group, Inc. (ICM) by \$50,000 for the completion of construction of the Fair Oaks 40” Pipeline Relining Project

4. Bacon HVAC Contract (R)

Recommendation: Award a construction contract to Aria Electric & Construction (AEC) for the amount of \$79,000 for the Bacon Pump Station HVAC Project and authorizing a total budget of \$87,000 (includes a 10% contingency)

5. Amendment to GM Construction & Development Inc.’s On-Call Contract (R)

Recommendation: Approve a contract amendment to GM Construction & Development Inc.’s On-Call Contract for additional

construction services for FY18/19 in the amount of \$62,500; bringing the total contract to approximately \$772,614

6. Lower Granite Bay Pump Station Generator Engine Repair (R)

Recommendation: Approve a contract amendment for the service contract with Cummins Sales and Service for the amount of \$45,554.24 for the additional materials and work to repair the failed standby generator engine at the Lower Granite Bay Booster Pump Station

Director Hanneman moved to approve Consent Calendar. Director Tobin seconded the motion and it carried with 4 Aye votes (VP Costa absent).

V. OLD BUSINESS

1. Compensation Study Update (R)

GM Helliker introduced Ms. Shelly Anderson of Bryce Consulting. Ms. Anderson conducted a presentation on the Compensation Study which will be attached to the meeting minutes. She reviewed the Survey Agencies, the Data Elements, the Survey Classes, and the Methodology used for the study.

Ms. Anderson explained that, out of the 29 classifications, 5 classifications are less than 5% of the market median; 9 classifications are between 5% and 10% of the market median; and 15 classifications are more than 10% above the market median. In addition, she reported that only 5 classifications rank 1st in total compensation and 12 classifications rank 2nd in total compensation between the agencies surveyed. It was explained that using the median is the preferred labor market position since it is a more stable statistic to compare to.

Ms. Silva referred to the staff report which will be attached to the meeting minutes and requested Board direction regarding the desired market position for the District's salary schedule. She explained that the Board's choice of market position will not affect the yearly salary and benefit expense in the budget since that is regulated by the Board's Compensation Policy which is based on the CalPERS assumptions.

The Board discussed the current market position of the District's salary ranges, the previous compensation study, the difference between average and median, and the District's position in classifications. Ms. Silva informed the Board that there will be one change to the report regarding one position and car allowance. President Rich would like to review the compensation study report in more depth and hold the discussion over to the next meeting. Ms. Silva confirmed that holding the discussion over to the next meeting would not affect the budget discussions.

Director Hanneman moved to continue this agenda item to the next Board meeting. Director Miller seconded the motion and it carried with 4 Aye votes (VP Costa absent).

2. GM Contract (W & R)

GM Helliker reported that the labor negotiators worked with him on amendments to his contract. The changes in the contract includes an increase in salary based on the COLA of 2.6% and a modification to the severance pay to make it five months instead of four months.

Director Hanneman moved to approve amendments to the GM Contract. Director Miller seconded the motion and it carried with 4 Aye votes (VP Costa absent).

3. SB 998 Requirements Update (R)

Ms. Brown conducted a presentation regarding the new requirements for terminating water service to take effect on February 1, 2020. A copy of the presentation will be attached to the meeting minutes. She explained that SB 998 is intended to minimize the number of Californians who lose access to water service due to the inability to pay.

Ms. Brown reviewed the requirements in the new law and informed the Board that staff is working collaboratively with regional participants to discuss and plan for the implementation of a new disconnection policy, ordinance revisions and eligibility forms. She reported that the new policy and ordinance revisions will be brought back to the Board for approval later in the year.

VI. NEW BUSINESS

1. First Reading of Ordinance 9100 – An Ordinance of the Board of Directors of the San Juan Water District Amending Section 9000.5.A of Ordinance No. 9000 of the District Code of Ordinances Respecting Meter Box Clearance Requirements (W & R)

GM Helliker reminded the Board that he was directed to bring amendments to Ordinance 9000 regarding meter box clearance requirements back to the Board for review. Ms. Brown reviewed the staff report which will be attached to the meeting minutes. She informed the Board that Ordinance No. 9100 amends the District's Code of Ordinances 9000 pertaining to District Water Systems. She explained that this ordinance amendment will provide additional clarification on what type of planting material and where that material can be located around District equipment. It also provides the District the authority to gain reimbursement for any costs incurred while clearing any equipment on the customer's behalf.

Ms. Brown explained that this is the introduction and first reading of Ordinance 9100. She explained the process would be to read the full text of the proposed ordinance or waive such reading by motion of the Board. In addition, she explained that a notice will be published as required.

Director Hanneman moved to waive the reading of Ordinance 9100. Director Tobin seconded the motion and it carried with 4 Aye votes (VP Costa absent).

VII. BUDGET WORKSHOP

1. Review FY 2019-20 Draft Wholesale and Retail Budget (W & R)

Ms. Silva conducted a presentation on the FY 2019-20 Draft Wholesale and Retail Budget and a copy of the presentation will be attached to the meeting minutes.

Ms. Silva reviewed the budget summary for the four District funds – Wholesale Operations, Wholesale Capital, Retail Operations, and Retail Capital. She explained that the District, as a whole, had budgeted for \$27.9 million in revenue and \$34.8 million in expenses. She explained that the operating budgets are at a surplus and are able to transfer excess reserves to the capital reserve funds.

Ms. Silva reviewed the Wholesale revenue and expense assumptions, and the Wholesale Operating Budget based on those assumptions. In addition, she reviewed the Wholesale Water Deliveries and Revenues, the Wholesale Salaries and Benefits, and the Wholesale Operating Projects. Director Miller inquired what comprised the seemingly large increase in “Other Expenses” in the Administration and General section on page 39 of the budget document. The \$437,500 budgeted for Admin “Other Expenses” was \$149,000 higher than the amount for FY 2018-19, representing a 51.7% increase. Ms. Silva will look into the details and report back to the Board.

The Board discussed the Engineering Department FY 2018-19 Professional Services expenses as compared to those for the FY 2019-20 proposed budget. In addition, Ms. Silva reviewed some of the Wholesale Operating projects for next year.

Ms. Silva reported that the Wholesale Operating budget allows for a transfer out to Wholesale Capital of \$3.2 million. She explained that the wholesale operating reserves are estimated to end the fiscal year at \$1.8 million.

Ms. Silva reviewed the Wholesale Capital budget and explained that the starting reserves should be approximately \$15.4 million. She explained that the Wholesale Capital revenue is budgeted at \$1.4 million and planned projects are estimated in the budget at \$9.4 million. She reviewed some of the larger Wholesale Capital projects for next year. She informed the Board that the \$4.8 million Filter Floor Repair Project was to be debt financed, according to the financial plan; however, Wholesale Capital is outperforming the financial plan, due to multiple years of revenue from SSWD, so the District can now afford to pay cash for this project and avoid the cost of financing. The financial plan assumed a 30-year loan at 4% interest, which would have cost about \$3.5 million in interest over 30 years, which will put downward pressure on future rates.

Ms. Silva reported that the Wholesale Capital reserves are estimated to be \$10.7 million at the end of the budget year. She explained that this will result in the reserves being approximately \$4.3 million more than anticipated in the financial plan.

Ms. Silva reported that the wholesale operating budget includes a rate reduction for the wholesale customer agencies to reflect decreased debt service costs from the refinancing. She also reported working with the customer agencies on a proposed change to the allocation methodology. She reviewed the current and proposed allocation method and explained that the re-allocation uses water deliveries from 2015 through April 2019. Staff recommends combining the debt charges and quarterly service charge into one charge and allocating it over a rolling five fiscal year average of water use. This would prevent one single year from dramatically changing the allocation, but would keep the allocation more current and would result in a more simplistic and efficient rate schedule. She informed the Board that Bob Reed reviewed the proposed changes and he said they were reasonable and efficient.

Ms. Silva showed that most of the benefit goes to Citrus Heights and Fair Oaks water districts, with San Juan Retail remaining neutral, a slight savings for OVWC, and an increase for the City of Folsom. She explained that if the Board agrees with the changes, then a request to lower the debt charge would be brought back to the Board in June for the July billing. In addition, a new rate schedule would be brought to the July Board meeting for review and to start the 150-day comment period. This would allow time for a revised rate schedule using the new allocations to be adopted prior to and implemented on January 1st.

Ms. Silva explained that the Retail assumptions are the same as Wholesale with the exception of the Retail Water Deliveries, which she expects to remain constant at the 2018-19 level. She reviewed the Retail Operating Budget, and reported that approximately \$227,700 will be transferred to retail capital reserves. The retail operating reserves are estimated to end the fiscal year with a total of \$2.5 million.

Ms. Silva reviewed the variances in the Retail Operating Budget as compared to FY 2018-19. She explained that the largest variance is under Maintenance showing a 91% increase which equates to an increase of almost \$500,000. She explained that this amount will change as staff just found out that one project will be completed this year so the funding will move back to this year's budget. She reviewed some of the projects that will be completed next year.

Ms. Silva reviewed the Retail Capital budget and explained that most of the retail expenses are related to mains and pipeline projects. The reserves are estimated to end the fiscal year with a total of just over \$2.4 million, which will result in the reserves being approximately \$218,468 more than anticipated in the financial plan. She informed the Board that staff had to defer \$2.2 million in projects, and explained that it is critical that the Retail Master Plan get completed so that there can be a good assessment of the condition of the infrastructure which will guide the District in the creation of the next 10 year CIP and the next financial plan.

Ms. Silva explained that the Engineering Committee will receive more information on the capital projects that are proposed for next year at their next meeting. She

reported that a public hearing will be held at the June 26 Board meeting to review and adopt the budget.

VIII. 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 April which will be attached to the meeting minutes.

1.2 Miscellaneous District Issues and Correspondence

GM Helliker reported that Folsom Reservoir storage is 95% full and 117% of average. He reported that precipitation is at 136% of average and the snow pack is at 159% of average statewide.

GM Helliker reported that the Central Valley Project allocation for south of the Delta was raised to 70%, which means there will be less capacity for any water transfers this year.

GM Helliker reported that he met with House and Senate sub-committee staffers in Washington, D.C., with the team that traveled there in early May. The team discussed the groundwater bank and asked for funds for the planning phase, and the wells and interties. He informed the Board that he and Greg Zlotnick met with Rob Swartz of RWA regarding regional efforts on the groundwater bank.

GM Helliker reported that the next meeting with Sacramento Suburban Water District and other agencies regarding collaboration integration is being scheduled for June 20th at 4:00 pm at SSWD. The final meeting with the general managers is scheduled for June 11th.

GM Helliker informed the Board that there will be a Closed Session to discuss the Bay-Delta item. The June Board meeting will include the Compensation Study, the budget, the proposal for the Collaboration/Integration Project, and the MOU on the Meter Replacement Project. He provided a handout on the Mountain Counties Water Resources Association regarding an upcoming meeting on June 26-28, 2019.

2. DIRECTOR OF FINANCE'S REPORT

2.1 Miscellaneous District Issues and Correspondence

There were no matters discussed.

3. OPERATION MANAGER'S REPORT

3.1 Miscellaneous District Issues and Correspondence

Mr. Barela reported that he received the revised MOU on the Meter Replacement Project yesterday and will bring back to the June Board meeting.

4. LEGAL COUNSEL'S REPORT

4.1 Legal Matters

No report.

IX. DIRECTORS' REPORTS

1. SGA

No report.

2. RWA

Director Tobin reviewed a written report which will be attached to the meeting minutes. She reported that the Executive Committee met regarding the recruitment of the Executive Director, Policy 400.1 on long-term retiree health benefit costs, a legislative regulatory update, the Regional Smart Controller Program, and approval of a few agreements on projects.

3. ACWA

3.1 Local/Federal Government/Region 4 - Pam Tobin

Director Tobin reviewed a written report which was part of the previous attachment. Director Tobin reported that ACWA nomination resolutions are due very soon and a packet should have been received by the Board President and/or General Manager. She informed the Board that she was asked to run for Vice President. GM Helliker stated that nominations for regional positions are due June 28th and later for the President and Vice President positions. The Board discussed the ACWA nomination process and would like to see a resolution on the next Board agenda.

Director Tobin provided a written report on Federal Affairs and Local Government which was part of the previous attachment.

3.2 JPIA - Pam Tobin

Director Tobin reviewed a written report which was part of the previous attachment. JPIA met at the ACWA Spring Conference and held elections for the Executive Committee and the CA Water Insurance Fund.

3.3 Energy Committee - Ted Costa

No report.

4. CVP WATER USERS ASSOCIATION

No report.

5. OTHER REPORTS, CORRESPONDENCE AND COMMENTS

There were no other matters discussed.

X. COMMITTEE MEETINGS

1. Engineering Committee – May 13, 2019

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

2. Personnel Committee – May 20, 2019

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

3. Finance Committee – May 21, 2019

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

XI. UPCOMING EVENTS

1. NWRA – Western Water Seminar

August 7-9, 2019
Portland, OR

President Rich called for Closed Session at 8:31 pm.

XII. 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 8:55 pm.

XIII. OPEN SESSION

There was no reportable action from the closed session.

XIV. ADJOURN

The meeting was adjourned at 8:55 p.m.

ATTEST:

DAN RICH, President
Board of Directors
San Juan Water District

TERI GRANT, Board Secretary

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

STAFF REPORT

To: Engineering Committee and Board of Directors
 From: George Machado, Field Services Manager
 Date: June 25, 2019
 Subject: Authorization and approval to exercise the 2nd year extension, with Sierra National Asphalt Inc. for annual paving services

RECOMMENDED ACTION

Authorization and approval to exercise the second year contract renewal with Sierra National Asphalt (SNA) for the annual paving services agreement in the amount of \$51,717.64.

BACKGROUND

On June 14, 2017, San Juan Water District Board of Directors adopted a motion to approve a contract award to Sierra National Asphalt for paving services in the amount of \$114,120. The contract included two one-year extension provisions. On June 27, 2018, the Board approved the 1st renewal in the amount of \$100,373.

The following detail summarizes our proposed 2nd amendment:

Contract Amount	Date	Dollar Adjustment	Duration Adjustment Days	Completion Date
Original Contract	July 1, 2017	\$ 114,120.00	365	June 30, 2018
Amendment 01	July 1, 2018	\$ 100,373.00	365	June 30, 2019
Amendment 02	July 1, 2019	\$ 51,717.64	365	June 30, 2020
Proposed Revised Contract		\$266,210.64	1,095	June 30, 2020

Sierra National Asphalt’s work this past year has been excellent and they are proposing to hold the price for FY 2019/20, with no increase, as reflected in PPI–Index table PCU3241103241109 for asphalt.

SNA’s current contract price of \$13.31 / SQFT, will remain in place for FY2019/20. The proposed revised contract value will be \$266,210.64 when approved.

FINANCIAL CONSIDERATIONS

The annual paving cost is included in the FY 2019-20 budget in the amount of \$115,000. This amendment plus the open available contract balance is in line with the FY 2019/20 budget.

ATTACHMENT

Construction contract change order 2

San Juan Water District
 9935 Auburn Folsom Road
 Granite Bay, CA 95746



Change Order No. 2

Contractor: Sierra National Asphalt Inc.
 5433 El Camino Ave. Suite 4
 Carmichael, CA 95608

Project Name: Annual Paving Services

Date: July 1, 2019

Project Manager: George Machado/Tom Clark

Upon mutual acceptance and execution of this document by San Juan Water District, hereinafter referred to as "District," and Sierra National Asphalt Inc. hereinafter referred to as "Contractor," Contractor is hereby directed to make the following described changes from the plans and specifications or do the following described work not included in the plans and specifications of this contract. All new work shall be done in accordance with the applicable provisions of the plans and specifications, except as specifically modified by this contract change order.

NOTE: This change order is not effective until approved by the District.

DESCRIPTION OF THE CHANGES:

ITEM #	DESCRIPTION	CREDIT/COST
1	Change Order 02 will exercise the final remaining extension of two renewal options: The Second renewal option will authorize an additional \$51,717.64 to the existing agreement and extends the agreement through June 30, 2020. The price for Asphalt paving will remain at \$13.31/ SQFT and cover all work for the periods July 1, 2019 through June 30, 2020. There are no other changes.	\$51,717.64
NET CHANGE ORDER ADJUSTMENT		\$51,717.64

CONTRACT TIME SUMMARY:

	<u>Days</u>	<u>Completion Date</u>
Original Contract:	365	June 30, 2018
Current Contract	365	June 30, 2019
This Change (Calendar Days):	365	June 30, 2020
Revised Contract:	1095	

Original Contract Amount	\$	114,120.00
Net change (previous) Change order 01	\$	100,373.00
Contract summary prior to this Change	\$	214,493.00
Contract adjustment Change order 02	\$	51,717.64
NEW CONTRACT AMOUNT (including all change orders)	\$	266,210.64

Acceptance of this Change order 02 constitutes acceptance of the Change Order as full and complete satisfaction of any direct or indirect additional costs incurred to you in connection with performance of the changed work. The time for performance of the contract will be changed by **365 calendar days** by reason of the performance of the work required by this Change Order. Except as hereinabove expressly provided, Contractor further agrees that the performance of the work specified in this Change Order or the rescheduling of other project work made necessary by this Change Order, shall not constitute a delay which will extend the time limit for completion of the work as said term is used in the Contract between the District and Contractor for the project.

We, the undersigned contractor, have given careful consideration to the change proposed and hereby agree. If this change order is approved, we will provide all equipment, furnish all materials, except as may otherwise be noted above, and perform all services necessary for the work above specified, and will accept as full payment therefor the prices shown above.

San Juan Water District

Approved By: _____

Date: _____

Paul Helliker, General Manager

Contractor: Sierra National Asphalt Inc.

Approved By: _____

Date: _____

Jeremy Myers / GM

STAFF REPORT

AGENDA ITEM III-3

To: Board of Directors
From: George Machado, Field Services Manager
Date: June 26, 2019
Subject: Authorization and approval of the Annual Installation Services contract for FY 2019/20

RECOMMENDED ACTION

Authorization and approval to award the Annual Installation Services agreement for FY 2019/20 to Rawles Engineering Inc. in the amount of \$217,940.

BACKGROUND

The District distributed an Invitation to bid for installation services supporting FY 2019/20. The bid includes various installation efforts that supplement the work performed by the District's field services staff and other work as needed. The District received 3 responsive bids and Rawles Engineering Inc. was the lowest bidder.

Bidder	Bid Total	Difference
Rawles Engineering Inc.	\$217,940	-----
Flow Line Construction Inc.	\$240,385	+10%
GM Construction	\$261,950	+20%

Task #, Description	Qty	Unit	Rawles	Total
1.0 - Fire Hydrant Installation	4	Ea.	\$10,980	\$43,920
2.0 - Long Side Service Lateral tap 1"	6	Ea.	\$5,100	\$30,600
2.1 Additional Service Same Trench 1"	1	Ea.	\$625	\$625
2.2 - Short Side Service Lateral tap 1"	1	Ea.	\$4,200	\$4,200
3.0 - Long Side Service Lateral tap 1-1/2"	4	Ea.	\$5,350	\$21,400
3.1 Additional Service Same Trench 1-1/2"	1	Ea.	\$1,000	\$1,000
3.2 - Short Side Service Lateral tap 1-1/2"	1	Ea.	\$4,600	\$4,600
4.0 - Blow Off Valve Replacement BOVR	8	Ea.	\$5,400	\$43,200
5.0 -LS Air Release Valve Replacement ARV	10	Ea.	\$6,250	\$62,500
5.1 - SS Air Release Valve Replacement ARV	1	Ea.	\$5,895	\$5,895
			Total	\$217,940

The initial contract duration is for FY 2019/20, with three optional one-year renewals; to be evaluated annually. Rawles currently performs installation services for Carmichael Water District and SSWD. Rawles Engineering Inc. has been responsive and responsible.

FINANCIAL CONSIDERATIONS

Staff is recommending that the Board approve the installation services agreement with Rawles Engineering Inc., the lowest bidder, in the amount of \$217,940. Rawles' bid is 10% lower than the next closest bidder, and the new pricing will represent a cost savings of 10% from the District's incumbent vendor, GM Construction.

**SAN JUAN WATER DISTRICT- INSTALLATION SERVICES FY2019/20
CONTRACTOR RAWLES ENGINEERING INC.**

Name of Project	Installation Services FY 2019/20
Contractor Name, Address and Capacity (e.g., corporation, partnership)	Rawles Engineering Inc. P.O. Box 5 Folsom CA Folsom. CA 95763
List and Title of Contract Exhibits	Exhibit A- Scope of Work & Standard Details Exhibit B- District Area Map
Type of Required California Contractor's License Classification	A-General Engineering
Total Contract Price	\$217,940.00
Daily Liquidated Damages Amount	\$250/ Day
District Representative Name, Title, and Address	George Machado Field Services Manager 9935 Auburn Folsom Rd Granite Bay, CA 95746
Date of Contract	July 1, 2019

This contract is made by and between San Juan Water District and the Contractor named above, who agree as follows:

1 SCOPE OF WORK. This Public Works Construction Contract, the Contract exhibits, A , B, listed above, approved Change Orders, and, if applicable, the notice inviting bids, addenda, Contractor's bid and bid forms constitute the "Contract" between the parties. For purposes of this Contract, the "Work" shall mean the scope of work as described in the exhibit A.

2 TIME OF COMPLETION. The agreement shall take effect on the above date and continue in effect until the completion of the work or until June 30, 2020. The contract will include three (3) one (1) year option renewals. Contractor shall perform the Work diligently and as expeditiously as possible consistent with good and safe construction practices and the orderly progress of the Work. The parties agree that time is of the essence for the performance of this Contract.

3. CONTRACTOR'S PERFORMANCE. Contractor shall construct, install, perform and do the Work, and shall furnish, provide and pay for all labor, equipment, materials, tools, supplies, transportation, permits, sales and taxes, and shop drawings necessary or appropriate to complete the Work. Contractor shall perform in the Work in a good and workmanlike manner, and such Work shall be done to the approval and satisfaction of District.

4. CONTRACT PRICE AND PAYMENTS.

(a) If contractor performs the work in accordance with this contract and to the satisfaction of district, district shall pay contractor in the amount and manner as set forth in the exhibit a, however, the total contract price shall not exceed the sum stated above, unless otherwise agreed to in writing by district. No payment, including all progress payments and the final payment, shall be made to contractor in excess of 95% of the percentage of work actually completed plus a like percentage of the value of material delivered on the ground or stored subject to, or under the control of, district. The five percent not paid shall be withheld by district until final completion and acceptance of the work. However, in lieu of withholding of money, and in accordance with the provisions of California public contract code section 22300, contractor may substitute securities to ensure performance under the contract.

(b) If payment is to be made by progress payments, then, in accordance with California public contract code section 20104.50, a written payment request from contractor shall be reviewed by district as soon as practicable in order to determine whether it is proper. If district determines it not to be a proper payment request suitable for payment, then district shall return it to contractor with a written explanation of the deficiencies as soon as practicable, but not later than seven days after receipt of the payment request. If district determines the payment request to be properly submitted and undisputed, the district shall make the payment to contractor within 30 days after receipt of the payment request. If district does not pay a properly submitted and undisputed payment request within this 30-day period, then district shall pay interest on the overdue amount to contractor at the legal rate set forth at California code of civil procedure section 685.010. This subsection shall not apply if district funds are not available for payment of the payment request or if payment is delayed due to an audit inquiry by the financial officer of district.

(c) No progress or final payment shall be considered or construed to be an approval or acceptance of any work, materials or equipment, or a waiver of any breach or default. Estimated amounts and values of work done and materials and equipment incorporated into the work will be conformed with actual amounts and values as they become available in subsequent progress payments and the final payment. All payments will be subject to correction in subsequent progress payments and the final payment.

**Bid Schedule
Annual Installation Services**

Description	Estimated Qty		Unit Price	Total
1.0 - Fire Hydrant Installation	4	Ea.	\$10,980	\$43,920
Hydrant Unit Price Sacramento County			\$12,750	
Hydrant Unit Price City of Folsom			\$12,000	
2.0 - Long Side Service Lateral tap 1"	6	Ea.	\$5,100	\$30,600
LS 1" Unit Price Sacramento County			\$5,750	
LS 1" Unit Price City of Folsom			\$5,250	
Cost per LF Additional Length			\$90	
2.1 Additional Service Same Trench 1"	1	Ea.	\$625	\$625
2.2 - Short Side Service Lateral tap 1"	1	Ea.	\$4,200	\$4,200
SS 1" Unit Price Sacramento County			\$4,850	
SS 1" Unit Price City of Folsom			\$4,400	
3.0 - Long Side Service Lateral tap 1-1/2"	4	Ea.	\$5,350	\$21,400
LS 1-1/2" Unit Price Sacramento County			\$5,900	
LS 1-1/2" Unit Price City of Folsom			\$5,550	
3.1 Additional Service Same Trench 1-1/2"	1	Ea.	\$1,000	\$1,000
3.2 - Short Side Service Lateral tap 1-1/2"	1	Ea.	\$4,600	\$4,600
SS 1-1/2" Unit Price Sacramento County			\$5,200	
SS 1-1/2" Unit Price City of Folsom			\$4,800	
4.0 - Blow Off Valve Replacement BOVR	8	Ea.	\$5,400	\$43,200
BOVR Unit Price Sacramento County			\$5,950	
BOVR Unit Price City of Folsom			\$5,550	
5.0 -LS Air Release Valve Replacement ARV	10	Ea.	\$6,250	\$62,500
Long Side ARV Unit Price Sacramento County			\$7,000	
Long Side ARV Unit Price City of Folsom			\$6,500	
5.1 - SS Air Release Valve Replacement ARV	1	Ea.	\$5,895	\$5,5895
TOTAL				\$217,940

5. COMPLIANCE WITH LAWS. Contractor shall give all notices and comply with all federal, state and local laws, statutes, regulations and ordinances applicable to the performance of the Work. Contractor is responsible for the safety of its workers and Contractor shall comply with, and require its workers to comply with, all applicable federal and state worker and job site safety-related laws and regulations, including, but not limited to, applicable federal Department of Labor, Occupational Safety and Health Administration (“OSHA”) regulations and California Department of Industrial Relations (including the Division of Occupational Safety and Health and Occupational Safety and Health Standards Board (“Cal/OSHA”)) regulations and safety orders. Contractor shall promptly notify District’s Representative in writing of any specification at variance therewith and any necessary changes shall be adjusted as provided in the Contract for changes in the work. If Contractor performs any work knowing it to be contrary to such laws, ordinances, rules, and regulations and without such notice to District’s Representative, it shall bear all costs arising therefrom.

6. PERMITS AND LICENSES. Permits, licenses, and easements necessary for the performance of the Work shall be obtained and paid for by Contractor. Contractor must hold the current and valid type of California contractor’s license classification described above for the duration of the Work.

7. BONDS. Promptly upon execution of this Contract and prior to the commencement of any Work, Contractor shall obtain at its sole cost and expense and provide to District a performance bond and payment bond each in the amount of 100% of the amount of this Contract. The bonds must be issued by a surety admitted in California and be in a form acceptable to District. The bonds must comply with California Civil Code sections 9550 and 9554 and applicable provisions of the California Bond and Undertaking Law (Cal. Code of Civil Procedure § 995.010 et seq.).

8. AUTHORITY OF DISTRICT AND DISTRICT’S REPRESENTATIVE.

(a) Except as provided elsewhere in the contract, neither district nor district’s representative will be responsible for or have control or charge of construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work.

(b) Except as provided elsewhere in the contract, neither district nor district’s representative will be responsible for or have control or charge over the acts or omissions of contractor, or any of their subcontractors, agents or employees, or any other persons performing any of the work. Any general control of the work exercised by district or its authorized representatives shall not make contractor an agent of district, and the liability of contractor for all damages to persons and/or to public or private property arising from contractor’s execution of the work shall not be lessened because of such general control.

9. CONTRACTOR’S UNDERSTANDING. Contractor acknowledges that it has, by careful investigation and inspection, satisfied itself as to the nature and location of the job site; the ground, character, quality and quantity of the materials and conditions to be encountered, including subsoil conditions, if applicable; the character and amount of labor, equipment, supplies and materials needed preliminary to and during the performance of the Work; and all other matters

which can in any way affect the Work under this Contract. Contractor further acknowledges that neither District nor District's Representative have made any representations whatsoever concerning job site conditions, except for such representations that may have been made in writing in this Contract.

10. SUBCONTRACTORS. All subcontractors and suppliers engaged in work will be considered as employees of Contractor, and Contractor shall be held responsible for their work, which shall be subject to the provisions of the Contract. Contractor will provide the following information: (a) the name and the, location of the place of business, and California contractor's license number of each subcontractor who will perform work or labor or render service to the Contractor in or about the construction of the work or improvement, and of each subcontractor who, under subcontract to Contractor, is to specifically fabricate and install or provide a portion of the work or improvement according to the Contract, in any amount in excess of 1/2 of 1 percent of the Contract amount. Contractor shall ensure that all subcontractors employed on the work comply with all applicable laws and regulations, including payment of prevailing wages, employment of apprentices, and preparation and submission of accurate and complete payrolls. Contractor shall be fully responsible to District for the acts or omissions of its subcontractors and of the persons either directly or indirectly employed by them. Nothing contained in this Contract shall create any contractual relationship between any subcontractor and District. Each subcontract shall contain a suitable provision for the suspension or termination thereof with or without cause. If a legal action, including arbitration and litigation, against District is initiated by a subcontractor or supplier, Contractor shall reimburse District for the amount of legal, engineering and all other expenses incurred by District in defending itself in said action. District and District's Representative reserve the right to approve all subcontractors.

Contractor shall not utilize, or allow work by, any subcontractor who is ineligible to bid or work on, or be awarded, a public works project pursuant to California Labor Code section 1777.1 or 1777.7. (See California Public Contract Code section 6109.) The California Division of Labor Standards Enforcement publishes a list of debarred contractors and subcontractors on the Internet at www.dir.ca.gov/DLSE/debar.html.

11. CHANGES IN THE WORK. District may, at any time, by written change order make changes in the Work, or extend the time to complete the Work, as deemed necessary by District. If such changes cause an increase or decrease in Contractor's cost of, or time required for, performance of the Contract, there shall be an equitable adjustment in the Contract price. The price adjustment shall be determined by one of the following methods in the order of precedence listed:

- (a) Based on the unit prices contained in section 4, if applicable.
- (b) Mutually agreed-upon lump sum or unit price adjustment.
- (c) Contractor's actual cost of labor (wages and benefits), materials (actual purchase price, sales tax, freight & delivery) and equipment/tools (at actual or fair/prevaling rental rates) directly engaged in the performance of the extra work plus 15% mark-up for overhead and profit. For price adjustments under this section, contractor shall provide to district an itemized

breakdown of the quantities and prices used in the extra work, and it shall make available all source documents, including payroll records, invoices, purchase orders, contracts and lease agreements.

12. GUARANTEE.

(a) Contractor unconditionally guarantees all materials and workmanship furnished under this contract, and agrees to replace at its sole cost and expense, and to the satisfaction of district, any and all materials which may be defective or improperly installed. Contractor shall repair or replace to the satisfaction of district any or all such work that may prove defective in workmanship or materials, ordinary wear and tear excepted, together with any other work which may be damaged or displaced in so doing. This guarantee shall remain in effect for one year from the date of district's acceptance of the work. The district shall have the right to call for such inspection or inspections of the work before the end of the one-year guarantee period and contractor shall attend and participate in such inspection(s) upon request of district. This guarantee does not excuse contractor for any other liability related to defective work discovered after the guarantee period. Contractor shall transfer to district all manufacturer and supplier warranties relating to the work, if any, upon completion of the work and prior to final payment. Any products/completed operations insurance coverage shall be maintained after completion of the project for the full guarantee period.

(b) In the event of failure to comply with the above stated conditions within a reasonable time, district may have the defect repaired and made good at the expense of contractor, which shall pay the costs and charges for such repair immediately upon demand, including any reasonable management and administrative costs, and engineering, legal and other consultant fees incurred by district in enforcing this guarantee

13. SUSPENSION OF WORK. District may suspend the Work wholly or in part, for such period as District may deem necessary, due to unsuitable weather or to any other conditions District considers unfavorable for the suitable performance of the Work, including the improper performance of the Work by Contractor. Contractor shall immediately comply with such written order of District to suspend the Work wholly or in part and shall be paid for the Work performed to the date of suspension, except for improperly performed Work. The suspended Work shall be resumed only when ordered by District.

1. TERMINATION.

(a) This contract may be terminated with or without cause at any time by district by giving 10 days' advance written notice to contractor. In the event of such termination, contractor shall be compensated for actual work performed to the date of termination as calculated by district based on the contract price and payment provisions above.

(b) If district terminates the contract because of contractor's failure to do the work with such diligence as will ensure the completion of the work within the time specified in the contract, then district may take over the work and pursue the same to completion by using another contractor or any other method district deems expedient. In this event, district may also take possession and control of, and utilize in completing the work, any and all materials, supplies,

tools and equipment delivered to the site of the work by contractor or by its suppliers or subcontractors. The materials, supplies, tools and equipment remaining after completion of the work shall be returned to contractor.

15. PREVAILING WAGES. Contractor agrees to pay all workers employed on this Work not less than the general prevailing rate of per diem wages for Work of a similar character in the locality of District, and not less than the general rate of per diem wages for holiday and overtime work, as established pursuant to the California Labor Code (in particular sections 1770-1780) and applicable regulations and orders. A copy of the applicable prevailing rate of per diem wages is available to the contractor at the administrative offices of District. Contractor shall obtain and post a copy of such prevailing wage rates at the job site. Contractor shall also comply with the provisions of California Labor Code section 1775, including provisions which require Contractor to (a) forfeit as penalty to District not more than \$200 for each calendar day or portion thereof for each worker (whether employed by Contractor or any subcontractor) paid less than the applicable prevailing wage rates for any work done under this Contract in violation of the provisions of the California Labor Code, and (b) pay to each worker the difference between the prevailing wage rate and the amount paid to each worker for each calendar day or portion thereof for which said worker was paid less than the prevailing wage.

16. LABOR NONDISCRIMINATION. In accordance with California Labor Code section 1735, throughout the performance of the Contract, Contractor and its subcontractors shall not unlawfully discriminate against any employee or applicant for employment because of the race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age (over 40), or sexual orientation (as those discrimination bases are defined in California Government Code sections 12926 and 12926.1) of such persons, except as provided in California Government Code section 12940. Any contractor violating this nondiscrimination provision shall be subject to penalties that may be imposed pursuant to Division 2, Part 7, Chapter 1 of the California Labor Code.

17. EIGHT-HOUR DAY LIMITATION.

(A) Contractor agrees that 8 hours labor shall constitute a day's work, and no worker, in the employ of the contractor, or any subcontractor, doing or contracting to do any part of the work under this contract, shall be required or permitted to work more than 8 hours in any one calendar day and 40 hours in any one calendar week; provided that subject to California labor code section 1815, a worker may perform work in excess of 8 hours per day or 40 hours per week at not less than one and one-half times the basic rate of pay.

(B) Except as provided above for overtime, contractor shall forfeit as a penalty to district the sum of \$25 for each worker employed in the execution of this contract by it or by any subcontractor under it for each calendar day during which such worker is required or permitted to work more than 8 hours in any one day and 40 hours in any one calendar week in violation of California labor code sections 1810 through 1815.

18. PAYROLL RECORDS. Contractor and each subcontractor shall keep an accurate payroll record showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid

to each journeyman, apprentice, worker, or other employee employed in connection with the Work, and shall make such payroll record available for inspection, in accordance with the requirements of California Labor Code section 1776. Contractor shall be responsible to ensure compliance with section 1776. Failure to comply with that section may result in the Labor Commissioner's assessment of a penalty of \$100 per day per worker.

19. EMPLOYMENT OF APPRENTICES. Contractor shall comply with, and take such actions as necessary to effectuate, the apprentice employment requirements as set forth at California Labor Code sections 1777.5, 1777.6 and 1777.7.

20. CHARACTER OF WORKER. If any employee of Contractor or any of its subcontractors shall be incompetent or act in a disorderly or improper manner, such employee or subcontractor shall be removed from the Work immediately, and such person or subcontractor shall not again be employed on the Work. Such discharge shall not be the basis for any claim for compensation or damages against District, or any of its officers or agents.

21. SUPERINTENDENCE. Contractor shall designate in writing before starting Work an individual as authorized representative who shall have the authority to represent and act for Contractor. This authorized representative shall be present at the Work site at all times while Work is actually in progress. When Work is not in progress and during periods of Work suspension, arrangements acceptable to District's Representative shall be made for any emergency work that may be required.

22. INSPECTION AND TESTING OF WORK.

(A) Unless otherwise provided, all equipment, supplies, materials, and work shall be subject to inspection and testing by district's representative. District's representative will observe the progress and quality of the work and determine, in general, if the work is proceeding in accordance with the contract. District's representative shall not be required to make comprehensive or continuous inspections to check the quality of the work, and he or she shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the work. Observations, inspections or testing by district's representative shall not relieve contractor of its obligation to conduct comprehensive inspections of the work and to furnish proper materials, labor, equipment and tools, and perform acceptable work, and to provide adequate safety precautions, in conformity with the contract.

(b) Contractor shall provide access to district's representative and other agents of district, and agents of the federal, state, or local governments' at all reasonable hours for inspection and testing to ascertain compliance with the contract and applicable laws and regulations. Contractor shall cooperate in providing such access, and shall, upon request by district's representative, promptly provide safe and convenient facilities, labor and materials reasonably needed by district's representative for performing all inspection and tests.

(c) If, after any inspection or testing by district's representative, district finds any of the work to be unacceptable, defective or nonconforming, then contractor at its sole cost and expense shall replace or repair the work to the satisfaction of district's representative. If any work required to be tested or inspected was installed, covered, or buried without inspection or testing,

then, upon request by district's representative, contractor shall at its sole cost and expense remove or uncover the work such that it may be inspected or tested, and replace the work after completion of the inspection or testing. upon failure of contractor to comply with any order of district's representative made under this section, district may cause the unacceptable, defective or nonconforming work to be remedied, removed, or replaced, and may deduct the costs therefor from any monies due or to become due contractor.

23. TRADE NAMES AND ALTERNATIVES. For convenience in designation in the Contract, certain articles or materials to be incorporated in the Work may be designated under a trade name or the name of a manufacturer. The use of an alternative article or material which is of equal quality and of the required characteristics for the purpose intended will be permitted, so long as Contractor shows to the satisfaction of District's Representative that the acceptable quality and suitability of the alternative(s).

24. PROTECTION OF WORK AND SAFETY.

(A) Contractor shall be responsible for the care of all work until its completion and final acceptance by district; and it shall at its own expense replace damaged or lost materials or supplies and repair damaged parts of the work.

(b) District's representative's construction review and inspection of contractor's performance shall not include any review of the adequacy of contractor's work methods, equipment, bracing or scaffolding or safety measures, in, on, or near the job site.

(c) Contractor shall be solely and completely responsible for the conditions of the job site, including safety of all persons and property during performance of the work. This requirement shall apply continuously and not be limited to normal working hours. safety procedures and practices shall conform to all applicable federal, state, and local laws, ordinances, and codes. Contractor shall carefully instruct all personnel as to potential dangers and shall provide such necessary safety equipment and instruction as may be necessary to prevent injury to personnel and damage to property. Contractor shall provide and maintain, in accordance with California labor code section 6708, OSHA and Cal/osha requirements, adequate emergency first aid treatment for its employees and anyone else who may be injured in connection with the work.

(d) Contractor shall have an injury/illness prevention program (iipp) in place to protect the safety of its employees and ensure that its subcontractors also have an iipp or comply with contractor's program. The contractor's iipp shall comply with and will meet the requirements found in section 3203 of title 8 of the California code of regulations. The contractor will submit a copy of its iipp to the district. and it must include sections regarding Heat illness Prevention (8CCR 3395), Medical Emergency Services (8CCR 1512), Excavation Safety (8CCR 1541), Traffic Control Program (8CCR 1598), Silica dust control plan (8CCR 1532.3) and a plan for working with Asbestos concrete pipe (8CCR 1529)

(e) If the work includes the construction, alteration, improvement, or maintenance of electric power generation, control, transformation, transmission or distribution lines or equipment within the meaning of code of federal regulations title 29, section 1910.269 or

1926.950, then the contractor will implement and comply with the requirements of the “contract employer” as described and set forth in sections 1910.269 and 1926.950, including, but not limited to, the obligations to properly train the contractor workers on safety-related work practices and procedures, exchange information with the district concerning unique hazardous conditions presented by the work, instruct the contractor workers about the hazardous conditions relevant to the work, and coordinate with the district on safety-related work rules and procedures. The contractor also shall be responsible for transmitting safety-related information under sections 1910.269 and 1926.950 with any subcontractors retained by it to perform electrical-related work under the contract.

25. PROTECTION OF PUBLIC AND PROPERTY.

(a) Contractor shall take all necessary or appropriate precautions to prevent damage to all existing improvements, including above ground and underground utilities, pipelines, conduits, trees, shrubbery, fences, signs, mailboxes, driveways, sidewalks, gutters, streets, parking lots or other pavement, levees or embankments, survey markers and monuments, buildings, structures, district’s property, adjacent property, and any other improvements or facilities within or adjacent to the job site. If any such improvement or property is damaged or destroyed by reason of contractor’s operations, it shall be replaced or restored, at contractor’s sole cost and expense, to a condition at least as good as that prior to the start of contractor’s performance under this contract.

(B) Contractor shall adopt all practical means to minimize interference to traffic and public inconvenience, discomfort or damage from the work. All obstructions to traffic shall be guarded by barriers illuminated at night. for any work on, adjacent to, or interfering with any street, the conditions and limitations applicable to such work shall be determined by those public agencies or other entities responsible for maintenance of the affected street. Contractor shall determine the nature and extent of all such requirements, and shall comply with all permit and other requirements. As required at any street crossing, contractor shall provide all necessary flag persons, guardrails, barricades, signals, warning signs and lighting to provide for the safety of existing roads and detours. Immediately after the need for temporary detours ceases, or when directed, contractor shall remove such detours and perform all necessary cleanup work, including replacement of fences, removal of pavement, and necessary replacement of existing roadway appurtenances, grading, soil stabilization and dust control measures.

26. CLEAN-UP. During the progress of the Work, Contractor shall maintain the job site and related structures, grounds and equipment in a clean, orderly condition and free from unsightly accumulation of rubbish. Upon completion of Work and before final payment, Contractor shall at its own cost and expense clean-up and remove from the vicinity of the Work all rubbish, debris, trash, unused materials and supplies, concrete forms, and temporary bridging and other like materials, belonging to it or used under its direction during the construction of the Work. Where the construction has crossed yards or driveways, they shall be restored by Contractor to the complete satisfaction of District’s Representative, at Contractor’s sole expense.

27. WATER POLLUTION. Contractor shall exercise every reasonable precaution to protect streams, lakes, reservoirs, and canals from pollution with fuels, oils, bitumens, calcium chloride, and other harmful materials and shall conduct and schedule its

operations so as to avoid or minimize muddying and silting of said streams, lakes, reservoirs, and canals. Care shall be exercised to preserve vegetation beyond the limits of construction. Contractor shall comply with California Fish and Game Code section 5650 and all other applicable statutes and regulations relating to the prevention and abatement of water pollution. If the Work is subject to the NPDES general permit for storm water discharges from construction activities, Contractor will comply with all terms and conditions of any applicable special condition, specification or addendum issued by District related to implementation of a the Storm Water Pollution Prevention Plan for the Work.

28. UNDERGROUND WORK. If the Work includes excavation and/or trenching deeper than four feet underground, then the following provisions shall apply:

(a) Protection of underground utilities. Prior to conducting any excavation or trenching, contractor shall contact the appropriate regional notification center as required by California government code sections 4216 and following. In accordance with California government code section 4215, district shall be responsible for the timely removal, relocation or protection of existing main or trunkline utility facilities located on the project site and not shown on the plans and drawings. contractor shall be compensated for the costs of locating, repairing damage not due to the failure of contractor to exercise reasonable care, and removing or relocating existing main or trunkline utility facilities not indicated on the plans and drawings with reasonable accuracy, and for the equipment on the project necessarily idled during such work; provided that contractor shall first notify district before commencing work on locating, repairing damage to, removing or relocating the utilities. Contractor shall not be assessed liquidated damages for delay in completion of the project, when the delay was caused by the failure of district or the owner of the utility to provide for removal or relocation of the utility facilities not shown on the plans and drawings.

(b) Sheeting and shoring plan. if the total amount of the contract exceeds \$25,000 and the work involves the excavation of any trench or trenches five feet or more in depth, then, in accordance with California labor code section 6705, contractor shall submit to district for acceptance, in advance of excavation, a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation of any such trench or trenches. the plan shall comply with applicable united states department of labor regulations (29 c.f.r. 1926) OSHA Construction Safety Orders) and osha and Cal/Osha construction safety orders and shoring system standards, or be prepared by a registered civil or structural engineer who certifies that the plan is not less effective than the shoring, bracing, sloping, or other provisions of the construction safety orders and shoring system standards.

(c) Unusual underground conditions. In accordance with California public contract code section 7104, the following provisions shall apply to any work that involves digging trenches or other excavations:

(i) If during any such digging or excavation, Contractor discovers (a) material Contractor believes may be material that is hazardous waste, as defined in California Health & Safety Code section 25117, that is required to be removed to a Class I, II or III disposal site, (b) subsurface or latent physical conditions at the site differing from those indicated, or

(c) unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided in the Contract, then Contractor shall promptly notify District's Representative in writing and shall not disturb the area of the subject digging or excavation until notified by District's Representative.

(ii) Upon receipt of any notice pursuant to the foregoing subsection, District's Representative shall promptly investigate the conditions, and if he or she finds that the conditions do materially so differ, or do involve hazardous waste, and cause a decrease or increase in Contractor's cost of, or the time required for, performance of the Work, or any part of the Work, it shall issue a change order pursuant to this Contract.

(iii) If there is a dispute between District and Contractor over whether the conditions materially differ, or involve hazardous waste, or cause a decrease or increase in Contractor's cost of, or time required for, performance of any part of the Work, Contractor shall not be excused for the scheduled completion date, but shall proceed with all work to be performed under the Contract. Contractor shall retain any and all rights provided by this Contract or by law that pertain to the resolution of disputes and protests between the parties.

29. HAZARDOUS MATERIALS; HAZARD COMMUNICATION.

(A) Upon request the District will provide a list of substances and associated Safety Data Sheets (SDS) for materials that are in use in the work area.

(B) Before starting work, contractor shall have a written hazard communication program ("hcp") in place that complies with the requirements of section 5194 of title 8 of the California code of regulations, including the requirements of 8 c.c.r. section 5194(e). the information in contractor's hcp must include the methods by which contractor shall communicate to district which hazardous substances it will use and store on the job site(s) to which district's and contractor's employees and subcontractors may be exposed. Contractor shall submit its hcp to district at the same time as submittal of its initial project schedules or other time designated by district. Contractor will provide copies of safety data sheets ("sds") for all hazardous substances brought onto and used or stored on the job site(s). Contractor also will ensure that all hazardous substances are marked with proposition 65 and any other visible warning labels as required by law. whenever possible, contractor shall provide sds for all hazardous substances to district prior to bringing a hazardous substance onto a job site, but will provide all sds by no later than the time the hazardous substance is physically brought onto the site. district will communicate contractor's hcp and sds information to district's employees who work on or will enter the job site. district will provide contractor with a copy of district's hcp and sds information specific to district operations on the job site. Contractor shall, in turn, convey this information to its employees and subcontractors. During the course of the work, contractor will keep copies of both its and district's hcp, suds and other relevant information at contractor's job site office.

30. CONTRACTOR'S LICENSE NOTICE. Statement required by California Business & Professions Code section 7030: "Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to

structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826."

31. INDEMNIFICATION. To the fullest extent permitted by law, Contractor shall protect, defend, indemnify and hold harmless District and, if applicable, District's Representative, and their respective officers, directors, agents, employees, volunteers, representatives, boards, and consultants from and against all penalties and fines imposed by law and all loss, claim, cause of action, demand, suit, judgment, cost, damage, expense, and liability (including but not limited to court or arbitration costs and reasonable attorneys' and expert witness fees) resulting from injury to or death of persons, including without limitation employees of the District, District's Representative and Contractor, or damage to or loss of property, caused by, arising out of or in any way connected with the Contractor's or its subcontractors' or suppliers' performance, operations or activities under this Contract, except to the extent the sole negligence, active negligence or willful misconduct of an indemnified party proximately causes the loss, claim, demand, cost, suit, judgment, penalty, fine, cause of action, damage, expense, or liability.

(a) Contractor's duty to defend is a separate and distinct obligation from contractor's duty to indemnify. Upon the request of an indemnified party hereunder, contractor shall defend any suit asserting a claim covered by this indemnity and shall pay any costs and expenses that may be incurred by an indemnified party in enforcing this indemnity. contractor shall be obligated to defend, in all legal, equitable, administrative, or special proceedings, the district and, if applicable, district's representative, and their respective officers, directors, agents, employees, volunteers, representatives, boards, and consultants, immediately upon tender to contractor of the claim in any form or at any stage of an action or proceeding, whether or not liability has been established. The obligation to defend extends through final judgment, including exhaustion of any appeals. In all cases, district shall have the right to approve counsel selected by contractor in the defense of any legal action or with respect to any claim, which approval shall not be unreasonably withheld. In addition, the indemnified party shall have the right to participate in and be represented by counsel of its own choice and at its own expense in any legal action or with respect to any claim.

(b) In any and all claims against the district or district's representative, and each of their officers, directors, employees and agents by any employee of contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this section shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable under workers' compensation statutes, disability benefit statutes or other employee benefit statutes.

(c) Neither termination of this contract, completion of the acts to be performed under this contract, nor district's representative's approval or district's acceptance of the work shall release contractor from its obligations to indemnify and defend district and district's

representative, and their respective officers, directors, agents, employees, volunteers, representatives, boards, and consultants.

(d) Submission of insurance certificates or submission of other proof of compliance with the insurance requirements in this contract does not relieve contractor from liability under this indemnification provision. The obligations of this section shall apply whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

32. INSURANCE. Contractor shall procure and maintain for the duration of the Contract the following insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the Work by Contractor, its agents, representatives, employees and subcontractors.

(A) MINIMUM SCOPE AND COVERAGE LIMITS OF INSURANCE:

(i) Commercial general liability coverage (Insurance Services Office occurrence form CG 0001), including liability coverage for premises and operations, explosion and collapse hazard, underground hazard, products/completed operations hazard, contractual liability, use of independent contractors, and broad form property damage with completed operation.

(ii) Automobile liability coverage (Insurance Services Office form CA 0001, code 1, any auto).

(iii) Workers' compensation insurance in the statutory limits required by the State of California and employer's liability insurance.

(iv) Course of construction (also known as builder's risk) insurance form providing coverage for all risks of physical loss, damage or destruction to the work, to insure against such losses until final acceptance of the work by District.

(B) CONTRACTOR SHALL MAINTAIN COVERAGE LIMITS OF NOT LESS THAN:

(i) General Liability: \$2,000,000 per occurrence for general liability, bodily injury, personal injury, and property damage. If commercial general liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be \$5,000,000.

(ii) Automobile Liability: \$2,000,000 per accident for bodily injury, including death, and property damage.

(iii) Employer's Liability: \$2,000,000 per accident for bodily injury or disease.

(iv) Course of construction: Completed value of the Work.

The above minimum insurance coverage limits can be met through provision of umbrella or excess policy insurance coverage consistent with the provisions of this section.

(c) Any deductibles or self-insured retentions must be declared to and approved by district. at the option of district, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects district, its officers, officials, employees and volunteers; or contractor shall procure a bond or other security guaranteeing payment of losses and related investigations, claim administration and defense fees, costs and expenses. All policies that include a self-insured retention shall include a provision that payments of defense costs and damages (for bodily injury, property damage, personal injury or any other coverages included in the policy) by any party, including additional insureds and insurers, shall satisfy the self-insured retention limits.

(d) The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

(i) District, and its officers, officials, employees, agents and volunteers are to be covered as additional insureds as respects: liability arising out of activities performed by or on behalf of Contractor, products and completed operations of Contractor; premises owned, occupied or used by Contractor; or automobiles owned, leased, hired or borrowed by Contractor. The coverage shall contain no special limitations on the scope of protection afforded to District, its officers, officials, employees, agents or volunteers. The additional insured coverage or endorsement shall comply with California Insurance Code section 11580.04.

(ii) For any claims related to this project, Contractor's insurance coverage shall be primary insurance as respects District, its officers, officials, employees, agents and volunteers. Any insurance or self-insurance maintained by District, its officers, officials, employees, agents or volunteers shall be excess to Contractor's insurance and shall not contribute with it.

(iii) Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to District, and its officers, officials, employees, agents or volunteers.

(iv) Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(v) Each insurance policy required by this section shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, or reduced in coverage or in limits except after 30 days' prior written notice by U.S. mail has been given to District, or after 10 days' written notice in the case of cancellation for non-payment of premium.

(e) Course of construction policies shall contain, or be endorsed to contain, the following provisions: (a) district shall be named as loss payee; and (b) the insurer shall waive all rights of subrogation against district.

(f) Insurance is to be placed with insurers with a current a.m. best's rating of no less than a- : vii or equivalent and that are admitted to do business and in good standing in California, unless

otherwise approved by district. In the case of workers' compensation and employer's liability insurance, coverage provided by the California state compensation insurance fund is acceptable.

(g) Before commencing work, contractor shall provide to district the following proof of insurance: (a) certificate(s) of insurance on a form 25-s (or insurer's equivalent) evidencing the required insurance coverages; and (b) endorsement(s) on iso form cg 20 10 (or insurer's equivalent), signed by a person authorized to bind coverage on behalf of the insurer(s) and certifying the additional insured coverages, or equivalent additional insured blanket endorsement. district reserves the right to require complete copies of all required insurance policies and/or endorsements affecting required insurance coverage at any time.

(h) Contractor shall include all actions and activities of its subcontractors as insureds under its policies, or shall require each subcontractor to provide insurance coverage consistent with the foregoing and to furnish separate endorsements or certificates to district. All coverages for subcontractors shall be subject to all of the requirements stated in this section.

(i) Contractor shall maintain all required insurance coverages for the period provided in this section. If any of the required coverages expire during the coverage period, contractor shall obtain renewal or replacement coverages and deliver certificates for the renewed or replacement coverages and any required endorsements to district at least 10 days before the expiration date of the existing coverage.

(j) Any products/completed operations insurance coverage shall be maintained after completion of the work for the full guarantee period.

(k) The requirements as to the types, limits, and district's approval of insurance coverage to be maintained by contractor are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by contractor under the contract.

(l) In addition to any other remedy district may have, if contractor or any of its subcontractors fails to maintain the insurance coverage as required in this section, district may obtain such insurance coverage as is not being maintained, in form and amount substantially the same as required herein, and district may deduct the cost of such insurance from any amounts due or which may become due contractor under this contract.

(m) Contractor shall execute and file with district the attached contractor's workers' compensation certificate in accordance with California labor code section 1861.

33. FINAL ACCEPTANCE AND DATE OF COMPLETION.

(a) Whenever contractor shall deem all work under this contract to have been completed, it shall so notify district's representative in writing, and district's representative or other district representative shall promptly ascertain whether the work has been satisfactorily completed and, if not, shall advise contractor in writing of specific defects and any additional work required.

(b) Neither the final payment nor any part of the retained percentage shall become due until contractor, if required, shall deliver to district, a complete release of all liens and claims

arising out of this contract, or receipts in full in lieu thereof and, if required in either case, an affidavit that so far as it has knowledge or information the releases and receipts include all the labor and material for which a lien or claim could be filed; but contractor may, if any subcontractor refuses to furnish a release or receipt in full, furnish a bond satisfactory to district, to indemnify the district against any lien or claim. if any lien or claim remains unsatisfied after all payments are made, contractor shall refund to district all monies that the latter may be compelled to pay in discharging such a lien, or claim, including all costs and reasonable attorneys' fees.

(c) When all the provisions of the contract have been fully complied with to the satisfaction of district, district will accept the work in writing and make the final payment to contractor. As a condition of receiving the final payment, contractor must execute and deliver to district, as appropriate, a conditional waiver and release upon final payment or unconditional waiver and release upon final payment in the form provided in civil code sections 8136 or 8138, respectively.

(d) Except for any sum required to be withheld by law or allowed to be held under this contract, the 5% retention shall be paid 35 days after district's acceptance of the work. In accordance with California public contract code section 7107(c), in the event of a dispute between the parties, district may withhold from the final payment to contractor an amount not to exceed 150% of the disputed amount.

34. RIGHT TO WITHHOLD PAYMENTS.

(a) In addition to all other rights and remedies of district provided by law and this contract, district may withhold the whole or any part of any progress or final payment to such extent as may reasonably be necessary to protect district from loss on account of: (a) unacceptable, defective or nonconforming work not remedied; (b) claims or liens filed or reasonable evidence indicating probable filing of claims or liens including, but not limited to, claims under sections 1775, 1776 and 1777.7 of the California labor code or the public works stop notice provisions in the California civil code; (c) failure of contractor to make payments properly for labor, materials, equipment, or other facilities, or to subcontractors and/or suppliers; (d) a reasonable doubt that the work can be completed for the balance then unearned; (e) failure of contractor to clean up the job site, repair or replace damaged or affected improvements or property; or (f) damage to job site, completed work, or other real or personal property.

(b) Whenever district withholds any monies pursuant to this paragraph, written notice of the amount withheld and the reasons for the withholding will be given to contractor. After contractor has corrected the enumerated deficiencies to the satisfaction of district, district will promptly pay to contractor the amount so withheld. when district withholds monies to protect district against claims under the public works stop payment notice provisions of the California civil code, district may at its discretion permit contractor to deliver a surety bond in terms and amount satisfactory to district, indemnifying district against any loss or expense, and upon acceptance thereof by district, district shall release to contractor monies so withheld.

35. STATE AUDIT CONTINGENCY. Contractor acknowledges that this Contract, and performance and payments under this Contract, are subject to examination and audit

by the State Auditor General for three years following final payment under this Contract pursuant to California Government Code section 8546.7.

36. LIQUIDATED DAMAGES. If Contractor does not complete the Work, as determined by District, before the expiration of the Contract time limit, or within any time extension granted by District, then District will sustain damage, and that it may be impracticable to determine the actual amount of damage by reason of the delay. The parties therefore agree that Contractor shall pay District as damages the daily liquidated damages amount stated above for each and every day's delay in finishing the Work beyond the Work completion deadline. The parties agree that this liquidated damages provision is reasonable under the circumstances existing at the time the Contract was made. District shall have the right to deduct the amount of liquidated damages from any money due or to become due Contractor.

37. WAIVER OF INTEREST. District shall have no obligation to pay and Contractor hereby waives the right to recover interest with regard to monies which District must withhold by reason of judgment, order, statute or judicial process, or which it may withhold pursuant to this Contract.

38. CLAIMS AND RESOLUTION OF DISPUTES.

(A) General. The parties intend that differences between the parties, arising under the contract, be brought to the attention of the district at the earliest possible time in order that such matters may be settled, if possible, or other appropriate action promptly taken. The parties agree to initially strive to resolve all disputes amicably and in an informal manner. Any dispute resolved informally shall be documented by the district, and if the dispute resolution involves a change in the contract work, increase or decrease in the compensation due the contractor, or adjustment in the time of completion of the work, then the informal dispute resolution shall be confirmed by a change order pursuant to section 11. Informal discussions or negotiations with the district or its representatives concerning informal resolution of a dispute shall not toll or suspend the claim filing and other deadlines provided below, unless so provided by the district in writing. Willingness of the district to engage in any such discussions is not a waiver of the district's right to deny a claim or dispute based on lack of merit, or procedural deficiency, or both.

(b) Compliance required. contractor shall not be entitled to any additional time to complete work or to the payment of any additional compensation for claimed extra work (or otherwise on account of any claim, cause, act, failure to act, or happening of any event or occurrence) unless either district has issued a change order pursuant to section 11 or a claim has been timely filed and approved pursuant to this section. If the contractor fails to file a written claim within the claim deadline in section 38(d), then the contractor agrees that it has waived any right or remedy to thereafter pursue the claim against the district in any administrative, arbitration or litigation proceeding, and the district may elect to document this waiver.

(c) Scope of claims. a claim for purposes of this section means a separate demand by the contractor for (a) a time extension (including a demand for relief from damages or penalties for delay assessed by the district under the contract), (b) payment of money or damages arising from work done by, or on behalf of, the contractor pursuant to the contract and payment of

which is not otherwise expressly provided for or the contractor is not otherwise entitled to, or (c) an amount the payment of which is disputed by the district.

(d) **FILING OF CONTRACT CLAIM; CONTENTS; FILING DEADLINE** the Contractor shall file any "Contract Claim" with the District. A Contract Claim must (a) be in writing, (b) be labeled or clearly indicated as a claim under the Contract, (c) set forth in detail the reasons why the Contractor believes additional compensation or a time extension is or may be due, the nature of the costs involved, and, insofar as possible, the amount of the claim, and (d) include (or reference earlier provided) documents that support and substantiate the claim as both entitlement and quantification of time, money, or both.

(i) A Contract Claim must be submitted to the District within the following claim filing deadlines:

- A. If a deadline is set forth in the Contract for filing of the particular claim, then the claim must be filed by the specified time;
- B. If the claim relates to extra, additional or unforeseen work for which the Contractor intends to demand additional compensation, a time extension, or both, notice shall be given to the District prior to the time that the Contractor commences performance of the work giving rise to the potential claim for additional compensation or time extension, and Contractor shall not proceed with that work until so directed by the District; and
- C. For all other claims not included within (a) or (b), the claim must be filed on or before 15 days after the date of the occurrence, event or circumstance giving rise to the claim. In no event shall a Contract Claim be filed later than the date of final payment.
- E. Processing of claims, generally. This contract provides for two types of contract claims, which will be processed and resolved under different subsections. Any claim for money or damages or for a time extension (i.e., any claim subject to public contract code section 20104) shall be processed and resolved in accordance with section 38(f). any contract claim sent to district by registered mail or certified mail with return receipt requested (i.e., any claim subject to public contract code section 9204) shall be processed and resolved pursuant to section 38(g).
- F. **CLAIMS FOR MONEY, DAMAGES OR FOR TIME EXTENSION**

(I) District Response to Contract Claim. The District shall respond in writing to the Contract Claim within 60 days of receipt of the claim (or within 45 days of receipt for claims of less than \$50,000), or may request, in writing, within 30 days of receipt of the claim, any additional documentation supporting the claim or relating to defenses to the claim the District may have against the Contractor. If additional information is thereafter required, it shall be requested and provided pursuant to this subsection, upon mutual agreement of the District and the Contractor. The District's written response to the claim, as further documented, shall be submitted to the Contractor within 30 days after receipt (or 15 days after receipt for claims of less than

\$50,000) of the further documentation, or within a period of time no greater than that taken by the Contractor in producing the additional information or requested documentation, whichever is greater. The District shall not fail to pay money as to any portion of a Contract Claim that is undisputed except as otherwise provided in the Contract.

(ii) Meet and Confer. If the Contractor disputes the District's written response, or the District fails to respond within the time prescribed, the Contractor may notify the District, in writing, either within 15 days of receipt of the District's response or within 15 days of the District's failure to respond within the time prescribed, respectively, and demand an informal conference to meet and confer for settlement of the issues in dispute. Upon such a demand, the District shall schedule a meet and confer conference within 30 days for the parties to consider settlement of the dispute. If the Contractor fails to timely demand a meet and confer conference within the applicable 15-day period, then the Contractor shall be deemed not to dispute the District's written response to the Contract Claim and the District's decision on the Contract Claim shall be final, conclusive and binding, and the Contractor shall be deemed to have waived all its rights to further protest, judicial or otherwise.

(III) Government Code Claim. Following the meet and confer conference, if the Contract Claim or any portion remains in dispute, the Contractor may file a Government Code Claim as provided in Government Code title 1, division 3.6, part 3, chapters 1 (commencing with section 900) and 2 (commencing with section 910). The running of the period of time within which Contractor must file a Government Code Claim shall be tolled from the time the Contractor submits a timely Contract Claim pursuant to section 38(d) until the time that the Contract Claim is denied as a result of the meet and confer process, including any period of time utilized by the meet and confer process. The District shall respond to any Government Code Claim in accordance with the Government Claims Act.

(iv) Lawsuit. If the claim is not resolved pursuant to this section, the Contractor may file a lawsuit on the claim within the limitations period provided by the Government Claims Act. If the Contractor fails to timely file a lawsuit within the limitations period of the Government Claims Act, then the District's response to the Government Code Claim shall be final, conclusive and binding on the Contractor, and the Contractor thereafter shall be barred from filing a lawsuit on the claim.

(v) Mediation. If the Contractor timely files a lawsuit, then within 60 days, but no earlier than 30 days, following the filing of responsive pleadings, the court shall submit the matter to non-binding mediation (unless waived by mutual stipulation of both parties). The mediation process shall provide for the selection within 15 days by both parties of a disinterested third person as mediator, shall be commenced within 30 days of the submittal, and shall be concluded within 15 days from the commencement of the mediation unless a time requirement is extended upon a good cause showing to the court or by stipulation of both parties. If the parties fail to select a mediator within the 15-day period, any party may petition the court to appoint the mediator. The mediator's fees and expenses shall be split and paid equally between the parties. The court may, upon request by any party, order any witnesses to participate in the mediation process.

(vi) Arbitration. If the matter remains in dispute following the mediation or if the parties waive the mediation, then the case shall be submitted to judicial arbitration pursuant to Code of Civil Procedure part 3, title 3, chapter 2.5 (commencing with section 1141.10), notwithstanding section 1141.11 of that code. The Civil Discovery Act of 1986 (Code of Civil Procedure part 4, title 3, chapter 3, article 3 (commencing with section 2016)) shall apply to any proceeding brought under this subdivision consistent with the rules pertaining to judicial arbitration. The arbitrator shall be experienced in public works construction law. The arbitrator's fees and expenses shall be split and paid equally by the parties, except where the arbitrator, for good cause, determines a different division. The court may, upon request by any party, order any witnesses to participate in the arbitration process. Any party who, after receiving an arbitration award, requests a trial de novo but does not obtain a more favorable judgment shall (in addition to payment of any costs and fees under Code of Civil Procedure part 3, title 3, chapter 2.5 (commencing with section 1141.10)) pay the attorney's fees of the other party arising out of the trial de novo.

(vii) Interest. In any lawsuit filed under this subsection, District shall pay interest at the legal rate on any arbitration award or judgment. The interest shall begin to accrue on the date the lawsuit is filed in court.

(G) CLAIMS SUBJECT TO PUBLIC CONTRACT CODE SECTION 9204.

(I) The Contract Claim will be processed and resolved pursuant to Public Contract Code section 9204, which is summarized here:

- A. Owner Review of Claim. Within 45 days after receiving a complete Contract Claim, District shall review the claim and provide the Contractor a written statement identifying what portion of the claim is disputed and what portion is undisputed. District will pay any undisputed portion of the claim within 60 days from the date of the written statement. If District fails to timely issue a written statement, the claim shall be deemed rejected in its entirety.
- B. Meet and Confer Conference. If the Contractor disputes the District's written statement or if the Contract Claim is deemed rejected, the Contractor may demand and the parties will conduct an informal conference to meet and confer regarding settlement in accordance with section 9204, subsection (d)(2). Within 10 business days following the conclusion of the meet and confer conference, Owner shall provide Contractor a written statement identifying the portion (if any) of the claim remaining in dispute and any undisputed portion will be paid by District within 60 days after this written statement.
- C. Non-Binding Mediation. Any remaining disputed portion of the claim shall be submitted to nonbinding mediation in accordance with section 9204, subsection (d)(2).

- D. Interest. Any amount not paid in a timely manner as required by this subsection shall bear interest at a rate of 7 percent per annum until paid.

The foregoing is a summary of section 9204. In the event of any conflict between the summary and section 9204, the statute will govern.

(ii) Lawsuit and Judicial Reference. If mediation is unsuccessful and all or parts of the Contract Claim remain in dispute, then the Contractor may pursue a lawsuit. If the Contractor timely files a lawsuit, the case shall be submitted to judicial reference pursuant to California Code of Civil Procedure sections 638 and 640 through 645.1 (or any successor statute) and California Rules of Court title 3, division 9 (commencing with section 3.900). As authorized by Code of Civil Procedure section 638, a referee will consider and decide all factual and legal issues in the action. Each party acknowledges that it will not have any right to a jury trial or to have any judicial officer besides the referee hear or decide the action. When Contractor initiates the superior court lawsuit, it will, at the same time it files the complaint in the action, also file a motion for appointment of a single referee.

- A. Appointment of a referee shall be by mutual agreement within 30 days between the parties, and if unsuccessful, then by the court and will be governed by Code of Civil Procedure section 640, and subject to objection by either party as provided by Code of Civil Procedure section 641. The referee must be a retired judge or a licensed attorney with at least ten years substantive experience in public works construction matters.
- B. The parties shall be entitled to discovery and the referee shall oversee discovery and may enforce all discovery orders in the same manner as a superior court judge. The referee shall have the authority to consider and rule on appropriate pre-hearing and post-hearing motions in the same manner as a superior court judge. The referee will have the authority to set a briefing and hearing schedule for any such motion or for a hearing on the merits.
- C. The referee's statement of decision shall include findings of fact and conclusions of law. The statement of decision will stand as the decision of the superior court and, upon filing of the statement with the clerk of the court, judgment may be entered pursuant to Code of Civil Procedure section 644, subsection (a). The parties will have rights to appeal the final judgment so entered.
- D. Each Party will pay half of the costs of the referee and the administrative fees of the reference proceeding, and each party will bear its own costs, expenses and attorney fees for the reference proceeding.

(h) Contract work pending claim resolution. Unless otherwise directed in writing by the district, pending resolution of a claim under this section, the contractor shall continue to diligently prosecute the work in accordance with the contract and the instructions of the district.

(i) Tort claims. the provisions of this section apply only to contract-based claims and they shall not apply to tort claims, and nothing in this section is intended nor shall be construed to change the time periods for filing tort claims or actions specified by government code title 1, division 3.6, part 3, chapters 1 (commencing with section 900) and 2 (commencing with section 910).

39. ASSIGNMENT OF ANTI-TRUST CLAIMS. In entering into this Contract, Contractor offers and agrees to assign to District all rights, title, and interest in and to all causes of action it may have under section 4 of the Clayton Act (15 U.S. Code, section 15) or under the Cartwright Act (chapter 2 (commencing with section 16700) of part 2 of division 7 of the California Business and Professions Code), arising from purchases of goods, services or materials pursuant to this Contract. The assignment shall be made and become effective at the time District tenders final payment to Contractor, without further acknowledgement by the parties.

40. INTEGRATION. This Contract constitutes the sole, final, complete, exclusive and integrated expression and statement of the terms of this contract among the parties concerning the subject matter addressed herein, and supersedes all prior negotiations, representations or agreements, either oral or written, that may be related to the subject matter of this Contract, except those other documents that are expressly referenced in this Contract.

41. INDEPENDENT CONTRACTOR. The relationship between District and Contractor is that of an owner and independent contractor, and all persons hired or employed by Contractor shall be Contractor's employees, agents or subcontractors.

42. GOVERNING LAW. This Contract shall be construed and enforced in accordance with, and the validity and performance of this Contract shall be governed by, the laws of the State of California.

43. WAIVER; REMEDIES. Any waiver at any time by either party of its rights with respect to a breach or default or any other matter arising in connection with this Contract shall not be deemed to be a waiver with respect to any other breach, default or matter. The rights and remedies provided in this Contract are in addition to any of the rights and remedies provided by law.

44. SEVERABILITY. The illegality or unenforceability of any provision of this Contract shall not render the other provisions unenforceable, invalid or illegal.

45. BINDING ON SUCCESSORS. This Contract shall bind and inure to the benefit of the heirs, successors, assigns, and successor companies of the parties; however, Contractor shall not assign or transfer any rights, obligations or interest in the Contract without the prior written consent of District

46. NOTICES. Any invoice, payments, notice, demand, request, consent, approval or notification of change of address that either party to this Contract may or is required to give to the other party will be in writing and signed for the party by an authorized officer and addressed to the address set forth above. All such notices will be deemed to have been received on the date of the delivery if either personally delivered or sent by recognized national overnight courier service or three days after mailing if enclosed in a properly addressed and stamped

envelope and deposited in a United States post office for first-class delivery. Either party may change its address at anytime by notifying the other party in writing of the change of address in accordance with this section.

The parties enter into and execute this Contact effective on the date written above.

For District:

Name: _____

Title: _____

For Contractor:

Name: _____

Title: _____

EXHIBIT A- SCOPE OF WORK AND STANDARDS DETAIL

Overview:

San Juan Water District (District) is seeking bids for an annual 12 month (one year) contract with three (3) optional 12 month (one year) renewals for the District's Time & Materials (T&M) jobs. The District estimates it will have four (4) Fire Hydrant Installations (FHI), ten (10) Service Lateral Tap & Connects (SLTC), and eight (8) Blow-off Valve Replacements (BOVR), and ten (10) 1" Air Release Valve Replacements (ARV) during each 12 month contract period. These numbers are only estimates and subject to change. Other types of waterworks pipeline maintenance and appurtenance installation jobs may be required during the contract period. For evaluation purposes, the four most common T&M scenarios will be used; Scenario #1—FHI, Scenario #2—1" SLTC, Scenario #3—1½" SLTC, Scenario #4 BOVR, and, Scenario #5 1" ARV. A detailed description of the work and materials is given below for each scenario.

General Information:

The Bid will be awarded to the overall lowest responsive, responsible, Bidder in accordance with the District's contract requirements, conditions, and procedures. The pricing portion will be based on five (5) different job scenarios. The scenarios reflect typical T&M jobs that would occur over the course of a one (1) year period. Each job is unique and materials will vary. The job scenarios will be used to create a base price for an across the board comparative evaluation of each bidder's pricing. Totals will be used as a base price and District approved additional charges will be quoted on an as needed basis prior to work being performed once the contract is awarded.

Bidders lump sum bid prices are to include only the materials listed for each scenario, and the labor and equipment required to perform the work in accordance with the District's Standard Details and the scope of work listed. Materials quoted as equals to stated brands must be clearly listed in the bid; including brand name and part number, along with cut sheets and other appropriate documentation confirming the proposed substituted material equivalency. All equals are subject to District approval. Bidders are advised to seek District approval of proposed substitute material prior to submittal of their bid. Substituted materials which have not been pre-approved by the District are subject to rejection and the District stated materials must be provided. The base pricing figures for each scenario submitted with the bids shall be binding. Materials and time may change; any variation in the work, materials, methods, and pricing will require District approval prior to the work being performed. During the contract period the bid item breakdowns will be used as a base guideline when reviewing proposed changes. The successful Bidder will be required to submit a detailed quote for each job that indicates the tasks and items varying from the basic scenarios.

Ground Conditions:

Bidders are advised to become familiar with and to anticipate and plan for the expected geologic and hydrogeologic conditions for the soils within the project location boundary. Because the locations of the various projects to be involved are not yet defined there are no specific geological studies or investigations for reference. Bidders should anticipate encountering a reasonable amount of groundwater and rock for this project location, and be prepared to handle these encounters at no additional cost to the District. For purposes of this bid it should be assumed that encountered groundwater can be pumped from the excavation using a single 3-inch pump, and rock can be broken and removed using a backhoe and excavator.

Potholing:

The selected contractor shall be responsible to complete the necessary potholing to identify connection point materials and potential conflicts prior to beginning each work task at no additional cost to the District.

Equipment:

Bidders shall provide the necessary equipment to perform the work, anticipating the conditions found in the District's service area boundary. Equipment shall, at a minimum, include:

- Shoring and Trench Plates - Shoring and trench plating shall be provided in accordance with local, state and federal regulations and permit conditions, and the successful Bidder shall provide a shoring plan when necessary or required at no additional cost to the District.
- Backhoe and Dump Truck – Selected Bidder shall have an adequately sized backhoe available to use on every approved work task at no additional cost to the District.

Safety:

The successful bidder shall be responsible for all jobsite safety, at all times.

Notifications:

The District will take the lead on notifications of its customers who may be impacted for any given work task.

Paving:

Bidder is responsible for all temporary paving, it is requested that hot-mix asphalt will be utilized for major thoroughfares and existing surfaces above 3" in thickness, the District will arrange for permanent paving.

Operation of Water Facilities:

Only District personnel shall operate the water facilities, with the exception of an emergency. In the event of an emergency the contractor shall immediately contact the District and shall proceed with appropriate means to isolate leakage and protect the public and workers.

Location:

The work will be performed in various locations throughout the District's Service Area, see map Exhibit B. The District's service area covers parts of Placer and Sacramento counties as well as the City of Folsom. Bidder must comply with all regulatory bodies and guidelines, including obtaining permits and County & City processing fees, are to be included in bid totals.

Bid Item #1
Fire Hydrant Installation (FHI)

General Description of Work: (Bid Item 1.0) Install fire hydrant off existing 8” C-900 drinking water mainline per San Juan Water District Standard Details (reference Standard Detail Sheets 1,2, and 3) in a residential area with no existing curb and gutter. Assume other standard underground utilities exist with no unanticipated special conditions or interference that would require additional materials or labor. No pavement marker or bollards are required. Bidder is responsible for temporary paving while District will arrange for final pave.

Job Site Conditions:

Existing Mainline—

8” C-900

4’ deep

2’ from edge of pave in street

No sidewalk, curb, or gutters

Cut-Slope installation

Lateral shall be 6” Ductile Iron Pipe (DIP)

Residential area in Placer County

Required Materials:

- 1 ea.—6” Hydrant, AWWA Wet Barrel 1-4 ½”, 2-2 ½ “ , White Clow 960 or District approved equal
- 1 ea.—6” Break Off Hydrant Check Valve
- 2 sets—6” Solid Hydrant Nut, Bolt, & Gasket set , US Flange Ring Type Gasket or District approved equal
- 1 set—6” Flange Nut, Bolt, & Gasket set, US Flange Ring Type Gasket or District approved equal
- 1 ea.—6” x 36” Mechanical Joint (MJ) Hydrant Bury
- 8 foot—6” Ductile Iron Pipe and approved HDPE Pipe Wrap and Tape
- 1 ea.—6” Gate Valve Flange x MJ #2500 DI
- 2 ea.—MJ Restraint Accessory Kits
- 4 foot—8” SDR 35 PVC D-3034 Sewer Pipe
- 1 ea.—8” x 6” approved Long-Body Stainless Steel Tapping Sleeve for C-900
- 1 ea.—Box, Oldcastle Precast G05 Traffic Valve or District approved equal (box and lid must be from same manufacturer, state manufacturer if using equal)
- 1 ea.—Lid, Oldcastle Precast G05-C Cast Iron Traffic, Marked Water or District approved equal
- 2 yards—Concrete
- 14 feet—Copper Tracing Wire, 10 gauge , Insulated
- 2 ton—¾” AB Base Rock
- .50 ton Washed Fine Sand
- .25 ton ¾” Cutback (for temporary pave)

BASE LUMP SUM BID PRICE FOR FHI USING ONLY THIS MATERIAL ALONG WITH THE LABOR, EQUIPMENT, INCIDENTALS (i.e. pvc glue), AND OTHER EXPENSES (PERMITS) REQUIRED TO COMPLETE THE JOB AS DESCRIBED.

Bid Item #2

1" Long-Side Service Lateral Tap & Connect (1" SLTC)

Description of Work: (Bid item 2.0) Tap into an existing 8" C-900 drinking water mainline to install a 1" service lateral assembly per San Juan Water District Standard Details (reference Standard Detail Sheet 6, 7). Service shall be complete with the exception of the 1" touch read water meter and meter coupling on consumer side of service. Assume standard underground utilities exist with no special conditions or interference that would require additional materials or labor. Bore under curb & gutter; assume no concrete re-construction. Trench is to be no more than 3' wide. Bidder is responsible for temporary paving while District will arrange for final pave. (Bid Item 2.1) is cost for additional service in the same trench. (Bid Item 2.2) is for a Short-Side Service Lateral Tap and Connect. Additional pricing Cost per LF if longer.

Job Site Conditions:

- Existing Mainline—8" C-900, 4' deep, 2' from edge of pave in street, 40' from service box
- Existing sidewalk with curb & gutter
- Length of service from the main to the meter box is 50-lineal feet.
- Service box is to be located 1' back of sidewalk
- Residential area in Placer County

Required Materials:

- 1 ea.—Box, Oldcastle Precast B16 or District approved equal (box and lid must be from same manufacturer)
- 1 ea.—Lid, Oldcastle Precast B16GP or District approved equal (lid must have cast iron read door and probe hole for touch pad)
- 1 ea.—1" Ball-Angle Meter Valve Ford BA63-444W-NL /BA13-444W-NL or District approved equal (ips pack joint only compression fitting is not acceptable)
- 50 foot—1" IPS Polyethylene Tubing
- 1 ea.—1" Corporation Stop Ford FB1101-4-NL or District approved equal
- 1 ea.—1" Elbow Ford L66-44-NL
- 4 ea.—1" Pipe Inserts Ford 72 or District approved equal
- 1 ea.—8" Bronze Tapping Saddle with 1" tap Jones 996 or District approved equal
- 50 foot—Copper Tracing Wire, 10 gauge , Insulated
- 3 ea.—Concrete or Brick Blocking, 2"h x 4"w x 12" l
- 6.7 ton— $\frac{3}{4}$ " AB Base Rock
- 2.3 ton—Washed Fine Sand
- .50 ton— $\frac{3}{8}$ " Cutback (for temporary pave)
- .10 ton— $\frac{3}{4}$ " Crushed Wash Rock

BASE LUMP SUM BID PRICE FOR 1" SLTC USING ONLY THIS MATERIAL ALONG WITH THE LABOR, EQUIPMENT, INCIDENTALS (i.e. pvc glue), AND OTHER EXPENSES (PERMITS) REQUIRED TO COMPLETE THE JOB AS DESCRIBED.

Bid Item #3

1½” Long-Side Service Lateral Tap & Connect (1½” SLTC)

Description of Work: (Bid item 3.0) Tap into an existing 8” C-900 drinking water mainline to install a 1½” service lateral assembly per San Juan Water District Standard Details (reference Standard Detail Sheet 6, 7). Service shall be complete with the exception of the 1½” touch read water meter and meter coupling on consumer side of service. Assume standard underground utilities exist with no special conditions or interference that would require additional materials or labor. Bore under curb & gutter; assume no concrete re-construction. Trench is to be no more than 3’ wide. Bidder is responsible for temporary paving while District will arrange for final pave. (Bid Item 3.1) is cost for additional service in the same trench. (Bid Item 3.2) is for a Short-Side Service Lateral Tap and Connect.

Job Site Conditions:

- Existing Mainline—8” C-900, 4’ deep, 2’ from edge of pave in street, 40’ from service box
- Existing sidewalk with curb & gutter
- Length of service from the main to the meter box is 50-lineal feet.
- Service box is to be located 1’ back of sidewalk
- Residential area in Placer County

Required Materials:

- 1 ea.—Box, Oldcastle Precast B36 or District approved equal (box and lid must be from same manufacturer)
- 1 ea.—Lid, Oldcastle Precast B36RP or District approved equal (lid must have cast iron read door and probe hole for touch pad)
- 1 ea.—1½” Flanged Ball Angle Meter Valve Ford BA43-666W-NL:/BFA13-666W-NL or District approved equal (ips pack joint only compression fitting is not acceptable)
- 50 foot—1½” CTS Polyethylene Tubing
- 1 ea.—1½” Corporation Stop Ford FB1100 or District approved equal
- 1 ea.—1½” Elbow Ford L44-66 or District approved equal
- 4 ea.—1½” Pipe Inserts Ford 54 or District approved equal
- 1 ea.—8” Bronze Tapping Saddle with 1½” tap Jones 996 or District approved equal
- 50 foot—Copper Tracing Wire, 10 gauge , Insulated
- 6 ea.—Concrete or Brick Blocking, 2”h x 4”w x 12” l
- 6.7 ton—¾” AB Base Rock
- 2.3 ton—Washed Fine Sand
- .50 ton—¾” Cutback (for temporary pave)
- .10 ton—¾” Crushed Wash Rock

BASE LUMP SUM BID PRICE FOR 1½” SLTC USING ONLY THIS MATERIAL ALONG WITH THE LABOR, EQUIPMENT, INCIDENTALS (i.e. pvc glue), AND OTHER EXPENSES (PERMITS) REQUIRED TO COMPLETE THE JOB AS DESCRIBED.

Bid Item #4

Blow-off Valve Replacement (BOVR)

Description of Work: (Bid Item 4.0) Replace existing 4" Blow off Valve (BOVR) per San Juan Water District Standard Details (reference Standard Detail Sheet 9). Existing BOV to be replaced off of existing 8" ACP, C-900 or DIP. Assume standard underground utilities exist with no special conditions or interference that would require additional materials or labor. Bore under curb & gutter; assume no concrete re-construction. Bidder is responsible for temporary paving while District will arrange for final pave.

Job Site Conditions:

- Existing Mainline—8" C-900, 3' deep, located in street
- Existing sidewalk with curb & gutter
- Residential area in Placer County
- Hazardous Materials—existing ACP to be removed is considered a hazardous material. Contractor is responsible for properly bagging ACP. The District will pick-up the bagged pipe from contractor at job site and dispose of properly. No other hazardous materials to be included in basic install

Required Materials:

- 1 ea.—Flex coupling, Smith Blair Quantum with stainless steel bolts or District approved equal
- 3 foot—8" C-900 Pipe
- 3 foot—8" SDR 35 PVC D-3034 Sewer Pipe
- 1 ea.—8" DI Mechanical Joint x Flange Adapter
- 1 ea.—8" x 4" DI Flange x Flange Bushing
- 1 ea.—4" Flange x Flange Gate Valve
- 1 ea.—4" x 12" DI Flange x Flange Spool
- 1 ea.—4" x 18" DI Flange x Flange Spool
- 1 ea.—4" DI Flange x Flange 90⁰ Elbow
- 1 ea.—4" x 12" Galvanized Nipple
- 1 ea.—4" Galvanized Coupling
- 1 ea.—4" Galvanized Cross Top Plug
- 1 ea.—4" Galvanized Flange x FIPT Companion Flange
- 5 sets—4" Flange Nut, Bolt, & Gasket set, US Flange Ring Tyte Gasket or District approved equal
- 1 set—8" Flange Nut, Bolt, & Gasket set, US Flange Ring Type Gasket or District approved equal
- 1 ea.—8" Mechanical Joint Kit
- 2 ea.—Box, Oldcastle Precast G05 or District approved equal (box and lid must be from same manufacturer)
- 2 ea.—Lid, Oldcastle Precast G05C or District approved equal
- 2 yard—³/₄" AB Base Rock
- ¹/₂ yard—Washed Fine Sand
- 500 pounds—³/₈" Cutback (for temporary pave)
- 1 yard—Concrete

BASE LUMP SUM BID PRICE FOR BOVR USING ONLY THIS MATERIAL ALONG WITH THE LABOR, EQUIPMENT, INCIDENTALS (i.e. pvc glue), AND OTHER EXPENSES (PERMITS) REQUIRED TO COMPLETE THE JOB AS DESCRIBED.

Bid Item #5

1" Long Side (LS) Air Release Valve Replacement (ARV)

Description of Work: (Bid item 5.0) Replace existing 1" Air Release Valve (ARV) per San Juan Water District Standard Details (reference Standard Detail Sheet 10). Existing ARV to be replaced off of existing 8" ACP, C-900 or DIP. Assume standard underground utilities exist with no special conditions or interference that would require additional materials or labor. Bore under curb & gutter; assume no concrete re-construction. Bidder is responsible for temporary paving while District will arrange for final pave. (Bid Item 5.1) is for Short Side installation

Job Site Conditions:

- Existing Mainline—8" C-900, 3' deep, located in street
- Existing sidewalk with curb & gutter
- Residential area in Placer County
- Hazardous Materials—existing ACP to be removed is considered a hazardous material. Contractor is responsible for properly bagging ACP. The District will pick-up the bagged pipe from contractor at job site and dispose of properly. No other hazardous materials to be included in basic install

Required Materials:

- 1 ea.— 8" Bronze Tapping Saddle (1" tap)
- 1 ea.—1" Corp Stop
- 3 ea.—1" Brass Street Elbows
- 1 ea.—1" Brass Adapter MIP x Poly
- 50 FT.— CTS Polyethylene Tubing
- 50 FT.— Copper tracing wire
- 2 ea.—Brass Nipple
- 1 ea.—1" Brass Ball Valve or Curb Stop – w/AWWA C500 nut
- 1 ea.—1" 90 Degree Brass Elbow
- 1 ea.—Combination Vacuum Air Release Valve (APCO, CRISPIN)
- 2 ea.—Christy B40 Boxes
- 1 ea.—Placer Water Works Air Release Valve Enclosure PW/AE318-MSJ
- 1ea.—8" x 10" x 3/16" Wall Steel Tube 32" Long Powder Coated W
- 1 set—1/2" Air Gap on all 4 sides between Sq. steel Riser Tube and steep Top Cap
- 1 ea. —Concrete Base Pad
- 1ea. —6" PVC Sleeve 12"
- 1ea. —180deg return attached to outlet for 1" w stainless steel mesh screen (see AA)
- 1ea. — SCH80 PVC w/SCH80 MIP x SLP Adapter
- 1 ea. —SCH80 90 deg Elbow
- 1 ea. —SCH80
- 4 yard—3/4" AB Base Rock
- 4 yard—3/4" Crushed Rock
- 1/2 yard—Concrete
- 500 LBS-3/8" Cutback

BASE LUMP SUM BID PRICE FOR BOVR USING ONLY THIS MATERIAL ALONG WITH THE LABOR, EQUIPMENT, INCIDENTALS (i.e. pvc glue), AND OTHER EXPENSES REQUIRED TO COMPLETE THE JOB AS DESCRIBED.

Quantity: Base “Lump Sum Price per Install” for each job scenario on one (1) installation using only the material listed, along with the labor, equipment, incidentals, and all other expenses required to complete each job as described refer to standards detail. Lump Sum Price Per install shall be extended using specified quantities.

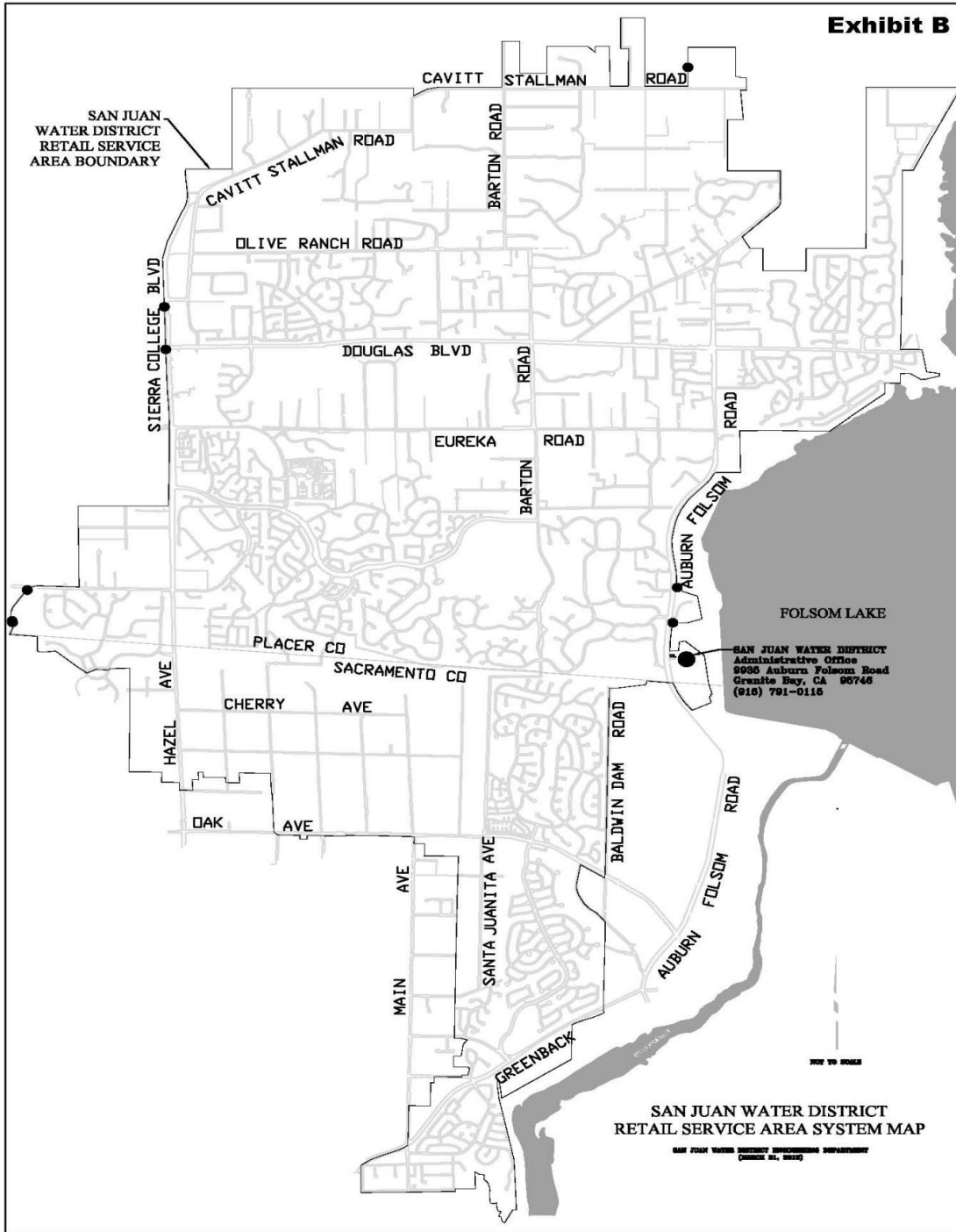
Special Conditions: All work must be completed per San Juan Water District’s Standard Details. The basic detail sheets for each scenario (1, 2, 3, 4 and 5) have been included in Exhibit A. The complete Standard Details can be reviewed and printed by visiting the District’s web site <https://www.sjwd.org/engineering-standard-details> or a hard copy can be purchased through the District office.

1. Contractor must be available on an on-call basis and able to complete non-emergency jobs within 2 weeks of notification. On rare occasions emergency jobs may require immediate action.
2. Contractor is responsible for obtaining all necessary permits, including but not necessarily limited to traffic, encroachment, and discharge permits. All costs associated with permit are to be included in each scenario lump sum price listed on bid schedule and listed separately in bid item breakdown to allow for price reduction in the event emergency work requires contractor to work under District’s permit or a permit is not required.
3. Contractor must adhere to all AWWA standards, federal, state, and local laws, rules, and regulations. All materials in contact with potable water must be NSF 61 certified for drinking water application and must meet the “no-lead” certification requirements.
4. Contractor must possess a valid State of California Class A-General Engineering or C34-Pipeline Contractor License.
5. At its sole discretion the District may choose to extend the contract for three (3) additional years. In the event the District chooses to exercise this option the fee schedule will be adjusted using the most current Engineering News Record Construction Index. The District shall notify contractor of intent to renew at least 30 but no more than 60 days prior to the end of original one (1) year contract term.
6. Bidders must comply with California labor law requirements applicable to public works projects, including payment of prevailing wage rates, payroll record keeping, overtime, employment of apprentices, nondiscrimination, and workers' compensation insurance. (See Labor Code sections 1720 – 1861.) Copies of the prevailing rate of per diem wages are available at <https://www.dir.ca.gov/OPRL/DPreWageDetermination.htm>.
7. Each scenario shall be bid as a lump sum price, while the unit cost of required material is to be listed below lump sum in “*Bid Item Breakdown*” section of bid schedule. Material listed is a best case scenario. Once contract is in place pricing for additional work above and beyond these basic scenarios shall be agreed upon in writing prior to commencement of the work. Deductions for items listed in breakdown, i.e. permit, will be made accordingly.

8. All pricing shall include all typical job-related costs including permitting, traffic control, and taxes.

Note: The scenarios listed above are reflective of “typical best case scenario” installations and will be used to establish an even platform for an across the board evaluation of the bids using base unit prices. Actual job conditions and materials will vary. It is projected that the District will have at least four (4) FHI, ten (10) SLTC, eight (8) BOVR, and ten (10) ARV jobs within the one year contract period. This is an estimate and the actual number of jobs may vary. The District will not guarantee the final quantity of work and bids with minimum quantities will be considered non-responsive. Other types of pipeline maintenance and appurtenance installation T&M jobs may be required during the contract period. The details of actual jobs will change on a case by case basis and successful bidder will perform the work requested under the T&M contract following the basic install lump sums. Any variation—additions, deletions, or different work, will be quoted and agreed upon prior to the work being performed.

Exhibit B



**CONTRACTOR'S WORKERS' COMPENSATION CERTIFICATE
(LABOR CODE SECTION 1861)**

To: San Juan Water District

I am aware of the provisions of section 3700 of the Labor Code, which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work under this Contract.

For Contractor

Authorized Signature: _____

Printed Name: _____

Title: _____

Company Name: _____

Date: _____

STAFF REPORT

To: Engineering Committee
From: Tony Barela, Operations Manager
Date: June 25, 2019
Subject: Accessibility Transition Plan Final Report

RECOMMENDED ACTION

Staff is requesting a recommendation from the Engineering Committee to the Board for the approval of the Accessibility Transition Plan with approval for Staff to implement the plan in accordance with budget appropriations.

BACKGROUND

In August, 2018 San Juan Water District (District) contracted with MFDB Architects, Inc. (Consultant) to prepare the Accessibility Transition Plan (ATP) for District facilities.

The ATP outlines the improvements needed to bring the Admin and Maintenance/Engineering Building and surrounding grounds into compliance with the Americans with Disabilities Act (ADA) and 2016 California Building Code (CBC) Chapter 11B.

The Draft ATP was presented to the Engineering Committee on April 9, 2019 for comment. Comments from the Engineering Committee have been incorporated into the report and MFDB submitted the final report on June 12, 2019

FINANCIAL CONSIDERATIONS

The ATP improvements will be prioritized as listed in the report. Budget has been included in the FY19/20 Financial Plan to address accessibility to, and around, the patio area and to complete the urinal alcove improvements in the Men's Restroom.



San Juan Water District
Accessibility Transition Plan

June 12, 2019



June 12, 2019
San Juan Water District
9935 Auburn Folsom Road
Granite Bay, CA 95746

ACCESSIBILITY TRANSITION PLAN

Introduction:

The San Juan Water District administration building, engineering/maintenance building and surrounding site have been assessed to determine general compliance with both the Americans with Disabilities Act (ADA) and 2016 California Building Code (CBC) Chapter 11B. This assessment was conducted to determine and prioritize existing barriers related to 1) The administration building in advance of a planned remodel and 2) The engineering / maintenance building that will be repurposed as storage.

Process:

Visual inspection, measurements and photos have been taken of the administration building, the engineering / maintenance building and the site access and amenities directly adjacent to each building. The balance of the site and other buildings on the San Juan Water District campus have not been evaluated.

When the adjusted construction cost of any alteration to any building or site feature is less than the current valuation threshold (\$166,157 for 2019) the cost of compliance with ADA and CBC Chapter 11B shall be limited to 20% of the adjusted construction cost of alterations. When the construction cost of any alteration to any building or site feature exceeds the current valuation threshold, as indicated above, compliance with ADA and CBC Chapter 11B is required; unless, the enforcing agency determines the cost of compliance is an unreasonable hardship; however, compliance shall be provided by equal facilitation or to the greatest extent possible. In no case shall the cost of compliance be less than 20% of the adjusted construction cost.

The estimated cost shown in this report is the estimated construction cost as of this date. No estimate has been made for escalation.

For the purpose of this report the level of priority for each barrier shall follow the suggested priority list as stipulated by CBC 11B-202.4 Exception 8, as follows:

1. Accessible entrance
2. Accessible route to altered area
3. At least one accessible restroom for each sex
4. Accessible telephones
5. Accessible drinking fountains
6. Accessible parking, signs, storage and alarms.

The Transition Plan is as follows:

BARRIER SUMMARY

Barrier #	Description	Priority	Estimated Cost
	Site Accessibility		
1	Curb ramp at accessible parking stall at Admin. Building	6	\$3,800
2	Walk to WEL patio	6	\$3,250
3	Ramp to WEL patio	6	\$2,000
4	Handrail at stair to WEL garden	6	\$700
5	Contrasting stripe at stair to WEL garden	6	\$100
6	Accessible parking stall at E and M Building	6	\$3,050
	Building Accessibility		
7	Urinal alcove at Men's Restroom	3	\$1,500
8	Accessible restroom stall door at Women's Restroom	3	Completed
9	Wall device mounting height	2	\$5,000 (1)
10	Exhaust fan controls at Kitchen	2	\$250
11	Microwave control height at Kitchen	2	Completed
12	Knee clearance at Kitchen sink	2	\$1,750
13	Vault door hardware height	2	\$500
14	Vault work counter height	2	\$1,500 (2)
15	E and M Building access to second floor	0	\$0 (3)

Key Notes:

1. Not all conditions were made available to be verified and not all conditions are out of compliance. The estimated cost assumes a total of 4 thermostats and 12 wall devices to be relocated.
2. The estimated cost is based on a total length of counter of 16'-0". 8'-0" of counter to be removed and replaced at a compliant height (34").
3. The existing Engineering and Maintenance building is scheduled to be repurposed as facility storage and there will be no permanent work stations. The entire building will be considered an "employee workstation". Access will be provided so that individuals with disabilities can approach, enter and exit the "workstation".

SITE ACCESSIBILITY

Barrier #1

Location: Administration Building parking lot.



Barrier:
Non-compliant curb ramp to accessible parking stall access aisle.

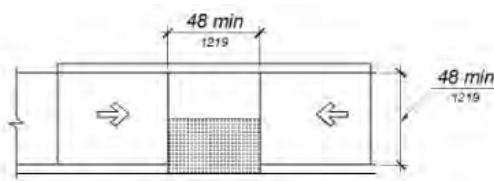


FIGURE 11B-406.3.2
PARALLEL CURB RAMPS

Solution:
Remove flared ramp and portion of walk. Install parallel curb ramp with truncated dome mat. Restripe parking stall.

Schedule: Pre-design is currently underway that would re design the parking lot and accessible parking location. This condition would be corrected as part of that work.

Estimated Cost: \$3,800

Priority level: 6

Barrier #2

Location: Water Efficient Landscape patio and garden.



Barrier:

Concrete walk to Water Efficient Landscape patio and garden exceeds 2% cross slope.

11B-403 Walking surfaces

11B-403.1 General. Walking surfaces that are a part of an accessible route shall comply with *Section 11B-403*.

11B-403.2 Floor or ground surface. Floor or ground surfaces shall comply with *Section 11B-302*.

11B-403.3 Slope. The running slope of walking surfaces shall not be steeper than 1:20. The cross slope of walking surfaces shall not be steeper than 1:48.

Exception: The running slope of sidewalks shall not exceed the general grade established for the adjacent street or highway.

Solution:

Remove concrete walk and replace with concrete walk that meets the following:

36" min. width

1/4" max. vertical change in elevation.

1/2" max. beveled change in elevation.

1:20 (5%) max. running slope.

1:48 (2%) max. cross slope.

Schedule: Potential immediate correction pending board approval.

Estimated Cost: \$3,250

Priority level: 6

Barrier #3

Location: Water Efficient Landscape patio.



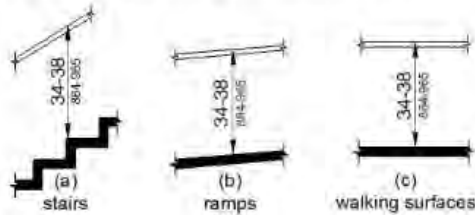
Barrier:

Ramp to Water Efficient Landscape patio without handrails on both sides.

11B-505.4 Height. Top of gripping surfaces of handrails shall be 34 inches (864 mm) minimum and 38 inches (965 mm) maximum vertically above walking surfaces, stair nosings, and ramp surfaces. Handrails shall be at a consistent height above walking surfaces, stair nosings, and ramp surfaces.

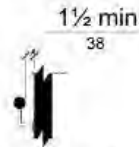
Solution:

Install handrail with top gripping surface 34"-38" above walking surface on both sides of the ramp.



**FIGURE 11B-505.4
HANDRAIL HEIGHT**

11B-505.5 Clearance. Clearance between handrail gripping surfaces and adjacent surfaces shall be 1½ inches (38 mm) minimum. Handrails may be located in a recess if the recess is 3 inches (76 mm) maximum deep and 18 inches (457 mm) minimum clear above the top of the handrail.



**FIGURE 11B-505.5
HANDRAIL CLEARANCE**

Schedule: Potential immediate correction pending board approval.

Estimated Cost: \$2,000

Priority level: 6

Barrier #4

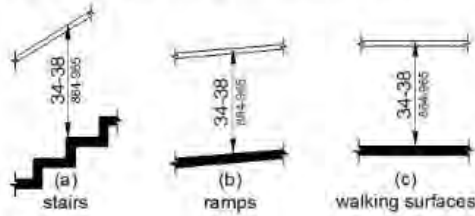
Location: Water Efficient Landscape garden.



Barrier:

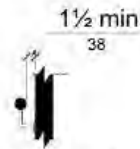
Stair to Water Efficient Landscape garden without handrails or ramp access.

11B-505.4 Height. Top of gripping surfaces of handrails shall be 34 inches (864 mm) minimum and 38 inches (965 mm) maximum vertically above walking surfaces, stair nosings, and ramp surfaces. Handrails shall be at a consistent height above walking surfaces, stair nosings, and ramp surfaces.



**FIGURE 11B-505.4
HANDRAIL HEIGHT**

11B-505.5 Clearance. Clearance between handrail gripping surfaces and adjacent surfaces shall be 1½ inches (38 mm) minimum. Handrails may be located in a recess if the recess is 3 inches (76 mm) maximum deep and 18 inches (457 mm) minimum clear above the top of the handrail.



**FIGURE 11B-505.5
HANDRAIL CLEARANCE**

Solution:

Install handrails with top gripping surface 34”-38” above the stair nosing on both sides of stair.

Water Efficient Landscape garden is not open to the general public. It is only occupied for special demonstrations or functions. Provide signage indicating that assistance is available to persons with disabilities that would provide them full access to the Water Efficient Landscape garden.

Schedule: Potential immediate correction pending board approval.

Estimated Cost: \$700

Priority level: 6

Barrier #5

Location: Water Efficient Landscape garden.



Barrier:

Missing contrasting stripe on top approach and each tread.

11B-504.4 Tread surface. Stair treads shall comply with Section 11B-302. Changes in level are not permitted.

Exception: Treads shall be permitted to have a slope not steeper than 1:48.

11B-504.4.1 Contrasting stripe. Interior stairs shall have the upper approach and lower tread marked by a stripe providing clear visual contrast. Exterior stairs shall have the upper approach and all treads marked by a stripe providing clear visual contrast.

The stripe shall be a minimum of 2 inches (51 mm) wide to a maximum of 4 inches (102 mm) wide placed parallel to, and not more than 1 inch (25 mm) from, the nose of the step or upper approach. The stripe shall extend the full width of the step or upper approach and shall be of material that is at least as slip resistant as the other treads of the stair. A painted stripe shall be acceptable. Grooves shall not be used to satisfy this requirement.

Solution:

Provide 2"-4" wide painted stripe in contrasting color.

Schedule: Potential immediate correction pending board approval.

Estimated Cost: \$100

Priority level: 6

Barrier #6

Location: Engineering and Maintenance Building parking lot.



Barrier:
No existing accessible parking.

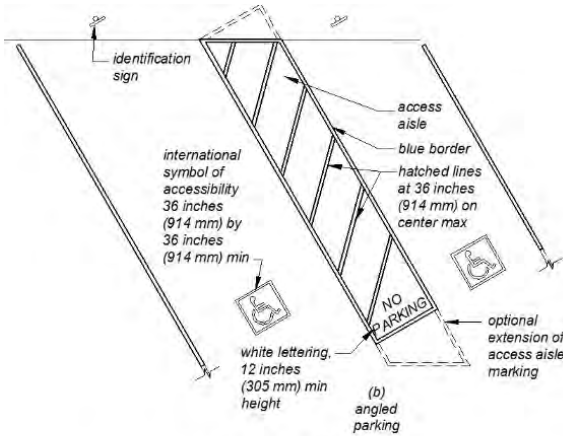
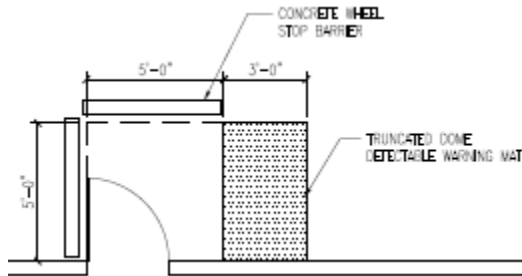


FIGURE 11B-502.3.3
ANGLED AND PERPENDICULAR PARKING IDENTIFICATION



Schedule: Potential immediate correction pending board approval.

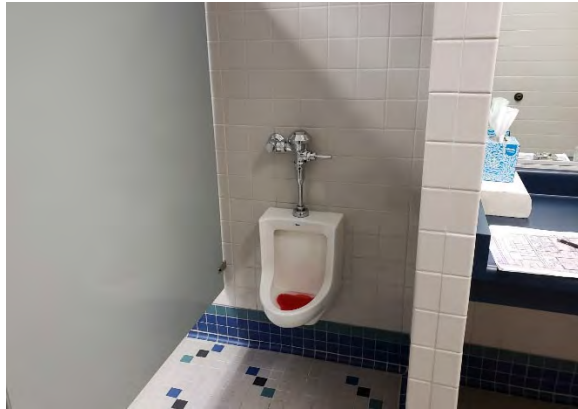
Estimated Cost: \$3,050

Priority level: 6

BUILDING ACCESSIBILITY

Barrier #7

Location: Administration Building Men's Restroom.



Barrier:

Urinal alcove less than 36" wide and deeper than 24".

11B-305.7 Maneuvering clearance. Where a clear floor or ground space is located in an alcove or otherwise confined on all or part of three sides, additional maneuvering clearance shall be provided in accordance with *Sections 11B-305.7.1 and 11B-305.7.2.*

11B-305.7.1 Forward approach. Alcoves shall be 36 inches (914 mm) wide minimum where the depth exceeds 24 inches (610 mm).

11B-305.7.2 Parallel approach. Alcoves shall be 60 inches (1524 mm) wide minimum where the depth exceeds 15 inches (381 mm).

Solution:

Demo end of tiled screen wall and framing. Reframe wall such that it extends less than 24" from the urinal wall.

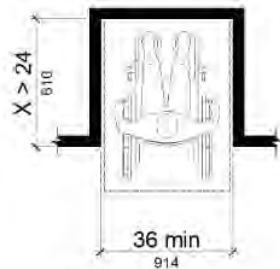


FIGURE 11B-305.7.1
MANEUVERING CLEARANCE IN AN
ALCOVE, FORWARD APPROACH

Schedule: Potential immediate correction pending board approval.

Estimated Cost: \$1,500

Priority level: 3

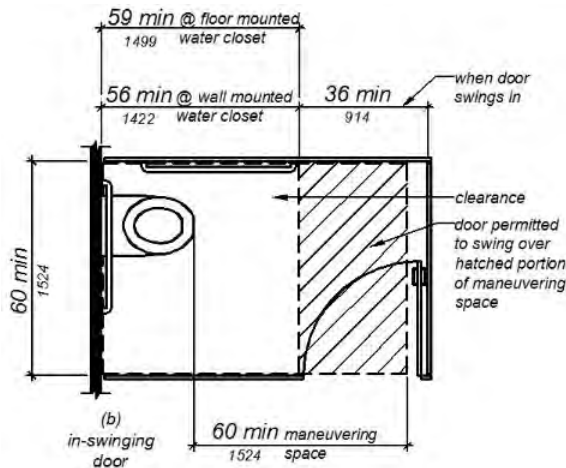
Barrier #8

Location: Administration Building Women's Restroom.



Barrier:

Accessible toilet stall door swings out into the restroom and does not provide adequate strike side clearance.



Solution:

Replace door and partition posts to provide in-swinging door. The space within the stall complies with CBC Section 11B-604.8.1.1.2 for in-swinging door.

Schedule: Potential immediate correction pending board approval.

Estimated Cost: Work Completed

Priority level: 3

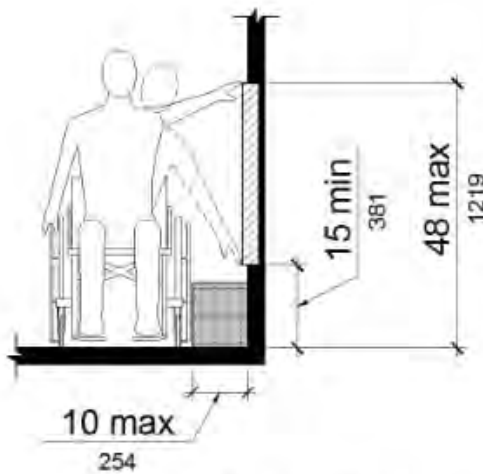
Barrier #9

Location: Administration Building wall devices.



Barrier:

Several wall devices and thermostats are mounted outside the accessible reach range.



**FIGURE 11B-308.3.1
UNOBSTRUCTED SIDE REACH**

Solution:

Remove and reinstall devices so that the uppermost operable part is 48" max. above the floor.

Schedule: To be completed with work currently in pre-design phase.

Estimated Cost: \$5,000
Not all conditions were made available to be verified and not all conditions are out of compliance. The estimated cost above assumes a total of 4 thermostats and 12 wall devices to be relocated.

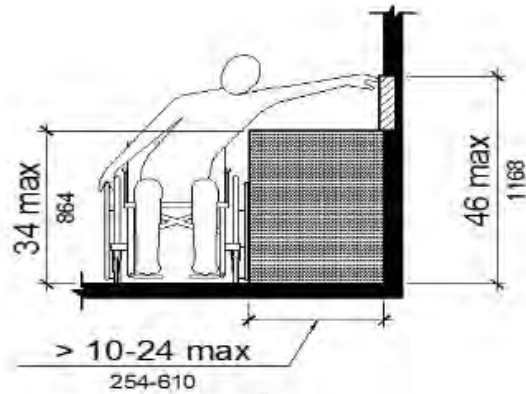
Priority level: 2

Barrier #10

Location: Administration Building kitchen.



Barrier:
Range exhaust fan controls are outside obstructed side reach range.



Solution:
Install remote switch for exhaust fan that is 46" max. above the floor.

Schedule: To be completed with work currently in pre-design phase.

Estimated Cost: \$250

Priority level: 2

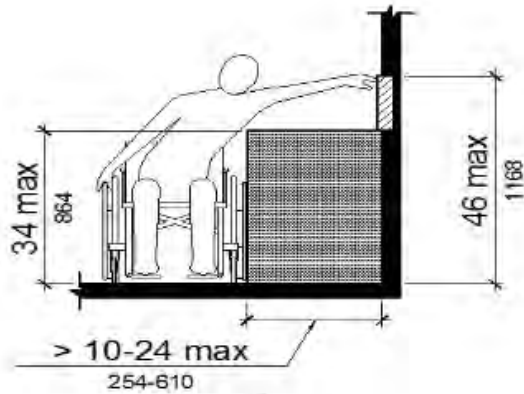
Barrier #11

Location: Administration Building kitchen.



Barrier:

Microwave and controls are outside obstructed side reach range.



(b)

Solution:

Provide secondary microwave appliance in the counter to provide equal facilitation.

Schedule: To be completed with work currently in pre-design phase.

Estimated Cost: Work Completed

Priority level: 2

Barrier #12

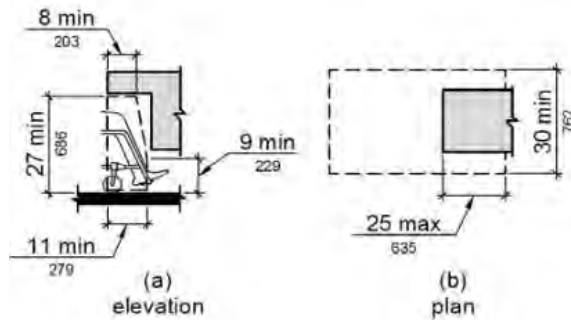
Location: Administration Building kitchen.



Barrier:

Sink provides for roll under forward approach; however, the stored items conflict with clear floor space.

The disposal conflicts with forward approach knee clearance.



Solution:

Remove stored items.

Replace sink with offset drain such that the disposal is set back and to the side to provide the required knee clearance.

FIGURE 11B-306.3
KNEE CLEARANCE

Schedule: To be completed with work currently in pre-design phase.

Estimated Cost: \$1,750

Priority level: 2

Barrier #13

Location: Administration Building vault.



Barrier:

Deadbolt is outside the allowable height for door hardware.

Latch does not comply with 11B-309.4 or 11B-404.2.7.

11B-404.2.7 Door and gate hardware. Handles, pulls, latches, locks, and other operable parts on doors and gates shall comply with *Section 11B-309.4*. Operable parts of such hardware shall be 34 inches (864 mm) minimum and 44 inches (1118 mm) maximum above the finish floor or ground. Where sliding doors are in the fully open position, operating hardware shall be exposed and usable from both sides.

11B-309.4 Operation. Operable parts shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. The force required to activate operable parts shall be 5 pounds (22.2 N) maximum.

Solution:

Relocate deadbolt to be 34"-44" above the floor.

Replace knob hardware with compliant lever hardware.

Schedule: To be completed with work currently in pre-design phase.

Estimated Cost: \$500

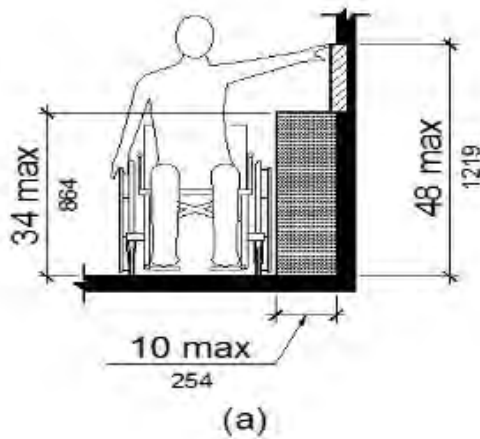
Priority level: 2

Barrier #14

Location: Administration Building vault.



Barrier:
Work counter is greater than 34" above floor.

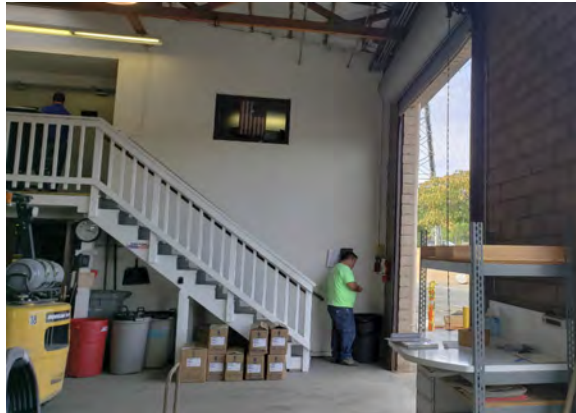


Solution:
Remove and replace $\frac{1}{2}$ of the total length of work counter to be 34" max. above floor.

- Schedule:** To be completed with work currently in pre-design phase. The vault space is being considered for other uses and the final design may be to remove the work counter entirely.
- Estimated Cost:** \$1,500
The estimated cost above is based on a total length of counter of 16'-0". 8'-0" of counter to be removed and replaced at a compliant height.
- Priority level:** 2

Barrier #15

Location: Engineering and Maintenance Building.



Barrier:

No accessible path of travel to second floor.

11B-203.9 Employee workstations. Employee workstations shall be on an accessible route complying with Division 4. Spaces and elements within employee workstations shall only be required to comply with Sections 11B-207.1, 11B-215.3, 11B-302, 11B-303, 11B-308.1.1, 11B-308.1.2, and 11B-404.2.3 unless exempted by other parts of this code. Common use circulation paths within employee workstations shall comply with Section 11B-206.2.8.

Solution:

The existing Engineering and Maintenance building is scheduled to be repurposed as facility storage and there will be no permanent work stations. The entire building will be considered an “employee workstation”. Access will be provided so that individuals with disabilities can approach, enter and exit the “workstation”.

Schedule: No schedule at this time.

Estimated Cost: No cost impact as a result of change in use.

Priority level: 0

STAFF REPORT

To: Engineering Committee

From: Tony Barela, Operations Manager

Date: June 25, 2019

Subject: Regional Water Meter Replacement Program MOU – Amendment #1

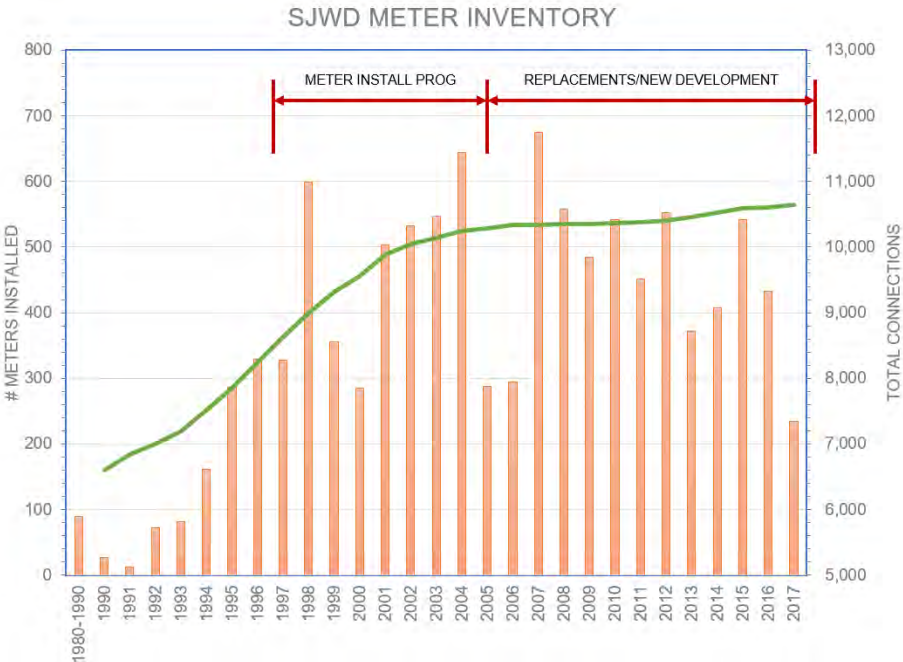
RECOMMENDED ACTION

Staff is requesting that the Committee recommend to the Board the authorization of the General Manager to execute Amendment #1 to the Water Meter Consortium Memorandum of Understanding for the Regional Water Meter Replacement Planning Study for the amount of \$95,869 and authorizing a total budget of \$106,000 (Includes 10% contingency).

BACKGROUND

Water meters were first required to be installed on new services in the District back in 1991 and the requirement was later amended to require all services to be metered by 2004. Although the District has residential and commercial meters dating back to 1978, the District officially started the meter installation project in 1997. This was a systematic installation of meters throughout the entire District. The initial project was completed in 2004/05.

There was a second phase of replacements that took place starting in 2007, during which meters were upgraded from 3/4" to 1" throughout the District. Figure 1 shows the current meter inventory by year installed as of January, 2018.



Slightly less than 50% of the current meter stock is 15 years old or older. Although meter life is dependent on many factors, such as water quality, flow-through volume, and meter type, the typical life of a meter

is approximately 20 years. As noted above in Figure 1, the District's meters have achieved a significant longer life. This is likely due to the water quality from Folsom Lake and the fact that the District does not have groundwater in the distribution system. Although the meters have performed well, testing has revealed that meter accuracy is starting to degrade for meters greater than 20 years of age.

In 2017, the District budgeted to complete a limited study specifically to develop a replacement plan for the meter infrastructure. Around the same time, Citrus Heights Water District (CHWD) approached the District with the idea of collaborating to complete a regional level evaluation. The regional approach presented potential opportunities for economies of scale to reduce procurement and on-going maintenance costs, an increase in effectiveness in mutual aid and emergency situations if all staff are familiar with the meter and related infrastructure, and potential present grant or other funding opportunities for the replacement of the meter infrastructure. District staff agreed that the regional approach would be beneficial and agreed to participate in the program if the project was economically reasonable.

Through promotion of the regional meter replacement approach, other regional partners signed on to participate in the study. These agencies included Carmichael Water District, City of Folsom, City of Sacramento, Fair Oaks Water District, Golden State Water Company, Orange Vale Water Company, RWA, Sacramento County Water Agency, and Sacramento Suburban Water District. The agencies above executed a Memorandum of Understanding (MOU) establishing a flexible framework for agencies to participate in the Regional Water Meter Replacement Program (Program).

The focus of the MOU is an initial planning study (Study) that will examine numerous parts of the Program, including: an inventory and assessment of the current meter fleet; an evaluation of potential replacement meter technology options and specifications; a summary and assessment of current meter testing programs and options for optimizing performance; an evaluation of potential replacement meter procurement programs and financing models; and a public outreach program for the meter replacement process.

The MOU allows parties to participate in the Study in three different levels of participation: (a) an L1 agency participates in the Study by providing input and suggestions but is not required to pay a share of consultant and related costs; (b) an L2 agency shares in a portion of the cost of the Study but otherwise participates as an L1 in the balance of the Study; and (c) an L3 agency participates in the Study fully, including sharing all consultant and related costs. Currently, CHWD and the District are participating as L3 Parties and all other agencies were participating as L1 Parties.

CHWD served as lead agency for developing the program and coordinating the workshops to develop the Request for Proposal (RFP) for the regional project. District personnel attended all of the workshops and provided input for the development of the RFP. This yearlong RFP development effort was completed and the project was advertised for proposal in August, 2018.

Six proposals were received on October 25, 2018, proposers included:

- Bridgewater Consulting Group
- Excergy
- Harris and Associates, Inc.
- MC Engineering, Inc.
- Veolia North America
- West Yost Associates

Representatives of the participating agencies met and selected Harris and Associates, Excergy, and Veolia to interview for the project. Interviews were held at the RWA office on December 11, 2018. Although the group preferred Harris and Associates for their project approach and expertise, their costs

were considered too high for the project. CHWD took on the task to negotiate with Harris and Associates to reduce their cost to an acceptable range. CHWD was successful in their efforts and the proposal was revised and resubmitted with the lower per agency cost (See Table 1).

The Study is divided into seven (7) phases, the phases include:

- Phase 1: Individual Agency Assessment
- Phase 2: Next Generation Program Options
- Phase 3: Meter Testing Program Strategy
- Phase 4: Implementation Strategy
- Phase 5: Long-Term Planning
- Phase 6: Final Report/Plan Adoption
- Phase 7: Public Outreach

Table 1 displays the participating agencies, the phases they are participating in, and the cost per agency for the project.

Agency Name	Participating Phases	Total Cost Per Agency (Not to Exceed)
Citrus Heights Water District	1-7	\$154,564
San Juan Water District	1-7	\$95,869
City of Folsom	1-3 & 6	\$60,000
City of Sacramento	1-6	\$84,829
Placer County Water Agency	1-6	\$84,829
Sacramento Suburban Water District	1-6	\$84,829
Sacramento County Water Agency	1, 3-6	\$76,115
Golden State Water Company	2	\$8,714

First Amendment to the Memorandum of Understanding – Consortium

At present, there are several agencies that have expressed interest in changing their participation from an L1 Party including: City of Folsom, City of Sacramento, Placer County Water Agency, Sacramento County Water Agency, and Sacramento Suburban Water District. To permit the current L1 agencies to participate in the Study, the MOU requires that an amendment be executed between the L3 and L2 Parties.

In order to facilitate these changes, a template of the First Amendment to the MOU (Amendment) is included as Attachment 1 to this staff report. The Amendment generally outlines how each agency will participate in the Study and pay its share of the participating costs.

Professional Services Agreement – Harris & Associates

A Request for Proposals was issued for the Study on August 30, 2018. As a result of that process, the participating agencies have recommended that Harris & Associates (Harris) be selected as the consultant for the Study. Under the MOU, CHWD will be the contracting agency with Harris. CHWD will pay Harris according to the terms of the agreement and receive reimbursement from participating agencies, including SJWD.

As noted in section 2.b of the agreement, the total cost of the project is a Not-to-Exceed amount of \$800,000.00 for all agencies. Given the number of participating agencies, the District cost is a Not-to-Exceed amount of \$97,100.

Notable Terms and Conditions are as follows:

As noted in the First Amendment, each agency will reimburse CHWD for payments made to Harris. This payment arrangement will ensure operational efficiencies in the completion of project deliverables and schedule.

One important item to note in the Amendment is Section 8. This section allows a majority of the affected General Managers or other agency representatives to vote to add additional L2 Parties. Staff has received indications that additional agencies may wish to join the Program and participate in the Study. Rather than require each agency to execute a second amendment to the MOU, this section allows affected staff to approve additional agencies, which streamlines the process and avoids cost increases and time delays.

NEXT STEPS

If the Board approves the Amendment and Harris agreement, CHWD staff will coordinate with all participating L2 and L3 Parties to execute the Amendment and begin the Meter Planning Study.

Below is an anticipated Project Schedule:

Phase 1: Individual Agency Assessment	July 2019
Phase 2: Next Generation Program Options	July-October 2019
Phase 3: Meter Testing Program Strategy	September 2019-January 2020
Phase 4: Implementation Strategy	November 2019-June 2020
Phase 5: Long-Term Planning	May 2020-September 2020
Phase 6: Final Report/Plan Adoption	September 2020-November 2020
Phase 7: Public Outreach	TBD

FINANCIAL CONSIDERATIONS

The proposed project cost for the District's participation to complete the study phase of this project has been budgeted for in the Fiscal Year 19/20 budget. Project costs are 100% Retail.

ATTACHED:

1. Proposed First Amendment to the Memorandum of Understanding Regarding Water Meter Replacement Program

**FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING
REGARDING WATER METER REPLACEMENT PROGRAM**

THIS FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING (“**Amendment**”) is made and entered into this ____ day of _____, 2019 by and between the Citrus Heights Water District, City of Folsom, City of Sacramento, Golden State Water Company, Placer County Water Agency, Sacramento County Water Agency, Sacramento Suburban Water District, and the San Juan Water District (individually, “Party” and collectively “Parties”).

R E C I T A L S

A. The Parties to this Amendment are currently L3 and L1 Parties under that certain Memorandum of Understanding Regarding Water Meter Replacement Program (“**MOU**”).

B. The Parties wish to clarify their participation in the Planning Study and its various Components as set forth in this Amendment.

C. Specifically, City of Folsom, City of Sacramento, Golden State Water Company, Placer County Water Agency, Sacramento County Water Agency, and the Sacramento Suburban Water District wish to participate as L2 Parties in various Components of the Planning Study as set forth in this Amendment.

D. Citrus Heights Water District and San Juan Water District shall remain L3 Parties and participate in the Planning Study as such.

T E R M S

NOW, THEREFORE, the above parties in consideration of the mutual promises set forth in this Amendment, agree as follows:

1. Selection of Consultant and Approval of Planning Study. Pursuant to Section 3 of the MOU, Citrus Heights Water District shall execute the Consultant Agreement with Harris & Associates to perform the Planning Study. The Consultant Agreement shall be substantially in the form as set forth in Exhibit 1 of this Amendment and incorporated by this reference.

2. Participation of the Parties. Each party to this Amendment shall participate in the Planning Study as set forth in the Consultant Agreement attached as Exhibit 1 (with respect to the Consultant Agreement, the Planning Study is referred to as “the Project” therein). The City of Folsom, City of Sacramento, Golden State Water Company, Placer County Water Agency, Sacramento County Water Agency, and the Sacramento Suburban Water District shall participate in the Planning Study as L2 Parties. The Citrus Heights Water District and San Juan Water District shall participate as L3 Parties. This Amendment shall supersede any allocation of costs for the Planning Study set forth in the MOU. Below is an overview of the phases of the Planning Study. Each phase shall constitute a Component, with the Parties participating as follows:

PHASE #	Phase Name	Participating Parties
1	Individual Agency Assessment	Citrus Heights Water District City of Folsom City of Sacramento Placer County Water Agency Sacramento County Water Agency Sacramento Suburban Water District San Juan Water District
2	Next Generation Program Options	Citrus Heights Water District City of Folsom City of Sacramento Golden State Water Company Placer County Water Agency Sacramento Suburban Water District San Juan Water District
3	Meter Testing Program Strategy	Citrus Heights Water District City of Folsom City of Sacramento Placer County Water Agency Sacramento County Water Agency Sacramento Suburban Water District San Juan Water District
4	Implementation Strategy	Citrus Heights Water District City of Sacramento Placer County Water Agency Sacramento Suburban Water District Sacramento County Water Agency San Juan Water District
5	Long-Term Planning	Citrus Heights Water District City of Sacramento Placer County Water Agency Sacramento Suburban Water District Sacramento County Water Agency San Juan Water District
6	Final Report/Plan Adoption	Citrus Heights Water District City of Folsom City of Sacramento Placer County Water Agency Sacramento County Water Agency Sacramento Suburban Water District San Juan Water District
7	Public Outreach Strategy	Citrus Heights Water District San Juan Water District

3. Approval of Planning Study. As required by Section 3.2 of the MOU, all parties to this Amendment shall approve the relevant phase(s) of the Planning Study in which they are participating as an L2 or L3 Party. The approval shall be by the method preferred by that party consistent with legal requirements applicable to that Party and shall be documented in a writing distributed to all other parties.

4. Funding Provisions. The total estimated cost to complete the Planning Study is estimated at \$649,749. The respective share of the estimated budgets for each party to this Amendment are further described in Exhibit 2, attached hereto. Each L2 and L3 Party shall remit their share of each Component for the Planning Study as set forth in Exhibit 2. Failure to timely remit a party's share of the Component may result in excluding that party from the Planning Study or suspension or termination of the Planning Study at Citrus Heights Water District's election. At the conclusion of the Planning Study, Citrus Heights Water District will provide a final accounting to all parties and return any unused share of Planning Study funds to each Party based on each Party's proportionate share. A not-to-exceed estimate of \$800,000 was established to allow for a contingency in the event of unanticipated expenses. CHWD shall notify all affected Parties at least thirty (30) days in advance in the event it appears that any Component will exceed its budgeted cost, and the Parties shall determine whether or not to proceed as set forth in Sections 2.2 and 2.3 of the MOU. If a decision is made to proceed, then the affected Parties shall be jointly responsible for such overage based on their proportional share of that Component. Such Parties shall provide additional funds as requested by CHWD within thirty (30) days of a documented request.

5. Dispute Resolution. Section 2.5 of the MOU is amended to read in full as follows:

“2.5 Dispute Resolution. If the L3 Parties, which include any L2 Parties for Component-related decision-making as set forth in Section 2.2) as set forth in Section 2.2, disagree on a specific issue and a tie vote ensues on a decision on that issue under Subsection 2.3, the L3 Parties shall meet and confer and negotiate in good faith to resolve the issue. If the Parties are unable to resolve the specific issue in dispute after good faith negotiations, they shall either agree to: (1) appoint a panel composed of representatives of the other, non-disputing Parties to hear the disputed issue and render a decision in favor of one side or the other; or (2) engage an outside mediator to attempt to resolve the disputed issue. The L3 Parties may proceed with all other aspects of the Planning Study or Program Project not affected by the dispute. Nothing in this Subsection 2.5, however, prohibits any Party to the dispute from exercising its option to reduce its participation in this MOU to L2 or L1 Party status in accordance with Subsection 2.4.”

6. Harris Payment Schedule. Citrus Heights Water District shall pay all costs incurred under the Consultant Agreement according to the schedule set forth in Section 2.c of the MOU and Exhibit B of the Consultant Agreement. Citrus Heights Water District shall forward all invoices for costs attributable to each party within fifteen (15) days of receipt. Such party

shall promptly review the invoice and notify Citrus Heights Water District of any objections within thirty (30) days of transmittal of the invoice by Citrus Heights Water District. If a party has no objections, Citrus Heights Water District shall pay the invoice from funds provided by that party under the schedule set forth in Exhibit 2.

7. L1 Parties. As set forth in Section 2.1 of the MOU, the parties to this Amendment shall permit the participation of any L1 Parties in the Planning Study.

8. Adding New L2 Parties. Notwithstanding any provision in the MOU to the contrary, the parties to this Amendment may add new L2 Parties to the Planning Study by a majority vote of the authorized representative of all Parties. Each Party shall be entitled to one vote. Any vote to add a new L2 Party shall include a consideration of whether an allocation of initial costs as set forth in Section 2.4 of the MOU will be charged and the amount of such “buy in” fee. Upon a majority vote of all Parties, such new L2 Party shall execute a writing indicating its assent to be bound by the terms and conditions of this Amendment and the MOU. The form of such writing shall be developed by Citrus Heights Water District after consultation with all other parties to this Amendment.

9. Lowering Participation Level. Notwithstanding any provision in the MOU to the contrary or this Amendment, including Section 5 of this Amendment, after the award of a Consultant Agreement for the Planning Study, L2 and L3 Parties may decrease (i) their level of participation as an L2 or L3 Party or (ii) the number of Components in which they participate only in a written amendment to this Amendment approved and signed by all L2 and L3 Parties. Such amendment shall identify how costs (those incurred to date and future costs) of the Planning Study and any affected Components will be allocated between the remaining L2 and L3 Parties.

10. MOU. Except as otherwise modified by this Amendment, the MOU remains in full force and effect. All capitalized terms shall have the meaning ascribed to them in the MOU unless otherwise noted in this Amendment. In the event of any conflicts between the MOU and this Amendment, this Amendment shall control.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, this MOU was executed by the parties hereto as of the date first above written.

[INSERT SIGNATURE BLOCK]

EXHIBIT 1

CONSULTANT AGREEMENT

EXHIBIT 2

PAYMENT SCHEDULE

Parties shall provide Citrus Heights Water District with payment for each Component as set forth below:

- Within 30 days of commencement of Phase 1 – \$11,301
- Within 30 days of commencement of Phase 2 – \$8,714
- Within 30 days of commencement of Phase 3 – \$20,000
- Within 30 days of commencement of Phase 4 – \$25,412
- Within 30 days of commencement of Phase 5 – \$16,077
- Within 30 days of commencement of Phase 6 – \$3,325
- Within 30 days of commencement of Phase 7 – \$11,040

Party Name	Participating Phases	Total Cost Per Party
Citrus Heights Water District	1 - 7	\$154,564
San Juan Water District	1 - 7	\$95,869
City of Folsom	1 - 3 & 6, and additional services as necessary	\$60,000
City of Sacramento	1 - 6	\$84,829
Placer County Water Agency	1 - 6	\$84,829 (provided that PCWA has authorized a not-to-exceed amount of _____)
Sacramento Suburban Water District	1 - 6	\$84,829
Sacramento County Water Agency	1, 3 - 6	\$76,115
Golden State Water Company	2	\$8,714

STAFF REPORT



To: Engineering Committee
From: Rob Watson, Engineering Services Manager
Date: June 25, 2019
Subject: WTP 48-in Hinkle Bypass Pipeline Improvements Project (W)

RECOMMENDED ACTION

Staff recommends a motion to authorize the General Manager to award a construction contract to J. Fletcher Creamer & Son, Inc. for an amount not to exceed \$277,700.00 and authorizing a total construction budget for the WTP 48-in Hinkle Reservoir Bypass Pipeline Improvements Project of \$300,000.00 (includes an 8% contingency).

BACKGROUND

The existing WTP 48-inch Hinkle Reservoir Bypass Pipeline has not been in service for many years since a failure of the WTP filter underdrains released filter media into the downstream piping at which time the 48-in Bypass Pipeline was closed and isolated. This pipeline needs to be cleaned and made ready to be placed back into service for use this fall for operational simulations in preparation for, and during, the Hinkle Reservoir Liner and Cover Replacement Project.

CURRENT STATUS

Work to prepare the pipeline back into service was placed out to Bid on 22 May 2019 and Bids were received on 12 June 2019. Three contractors indicated interest in bidding the project however, only one qualified Bid was submitted. The single Bid was submitted by J. Fletcher Creamer & Sons for \$524,100 however, this Bid amount was significantly over the Engineer's Estimate amount of \$300,000. Therefore Staff has reviewed the project scope, and has removed and revised some of the line items to reduce the scope of Work. The contractor has agreed to the revised schedule of Work and associated costs.

FINANCIAL CONSIDERATIONS

The Project is budgeted at \$317,000 in the District's FY 2019/2020 Wholesale Budget.

STAFF REPORT

To: Engineering Committee

From: Tony Barela, PE
Operations Manager

Date: June 25, 2019

Subject: Hinkle Reservoir Outage Operations Planning Project

Recommended Action

Staff requests a recommendation from the Committee for a Board motion to award a professional services contract to HDR Engineering, Inc. for engineering services related to the Hinkle Reservoir Outage Operations Planning Project in the amount of \$196,800 and authorizing a total budget of \$216,480 (includes 10% contingency)

Background

On April 17, 2019, the District requested proposals for professional engineering services to complete the Hinkle Reservoir Outage Operations Planning Project. The project includes updating and running the Wholesale Hydraulic Model for differing operational scenarios while the Hinkle Reservoir is offline for the lining and cover replacement project. The Consultant will also develop operational procedures for the preferred scenario and assist in a functional test in early 2020.

A pre-proposal conference was held on May 2, 2019. Guidelines for the project were presented to the Consultants and questions were received and answered. Seven consultants attended the pre-proposal conference.

Proposals were received on May 30, 2019 from the following two firms:

- HDR Engineering, Inc.
- Domenichelli & Associates, Inc.

Each proposal was submitted in two separate files consisting of a Technical Proposal and a Cost Proposal. A review panel reviewed and ranked each Technical Proposal on the basis of project understanding, work plan, experience and qualifications, project schedule, innovation, and other project-specific criteria. 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.

Consultant	Design/Permitting Services
HDR Engineering, Inc.	\$196,800
Domenichelli & Associates, Inc.	\$192,240

STAFF REPORT

*Hinkle Reservoir Outage Operations Planning Project
Tony Barela, Operations Manager*

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.

Budget Impact

This project is within the budget allocation as defined in the FY19/20 Financial Plan.

AGENDA ITEM IV-1

P.O. Box 2157 | 9935 Auburn Folsom Road | Granite Bay, CA 95746 | 916-791-0115 | sjwd.org



Directors

Edward J. "Ted" Costa

Marty Hanneman

Kenneth H. Miller

Dan Rich

Pamela Tobin

General Manager

Paul Helliker

June 27, 2019

Austin Peterson
State Water Resources Control Board
Division of Drinking Water
Sacramento District Office
1001 I Street, 17th Floor
Sacramento, CA 95814

Subject: Notification of Completion of 2019 Public Health Goal Report for San Juan Water District

Dear Mr. Peterson:

The purpose of this letter is to notify the Division of Drinking Water that the District has completed a review of its treated and distribution system water quality data from January 1, 2016 through December 31, 2018 and prepared a 2019 Public Health Goal (PHG) Report. A copy of the PHG Report is attached for your information. This Report was presented to the San Juan Water District Board of Directors as an informational item on June 26, 2019. The Report was accepted by the Board and no further actions are required at this time.

The evaluation was conducted in accordance with the Suggested Guidelines for Preparation of Required Reports for Public Health Goals published by the Association of California Water Agencies in April 2019. If you have any questions or comments, please do not hesitate to contact me at (916) 791 - 6935.

Sincerely,

George Machado

Att.: 2019 PHG Report and Attachments

cc: Ali Rezvani, Division of Drinking Water, Sacramento District
Paul Helliker, General Manager SJWD
Bonny Starr, Starr Consulting
File

SAN JUAN WATER DISTRICT 2019 REPORT ON DISTRICT'S WATER QUALITY RELATIVE TO PUBLIC HEALTH GOALS

BACKGROUND

Provisions of the California Health and Safety Code (**Attachment 1**) specify that larger (>10,000 service connections) water utilities prepare a special report by July 1, 2019 if their water quality measurements have exceeded any Public Health Goals (PHGs). PHGs are non-enforceable goals established by the Cal-EPA's Office of Environmental Health Hazard Assessment (OEHHA). The law also requires that where OEHHA has not adopted a PHG for a constituent, the water suppliers are to use the Maximum Contaminant Level Goals (MCLGs) adopted by the United States Environmental Protection Agency (USEPA). Only constituents that have a California primary drinking water standard, such as a maximum contaminant level (MCL), and for which either a PHG or MCLG has been set are to be addressed. (**Attachment 2** is a list of all regulated constituents with the MCLs and PHGs or MCLGs.)

There are a few constituents that are routinely detected in water systems at levels usually well below the drinking water standards for which no PHG nor MCLG has yet been adopted by OEHHA or USEPA, including Total Trihalomethanes. These will be addressed in a future required report after a PHG has been adopted.

The law specifies what information is to be provided in the report. (See **Attachment 1**)

If a constituent with an MCL was detected in San Juan Water District's water supply from 2016 through 2018 at a level exceeding an applicable PHG or MCLG, this report provides the information required by the law. Included is the numerical public health risk associated with the MCL and the PHG or MCLG, the category or type of risk to health that could be associated with each constituent, the best treatment technology available that could be used to reduce the constituent level, and an estimate of the cost to install that treatment if it is appropriate and feasible.

WHAT ARE PHGS?

PHGs are drinking water constituent levels set by the California OEHHA, which is part of Cal-EPA, and are based solely on public health risk considerations. None of the practical risk-management factors that are considered by the USEPA or the California State Water Resources Control Board Division of Drinking Water (DDW) in setting drinking water standards (such as MCLs) are considered in setting the PHGs. These factors include analytical detection capability, treatment technology available, and benefits and costs. The PHGs are not enforceable and are not required to be met by any public water system. MCLGs are the federal equivalent to PHGs.

WATER QUALITY DATA CONSIDERED

All of the water quality data collected by our water system from 2016 through 2018 for purposes of determining compliance with drinking water standards was considered. This data was all summarized in our 2016, 2017, and 2018 Consumer Confidence Reports that were mailed to all of our customers by June 2017, 2018 and 2019, respectively. (**Attachment 3**)

GUIDELINES FOLLOWED

The Association of California Water Agencies (ACWA) formed a workgroup that prepared guidelines for water utilities to use in preparing these newly required reports, updated in April 2019. The ACWA guidelines were used in the preparation of our report. No guidance was available from state regulatory agencies.

BEST AVAILABLE TREATMENT TECHNOLOGY AND COST ESTIMATES

Both the USEPA and DDW adopt what are known as Best Available Technologies (BATs), which are the best known methods of reducing contaminant levels to the MCL. Costs can be estimated for such technologies. However, since many PHGs and all MCLGs are set much lower than the MCL, it is not always possible or feasible to determine what treatment is needed to further reduce a constituent downward to or near the PHG or MCLG, many of which are set at zero. Estimating the costs to reduce a constituent to zero is difficult, if not impossible, because it is not possible to verify by analytical means that the level has been lowered to zero. In some cases, installing treatment to try and further reduce very low levels of one constituent may have adverse effects on other aspects of water quality.

CONSTITUENTS DETECTED THAT EXCEED A PHG OR A MCLG

The following is a discussion of the constituent that was detected in our drinking water at levels above the PHG, or if no PHG, above the MCLG:

Total Coliform Bacteria:

From 2016 through 2018 there were three months which had detectable total coliform in the distribution system that was below the MCL, but exceeded the MCLG of zero. In January 2016, 43 samples were collected and one sample had a total coliform positive detect, resulting in 2.32 percent of samples positive. In May 2017, 53 samples were collected and one sample had a total coliform positive detect, resulting in 1.88 percent of samples positive. In June 2018, 43 samples were collected and one sample had a total coliform positive detect, resulting in 2.32 percent of samples positive.

The MCL for total coliform is five percent positive samples of all samples per month and the MCLG is zero. The reason for the total coliform drinking water standard is to minimize the possibility of the water containing pathogens, which are organisms that cause waterborne disease. Because total coliform is only a surrogate indicator of the potential presence of pathogens, it is not possible to state a specific numerical health risk. While USEPA normally sets MCLGs "at a level where no known or anticipated adverse effects on persons would occur", they indicate that they cannot do so with total coliforms.

Total coliform bacteria are an indicator organism that are ubiquitous in nature and are not generally considered harmful. They are used because of the ease in monitoring and analysis. If a positive sample is found, it indicates a potential problem that needs to be investigated and follow up sampling done. It is not at all unusual for a system to have an occasional positive sample. It is difficult, if not impossible, to assure that a system will never get a positive total coliform sample.

We already implement conventional filtration and add chlorine to our treated surface water to assure that the water served to consumers has the least microbiological risk. The chlorine residual levels are carefully controlled to provide the best health protection without causing the water to have undesirable taste and odor or increasing the risk caused by higher disinfection byproduct levels. This careful balance of treatment processes is essential to continue supplying our customers with potable drinking water. Other equally important measures that we have implemented include: an effective cross-connection control program, maintenance of a disinfectant residual throughout our system, an effective monitoring and surveillance program, and maintaining positive pressures in our distribution system. Our system has already taken all of the steps described by DDW as "best available technology" for coliform bacteria in Section 64447, Title 22, CCR.

RECOMMENDATIONS FOR FURTHER ACTION

The drinking water quality of San Juan Water District meets all DDW and USEPA drinking water standards set to protect public health. It is uncertain if it is possible to further reduce the level of the constituent identified in this report that is already significantly below the health-based MCL established to provide "safe drinking water". The effectiveness of any additional treatment processes to provide any significant reductions in constituent level at these already low values is uncertain. The health protection benefits of these further hypothetical reductions are not at all clear and may not be quantifiable. Therefore, no action is proposed.

ATTACHMENTS:

- 1 California Health & Safety Code: Section 116470 (a), (b), (c)
- 2 Table of Regulated Constituents with MCLs, PHGs or MCLGs
- 3 San Juan Water District 2016, 2017 and 2018 Consumer Confidence Reports

Attachment 1
California Health and Safety Code
Section 116470

Section 116470.

(a) As a condition of its operating permit, every public water system shall annually prepare a consumer confidence report and mail or deliver a copy of that report to each customer, other than an occupant, as defined in Section 799.28 of the Civil Code, of a recreational vehicle park. A public water system in a recreational vehicle park with occupants as defined in Section 799.28 of the Civil Code shall prominently display on a bulletin board at the entrance to or in the office of the park, and make available upon request, a copy of the report. The report shall include all of the following information:

- (1) The source of the water purveyed by the public water system.
- (2) A brief and plainly worded definition of the terms "maximum contaminant level," "primary drinking water standard," and "public health goal."
- (3) If any regulated contaminant is detected in public drinking water supplied by the system during the past year, the report shall include all of the following information:
 - (A) The level of the contaminant found in the drinking water, and the corresponding public health goal and primary drinking water standard for that contaminant.
 - (B) Any violations of the primary drinking water standard that have occurred as a result of the presence of the contaminant in the drinking water and a brief and plainly worded statement of health concerns that resulted in the regulation of that contaminant.
 - (C) The public water system's address and phone number to enable customers to obtain further information concerning contaminants and potential health effects.
- (4) Information on the levels of unregulated contaminants, if any, for which monitoring is required pursuant to state or federal law or regulation.
- (5) Disclosure of any variances or exemptions from primary drinking water standards granted to the system and the basis therefor.

(b) On or before July 1, 1998, and every three years thereafter, public water systems serving more than 10,000 service connections that detect one or more contaminants in drinking water that exceed the applicable public health goal, shall prepare a brief written report in plain language that does all of the following:

- (1) Identifies each contaminant detected in drinking water that exceeds the applicable public health goal.
- (2) Discloses the numerical public health risk, determined by the office, associated with the maximum contaminant level for each contaminant identified in paragraph (1) and the numerical public health risk determined by the office associated with the public health goal for that contaminant.
- (3) Identifies the category of risk to public health, including, but not limited to, carcinogenic, mutagenic, teratogenic, and acute toxicity, associated with exposure to the contaminant in drinking water, and includes a brief plainly worded description of these terms.
- (4) Describes the best available technology, if any is then available on a commercial basis, to remove the contaminant or reduce the concentration of the contaminant. The public water system may, solely at its own discretion, briefly describe actions that have been taken on its

own, or by other entities, to prevent the introduction of the contaminant into drinking water supplies.

(5) Estimates the aggregate cost and the cost per customer of utilizing the technology described in paragraph (4), if any, to reduce the concentration of that contaminant in drinking water to a level at or below the public health goal.

(6) Briefly describes what action, if any, the local water purveyor intends to take to reduce the concentration of the contaminant in public drinking water supplies and the basis for that decision.

(c) Public water systems required to prepare a report pursuant to subdivision (b) shall hold a public hearing for the purpose of accepting and responding to public comment on the report. Public water systems may hold the public hearing as part of any regularly scheduled meeting.

(d) The department shall not require a public water system to take any action to reduce or eliminate any exceedance of a public health goal.

(e) Enforcement of this section does not require the department to amend a public water system's operating permit.

(f) Pending adoption of a public health goal by the Office of Environmental Health Hazard Assessment pursuant to subdivision (c) of Section 116365, and in lieu thereof, public water systems shall use the national maximum contaminant level goal adopted by the United States Environmental Protection Agency for the corresponding contaminant for purposes of complying with the notice and hearing requirements of this section.

(g) This section is intended to provide an alternative form for the federally required consumer confidence report as authorized by 42 U.S.C. Section 300g-3(c).

Attachment 2
California MCLs and PHGs
and Federal MCLGs

ATTACHMENT NO. 1
2019 PHG Triennial Report: Calendar Years 2016-2017-2018

MCLs, DLRs, and PHGs for Regulated Drinking Water Contaminants

(Units are in milligrams per liter (mg/L), unless otherwise noted.)

Last Update: December 26, 2018

This table includes:

- California's maximum contaminant levels (MCLs)
- Detection limits for purposes of reporting (DLRs)
- [Public health goals \(PHGs\) from the Office of Environmental Health Hazard Assessment \(OEHHA\)](#)

Also, the PHG for NDMA (which is not yet regulated) is included at the bottom of this table.

Regulated Contaminant	MCL	DLR	PHG	Date of PHG
Chemicals with MCLs in 22 CCR §64431—Inorganic Chemicals				
Aluminum	1	0.05	0.5	2001
Antimony	0.006	0.006	0.001	2016
Arsenic	0.010	0.002	0.000004	2004
Asbestos (MFL = million fibers per liter, for fibers > 10 microns long)	7 MFL	0.2 MFL	7 MFL	2003
Barium	1	0.1	2	2003
Beryllium	0.004	0.001	0.001	2003
Cadmium	0.005	0.001	0.00004	2006
Chromium, Total - OEHHA withdrew the 0.0025-mg/L PHG	0.05	0.01	withdrawn Nov. 2001	1999
Chromium, Hexavalent - 0.01-mg/L MCL & 0.001-mg/L DLR repealed September 2017	—	—	0.00002	2011
Cyanide	0.15	0.1	0.15	1997
Fluoride	2	0.1	1	1997
Mercury (Inorganic)	0.002	0.001	0.0012	1999 (rev2005)*
Nickel	0.1	0.01	0.012	2001
Nitrate (as nitrogen, N)	10 as N	0.4	45 as NO3 (=10 as N)	2018
Nitrite (as N)	1 as N	0.4	1 as N	2018
Nitrate + Nitrite (as N)	10 as N	—	10 as N	2018
Perchlorate	0.006	0.004	0.001	2015
Selenium	0.05	0.005	0.03	2010
Thallium	0.002	0.001	0.0001	1999 (rev2004)
Copper and Lead, 22 CCR §64672.3				
Values referred to as MCLs for lead and copper are not actually MCLs; instead, they are called "Action Levels" under the lead and copper rule				
Copper	1.3	0.05	0.3	2008

ATTACHMENT NO. 1
2019 PHG Triennial Report: Calendar Years 2016-2017-2018

Lead	0.015	0.005	0.0002	2009
Radionuclides with MCLs in 22 CCR §84441 and §84443—Radioactivity				
[units are picocuries per liter (pCi/L), unless otherwise stated; n/a = not applicable]				
Gross alpha particle activity - OEHHA concluded in 2003 that a PHG was not practical	15	3	none	n/a
Gross beta particle activity - OEHHA concluded in 2003 that a PHG was not practical	4 mrem/yr	4	none	n/a
Radium-226	—	1	0.05	2005
Radium-228	—	1	0.019	2005
Radium-226 + Radium-228	5	—	—	—
Strontium-90	8	2	0.35	2006
Tritium	20,000	1,000	400	2005
Uranium	20	1	0.43	2001
Chemicals with MCLs in 22 CCR §84444—Organic Chemicals				
(a) Volatile Organic Chemicals (VOCs)				
Benzene	0.001	0.0005	0.00015	2001
Carbon tetrachloride	0.0005	0.0005	0.0001	2000
1,2-Dichlorobenzene	0.6	0.0005	0.6	1997 (rev2009)
1,4-Dichlorobenzene (p-DCB)	0.005	0.0005	0.006	1997
1,1-Dichloroethane (1,1-DCA)	0.005	0.0005	0.003	2003
1,2-Dichloroethane (1,2-DCA)	0.0005	0.0005	0.0004	1999 (rev2005)
1,1-Dichloroethylene (1,1-DCE)	0.006	0.0005	0.01	1999
cis-1,2-Dichloroethylene	0.006	0.0005	0.013	2018
trans-1,2-Dichloroethylene	0.01	0.0005	0.05	2018
Dichloromethane (Methylene chloride)	0.005	0.0005	0.004	2000
1,2-Dichloropropane	0.005	0.0005	0.0005	1999
1,3-Dichloropropene	0.0005	0.0005	0.0002	1999 (rev2006)
Ethylbenzene	0.3	0.0005	0.3	1997
Methyl tertiary butyl ether (MTBE)	0.013	0.003	0.013	1999
Monochlorobenzene	0.07	0.0005	0.07	2014
Styrene	0.1	0.0005	0.0005	2010
1,1,2,2-Tetrachloroethane	0.001	0.0005	0.0001	2003
Tetrachloroethylene (PCE)	0.005	0.0005	0.00006	2001
Toluene	0.15	0.0005	0.15	1999
1,2,4-Trichlorobenzene	0.005	0.0005	0.005	1999
1,1,1-Trichloroethane (1,1,1-TCA)	0.2	0.0005	1	2005
1,1,2-Trichloroethane (1,1,2-TCA)	0.005	0.0005	0.0003	2005
Trichloroethylene (TCE)	0.005	0.0005	0.0017	2009
Trichlorofluoromethane (Freon 11)	0.15	0.005	1.3	2014

ATTACHMENT NO. 1
2019 PHG Triennial Report: Calendar Years 2016-2017-2018

1,1,2-Trichloro-1,2,2-Trifluoroethane (Freon 113)	1.2	0.01	4	1997 (rev2011)
Vinyl chloride	0.0005	0.0005	0.00005	2000
Xylenes	1.75	0.0005	1.8	1997
(b) Non-Volatile Synthetic Organic Chemicals (SOCs)				
Alachlor	0.002	0.001	0.004	1997
Atrazine	0.001	0.0005	0.00015	1999
Bentazon	0.018	0.002	0.2	1999 (rev2009)
Benzo(a)pyrene	0.0002	0.0001	0.000007	2010
Carbofuran	0.018	0.005	0.0007	2016
Chlordane	0.0001	0.0001	0.00003	1997 (rev2006)
Dalapon	0.2	0.01	0.79	1997 (rev2009)
1,2-Dibromo-3-chloropropane (DBCP)	0.0002	0.00001	0.0000017	1999
2,4-Dichlorophenoxyacetic acid (2,4-D)	0.07	0.01	0.02	2009
Di(2-ethylhexyl)adipate	0.4	0.005	0.2	2003
Di(2-ethylhexyl)phthalate (DEHP)	0.004	0.003	0.012	1997
Dinoseb	0.007	0.002	0.014	1997 (rev2010)
Diquat	0.02	0.004	0.006	2016
Endothal	0.1	0.045	0.094	2014
Endrin	0.002	0.0001	0.0003	2016
Ethylene dibromide (EDB)	0.00005	0.00002	0.00001	2003
Glyphosate	0.7	0.025	0.9	2007
Heptachlor	0.00001	0.00001	0.000008	1999
Heptachlor epoxide	0.00001	0.00001	0.000006	1999
Hexachlorobenzene	0.001	0.0005	0.00003	2003
Hexachlorocyclopentadiene	0.05	0.001	0.002	2014
Lindane	0.0002	0.0002	0.000032	1999 (rev2006)
Methoxychlor	0.03	0.01	0.00009	2010
Mollinate	0.02	0.002	0.001	2008
Oxamyl	0.05	0.02	0.026	2009
Pentachlorophenol	0.001	0.0002	0.0003	2009
Picloram	0.5	0.001	0.166	2016
Polychlorinated biphenyls (PCBs)	0.0005	0.0005	0.00009	2007
Simazine	0.004	0.001	0.004	2001
Thiobencarb	0.07	0.001	0.042	2016
Toxaphene	0.003	0.001	0.00003	2003
1,2,3-Trichloropropane	0.000005	0.000005	0.0000007	2009
2,3,7,8-TCDD (dioxin)	3x10 ⁻⁹	5x10 ⁻⁹	5x10 ⁻¹¹	2010
2,4,5-TP (Silvex)	0.05	0.001	0.003	2014
Chemicals with MCLs in 22 CCR §64533—Disinfection Byproducts				
Total Trihalomethanes	0.080	—	—	--
Bromodichloromethane	—	0.0010	0.00006	2018 draft

ATTACHMENT NO. 1
2019 PHG Triennial Report: Calendar Years 2016-2017-2018

Bromoform	–	0.0010	0.0005	2018 draft
Chloroform	–	0.0010	0.0004	2018 draft
Dibromochloromethane	–	0.0010	0.0001	2018 draft
Haloacetic Acids (five) (HAA5)	0.060	–	–	--
Monochloroacetic Acid	–	0.0020	–	--
Dichloroacetic Acid	–	0.0010	–	--
Trichloroacetic Acid	–	0.0010	–	--
Monobromoacetic Acid	–	0.0010	–	--
Dibromoacetic Acid	–	0.0010	–	--
Bromate	0.010	0.0050**	0.0001	2009
Chlorite	1.0	0.020	0.05	2009
<i>Chemicals with PHGs established in response to DDW requests. These are not currently regulated drinking water contaminants.</i>				
N-Nitrosodimethylamine (NDMA)	–	–	0.000003	2006
*OEHA's review of this chemical during the year indicated (rev20XX) resulted in no change in the PHG.				
**The DLR for Bromate is 0.0010 mg/L for analysis performed using EPA Method 317.0 Revision 2.0, 321.8, or 326.0.				

Attachment 3
San Juan Water District
2016, 2017, and 2018 Consumer Confidence Reports

Available online: <http://www.sjwd.org/consumer-confidence-reports-water-quality-reports>

STAFF REPORT

To: Board of Directors

From: Lisa Brown, Customer Service Manager

Date: June 26, 2019

Subject: Adoption of Ordinance 9100 – An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinance No. 9000 of the District Code of Ordinances

RECOMMENDED ACTION

Adopt “Ordinance No. 9100 of the Board of Directors of the San Juan Water District Amending Ordinance No. 9000 of the District Code of Ordinances”.

BACKGROUND

Ordinance 9000.05 “Admittance of District’s Employees to Customers’ Premises” sets forth the conditions by which District employees shall have the right of entry and access to Customer’s premises. Section A discusses clearance required for water meters and other water appurtenances.

Currently, Section A reads:

- A. Testing, changing or reading water meters installed, maintained and operated by the District. Notice is not required for the activities described in this Section 9000.05.A. The customer shall maintain unrestricted and visible access to the water meter and other water appurtenances (e.g. fire hydrants, air release valves, etc.) at all times. All trees, shrubs, or other obstacles must be maintained no closer than two feet from the edge of the meter box.

It is staff’s recommendation to update Section A as follows:

- A. Testing, changing or reading water meters installed, maintained and operated by the District. Notice is not required for the activities described in this Section 9000.05.A. To ensure the safety of employees and protect water system infrastructure, the customer shall maintain unrestricted and visible access to any water equipment and related water appurtenances (e.g. water meter, fire hydrants, air release valves, etc.) at all times. This includes, at a minimum, seven feet of clearance above the equipment and one foot around where only decorative ground cover is permissible (gravel, bark, mulch, grass, etc.) to allow a person to walk fully around the equipment and stand upright on or near the equipment without obstruction. No trees, shrubs, or other obstacles with expansive/invasive root systems shall be planted within two feet from the edge of the equipment. The General Manager, or his/her designee, may determine if the clearance meets the intent of the ordinance. If access is deemed to be out of compliance with this

ordinance, the customer is required to remove or modify the obstruction and/or reimburse the District for any costs incurred to clear the equipment on the customer's behalf. Service may be discontinued if permanent, safe accessibility is not provided.

These modifications provide additional clarification to the current language on what type of planting material and where planting material can be located around District appurtenances. It also provides the District the authority to gain reimbursement for any costs incurred while clearing any appurtenance on the customer's behalf.

PROCESS

The District must follow a multi-step process to adopt or amend an ordinance. The first step, which happened at the May 22nd Board meeting, was the introduction of the proposed ordinance. The full title of the ordinance was read, and the full reading of the text was waived by motion of the Board.

At least 5 days before the ordinance is adopted, the Board Secretary must publish a summary of the ordinance in a newspaper published in both Sacramento and Placer Counties (the Sacramento Bee). The summary was published in the Sacramento Bee on June 12, 2019. The full text of the ordinance must be, and has been, posted at the District office.

After introduction and required noticing, the proposed ordinance comes back to the Board for approval, which is the action staff is seeking this evening.

Within 15 days after adoption, the District Secretary must publish a summary of the adopted ordinance. This summary must include the names of Board members who voted for or against. The summary must be published once in a newspaper published in Sacramento and Placer counties.

The ordinance amendment would take effect 30 days from the date of final passage, which in this case would be July 26, 2019.

Attachments:

Proposed Ordinance 9100
Current Ordinance 9000

ORDINANCE NO. 9100

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF
THE SAN JUAN WATER DISTRICT AMENDING ORDINANCE NO. 9000
OF THE DISTRICT CODE OF ORDINANCES**

The Board of Directors of the San Juan Water District ordains as follows:

Section 1. Purpose and Authority. The purpose of this ordinance is to revise the District Water Systems provisions contained in the District's Code of Ordinances to provide additional clarification on what type of planting material and where that material can be located around District equipment. It also provides the District the authority to gain reimbursement for any costs incurred while clearing any equipment on the customer's behalf. This ordinance is adopted pursuant to Government Code sections 54202, 61060, 61063, and other applicable law.

Section 2. Amendments. Ordinance No. 9000 (District Water Systems) of the District Code of Ordinances is amended as follows:

A. Section 9000.05.A is amended to read as follows:

9000.05.A Testing, changing or reading water meters installed, maintained and operated by the District. Notice is not required for the activities described in this Section 9000.05.A. To ensure the safety of employees and protect water system infrastructure, the customer shall maintain unrestricted and visible access to any water equipment and related appurtenances (e.g. water meters, fire hydrants, air release valves, etc.) at all times. This includes, at a minimum, seven feet of clearance above the equipment and one foot around where only decorative ground cover is permissible (gravel, bark, mulch, grass, etc.) to allow a person to walk around the equipment and stand upright on or near without obstruction. No trees, shrubs, or other obstacles with expansive/invasive root systems shall be planted within two feet from the edge of the equipment. The General Manager, or his/her designee, may determine if the clearance meets the intent of the ordinance. If access is deemed to be out of compliance with this ordinance, the customer is required to remove or modify the obstruction and/or reimburse the District for any costs incurred to clear the equipment on the customer's behalf. Service may be discontinued if permanent safe accessibility is not provided.

Section 3. Effective Date. This ordinance shall take effect 30 days after its adoption.

Section 4. Publication. Within 15 days from the date of adoption of this ordinance, the District Secretary shall publish it once in a newspaper of general circulation published and circulated within the District.

INTRODUCED by the Board of Directors on the 22nd day of May 2019.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District at a regular meeting on the 26th day of June 2019 by the following vote:

AYES:

NOES:

ABSENT:

Attest:

Dan Rich
President, Board of Directors

Teri Grant
Board Secretary

Ordinance Type	District Operations	Date Adopted	June 28, 2006
Ordinance Number & Title	9000 - District Water Systems	Date Amended	June 25, 2008

The design, materials, construction and installation of all water facilities and improvements under this Code shall be in accordance with the District’s standards, specifications, and requirements as the same may be amended from time to time.

9000.01 Control and Operation of Systems

All District water systems and appurtenances thereto shall be under the management and control of the General Manager. No Person, other than an employee or agent of the District, shall have any right to operate any part of a District water distribution system. Any Person who tampers or interferes with any part or component of the system, or causes or permits any act of tampering or interfering with the system, shall be liable for any injury or damage caused thereby or resulting there from.

9000.02 Installation of Water Meters and Service Connections

Installation of water meters and connection to the District water system shall be in accordance with District standards, specifications, and requirements and shall be inspected and unlocked by District personnel.

Upon payment of the applicable fees in accordance with Section 14000, the District will furnish and install a service connection of suitable capacity from its main to the curb line, or, at the election of the District, to the property line of any Premises for which a connection to the District water system is requested, provided such Premises abuts upon a public street, existing water main right-of-way, or a private service easement on which a water main of the District water system is located.

9000.03 Turn-On or Turn-Off of Water Service

Except as otherwise specifically authorized by the District, only District employees shall be permitted to turn water on or off at any service connection, valve, hydrant of the District water system or to operate any device that will regulate the flow of water within the system.

9000.04 Inspection of Customer Premises

By applying for or receiving water service from the District, each Customer irrevocably licenses and permits the District and its authorized employees, contractors and agents to enter upon the Customer’s Premises at all reasonable times for authorized purposes authorized by this Code and applicable laws.

Authorized District personnel shall have unrestricted access at reasonable hours to all Premises to which the District is furnishing water in order to inspect the supply system, meters or measuring devices, and backflow prevention assemblies, and to determine whether the Customer is complying with the rules, regulations and Codes of the District and applicable law concerning taking, using or wasting water.

9000.05 Admittance of District's Employees to Customers' Premises

After giving reasonable notice, except in situations involving risk to life or property, authorized inspectors, agents and employees of the District shall have the right of entry and access at all reasonable times in, to and upon Customers' buildings (other than the interior of residential buildings), grounds and Premises for the purpose of:

- A. Testing, changing or reading water meters installed, maintained and operated by the District. Notice is not required for the activities described in this Section 9000.05.A. ~~In order to~~To ensure the safety of employees and protection of water system infrastructure, ~~the customer shall maintain unrestricted and visible access to the water meter and other~~any water equipment and related appurtenances (e.g. water meters, fire hydrants, air release valves, etc.) at all times. This includes, at a minimum, seven feet of clearance above the meter box equipment and one foot around the meter box where only decorative ground cover is permissible (gravel, bark, mulch, grass, etc.) to allow a person to walk around the equipment and stand upright on or near without obstruction. All ~~No~~ trees, shrubs, or other obstacles with expansive/invasive root systems must be maintained no closer than ~~shall be planted within~~ two feet from the edge of the ~~meter box equipment.~~ The General Manager, or his/her designee, may determine if the clearance meets the intent of the ordinance. If access is deemed to be out of compliance with this ordinance, the customer is required to remove or modify the obstruction and/or reimburse the District for any costs incurred to clear the meter box equipment on the customer's behalf. Service may be discontinued if permanent safe accessibility is not provided.
- B. Testing and inspecting backflow prevention assemblies installed, maintained, and operated by the Customer.
- C. Inspecting any and all such buildings, ground and Premises (including any and all plumbing, water piping, fixtures and connections therein or thereon) to determine the manner and quantity of water use or, the existence of any condition causing, or likely to cause, the waste of water, or affecting, or likely to affect, the furnishing or receipt of water service.
- D. Determining the existence, operation, maintenance and/or use in, on or about the buildings, ground or Premises of any plumbing, water piping, water fixtures or connections that may now or hereafter cause, create or permit back-flow, back-siphoning or any other condition affecting, or likely to affect, the purity and/or potability of the water supply furnished by the District.
- E. Confirming access and allowing separation between customer facilities and District facilities, easements, and encroachments upon easements.
- F. Making repairs and performing maintenance on any District facility.
- G. Facilitating the enforcement by said District of any and all of its ordinances, resolutions, rules, regulations and policies governing water service.

Each District inspector, agent and employee shall be furnished with, and upon the request of any Customer shall display, appropriate identification.

The unreasonable denial of entry by authorized District employees or agents for the purposes set forth in this Code shall be grounds for termination of water service.

Revision History:

Revision Date	Description of Changes	Requested By
6/25/08	Ord. 08-001 repealed all prior ordinances	
<u>Xx/xx/19</u>	<u>Clarify meter box clearance under section 9000.05 (A)</u>	<u>Lisa Brown, Customer Service Manager</u>

STAFF REPORT

To: Board of Directors

From: Donna Silva, Finance Director
Paul Helliker, General Manager

Date: June 26, 2019

Subject: Fiscal Year 2019-2020 Budget Adoption

RECOMMENDED ACTION

Conduct the legally required public hearing for budget adoption then approve Resolution 19-02 adopting the San Juan Water District Budget, Fiscal Year 2019-2020.

BACKGROUND

The San Juan Water District prepares and adopts annual budgets for its Wholesale and Retail operations and capital programs. Best practices require budget adoption prior to the start of the fiscal year (July 1st), but the District is required by law to adopt a budget prior to September 1st of each year.

The Budget was previously discussed at a workshop on May 22, 2019. Since that time changes have been made to the proposed budget as follows:

Wholesale Operations:

Two changes were made to wholesale operating revenues, for a combined reduction of \$956,100 as follows:

- The original proposed budget included revenues from the debt service charge for the anticipated debt issuance for the Hinkle Reservoir Cover and Lining Replacement Project and the Filter Basins resurfacing project. The Finance Plan anticipated the debt issuance for these two projects to take place in FY 2019-20. As such, the 5 year Rate Schedule included the debt service charges for this anticipated debt. Due to increased revenues (from treating water for the Sacramento Suburban Water District) the Filter Basins project no longer requires the issuance of debt and the District will not be issuing debt for the Hinkle Reservoir project until FY 2020-21. This debt charge will not be assessed on the wholesale customer agencies until the debt has been issued and the terms and amounts are known, therefore the revenue has been removed from the proposed budget (-\$915,000).
- Revenues were also reduced by \$41,100 to reflect sharing of cell tower lease

Wholesale Operating Expenses were reduced by \$180,100 for the following items:

- Professional Services costs were reduced by \$187,800 as follows:

- Subsequent to the budget workshop further analysis was completed on the Engineering Department's professional services budget and it was determined that most of the on call contracts would be capital in nature and that the capital budget could absorb those anticipated costs. Therefore, the Engineering Professional Services budget was reduced by \$150,000.
 - Professional Services for Public Relations were reduced by \$36,800 to reflect the scope of work and cost estimate received from Lucy & Co., subsequent to the budget workshop.
 - The cost estimate for the Collaboration/Integration Study was increased from \$40,000 to \$70,000 and the allocation was changed from 90% Wholesale/10% Retail to an even split between the two funds, a reduction of \$1,000.
- Materials and Supplies were increased by \$300 to support activities of the Board of Directors.
 - Other Expenses increased by \$7,400 due to:
 - The addition of \$800 to the IT budget for one half of the cost of a new wall mounted computer screen, which will allow the Finance Department to utilize an office as a meeting space, freeing up the Board Room's availability to other departments.
 - Training expenses were increased to reflect a quote for training services received after the Budget workshop.

The net result of all the changes in the Wholesale Operating Fund is a decrease of \$749,000 in the transfer out to the Wholesale Capital Reserves Fund.

Wholesale Capital:

The transfer in to the Wholesale Capital fund was reduced by \$749,000 in order to keep the operating reserves at the required level. (See explanations in Wholesale Operating section). The transfer in to Wholesale Capital remains in compliance with the Reserve Policy.

Retail Operations:

Retail Operating Revenues have been increased by \$26,100 for the following items:

- Revenues were increased by \$41,100 to reflect sharing of cell tower lease revenues between the Wholesale and Retail Operating Funds. Cell Towers are located at the main entrance, by the Field Service Building and down by the location of the Old Shop. Since Retail pays for half of the costs to maintain the District campus, it should receive half of the lease revenues.
- Revenues were decreased by \$100,000 due to the timing of, and costs associated with, Sacramento County's Oak Avenue repaving project. The original proposed budget included a cost of \$200,000 and cost recovery revenues of \$100,000 for this project. Subsequent to the budget workshop the County advised us they were beginning work immediately. This project will now be completed in June and the cost will be substantially lower than originally estimated. \$30,000 has been put back in the FY 2018-19 mid-year estimate for

the cost and \$27,000 of cost recovery revenue has been included as well. Both expenses and revenues related to the project have been removed from the FY 2019-20 Retail Operating Budget.

- Cost Recovery revenues were increased by \$85,000 to capture anticipated work on development projects in Field Services and Engineering Departments.

Retail Operating Expenses were decreased by \$603,900 as follows:

- Source of Supply expenses were decreased by \$295,200 to reflect the removal of the 2019 Debt Charge, described in more detail in the Wholesale Operations section above.
- Professional Services were decreased by \$111,200 for the following items:
 - Engineering support contracts in the original proposed budget were reviewed and it was determined that of the \$200,000 originally budgeted \$150,000 was for assistance with CIP projects. The CIP project budget can accommodate those potential costs. Professional Services in the Engineering Department were reduced by \$150,000.
 - The Executive Department originally had \$4,000 for Retail's 10% share of a \$40,000 Collaboration/Integration Study. The cost estimate was increased to \$70,000 and Retail's share was increased to 50%, resulting in an increase of \$31,000.
 - The Public Relations budget was increased by \$5,500 to reflect the cost proposal received from Lucy & Company.
 - The original proposed budget included \$104,700 for the meter replacement analysis project, with \$5,000 expected to be spent in the current fiscal year (total estimated cost of \$109,700). Subsequent to the budget workshop the actual contract was selected at a total cost of \$107,000 and it was determined that all of it would be spent in Fiscal Year 2019-20. The proposed budget was increased by \$2,300.
- The Maintenance budget was decreased by \$200,000 to account for the Sacramento County Oak Avenue paving project being moved to FY 2018-19.
- The Materials and Supplies budget was increased by \$200 to support activities of the Board of Directors.
- Other Expenses increased by \$2,300 due to:
 - the addition of wall mounted computer screen for the Finance Department (\$800),
 - a \$700 increase in the training budget,
 - \$800 increase in Board travel, to allow for travel associated with the ACWA Vice Presidency.

The above changes resulted in a \$746,800 increase to ending Operating Reserves which in turn increased the transfer out to Retail Capital fund by the same amount.

Retail Capital:

In order to improve workplace functionality and to eliminate an ADA compliance issue, the District had planned an office space reconfiguration in the Customer Service Department. The work was to be completed on Memorial Day weekend 2019. Unfortunately the vendor did not order to correct parts and there is a six week lead time

on the part. This project has been removed from the FY 2018-19 mid-year estimate and added to the FY 2019-20 project list, at a cost of \$7,000.

As a result of the changes made in the Retail Operating budget, there was an increase in the amount transferred to the Retail Capital Fund of \$746,800.

The wholesale and retail capital projects were reviewed by the Engineering Committee on June 25, 2019.

The proposed budget document is attached for review.

Attachments:

Exhibit 1 Resolution 19-02 Adopting the Annual Budget for the Fiscal Year 2019-2020

Exhibit 2 San Juan Water District Proposed Budget Fiscal Year 2019-2020

RESOLUTION NO. 19-02

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SAN JUAN WATER DISTRICT
ADOPTING THE ANNUAL BUDGET
FOR THE FISCAL YEAR 2019-2020**

WHEREAS, District staff has prepared a budget for the fiscal year 2019-2020 that estimates operating and maintenance, capital improvement program, debt service, prudent reserve requirements, and other expenses of the District and that estimates revenues from all sources to pay the expenses of the District;

WHEREAS, District staff has determined that the fiscal year 2019-2020 budget is reasonably accurate and if implemented will ensure that the District's revenues will be sufficient to pay all of the District's expenses, including contributions to reserves sufficient to return them to prudent levels; and

WHEREAS, after conducting a workshop and a public hearing on the proposed budget the Board of Directors has approved the same.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of San Juan Water District as follows:

1. That certain document referred to as "The San Juan Water District Proposed Budget Fiscal Year 2019-2020," and all schedules, exhibits and policies contained therein, is hereby adopted and the appropriations for the annual budget of the San Juan Water District for the fiscal year beginning on July 1, 2019 and ending on June 30, 2020 are hereby adopted; and
2. That the amounts stated in the proposed budget shall become and thereafter be appropriated to the offices, departments, activities, objects and purposes stated therein and said monies are hereby authorized to be expended for the purposes and objects specified in said budget; and
3. The General Manager is authorized to approve expenditure adjustments within individual accounts and line items so long as the total appropriated is not exceeded.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 26th day of June 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



< Kokila Reservoir Drainage Pipeline

**SAN JUAN
WATER DISTRICT**
GRANITE BAY, CALIFORNIA

PROPOSED BUDGET
FISCAL YEAR 2019-20

Cover Photo: Drainage pipeline for Kokila Reservoir. Kokila Reservoir (a retail facility) is scheduled for replacement in Fiscal Year 2020-2021. The District is currently seeking alternative, low-cost financing for this large infrastructure replacement project, in order to put continued downward pressure on water rates while ensuring the delivery of a reliable water supply of the highest quality.

San Juan Water District

Fiscal Year 2019-20 Budget



Prepared by the Finance Department under Direction of
the General Manager

Mission Statement:

Ensure the delivery of a reliable water supply of the highest quality at the lowest reasonable price.

Vision Statement:

To be a recognized industry leader in the treatment and distribution of a reliable supply of safe and clean drinking water, while protecting and retaining the District's water rights and supply.





San Juan Water District
9935 Auburn Folsom Road
Granite Bay, California 95746
(916) 791-0115
www.sjwd.org

Elected Officials

Dan Rich, President/Director
Edward J. "Ted" Costa, Vice-President/Director
Martin Hanneman, President/Director
Kenneth H. Miller, Director
Pamela Tobin, Director

Appointed Officials

Paul Helliker, General Manager

Management Team

Tony Barela, Operations Manager
Lisa Brown, Customer Services Manager
George Machado, Field Services Manager
Donna Silva, Director of Finance/Treasurer
Greg Turner, Water Treatment Plant Manager
Chris von Collenberg, Information Technology Manager
Rob Watson, Engineering Services Manager
Greg Zlotnick, Water Resources Manager

Table of Contents

Letter of Transmittal	1
DISTRICT PROFILE	3
Wholesale Service Area Map	5
Organization Chart by Functional Area.....	6
GFOA Budget Award	7
By The Numbers – Summary of District Information.....	8
ABOUT THE DISTRICT	11
Budget Purpose, Process and Control.....	13
Budget Format.....	13
Financial Policies	14
Reserve Policy	14
Debt Policy	15
Investment Policy	15
Procurement Policy	15
Accounting System and Controls.....	16
Fund Structure and Descriptions	16
Enterprise Funds.....	16
Capital Outlay Funds.....	16
Budget Assumptions.....	17
Estimated Revenues and Expenditures of Funds – Summary.....	18
MAJOR REVENUES AND EXPENDITURES	23
Water Sales	23
Wholesale Water Deliveries – Acre-Feet	23
Retail Water Deliveries (in CCF*).....	24
Water Sale Revenues (in millions\$)	25
Property Tax	27
Salaries and Benefits.....	28
Water Supply Costs	30
Capital Spending	32
Reserve Summary	33

Table of Contents (con't)

OPERATING FUNDS..... 37

- Administration and General 37
- Customer Service 37
- Distribution (Field Services)..... 37
- Engineering Services..... 37
- Water Efficiency..... 37
- Water Treatment..... 37
- Wholesale Operating Fund 38
- Retail Operating Fund..... 40

CAPITAL FUNDS 43

- Wholesale Capital Outlay Fund 44
- Retail Capital Outlay Fund..... 48

SUPPLEMENTAL INFORMATION..... 51

- Transfers In and Transfers Out..... 53
- Debt Service Schedules 54
- Labor Allocation 56
- Board Resolution 58
- Glossary of Terms 59
- Acronyms..... 63

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June 26, 2019

Board of Directors
Citizens of the San Juan Water District

Directors
Edward J. "Ted" Costa
Marty Hanneman
Kenneth H. Miller
Dan Rich
Pamela Tobin
General Manager
Paul Helliker

On behalf of the San Juan Water District and its staff, I am pleased to present the Budget for Fiscal Year 2019-20. The Budget has been developed to be fiscally responsible in support of the District's Mission Statement:

Our mission is to ensure the delivery of a reliable water supply of the highest quality at the lowest reasonable price.

Adoption and implementation of this budget will allow the District to accomplish major priorities in Fiscal Year 2019-20, detailed throughout this document.

The District continues to focus on implementing the Strategic Plan that it adopted in March of 2018. The plan includes the mission statement just described, as well as a vision statement, organizational values, strategic goals and objectives and performance metrics. The plan can be found at the following link on the District's website:

<https://www.sjwd.org/files/eceb7dd84/Strategic+Plan+Adopted+032818.pdf>

The District's strategic goals are:

- Ensure Water Supply Reliability
- Optimize Operations and Delivery for High Quality and Reliable Water
- Ensure Customer Service through Consistent Access and Timely Responsiveness
- Operate the District Sustainably and in a Financially Sound Manner while Maintaining a Fair Rate Structure
 - Provide a Capable High Quality Work Force and Ensure a Safe Work Environment

These strategic goals will guide our actions to respond to the following significant issues and priorities that we will face during fiscal year 2019-20, including, but not limited to the following:

- Development and adoption by the State of a new regulatory structure to implement water efficiency targets, pursuant to SB 606 and AB 1668
- Completion of the hearings on the change petition for water rights associated with the California WaterFix, and potential resolution of the District's protest

San Juan Water District

Fiscal Year 2019-20 Budget

- Completion of an update to the Water Quality Control Plan for the Sacramento/San Joaquin Delta, and a possible voluntary settlement agreement by the District and neighboring agencies in the American River Basin
- Further deliberations on a revision to the California WaterFix project, and potential resolution of the District's protest and challenge to the Environmental Impact Report
- Development and implementation of the Sacramento regional groundwater bank
- Development by the State of water loss standards for drinking water systems
- Consideration of greater collaboration with and potential integration of San Juan's programs with those of neighboring water agencies, to improve services to our customers and save them money
- Working with our Wholesale Customer Agencies to update our Water Supply Contract
- Updating the District's master plans for retail and wholesale facilities and updating capital improvement plans for portions of the District's supply, treatment and distribution systems
- Planning and executing significant infrastructure repair and replacement projects, including preparation for the replacement of the cover and liner of Hinkle Reservoir and developing a plan for replacement of retail service area meters
- Successfully implementing new enterprise software systems, such a billing and customer service, maintenance management, supervisory control and data acquisition, etc.
- Meeting current and evolving regulatory requirements for water quality, system operations, health and safety, human resources management, etc.

The District works hard to ensure that ratepayer dollars are used in the most cost-effective manner to provide reliable, clean water supplies to its customers. The District continues to implement the wholesale and retail financial plans it adopted in 2017. In preparing this budget, staff have reviewed the projections in the financial plans and have proposed a budget that is consistent with those plans.

I would like to thank District staff for their conscientious efforts in prudent management of District resources, enabling the District to reduce expenses whenever possible without reducing the levels of service necessary to meet the demands of good customer service and responsible facilities maintenance.

I want to thank the Board of Directors for their leadership and continued interest in prudent fiscal management.

Respectfully submitted,



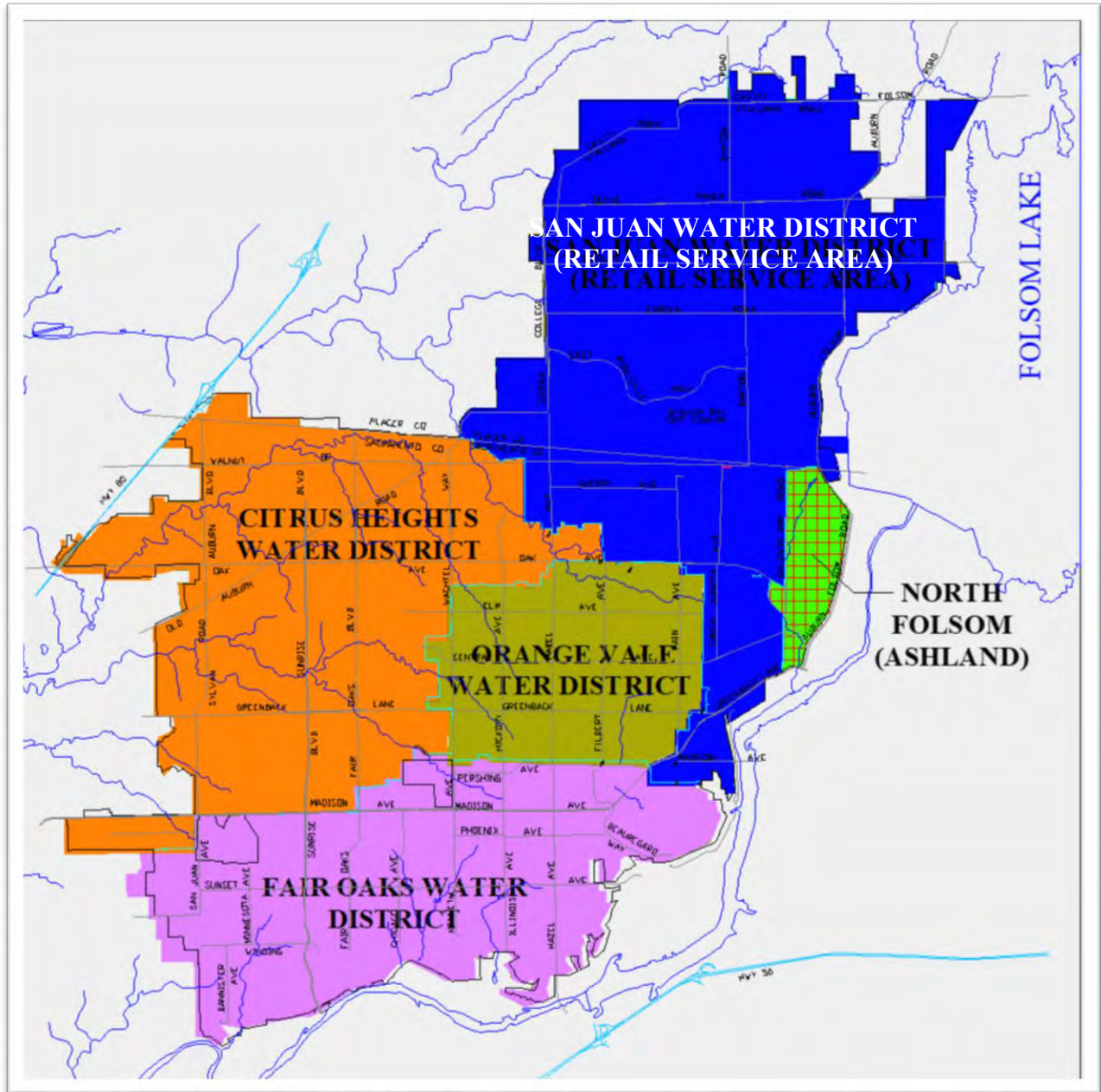
Paul Helliker
General Manager



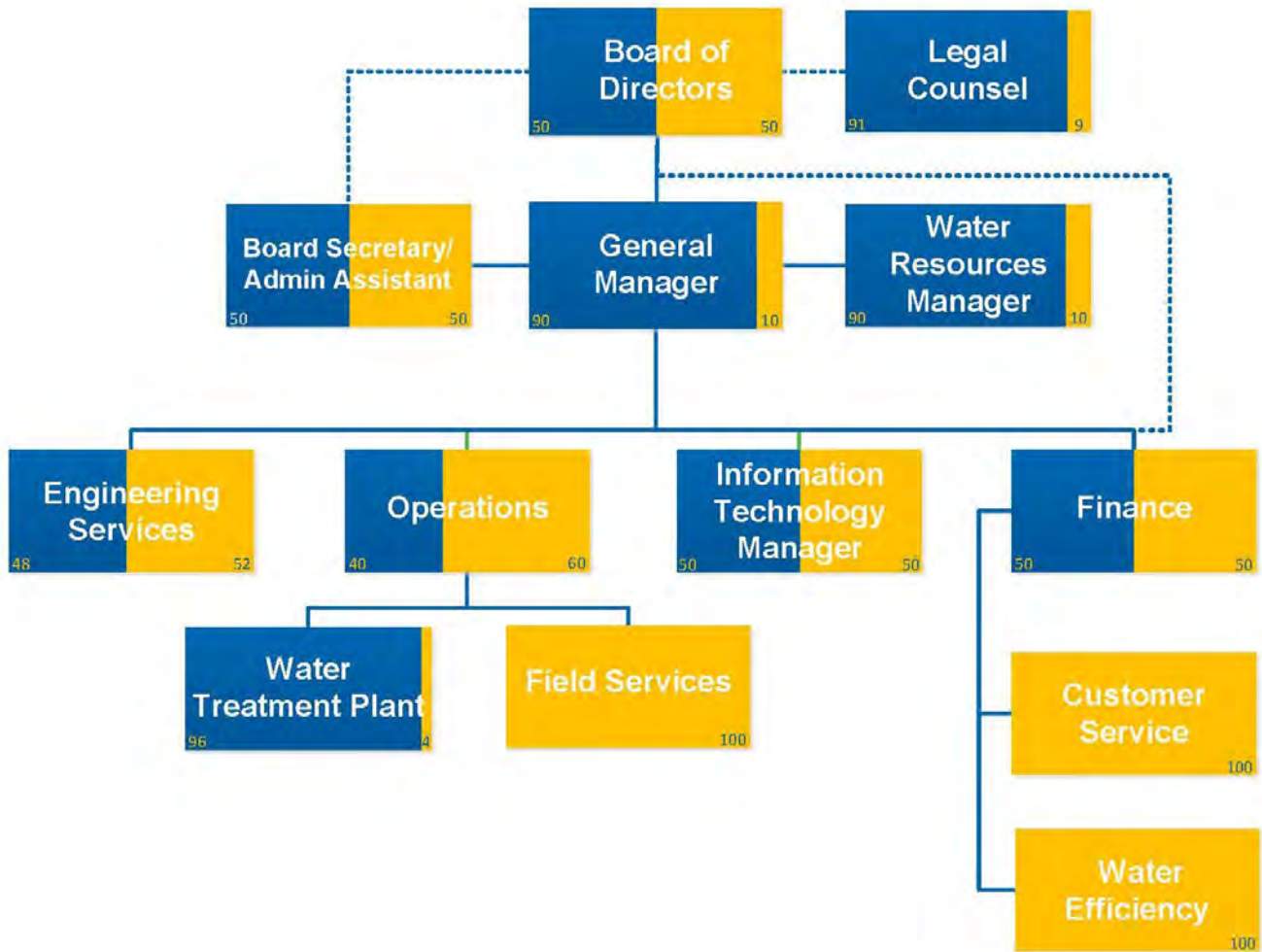
DISTRICT PROFILE

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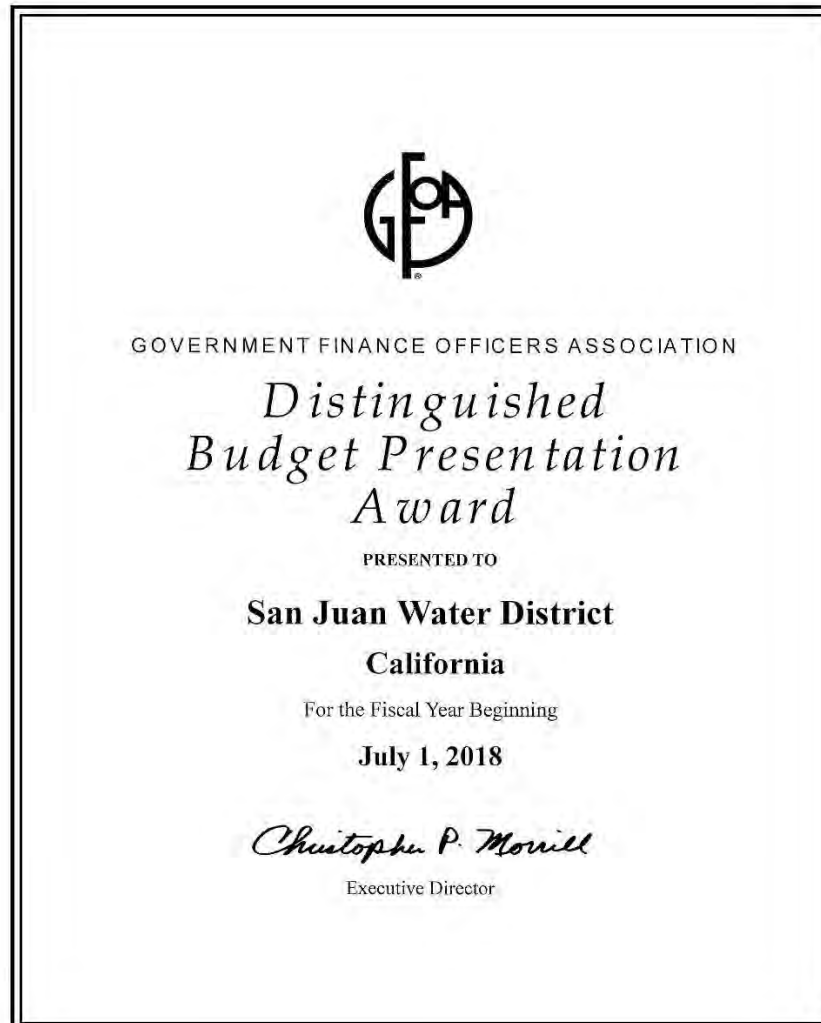
Wholesale Service Area Map
(SJWD Retail Service Area – in blue)



Organization Chart by Functional Area



GFOA Budget Award



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to San Juan Water District for its annual budget for the fiscal year beginning July 1, 2018. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

By The Numbers – Summary of District Information

Water System	
Total Water Supply Available	82,200 acre-feet
Treatment Plants	1
Treatment Plant Capacity	150 MGD
Reservoirs	2
Miles of Water Main	222
Storage Tanks	2
Booster Stations	9
Number of Booster Pumps	38
Number of Control Valve Stations	15
Number of Solar Facilities	1
Number of Pressure Zones – Retail Service Area	8
Number of Active Service Connections – Retail Service Area	10,700

Miscellaneous Statistical Information	
Size of Service Area	46 square miles
Size of Retail Service Area Only	17 square miles
Population of Service Area (per FY 2017-18 CAFR)	154,781
Population of Retail Service Area Only (per FY 2017-18 CAFR)	29,830
Number of Active Employees	48
Number of Bond Issues Outstanding	2
Wholesale Operating Budget	\$ 8,917,800
Wholesale Capital Budget	\$ 9,380,400
Retail Operating Budget	\$ 11,793,400
Retail Capital Budget	\$ 3,994,300



ABOUT THE DISTRICT

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ABOUT THE DISTRICT

The San Juan Water District (District) initially began as the North Fork Ditch Company dating back to 1854 providing water to the area. The District, as in existence today, was formed as the result of petitions being presented to the Board of Supervisors of Sacramento and Placer Counties by Citrus Heights Water District, Fair Oaks Water District, Orange Vale Water Company and a group of homeowners in South Placer County. An election was then held within the boundaries of the sponsoring districts including the District's current Placer County service area on February 10, 1954. At this election, voters approved the formation of the San Juan Water District by nearly a two-thirds majority and elected five Directors. The District is a Community Services District formed under Section 60000 et seq., Title 5, Division 3 of the California Government Code.

The District provides water on a wholesale and retail basis to an area of approximately 17 square miles for retail and 46 square miles for wholesale (which includes the retail area) in Sacramento and Placer Counties.

The District's wholesale operations include: protecting access to reliable and sufficient water supplies; operating and maintaining a surface water treatment plant; operating and maintaining treated water storage; pumping and transmission facilities; delivering treated water to five retail agency customers (the District's retail division, Fair Oaks Water District, Citrus Heights Water District, Orange Vale Water Company and the City of Folsom (Ashland); and providing the administrative support necessary to successfully carry out those functions.

The District's retail operations consist of operating and maintaining storage, pumping, transmission and distribution facilities, which deliver water to approximately 10,700 retail service connections located in a portion of Northeast Sacramento County and the Granite Bay area of South Placer County, and providing the administrative, customer service, water efficiency, and engineering support necessary to successfully carry out those functions.

The District's existing water supply consists of three separate raw water contracts. The first source of water comes from a settlement contract with the U.S. Bureau of Reclamation (Reclamation) whereby it is required to deliver the District's pre-1914 and post-1914 water rights water from the American River, totaling 33,000 acre-feet. The second source is a water service contract with Reclamation for 24,200 acre-feet of Central Valley Project water. The District secured a long-term (40 year) renewal of this contract in 2006. The third water source is a contract with Placer County Water Agency (PCWA) for up to 25,000 acre-feet of water.

All sources of surface water are either stored or flow through Folsom Lake and delivery is taken at Folsom Dam outlets, either by gravity or pumped by Reclamation's Folsom Pumping Plant. Total raw water delivery for the 2017-2018 fiscal year was 36,050.37 acre-feet and is anticipated to be 35,482 acre-feet for Fiscal Year (FY) 2018-19, and 34,550 for FY 2019-20 excluding pass through deliveries for SSWD.

In response to the recent drought and in preparation of future drought conditions, the District recently partnered with two nearby water districts, PCWA and SSWD, to construct inter-ties

to allow water supplies to be shared and transferred if normally available supplies are reduced and/or inadequate to meet immediate demands for either district.

The District has long been a proponent and practitioner of cost effective water efficiency programs. The implementation of these programs has been highly successful and the District complies with best management practices that are required by the Sacramento Area Water Forum Agreement, California legislation SBx7-7 (2009), the California Department of Water Resources, and the Central Valley Project Improvement Act.

The District's water efficiency programs include:

- Water Awareness Poster Contest and Calendar – Since 1992, the District and its wholesale agency customers, Citrus Heights Water District, Fair Oaks Water District and Orange Vale Water Company, have promoted water awareness at the elementary school level through an annual water awareness poster contest.
- Rebate Program – The District provides rebates for the purchase of high-efficiency washing machines, and hot water on-demand recirculation systems as well as irrigation efficiency rebates to both residential and non-residential customers.
- Free Programs – District staff provides free indoor and outdoor water audits, leak detection, and recommendations to improve irrigation system performance. Staff also creates landscape water budgets and irrigation schedules to improve efficiency. The District conducts and hosts a variety of workshops on drip systems and proper irrigation techniques, landscape design, soil health, tree maintenance, controller management and other water efficiency topics. A speakers' bureau is available to talk to groups about water efficiency programs and water supply and reliability issues.
- Water Efficient Landscape (WEL) Garden – Located behind the District's administrative office are gardens to inspire visitors to create a water efficient landscape that looks beautiful every season. The garden demonstrates efficient irrigation and non-water using materials to create a beautiful landscape.

The benefits of these programs include more cost-effective and efficient use of water and increased customer awareness on the importance of water efficiency to contribute to future reliability of water supplies.

The District's water treatment facility, the Sidney N. Peterson Water Treatment Plant (Plant), was constructed in three phases beginning in 1975 and completed in 1983. The Plant includes two flocculation-sedimentation basins, two filter basins, an operations building and a covered 62 million gallon storage reservoir. Major upgrades and improvements to the Plant have been made over the years, including increasing its maximum seasonal capacity (May 15th to September 30th) to 150 million gallons a day (mgd) from its original 100 mgd. Those past upgrades, and ongoing efforts to identify and implement projects and process improvements to increase efficiency, cost effectiveness, and productivity, all contribute to the District's success in reliably satisfying customer demands while continuing to meet or exceed all Federal and State regulatory requirements.

The Plant receives delivery of raw water directly from Folsom Dam outlets. The raw water undergoes an extensive water treatment process to ensure the highest quality of water for all customers. From the Plant, the water flows into the District's 62 million gallon Hinkle Reservoir for storage and distribution. The District maintains approximately 222 miles of transmission and distribution pipelines, which transport the high quality treated water to wholesale and retail customers.

Budget Purpose, Process and Control

The District operates on a fiscal year that runs from July 1 through June 30. The District adopts an annual operating budget and an annual capital improvement budget to ensure the adequacy of resources to meet District needs and to accomplish the District's mission. As required by certain debt covenants, the annual operating budget is evaluated, to ensure that net revenues, as defined by the various debt covenants, are equal to or exceed a minimum of 115 percent of the anticipated debt service for the budget year.

In March of 2018, the Board of Directors adopted a Strategic Plan which staff now uses as the guiding light in preparing an operations plan and annual budget. Using the goals in the Strategic Plan, as well as direction received throughout the year from the Board of Directors, the Department Managers prepare and submit draft budgets to the Finance Department. The Finance Department prepares the revenue budget, and reviews and compiles the various department budgets. A budget workshop is held to present and discuss the draft budget with the Board of Directors and interested members of the public. Feedback from that meeting is used to adjust the draft budget, if necessary. A public hearing is then held after which the Board of Directors votes on budget adoption.

Budget to actual financial data is monitored continuously throughout the year by management and is reported on a monthly and annual basis to the Board of Directors. The General Manager has the authority to move budget between specific lines within a fund, or between funds to correct posting errors. Transfers between funds, for purposes other than error correction, or to maintain required reserve levels, require approval from the Board of Directors.

Budget Format

The budget is prepared on a modified accrual basis wherein revenues and expenses are reported when earned and incurred, respectively. The budget does not include amounts for depreciation, pension expense in accordance with GASB 68, or retiree medical expenses in accordance with GASB 74/75 but does include an expenditure for debt principal. Therefore, the budget is not prepared in the same manner as the Comprehensive Annual Financial Report (CAFR). The program budget format is used versus a line item detail format to provide the most valuable information to the reader on all of the District's major areas of service (Administration, Customer Service, Distribution, Engineering, Water Efficiency, and Water Treatment Plant). Expenditure data is also presented in a functional format (Salaries & Benefits, Materials & Supplies, etc.) to provide readers with an alternate view.

San Juan Water District

Fiscal Year 2019-20 Budget

For financial reporting purposes, the District operates a single enterprise fund. However, for management of the two divisions, wholesale and retail, the District utilizes four distinct funds, one each for Operations and one each for Capital Outlay.

In order to ensure funds are available to meet both operating and capital needs, the District (for both Wholesale and Retail Operations) established a financial planning process with development of a Master Plan that contains a review of current infrastructure, and that recommends projects for a twenty to thirty year period. The District then estimates current and future operating needs, and works with a rate consultant to develop a water rate study and financial plan.

The District completed a Financial Plan and Rate Study, resulting in a 5-Year Rate Schedule. The Wholesale Rate Schedule went into effect on January 1, 2017, and resulted in an effective increase of 16%. Wholesale rates are authorized to increase by 9% per year through January 2020 and by 5% in January of 2021. The Retail Rate Schedule went into effect on May 1, 2017, and resulted in an effective increase of 8%. Retail rates are authorized to increase by 9% on January 2018 and 8% on January 1, 2019 and 2020, with a 6% increase approved for January 1, 2021. In an effort to bring rates into alignment with the District's fixed versus variable expenses, all rate increases are applied to the fixed portion of the rate with the volumetric portion of the rate unchanged. This will bring stability to the rate structure and provide reliable funding to cover fixed operating costs regardless of water demand.

Financial Policies

Key District Financial Policies include the Reserve Policy, the Debt Policy, the Investment Policy and the Procurement Policy.

Reserve Policy

In accordance with Board Resolutions, Board Motions, and/or District Ordinances, certain reserve funds have been established and maintained as follows:

WHOLESALE RESERVES:

NAME	PURPOSE	AMOUNT/LEVEL
Operating	Established in 1998 to provide working capital for operations and unexpected needs.	20% of operating expenses
Capital Improvement Program	Established in 1998 to fund capital replacements, rehabilitation, upgrades and improvements.	Determined annually by Board of Directors. Budget includes revenues and transfers in at least equal to annual depreciation.

RETAIL OPERATING RESERVES:

NAME	PURPOSE	AMOUNT/LEVEL
Operating	To provide working capital for retail operations, as well as readily available capital for unexpected needs and modest variations between expected and actual water demands.	20% of annual operating expenditures
Capital Improvement Program	To fund capital replacements, rehabilitation, upgrades and improvements.	Determined annually by Board of Directors. Budget includes revenues and transfers in at least equal to annual depreciation.

Debt Policy

The Debt Policy, adopted in compliance with Government Code Section 8855(i), governs all debt undertaken or refinanced by the District. It describes the purposes for which Debt may be issued, the types of debt the District may issue, and the relationship of debt to the Capital Improvement Program and the Operating Budget.

Investment Policy

In accordance with District Ordinance No. 3000.05, management responsibility for the investment program is delegated to the General Manager. The Director of Finance has been designated as the “Investment Officer” in charge of operational management.

Investments by the Investment Officer are limited to those instruments specifically described in the District’s Investment Policy. The Investment Officer submits quarterly reports to the Board of Directors detailing all investment holdings. In order of importance, the following five fundamental criteria are followed in the investment program: 1) safety of principal; 2) limiting credit risk liquidity; 3) limiting interest rate risk; 4) liquidity and; 5) return on investment.

Procurement Policy

The District’s procurement policy creates uniform procedures for acquiring equipment, and goods and services for its operations. The primary purpose of this policy is to provide for the purchase of materials and trade services with the objective that they will be available at the

proper time, in the proper place, in the proper quantity, in the proper quality, and at the best available price, consistent with the needs of the District.

Accounting System and Controls

The District uses the Tyler Technologies financial accounting system to record its financial transactions. Management has established a system of internal controls that provides a reasonable basis for protecting the District's assets from loss, theft, and misuse, and that compiles sufficient reliable information for the preparation of the District's financial statements. At the end of the year, the District prepares a CAFR consisting of management's representations concerning the District's finances. An independent auditing firm audits this report and examines District internal controls and provides an opinion on the financial reporting and provides suggestions on ways to improve the internal control processes of the District.

Fund Structure and Descriptions

Legally, San Juan Water District is a single enterprise fund. For purposes of rate setting, reserve segregation and managerial reporting, the District utilizes four distinct funds as follows:

Enterprise Funds:

- Wholesale Operating Fund
- Retail Operating Fund

Capital Outlay Funds:

- Wholesale Capital Outlay Fund
- Retail Capital Outlay Fund

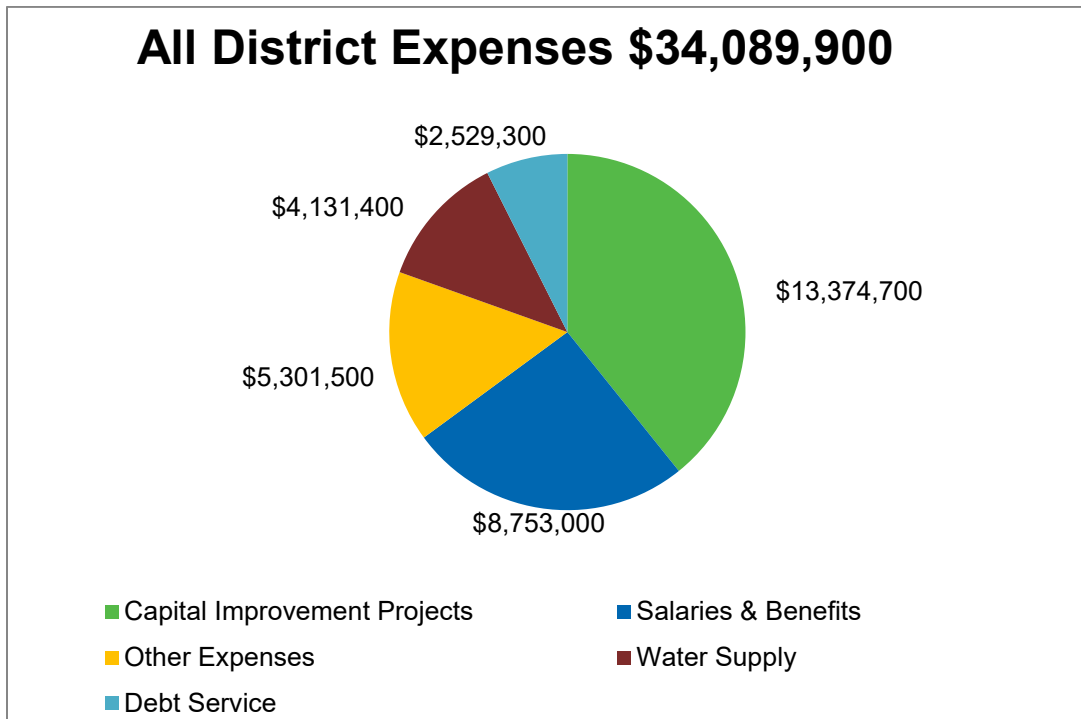
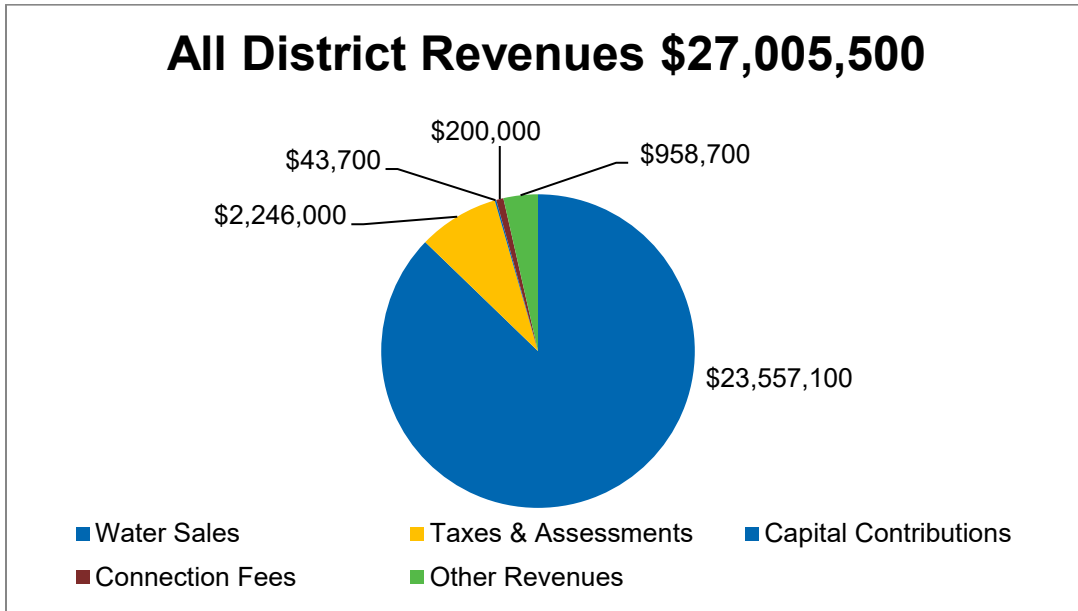
The funds are combined for purposes of formal financial reporting (audited financial statements). Budgets and descriptions for these funds can be found starting on page 37.

Budget Assumptions

A budget is an estimate of revenues and expenditures for a set period of time. The creation of estimates involves a set of assumptions. It is important that the reader of this budget understands the assumptions used in preparing the revenue and expenditures estimates contained herein. Listed below are the primary assumptions used in the creation of this budget:

- Water rates from Board adopted 5-Year Rate Schedule
- Wholesale water rates reduced on July 1, 2019, to reflect lower debt service costs on refinanced debt.
- 2019 Debt Service Charge – per rate schedule to be charged effective January 2020. However, amount and timing of future debt issuance has changed so this rate will not be assessed in FY 2019-20.
- 3% decline in wholesale water deliveries, based on estimates provided by wholesale customers (excluding water treated for SSWD)
- 7,786 AF of water to be treated for SSWD
- No increase in retail water deliveries
- Property taxes increase 2%
- No Central Valley Project water to be purchased
- Increased cost of water supply to Retail Service Area due to planned reallocation of fixed costs to wholesale customer agencies effective January 1, 2020
- 23% (\$32,000) increase in workers compensation expense – no rate increase but experience modifier increased from .76 to 1.28 due to higher claims
- 6% increase in health care insurance costs
- Salary budget was prepared in accordance with the Board of Directors Compensation Policy which requires the District utilize the CalPERS assumed salary increases. Any COLA's, adjustments from the Compensation Study or merit increases will be constrained by the Salary budget.

Estimated Revenues and Expenditures of Funds – Summary



Estimated Revenues and Expenditures of Funds – Summary

	Wholesale Operations	Wholesale Capital Outlay	Retail Operations	Retail Capital Outlay	Total
Est. Beginning Available Reserves July 1, 2019	\$ 1,895,966	\$ 15,447,062	\$ 2,209,684	\$ 4,686,241	\$ 24,238,952
Revenues					
Water Sales	11,157,700	-	12,399,400	-	23,557,100
Taxes & Assessments	-	1,123,000	-	1,123,000	2,246,000
Capital Contributions	-	43,700	-	-	43,700
Connection Fees	-	100,000	-	100,000	200,000
Other Revenues	146,100	145,000	517,600	150,000	958,700
Total Revenues	\$ 11,303,800	\$ 1,411,700	\$ 12,917,000	\$ 1,373,000	\$ 27,005,500
Expenses					
Capital Improvement Projects	\$ -	\$ 9,380,400	\$ -	\$ 3,994,300	\$ 13,374,700
Salaries & Benefits	3,712,900	-	5,040,100	-	8,753,000
Water Supply	1,055,900	-	3,075,500	-	4,131,400
Debt Service - Interest	928,000	-	516,200	-	1,444,200
Debt Service - Principal	698,500	-	386,600	-	1,085,100
Other Expenses	2,522,500	-	2,775,000	-	5,297,500
Total Expenses	\$ 8,917,800	\$ 9,380,400	\$ 11,793,400	\$ 3,994,300	\$ 34,085,900
Net Income	\$ 2,386,000	(7,968,700)	\$ 1,123,600	\$ (2,621,300)	\$ (7,080,400)
Transfer In/(Out)	(2,498,300)	2,498,300	(974,500)	974,500	-
Ending Available Reserves Est.	\$ 1,783,666	\$ 9,976,662	\$ 2,358,784	\$ 3,039,441	\$ 17,158,552

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MAJOR REVENUES AND EXPENDITURES



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MAJOR REVENUES AND EXPENDITURES

In order to assist in understanding the fiscal trends facing the District, and the assumptions utilized in preparing this budget, the following discussion and analysis of the District’s major revenues and expenditures are presented.

Water Sales

Revenue from the sale of water accounts for 88% of all District revenues. Water revenues are driven by two primary factors, the amount of water sold and the rate per unit. The Board of Directors considers and adopts rates through separate processes for wholesale and retail. Wholesale customers are presented with a rate study and are given 150 days to provide comments to the Board of Directors on proposed rate changes. After the 150 day comment period, the Board of Directors review the comments and make a decision on rates for the upcoming calendar year.

Retail rate setting is subject to the provision of Proposition 218 wherein customers are provided information on proposed rate changes, and are invited to attend a public hearing on the proposed changes. Proposed rate changes can be denied if a majority of ratepayers submit votes opposing them. If a majority of rate payers do not vote “no”, the Board of Directors vote on the proposed rate increase and set the effective date for any proposed and approved changes.

The District completed a Financial Plan and adopted a 5-Year Rate Schedule for both wholesale and retail water rates in early 2017.

Chart 1 and 2 show water deliveries and water revenues from FY 2010-11 to current.

WHOLESALE WATER DELIVERIES - ACRE FEET

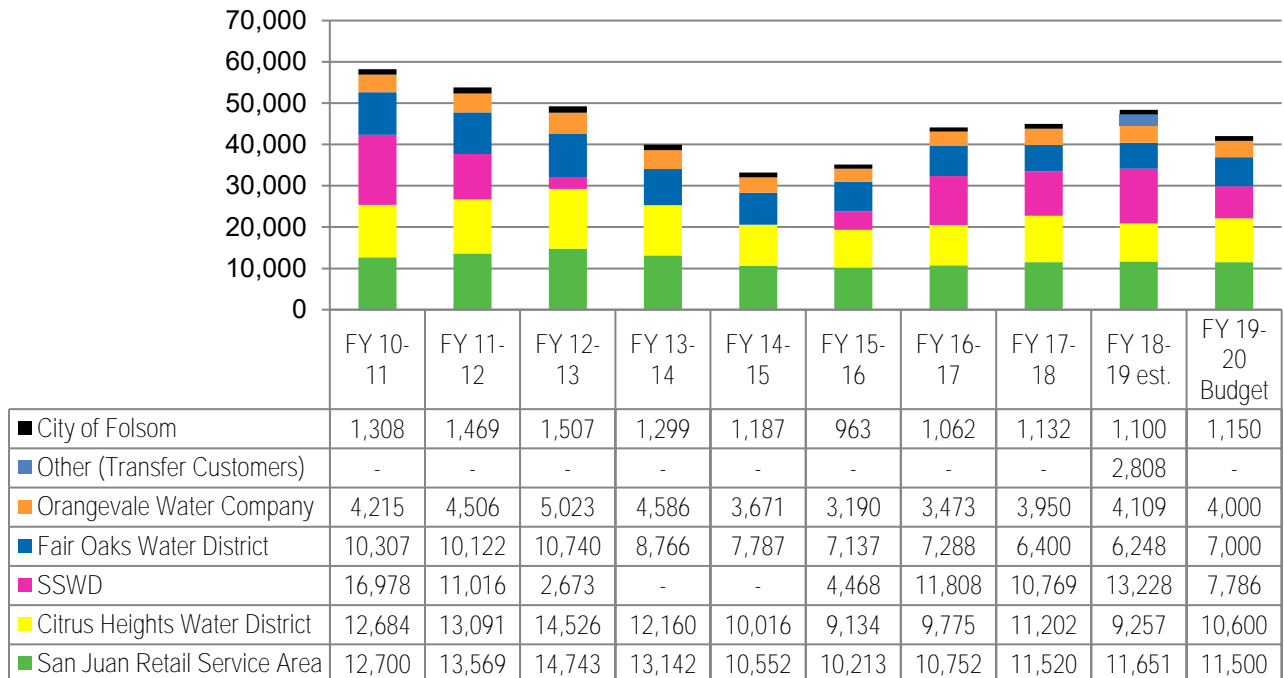


Chart 1

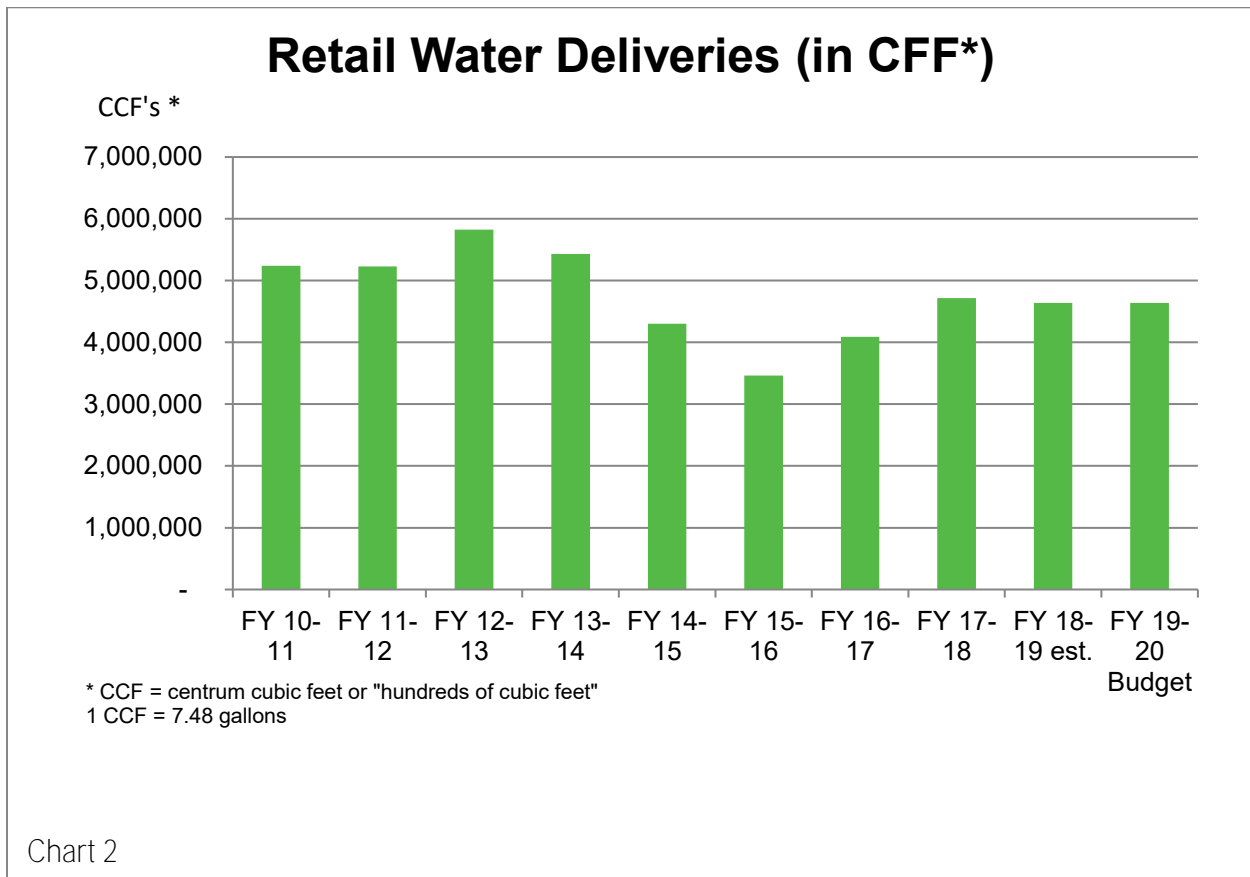


Chart 2

The recent drought resulted in a significant decline in water deliveries. Wholesale water deliveries began a steady decline in FY 2011-12, followed by retail two years later. Wholesale water deliveries reached their low in FY 2014-15 and retail reached its low in FY 2015-16. With the drought “officially” over, the District experienced an uptick in wholesale water demand in FY 2015-16 totaling 35,105 acre-feet. However, this increase was primarily attributed to 4,468 acre-feet of water treated for SSWD (see yellow component in Chart 3). SSWD has an agreement to periodically purchase raw water from PCWA (based upon water supply conditions). They have an agreement with the District to treat and deliver the water that they purchase from PCWA.

Absent the water treated for SSWD, wholesale demand did not begin to increase until FY 2016-17. Demand from the District’s regular wholesale customers slowly increased through FY 2018-19 but is expected to decrease by approximately 3% in FY 2019-20 with a total of 34,250 acre-feet anticipated to be sold in this budget year to the regular wholesale customers.

The end of the drought resulted in increased water demand in the retail service area. There was an 18% increase in FY 2016-17 retail water deliveries and a 15% increase in FY 2017-18. The FY 2019-20 budget does not anticipate an increase in demand as the District is not experiencing significant growth and it is assumed that the rebound in demand from the end of the drought has already occurred. As such, this budget assumes retail water deliveries of 4.6 million CCFs, consistent with our expectations for FY 2018-19.

Water Sale Revenues (in millions\$)

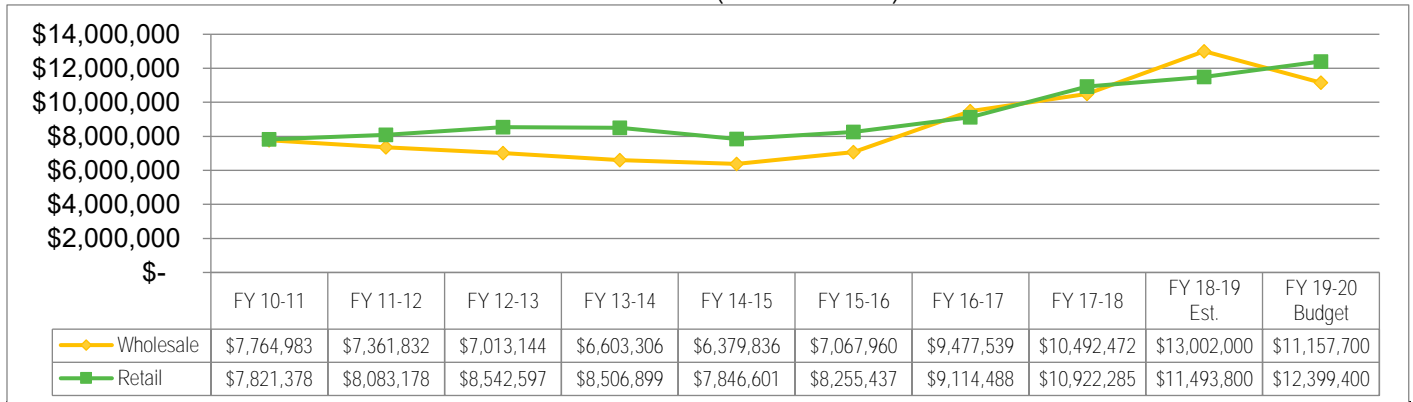


Chart 3

Wholesale water sale revenues declined steadily from FY 2010-11 through FY 2014-15. Revenues increased steadily from FY 2015-16 through FY 2018-19 for a number of reasons:

- Increased demand from wholesale customers. Demand from the wholesale customers was a low 33,213 acre-feet in FY 2014-15 and is estimated to peak at 35,173 acre-feet in FY 2018-19.
- Treatment of SSWD water. When certain hydrology conditions are met, SSWD is able to purchase surface water from PCWA to augment their groundwater supplies. SSWD pays the District to treat this surface water on their behalf. After not taking surface water for two years, SSWD began taking this supply in FY 2015-16, causing a spike in District revenues. The budget includes treating 7,786 acre-feet of water for SSWD in FY 2019-20.
- Increased rates. On January 11, 2017, the Board of Directors approved a 5-Year Rate Schedule, which allows for a 9% effective increase to go into effect on January 1, 2020. However, this budget includes a reduction to the Debt Service Charge, reflecting the savings from a refunding of the 2009A COP's in 2017.

Wholesale water sale revenue is expected to decline in FY 2019-20, in spite of the rate increase due to SSWD taking less surface water and the wholesale customers reporting planned demand that is 3% less than FY 2018-19. In addition, wholesale water rates are expected to be reduced on July 1, 2019 to reflect savings incurred by refinancing a debt issuance in 2017.

On the retail side, FY 2011-12 retail water use was relatively constant from the prior year, but due to a 2% rate increase, effective the prior January, revenues were slightly up.

In FY 2012-13, water use increased 11% and while there was no rate increase in the prior year, there was an inflation adjustment of 2% mid-way through the year, resulting in an increase in revenues.

San Juan Water District

Fiscal Year 2019-20 Budget

In FY 2013-14, water use began a multi-year decline, but a mid-year 2% rate increase, combined with the prior year 2% increase resulted in revenues that were just slightly lower than the prior year.

In FY 2014-15, water use dropped significantly as a result of the drought and conservation mandates. The District restructured their rates and at the end of the fiscal year, in June 2015, implemented a retail drought surcharge. Revenues for FY 2014-15 fell 7.8% from the prior year.

In FY 2015-16, water use continued its sharp decline but due to the drought surcharge and a 15% rate increase in January 2016, revenues were restored to FY 2013-14 levels. The drought surcharge was removed April 1, 2016.

FY 2016-17 yielded a 10.4% increase in revenues, mostly from increased consumption from the end of the drought.

The Board of Directors approved a 5-Year Rate Schedule that resulted in an effective 8% rate increase on May 1, 2017, and a 9% rate increase on January 1, 2018. Those rate increases, combined with increased consumption produced a 19.9% increase in retail water sale revenues for FY 2017-18.

In FY 2018-19, the District expects to see a slight decrease in water demand (down 1.7% from FY 2017-18). The increase in revenues is fully attributable to a scheduled 8% rate increase on January 1, 2019.

The District is assuming that the rebound in demand from the end of the drought has mostly been achieved. Given very little growth in the retail service area, the District is assuming that demand will not significantly change in FY 2019-20. The increase in budgeted revenues is from the scheduled 8% rate increase that goes into effect on January 1, 2020.

Property Tax

Representing approximately 8% of total District revenues, the Property Tax is the second largest revenue source. Property Tax revenue is shared evenly between wholesale and retail and has been designated by the Board of Directors to be spent on capital projects, not operations.

Property Tax Revenues

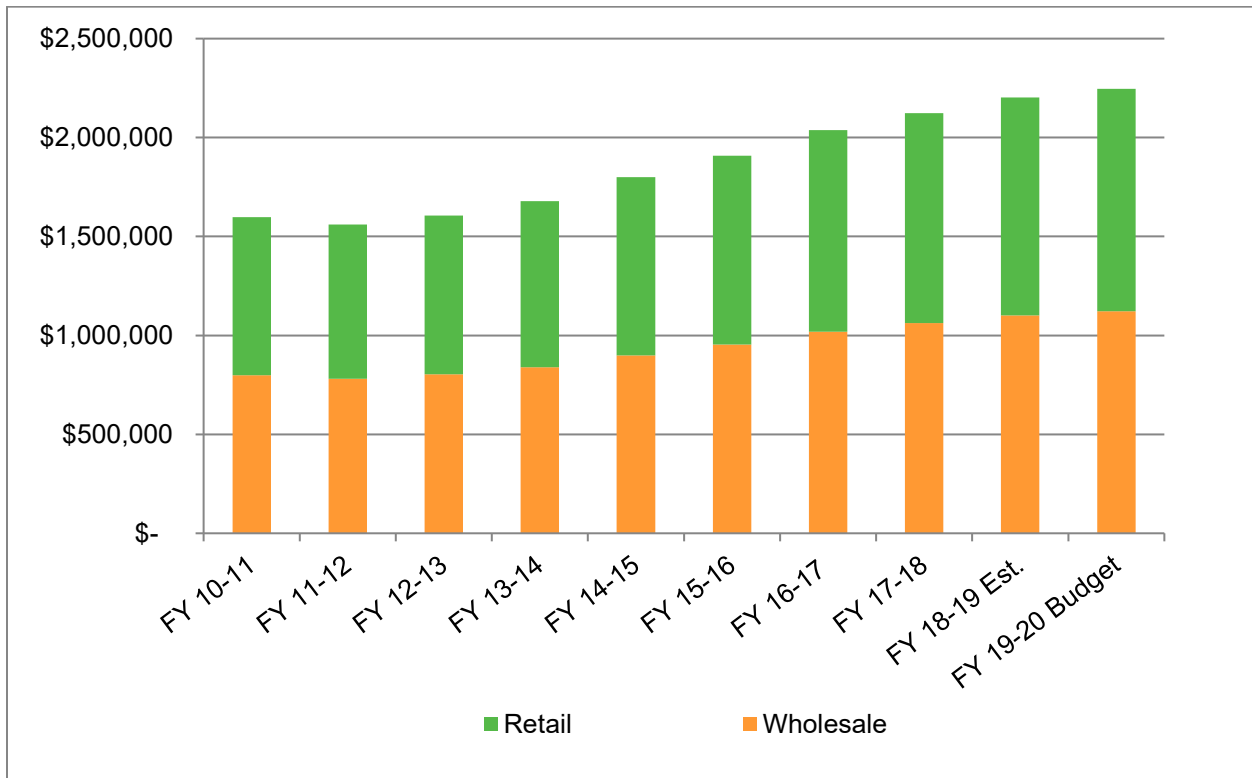


Chart 4

Property Tax revenues have been increasing over the past eight years, a result of the rebound in the housing market after the Great Recession (see Chart 4). This budget anticipates a 2% increase in Property Tax revenues.

Salaries and Benefits

Aside from the Capital Improvement Program, Salaries and Benefits represent the largest expense of the District.

Salaries and Benefits

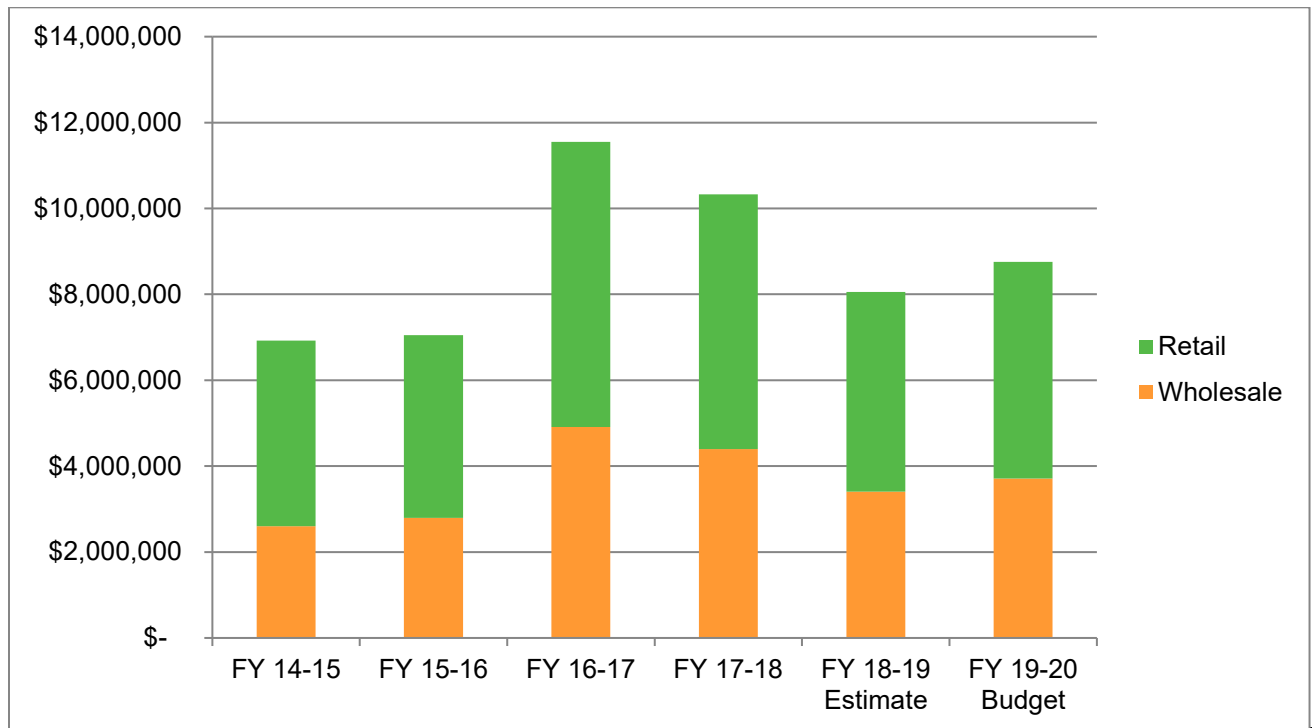


Chart 5

Chart 5 depicts a spike in Salary and Benefit costs in FY 2016-17 then a decline through FY 2018-19 with an increase in FY 2019-20. The spike is due to the Board of Director’s decision to pay off the District’s unfunded pension liability. The District paid \$4,112,000 towards this liability in FY 2016-17 and remitted an additional \$2,787,800 in FY 2017-18, which is expected to materially eliminate the liability. Paying down the unfunded liability will save the District approximately \$8.8 million over the next 30 years.

Removing the effect of the additional pension contributions, Salaries and Benefits are expected to increase by 10% or \$762,900 due to the following factors:

- The Board approved the addition of a Safety/Regulatory Compliance Coordinator. The position was filled in April 2018.
- The Board approved the addition of a Customer Service Technician in FY 2018-19.
- Due to a higher than normal workers compensation claims experience, the District is facing a 68% increase in Workers Compensation premiums.

- Assumed 6% increase in health insurance premiums.
- The Board of Directors amended its Compensation Policy on September 13, 2017, to ensure that the combination of cost of living adjustments and merit pay increases do not cause an increase in salaries greater than that assumed by PERS when calculating the District pension liability. The Compensation Policy requires the annual operating budget to assume the same increase in salaries as that assumed by PERS in calculating the District's pension liability. For FY 2019-20 that increase is 4.14%.

The level of District staffing (number of employees) has remained relatively unchanged for many years, in spite of significant increases in regulatory compliance work and an aging infrastructure. In FY 2016-17, the Board of Directors approved the addition of one Water Treatment Plant Operator, in FY 2017-18, the Board of Directors approved the addition of a Safety/Regulatory Compliance Coordinator, and in FY 2018-19, the Board of Directors approved the additional of a Customer Service Technician to improve internal controls and better serve our customers. The District now has 48 Full Time Equivalent (FTE) positions.

The Compensation Policy, amended by the Board of Directors in September of 2017, requires a compensation study be performed at least once every four years. The purpose of the study is to ensure the District is offering a fair and competitive compensation package to its employees. The District completed its most recent Compensation Study in the Spring of 2019.

Water Supply Costs

The District's existing water supply consists of three separate raw water contracts. The first source of water is 33,000 acre-feet of water rights on the American River. The second source is a contract with Reclamation for 24,200 acre-feet of Central Valley Project water. The third water source is a contract with PCWA for up to 25,000 acre-feet of water. All sources of surface water are either stored or flow through Folsom Lake and delivery is taken at Folsom Dam outlets, either by gravity or pumped by Reclamation's Folsom Pumping Plant. Total raw water delivery for FY 2017-18 was 36,050 acre-feet and is anticipated to be 35,482 acre-feet for FY 2018-19, and 34,550 for FY 2019-20, excluding pass through deliveries for SSWD.

Wholesale Water Supply Cost

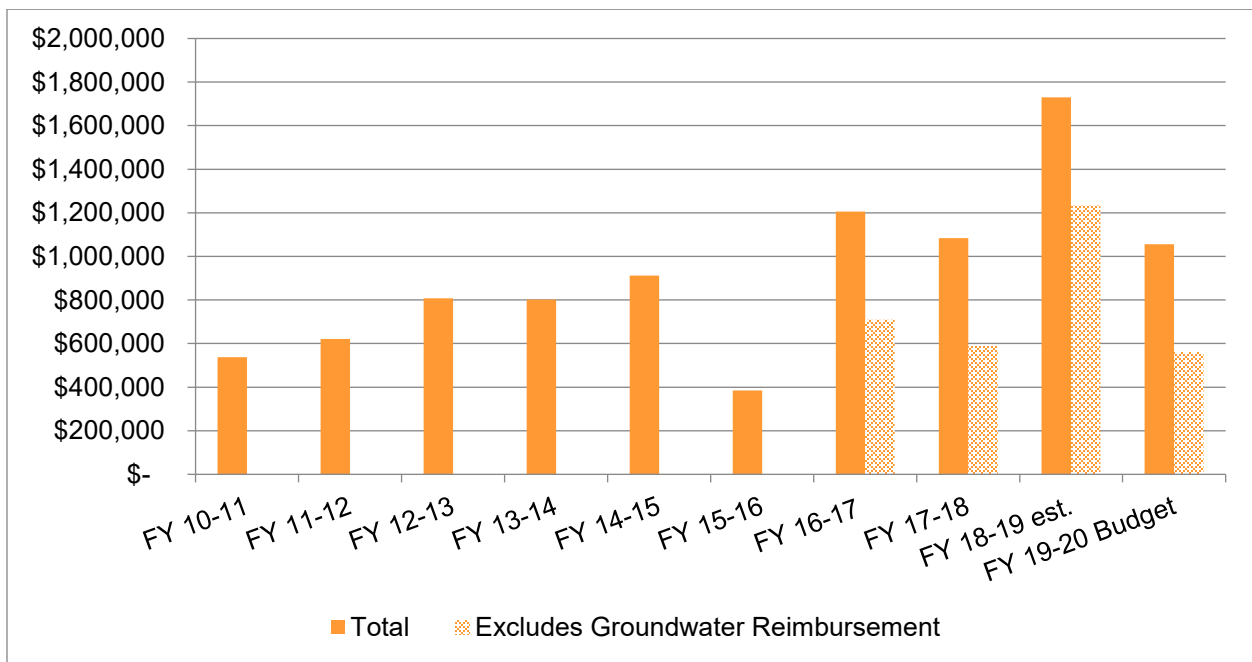


Chart 6

As illustrated in Chart 6, water supply costs increased significantly in FY 2016-17 and again in FY 2018-19.

The FY 2016-17 costs increased for two primary reasons. First, in 2008 a surface water shortage and reimbursement agreement to provide groundwater supplies during times of surface water shortage was prepared, and referenced in the signed 2008 Wholesale Water Supply Agreements. The District, in its capacity as the wholesale supplier, determined that there was a potential need for groundwater pumping between 2009 and 2013, and asked both the Citrus Heights Water District and Fair Oaks Water District to maintain their readiness to supply groundwater. In 2014, due to a potential shortage in

surface water supplies caused by a third year of drought, the District requested groundwater to be pumped. From 2009 to 2014, both districts maintained their readiness to supply groundwater, as requested, but did not submit invoices for the incremental cost until the District asked them to actually pump groundwater in 2014. At that time, the District was provided with a bill in the approximate amount of \$4 million. The District disputed the amount, and the cost was settled in FY 2016-17 at \$1,981,440, to be repaid over a 4-year period ending in FY 2019-20. The light orange bar on Chart 6 shows water supply costs for fiscal years 2016-17 through 2019-20 without the payment towards the groundwater reimbursement.

After removing the effect of the groundwater reimbursement, FY 2016-17 water supply cost still show an increase over the prior year. The agreement with PCWA required the District to pay for 25,000 acre-feet of water, regardless of how much water the District actually took. However, in periods of drought, the District is allowed to pay for the greater of 10,000 acre-feet or the actual amount delivered. With the drought officially over in FY 2016-17, the reduced demand allowance ended and the cost of the PCWA contract rose accordingly.

Water supply costs decreased in FY 2017-18, in spite of increased demand. This was due to a reduction in the cost of water purchased from PCWA. Per the contract between the District and PCWA, the cost of PCWA water is calculated as the average of the District's Central Valley Project rate and the Central Valley Project rate for the City of Roseville and PCWA. In addition, the District must pay Warren Act contract charges on the PCWA water it receives. Central Valley Project water rates and Warren Act charges are set annually by Reclamation. Due to an abundance of water supplies, Reclamation reduced the Central Valley Project rate by 35% for 2017, causing a like decrease in the District's PCWA water rate. Additionally, in December of 2017, the District negotiated an amendment to the contract with PCWA wherein the take or pay amount was reduced from 25,000 acre-feet to 12,500 acre-feet. The District still has the option to take up to 25,000 acre-feet, but is only required to pay for 12,500 acre-feet regardless of whether it takes the water or not. This cut the PCWA water supply cost to half of what it would have been otherwise.

The spike in costs in FY 2018-19 is a result of a groundwater substitution transfer. In FY 2018-19 the District sold 2,808 acre-feet of surface water to the Dudley Ridge Water District and the Kern County Water Agency. Both the Citrus Heights Water District and the Fair Oaks Water District used their groundwater instead of purchasing the District's surface water. The District compensated them for the cost of the groundwater out of the transfer proceeds. The transaction yielded net revenues but increased the water supply cost in the process.

Water supply costs for FY 2019-20 are in line with FY 2017-18 with no planned groundwater substitution transfers and no substantial change in water demand.

Capital Spending

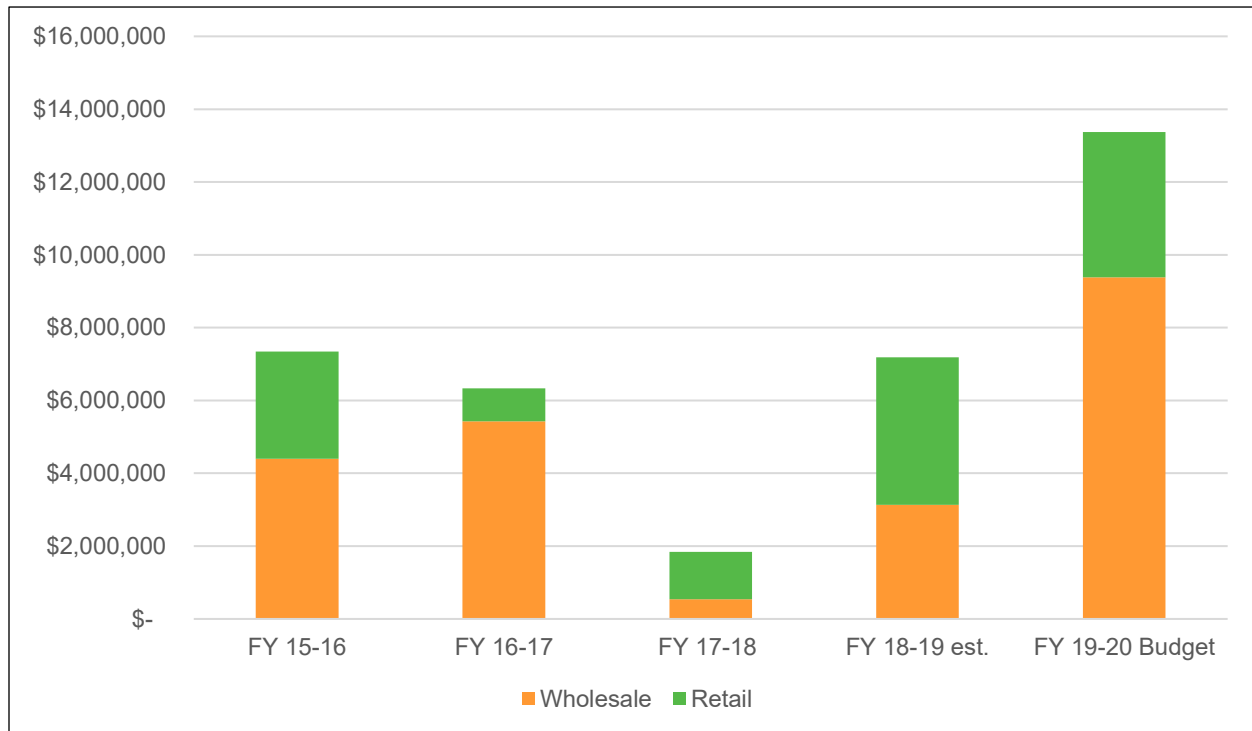


Chart 7

Capital spending has fluctuated from \$7.3 million in FY 2015-16 to a low of \$1.8 million in FY 2017-18 then increasing to a four year planned high of \$13.4 million.

The District is spending approximately \$2.8 million in FY 2018-19 on the Fair Oaks 40-Inch Pipeline Relining Project. This project rehabilitates approximately 11,000 linear feet of 40-inch aged steel pipeline located both in the City of Folsom and the County of Sacramento, in both residential properties as well as public rights of way. In FY 2019-20, the District will be spending \$4.1 million to resurface the North and South filter basin at the treatment plant, replacing filter media and nozzles in the process. Another significant project in FY 2019-20 is the planning and design for the replacement of the Hinkle Reservoir, a 62 million gallon lined and covered earthen reservoir. 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 but based on current condition assessment it must soon be replaced.

On the retail side, the District anticipates spending \$4.1 million in FY 2018-19 on capital projects. Of that total, \$3.3 million is on pipeline replacement projects. Another \$3.9 million is planned for FY 2019-20, again mostly on replacing aged and failing pipelines. However, there is \$771,000 planned for pump station improvements and a significant amount of projects were deferred to future years due to lack of funding.

A complete list of projects planned for FY 2019-20 can be found on pages 46 and 50 of this document.

Reserve Summary

Wholesale and Retail Operating and Capital Reserves Combined

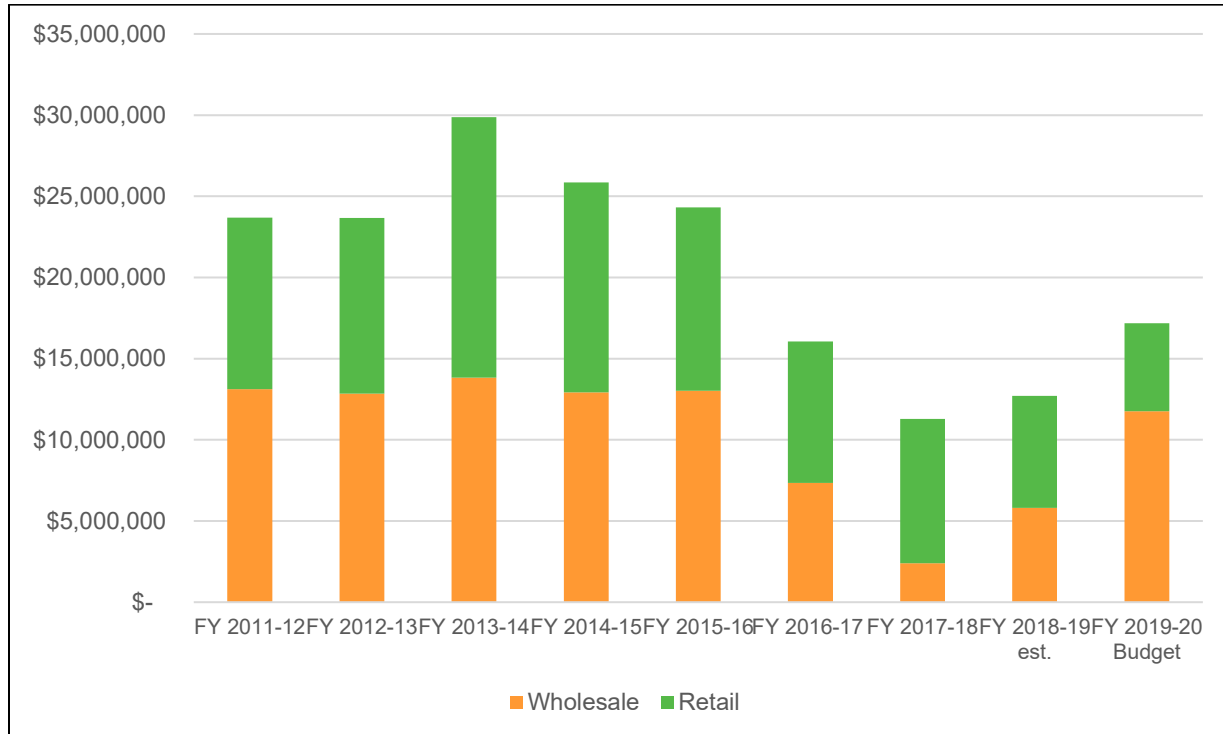


Chart 8

The combination of the Great Recession, followed by the drought, resulted in the need to defer maintenance and capital projects and utilize reserves to augment operations and critical capital projects. This is illustrated in Chart 8 by the sharp decline in District reserve balances between FY 2013-14 and 2017-18.

The District has taken several actions to improve its financial condition now and into the future, as described below:

- Paid off Unfunded Pension Liability:** The Board authorized two large payments intended to pay off the District’s unfunded pension liability. The District was paying 7.5% interest on this liability, but only earning approximately 1.5% on its reserves. In May 2017, the District remitted \$4,112,000, and in April 2018 the District paid \$2,787,800. By drawing down reserves to pay down this debt, the District will save approximately \$8.8 million over the next 15 to 20 years, with annual savings of approximately \$350,000. These savings can be used to fund critical infrastructure needs which will help reduce upward pressure on rates.

San Juan Water District

Fiscal Year 2019-20 Budget

- *Debt Refinanced:* In May of 2017, the Board of Directors approved an advance refunding of the District's Series 2009A Certificates of Participation. This refinancing will save the District approximately \$11.2 million through FY 2038-39.
- *Renegotiated contract with PCWA:* In December of 2017, the District negotiated an amendment to its contract with PCWA wherein the take or pay amount was reduced from 25,000 acre-feet to 12,500 acre-feet. The District still has the option to take up to 25,000 acre-feet, but is only required to pay for 12,500 acre-feet regardless of whether it takes the water or not. This cut the PCWA water supply cost in half, providing savings of approximately \$275,000 per year, starting in FY 2018-19.
- *Renegotiated contracts with City of Roseville (City):* Under two separate contracts, the District is obligated to provide up to 4,000 acre-feet annually to the City from the District's PCWA take or pay contract. The amendments require the City to compensate the District for maintaining the availability of 4,000 acre-feet per year water supply for the City. This will generate annual revenues of approximately \$90,000 beginning in FY 2018-19.
- *5-Year Rate Schedule:* The District completed a Five Year Financial Plan and implemented a five year rate structure in 2017 that was designed to replenish reserves while ensuring that the District can continue its mission to deliver a reliable water supply of the highest quality at reasonable and equitable costs.
- *Completion of the first groundwater substitution transfer:* The District has been working for many years to create a legal path for the sale of excess water supplies. Selling excess water supplies benefits all customers of the District as it generates additional revenues that can be used to maintain and/or improve infrastructure, reduce or eliminate the need for future debt which will reduce future upward pressure on water rates. The first groundwater transfer was completed in FY 2018-19 paving the way for more transfers in the future.



OPERATING FUNDS

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OPERATING FUNDS

The Wholesale and Retail Operating Funds account for the operations of the District. Department operating costs are shared and split between wholesale and retail based upon the proportionate benefit received by each, which can differ from person to person, department to department and expense to expense. The major projects for the budget years are discussed in detail in the Operation Plan, which can be found on the District website. The District is comprised of the following functional areas, or departments:

Administration and General

The functional area of Administration and General is a combination of the following departments: Board of Directors, Executive, Finance, Administration, Human Resources, and Information Technology. Overall District costs related to general operations, legal, insurance, and office expenses are recorded in this category.

Customer Service

The Customer Service Department is responsible for the billing and collection of water service revenue from the District's retail customers and is the initial point of contact for customer inquiries. This includes the establishment of new water service, modifications to existing service, payments, delinquency cutoffs, and meter reading.

Distribution (Field Services)

This Department operates and maintains wholesale and retail water transmission and distribution pipelines ranging in size from 6" to 96" in diameter and totaling over 217 miles in length, including water meters, air release valves and other appurtenances. The Department also maintains and operates six pump stations and three reservoirs ranging from 0.05 to 4.56 million gallons within the retail system. The Department responds to emergency repairs, works directly with customers, and monitors and maintains water quality standards in the system to meet all federal and state drinking standards.

Engineering Services

This Department is responsible for planning, designing and managing capital improvement projects, assisting with operational improvements, and assisting with maintenance activities which contain an engineering component.

Water Efficiency

The Water Efficiency Department is responsible for creating and implementing programs and services that reduce water use to meet federal, state and local commitments.

Water Treatment

This Department maintains and operates the Plant. The Plant is staffed and operated continuously, 24 hours per day, 7 days per week and 365 days per year. The Department also maintains the Hinkle Reservoir, a 62 million gallon floating cover reservoir, where treated water is stored prior to distribution. The Plant supplies potable water to the Citrus Heights Water District, Fair Oaks Water District, Orange Vale Water Company, Ashland, Sacramento Suburban Water District, and the District's retail service area.

Wholesale Operating Fund

The Wholesale Operating Fund is used to account for the operating revenues and expenses of the wholesale division. This includes the acquisition of raw water, operation and maintenance of the Plant, and the related administrative support to conduct wholesale water activities. This fund holds and is used to report on all wholesale operating reserves. Details on projects funded for the year can be found in the District's Operations Plan, located on the website.

PROPOSED FISCAL YEAR 2019-20 BUDGET

	<u>Wholesale Operations</u>	
Est. Beginning Available Reserves July 1, 2018	\$	1,895,966
Revenues		
Water Sales		11,157,700
Other Revenues		146,100
Total Revenues	\$	11,303,800
Expenses		
Salaries & Benefits		3,712,900
Water Supply		1,055,900
Other Expenses		2,522,500
Debt Service - Interest		928,000
Debt Service - Principal		698,500
Total Expenses	\$	8,917,800
Net Income	\$	2,386,000
Transfer In/(Out)		(2,498,300)
Est. Ending Available Reserves June 30, 2019	\$	1,783,666

WHOLESALE OPERATING FUND SUMMARY

	FY 2016-17	FY 2017-18	FY 2018-19 Estimated	FY 2019-20 Budget
Est. Beginning Available Reserves	\$ 3,859,913	\$ 2,175,888	\$ 2,390,365	\$ 1,895,966
Revenues				
Water Sales	9,477,539	10,492,472	13,002,000	11,157,700
Other Revenues	98,347	561,569	245,700	146,100
Total Revenues	\$ 9,575,886	\$ 11,054,041	\$ 13,247,700	\$ 11,303,800
Expenses				
Administration and General				
Salaries & Benefits	\$ 1,414,760	\$ 1,226,834	\$ 1,307,300	\$ 1,380,700
Professional Services	519,365	387,603	517,000	375,500
Maintenance and Repair	78,370	95,217	91,900	108,600
Materials and Supplies	25,597	11,189	14,000	12,300
Public Outreach	136,508	140,048	116,500	86,300
Other Expenses	325,388	244,986	297,500	343,700
Total Administration and General	2,499,986	2,105,877	2,344,200	2,307,100
Water Treatment Plant				
Salaries & Benefits	1,423,323	1,670,157	1,778,200	1,962,600
Professional Services	16,275	47,374	283,200	90,400
Maintenance and Repair	239,509	308,050	289,700	386,300
Materials and Supplies	497,093	467,194	491,600	579,200
Other Expenses	137,594	159,648	265,800	272,400
Total Water Treatment Plant	2,313,794	2,652,424	3,108,500	3,290,900
Water Supply				
Placer County Water Agency	562,728	451,198	387,700	412,200
Purchase of Treated Water (Groundwater)	495,400	495,360	1,197,400	495,400
Pumping to Treatment Plant	104,679	92,267	93,000	95,000
Pre - 1914 Water Rights Water	20,337	21,252	22,500	23,500
Central Valley Project Water	3,477	-	2,700	-
Other	18,763	23,756	26,200	29,800
Total Water Supply	1,205,385	1,083,833	1,729,500	1,055,900
Engineering				
Salaries & Benefits	297,070	323,952	334,500	369,600
Professional Services	10,280	4,091	52,100	214,400
Maintenance and Repair	2,176	907	2,000	800
Materials and Supplies	1,257	2,375	2,800	3,000
Other Expenses	5,952	15,688	8,700	9,000
Total Engineering	316,736	347,013	400,100	596,800
Water Efficiency				
Salaries & Benefits	6,439	-	-	-
Professional Services	200	-	8,000	8,000
Maintenance and Repair	15,808	11,548	23,500	20,000
Materials and Supplies	8,980	-	100	100
Other Expenses	4,439	4,008	11,600	10,900
Total Water Efficiency	35,866	15,556	43,200	39,000
Non-Departmental				
Debt Service - Principal	607,471	906,167	675,900	698,500
Debt Service - Interest	1,321,229	917,950	955,000	928,000
Addl. Pymt. Towards Unfunded Pension Liability	1,768,160	1,175,000	-	-
Other	189,083	1,903	1,500	1,600
Total Non-Departmental	3,885,942	3,001,020	1,632,400	1,628,100
Total Expenses	\$ 10,257,709	\$ 9,205,723	\$ 9,257,900	\$ 8,917,800
Transfers (To)/From:				
Establish Capital Reserve Fund	-	-	-	-
Capital Outlay Fund for Pension Liability Payment	1,311,067	-	-	-
Year End Transfer (To)/From Capital Outlay Fund	(2,313,269)	(1,633,841)	(4,484,200)	(2,498,300)
Est. Ending Available Reserves	\$ 2,175,888	\$ 2,390,365	\$ 1,895,966	\$ 1,783,666

Retail Operating Fund

The Retail Operating Fund is used to account for the operating revenues and expenses of the retail service area. This includes the payment to the wholesale fund for the cost of treated water, as well as the distribution of the treated water to all customers in the District's retail service area, including related administrative support. This fund holds and is used to report on all retail operating reserves. Details on projects funded for the year can be found in the District's Operations Plan, which will be located on the website after the budget is approved.

PROPOSED FISCAL YEAR 2019-20 BUDGET

Est. Beginning Available Reserves July 1, 2019	\$ 2,209,684
Revenues	
Water Sales	12,399,400
Other Revenues	517,600
Total Revenues	<u>\$ 12,917,000</u>
Expenses	
Salaries & Benefits	5,040,100
Treated Water	3,075,500
Other Expenses	2,775,000
Debt Service - Interest	516,200
Debt Service - Principal	386,600
Total Expenses	<u>\$ 11,793,400</u>
Net Income	<u>\$ 1,123,600</u>
Transfer In/(Out)	(974,500)
Est. Ending Available Reserves June 30, 2020	<u><u>\$ 2,358,784</u></u>

RETAIL OPERATING FUND SUMMARY

	FY 2016-17	FY 2017-18	FY 2018-19 Estimated	FY 2019-20 Budget
Est. Beginning Available Reserves	\$ 3,228,016	\$ 3,160,923	\$ 1,973,484	\$ 2,209,684
Revenues				
Water Sales	9,114,488	10,922,285	11,493,800	12,399,400
Other Revenues	510,445	420,874	570,000	517,600
Total Revenues	\$ 9,624,933	\$ 11,343,159	\$ 12,063,800	\$ 12,917,000
Expenses				
Administration and General				
Salaries & Benefits	\$ 1,204,557	\$ 988,595	\$ 1,041,600	\$ 1,135,900
Professional Services	141,252	93,944	243,600	142,300
Maintenance and Repair	117,581	99,790	112,400	82,500
Materials and Supplies	16,283	11,193	14,200	12,100
Public Outreach	55,450	69,880	67,200	72,500
Other Expenses	222,347	164,355	178,900	242,500
Total Administration and General	1,757,470	1,427,757	1,657,900	1,687,800
Distribution System				
Salaries & Benefits	1,974,364	2,191,941	2,402,500	2,541,900
Professional Services	57,868	49,471	115,000	203,800
Maintenance and Repair	427,874	432,393	580,200	757,700
Materials and Supplies	199,386	199,884	246,500	277,400
Other Expenses	307,889	367,126	412,100	418,500
Total Distribution System	2,967,381	3,240,815	3,756,300	4,199,300
Water Supply				
Purchase Water from Wholesale	2,754,619	3,336,366	3,091,300	3,075,500
Total Water Supply	2,754,619	3,336,366	3,091,300	3,075,500
Engineering				
Salaries & Benefits	312,434	332,954	369,600	398,300
Professional Services	2,019	11,253	58,100	133,400
Maintenance and Repair	2,824	907	2,000	1,400
Materials and Supplies	3,512	9,212	3,500	4,300
Other Expenses	6,120	5,773	83,900	84,600
Total Engineering	326,910	360,099	517,100	622,000
Water Efficiency				
Salaries & Benefits	401,153	331,014	372,100	397,300
Rebates and Programs	19,095	18,807	26,400	26,100
Professional Services	64,958	458	3,100	2,600
Maintenance and Repair	3,288	139	1,500	1,500
Materials and Supplies	272	5,620	2,100	1,800
Other Expenses	21,236	23,515	37,300	43,800
Total Water Efficiency	510,001	379,554	442,500	473,100
Customer Service				
Salaries & Benefits	405,328	416,338	466,100	566,700
Professional Services	86,922	153,176	125,000	120,000
Maintenance and Repair	1,498	4,751	5,500	3,000
Materials and Supplies	30,882	34,384	31,300	36,600
Other Expenses	52,872	68,142	99,200	105,100
Total Customer Service	577,501	676,790	727,100	831,400
Non-Departmental				
Debt Service - Principal	320,355	503,834	374,100	386,600
Debt Service - Interest	769,559	545,299	531,000	516,200
Addl. Pymt. Towards Unfunded Pension Liability	2,343,840	1,670,064	-	-
Other	74,848	(32,608)	1,500	1,500
Total Non-Departmental	3,508,602	2,686,588	906,600	904,300
Total Expenses	\$ 12,402,484	\$ 12,107,970	\$ 11,098,800	\$ 11,793,400
Transfers (To)/From:				
Establish Capital Reserve Fund	-	-	-	-
Capital Outlay Fund for Pension Liability Payment	1,976,828	-	-	-
Year End Transfer (To)/From Capital Outlay Fund	733,630	(422,628)	(728,800)	(974,500)
Est. Ending Available Reserves	\$ 3,160,923	\$ 1,973,484	\$ 2,209,684	\$ 2,358,784

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CAPITAL FUNDS

Wholesale Capital Outlay Fund

This fund was created in FY 2015-16 to receive and separately account for revenues that are designated by the Board of Directors to be utilized solely for wholesale capital expenditures and to account for the acquisition of wholesale capital assets, including large scale maintenance of capital assets and improvements made to such assets. Capital reserves were transferred out of operating into this new fund upon fund creation. This fund now holds and is used to report on all wholesale capital reserves. Details on the capital projects can be found in the District's Operations Plan on the website.

PROPOSED FISCAL YEAR 2019-20 BUDGET

	<u>Wholesale Capital Outlay</u>	
Est. Beginning Available Reserves July 1, 2019	\$	15,447,062
Revenues		
Capital Contributions		43,700
Taxes & Assessments		1,123,000
Connection Fees		100,000
Other Revenues		145,000
Total Revenues	\$	1,411,700
Expenses		
Capital Improvement Projects		7,126,900
Maintenance - Facility		2,253,500
Total Expenses	\$	9,380,400
Net Income	\$	(7,968,700)
Transfer In/(Out)		2,498,300
Est. Ending Available Reserves June 30, 2020	\$	9,976,662

WHOLESALE CAPITAL OUTLAY FUND SUMMARY

	FY 2016-17	FY 2017-18	FY 2018-19 Estimated	FY 2019-20 Budget
Est. Beginning Available Reserves	\$ 9,162,739	\$ 6,708,354	\$ 10,012,861	\$ 15,447,062
Revenues				
Taxes & Assessments	1,018,486	1,061,598	1,101,000	1,123,000
Capital Contributions	651,202	950,048	2,687,700	43,700
Rebates	180,878	-	-	-
Connection Fees	36,066	152,351	150,000	100,000
Other Revenues	54,577	46,021	146,000	145,000
Total Revenues	\$ 1,941,208	\$ 2,210,018	\$ 4,084,700	\$ 1,411,700
Expenses				
Facility Maintenance	172,414	245,132	2,868,500	934,000
Land Improvements	-	-	27,000	638,000
Water Treatment Plant Improvements	5,897,498	228,980	88,600	6,610,000
Buildings & Improvements	8,771	-	4,500	75,800
Reservoirs & Improvements	-	35,932	68,900	785,100
Equipment and Furniture	8,644	25,802	57,200	214,500
Software	5,606	19,677	58,300	85,000
Vehicles	1,070	-	-	38,000
Contributions to Others	(719,985)	(23,477)	(38,300)	-
Mains/Pipelines & Improvements	55,853	7,306	-	-
Total Expenses	\$ 5,429,871	\$ 539,352	\$ 3,134,700	\$ 9,380,400
Net Income	\$ (3,488,663)	\$ 1,670,666	\$ 950,000	\$ (7,968,700)
Transfer In	2,345,345	1,633,841	4,484,200	2,498,300
Transfer Out	(1,311,067)	-	-	-
Est. Ending Available Reserves	\$ 6,708,354	\$ 10,012,861	\$ 15,447,062	\$ 9,976,662

San Juan Water District

Fiscal Year 2019-20 Budget

The **Wholesale Capital Outlay Budget** includes spending on the following projects in FY 2019-20:

<i>Facility Maintenance:</i>	
Clarifier Wall Lining & Leakage Repairs ²	522,000
Hinkle Reservoir 48" Bypass Pipe Cleaning & Repair (1,020 LF WSP) ²	317,000
Replace Chlorine Piping ³	58,000
Resurface North and South Filter Basin Walls ²	37,000
<i>Land Improvements:</i>	
WTP Site Paving, Slurry Seal and Re-Stripe ²	225,000
Replace Solar Site Access Culvert ³	198,000
Replace East Campus Fence (along bike trail) ³	162,000
Replace Security Fence West End of WTP at WEL Garden ¹	34,000
Install Perimeter Fencing for Barton Road Parcel ¹	19,000
<i>Water Treatment Plant Improvements:</i>	
Filter Floor Repairs & Media/Nozzle Replacement North & South Basins ²	4,828,000
Rehabilitation of two Backwash Hoods ²	580,000
Construct Solids Containment Area and Handling Improvements ¹	454,000
Lime Tower Assessment, Design and Replacement ²	406,000
ARC Flash Assessment and Improvements ²	87,000
Replace Backwash Hood Track and Rail ²	75,000
Replace Solids Handling Building Variable Frequency Drives ³	41,000
Replace Tag Lines Backwash Hoods ³	35,000
Install Fiber Optic Cabling to Solids Handling Building ³	30,000
Lime System Control & Feeder System Improvements ³	24,000
Replace Three ProMinet c12 Sensor and Sensor Cabinets ³	20,000
Replace Depolox Analyzers ³	17,000
Replace Sludge Feed Pump ³	13,000
<i>Building Improvements:</i>	
Design Security Improvements ¹	52,000
Fire System Upgrades in Administration Building ¹	8,800
Administration Building Integrated Life Safety Upgrades ³	8,000
Front Office Reconfiguration ³	7,000
<i>Reservoir Improvements:</i>	
Replace Hinkle Reservoir Cover & Liner - Planning & Design ³	758,000
Replace Hinkle Reservoir Outlet Actuator Equipment - Planning & Design ³	8,000
Rehabilitate Hinkle Reservoir Inlet Structure - Planning & Design ³	19,100
<i>Equipment and Furniture:</i>	
Replace Three Thickener Access Ladders ³	67,000
Replace SCADA Radios - South Phase ³	57,000
Replace Phone System ¹	30,000
Replace Four HP Servers ³	26,000
Replace Solar Facility Inverter ³	23,000
Purchase Two Chicken Switch Actuators and One Remote Operator ³	11,500
<i>Software:</i>	
Replace Computerized Maintenance Management System ³	50,000
GIS Implementation ¹	25,000
Purchase Tyler Content Management and Output Director ¹	10,000
<i>Vehicles:</i>	
Replacement of Vehicle #29 Dodge Dakota ²	38,000
Total Capital Improvement Projects	\$ 9,380,400

Effect on Future Maintenance Costs

¹ - Increase

² - Decrease

³ - No Effect

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Retail Capital Outlay Fund

This fund was created in FY 2015-16 to receive and separately account for revenues that are designated by the Board of Directors to be utilized solely for retail capital expenditures and to account for the acquisition of retail capital assets, including large scale maintenance of capital assets and improvements made to such assets. Capital reserves were transferred out of operating into this new fund upon fund creation. This fund now holds and is used to report on all retail capital reserves. Details on the projects can be found in the Districts Operations Plan, which can be found on the website.

PROPOSED FISCAL YEAR 2019-20 BUDGET

	Retail Capital Outlay	
Est. Beginning Available Reserves July 1, 2019	\$	4,686,241
Revenues		
Taxes & Assessments		1,123,000
Connection Fees		100,000
Other Revenues		150,000
Total Revenues	\$	1,373,000
Expenses		
Capital Improvement Projects		3,773,300
Facility Maintenance & Professional Services		221,000
Total Expenses	\$	3,994,300
Net Income	\$	(2,621,300)
Transfer In/(Out)		974,500
Est. Ending Available Reserves June 30, 2020	\$	3,039,441

RETAIL CAPITAL OUTLAY FUND SUMMARY

	FY 2016-17	FY 2017-18	FY 2018-19 Estimated	FY 2019-20 Budget
Est. Beginning Available Reserves	\$ 8,618,431	\$ 6,444,253	\$ 6,921,926	\$ 4,686,241
Revenues				
Taxes & Assessments	1,018,486	1,061,598	1,101,000	1,123,000
Connection Fees	363,637	245,318	100,000	100,000
Other Revenues	53,286	50,650	159,000	150,000
Total Revenues	\$ 1,435,408	\$ 1,357,565	\$ 1,360,000	\$ 1,373,000
Expenses				
Mains/Pipelines & Improvements	\$ 148,568	\$ 705,085	\$ 3,342,700	\$ 2,213,000
Professional Services	-	897	-	308,000
Pump Stations & Improvements	35,065	346,549	184,585	848,800
Software	8,409	107,995	181,800	234,500
Buildings & Improvements	-	933	157,300	7,000
Equipment and Furniture	164,593	24,684	78,500	165,000
Land Improvements	-	8,086-	-	20,000
Reservoirs & Improvements	443,331	-	-	-
Vehicles	96,455	64,789	-	198,000
Maintenance & Professional Services	2,708	43,502	106,300	-
Total Expenses	\$ 899,129	\$ 1,302,520	\$ 4,051,185	\$ 3,994,300
Net Income	\$ 536,279	\$ 55,045	\$ (2,691,185)	\$ (2,621,300)
Transfer In	-	422,628	455,500	974,500
Transfer Out	(2,710,457)	-	-	-
Est. Ending Available Reserves	\$ 6,444,253	\$ 6,921,926	\$ 4,686,241	\$ 3,039,441

San Juan Water District

Fiscal Year 2019-20 Budget

The **Retail Capital Outlay Budget** includes spending on the following projects in FY 2019-20:

<i>Main Distribution Line Replacements/Improvements:</i>	
Spahn Ranch Rd. Mainline Extension (1,560 LF 8 inch) ¹	620,000
Install 12" Main Line on Cavitt Stallman between Mystery Creek and Oak Pines w/ PRS ¹	441,000
Replace 18 Services on Woodminister ²	266,000
Construct Kokila SJWD/PCWA Intertie ¹	236,000
Replace 250 LF 6" Main and Services on 7975 - 8005 Auburn Folsom Road ²	193,000
Install 3 Master Meters at Shopping Center on SE Corner of Douglas & Auburn Folsom Road ²	131,000
Replace 8 Services on Margo Lane ²	112,000
Replace 5 Fire Hydrants ³	58,000
Construct Access Port on Bacon 33" and Sierra 30" lines ³	55,000
Replace Air Vacuum Relief Valves at 5 Locations ³	51,000
Install Eckerman 8 inch Tie In (50 LF South Connection to "The Park" Subdivision) ²	50,000
<i>Pump Station & Pressure Reducing Station Improvements:</i>	
Purchase and Install Upper and Lower Granite Bay Pump Station Low Flow Pumps ²	192,500
Purchase and Install New Bacon Pump Station Cooling Improvements (HVAC) ²	94,300
Douglas Pump Station Improvements (Pumps, Motors, Electrical, etc.) ²	87,000
ARC Flash Assessment and Improvements ²	70,000
Install Lower Granite Bay - Crown Point Emergency Intertie ¹	69,200
Replace American River Canyon South #1 and #4 Variable Frequency Drives ³	60,000
Replace Canyon Falls Village Pressure Reducing Station ²	54,000
Bacon Booster Pump Station (Bacon, ARC-N, Sierra) Electrical Improvements ²	52,000
Douglas Booster Pump Station Electrical Improvements ²	42,800
Bacon Pump Station Security Improvements ³	35,000
Replace and Relocate Sierra #2 and #3 Variable Frequency Drives ³	34,000
Replace Bacon #1 Variable Frequency Drive ³	25,000
Install Upper Granite Bay Auxiliary Genset Receptacle ³	18,000
Replace Douglas Pump Station Endress & Hauser Magnetic Meter ³	15,000
<i>Professional Services:</i>	
Retail Master Plan ³	308,000
<i>Land Improvements:</i>	
Replace Bacon Perimeter Fencing ³	20,000
<i>Building Improvements:</i>	
Front Office Reconfiguration ³	7,000
<i>Software:</i>	
Replace Computerized Maintenance Management System ³	150,000
GIS Implementation ¹	74,500
Purchase Tyler Content Management and Output Director ¹	10,000
<i>Equipment:</i>	
Replace SCADA Radios - South Phase ³	109,000
Replace Phone System ¹	30,000
Replace Four HP Servers ³	26,000
<i>Vehicles:</i>	
Replace Vehicle #5 Distribution 2007 F-350 Pump Crew Truck ²	85,000
Replace Vehicle #28 Distribution 2008 F-450 Service Truck ²	70,000
Replace Vehicle #15 Distribution 2010 F-150 Pump Lead Truck ²	43,000
Total Capital Improvement Projects	\$3,994,300

Effect on Future Maintenance Costs

¹ - Increase

² - Decrease

³ - No Effect



SUPPLEMENTAL INFORMATION

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Transfers In and Transfers Out

Transfers In and Transfers Out represent accounting methods to move resources (usually cash) from one fund to another. Transfers in represent resources being brought into that fund. Whereas, transfers out represent resources being taken from that fund.

Transfer In To:

Wholesale Capital Fund	\$ 2,498,300
Retail Capital Fund	\$ 974,500

Total Transfers In

\$ 3,472,800

Transfer Out From:

Wholesale Operating Fund	\$ 2,498,300
Retail Operating Fund	\$ 974,500

Total Transfers Out

\$ 3,472,800

Debt Service Schedules

Refunding Revenue Bonds, Series 2012A Debt Service Schedule - Fiscal Year Basis

Fiscal Year	Principal		Interest		Total		Combined Debt Service
	Wholesale	Retail	Wholesale	Retail	Wholesale	Retail	
2020	\$ 324,050	\$ 175,950	\$ 299,492	\$ 162,616	\$ 623,542	\$ 338,566	\$ 962,108
2021	343,493	186,507	282,885	153,598	626,378	340,105	966,483
2022	359,696	195,305	265,373	144,090	625,068	339,394	964,463
2023	375,898	204,102	247,050	134,141	622,948	338,243	961,192
2024	395,341	214,659	231,145	125,505	626,486	340,164	966,650
2025	408,303	221,697	219,123	118,977	627,426	340,674	968,100
2026	421,265	228,735	202,762	110,094	624,027	338,829	962,856
2027	440,708	239,292	180,220	97,855	620,928	337,147	958,075
2028	463,392	251,609	156,587	85,022	619,979	336,631	956,609
2029	489,316	265,685	131,692	71,505	621,007	337,189	958,197
2030	511,999	278,001	105,507	57,287	617,506	335,288	952,794
2031	541,164	293,837	77,989	42,346	619,152	336,182	955,334
2032	570,328	309,672	48,940	26,573	619,268	336,245	955,513
2033	599,493	325,508	18,359	9,969	617,852	335,476	953,328
Outstanding	\$ 6,244,444	\$ 3,390,557	\$ 2,467,124	\$ 1,339,579	\$ 8,711,567	\$ 4,730,135	\$ 13,441,702
Paid 2012-2019	\$ 2,585,919	\$ 1,404,081	\$ 2,440,986	\$ 1,325,386	\$ 5,026,905	\$ 2,729,467	\$ 7,756,373
Total	\$ 8,830,363	\$ 4,794,638	\$ 4,908,110	\$ 2,664,965	\$ 13,738,473	\$ 7,459,602	\$ 21,198,075
	combined	\$ 13,625,000	combined	\$ 7,573,075			

**Refunding Revenue Bonds, Series 2017
Debt Service Schedule - Fiscal Year Basis**

Fiscal Year	Principal		Interest		Total		Combined Debt Service
	Wholesale	Retail	Wholesale	Retail	Wholesale	Retail	
2020	\$ 374,400	\$ 210,600	\$ 628,520	\$ 353,543	\$ 1,002,920	\$ 564,143	\$ 1,567,063
2021	387,200	217,800	613,331	344,998	1,000,531	562,798	1,563,329
2022	403,200	226,800	597,576	336,137	1,000,776	562,937	1,563,713
2023	419,200	235,800	582,055	327,406	1,001,255	563,206	1,564,460
2024	435,200	244,800	564,429	317,492	999,629	562,292	1,561,921
2025	454,400	255,600	542,269	305,027	996,669	560,627	1,557,296
2026	476,800	268,200	519,083	291,984	995,883	560,184	1,556,067
2027	502,400	282,600	494,709	278,274	997,109	560,874	1,557,983
2028	528,000	297,000	469,056	263,844	997,056	560,844	1,557,900
2029	553,600	311,400	442,123	248,694	995,723	560,094	1,555,817
2030	585,600	329,400	413,776	232,749	999,376	562,149	1,561,525
2031	611,200	343,800	383,963	215,979	995,163	559,779	1,554,942
2032	643,200	361,800	352,736	198,414	995,936	560,214	1,556,150
2033	675,200	379,800	325,536	183,114	1,000,736	562,914	1,563,650
2034	1,318,400	741,600	291,747	164,107	1,610,147	905,707	2,515,854
2035	1,369,600	770,400	238,157	133,964	1,607,757	904,364	2,512,121
2036	1,424,000	801,000	182,467	102,637	1,606,467	903,637	2,510,104
2037	1,481,600	833,400	129,177	72,662	1,610,777	906,062	2,516,839
2038	1,529,600	860,400	80,375	45,211	1,609,975	905,611	2,515,585
2039	1,580,800	889,200	29,969	16,858	1,610,769	906,058	2,516,827
Outstanding	\$ 15,753,600	\$ 8,861,400	\$ 7,881,053	\$ 4,433,092	\$ 23,634,653	\$ 13,294,492	\$ 36,929,145
Paid 2017-2019	\$ 966,400	\$ 543,600	\$ 1,319,690	\$ 742,325	\$ 2,286,090	\$ 1,285,925	\$ 3,572,015
Total	\$ 16,720,000	\$ 9,405,000	\$ 9,200,742	\$ 5,175,417	\$ 25,920,742	\$ 14,580,417	\$ 40,501,160
	combined	\$ 26,125,000	combined	\$ 14,376,160			

Labor Allocation

As mentioned previously, many employees are shared by wholesale and retail to maximize efficiency and eliminate the need for redundant positions. The table on the next page shows all District positions and their respective cost sharing between wholesale and retail based on their assigned duties.

Dept.	Position Title	Budgeted in Fiscal Year 2019-2020						
		Budgeted in FY17-18	Budgeted in FY18-19	# Budgeted	Wholesale Allocation	Retail Allocation	Wholesale FTE	Retail FTE
Executive								
	General Manager	1.00	1.00	1.00	90%	10%	0.90	0.10
	Assistant General Manager ¹	1.00	0.00	0.00				
	Water Resources Manager	1.00	1.00	1.00	90%	10%	0.90	0.10
	Information Technology Manager	1.00	1.00	1.00	50%	50%	0.50	0.50
	Board Secretary/Administrative Assistant	1.00	1.00	1.00	50%	50%	0.50	0.50
	Total Executive	5.00	4.00	4.00			2.80	1.20
Finance and Administrative Services								
	Director of Finance	1.00	1.00	1.00	50%	50%	0.50	0.50
	Finance and Administrative Services Analyst	1.00	1.00	1.00	50%	50%	0.50	0.50
	Accountant	1.00	1.00	1.00	50%	50%	0.50	0.50
	Purchasing Agent	1.00	1.00	1.00	50%	50%	0.50	0.50
	Accounting Technician II	1.00	1.00	1.00	50%	50%	0.50	0.50
	Total Finance and Administrative Services	5.00	5.00	5.00			2.50	2.50
Customer Service								
	Customer Service Manager	0.50	0.50	0.50	0%	100%	-	0.50
	Meter Technician	1.00	1.00	1.00	0%	100%	-	1.00
	Customer Service Technician I - III ²	2.00	2.00	3.00	0%	100%	-	3.00
	Total Customer Service	3.50	3.50	4.50			-	4.50
Engineering Service								
	Engineering Services Manager	1.00	1.00	1.00	50%	50%	0.50	0.50
	Associate/Senior Engineer	1.00	1.00	1.00	50%	50%	0.50	0.50
	Engineering Technician III	1.00	1.00	1.00	50%	50%	0.50	0.50
	Construction Inspector III	1.00	1.00	1.00	50%	50%	0.50	0.50
	Total Engineering Service	4.00	4.00	4.00			2.00	2.00
Field Services (Distribution System)								
	Operations Manager	0.60	0.60	0.60	0%	100%	-	0.60
	Safety-Regulatory Compliance Coordinator	0.00	0.50	0.50	0%	100%	-	0.50
	Field Services Manager	1.00	1.00	1.00	0%	100%	-	1.00
	Pump Station Lead	1.00	1.00	1.00	0%	100%	-	1.00
	Distribution Lead Worker	2.00	2.00	2.00	0%	100%	-	2.00
	Distribution Operator II - IV ³	8.00	8.00	7.00	0%	100%	-	7.00
	Pump Station Technician/Mechanic	1.00	1.00	1.00	0%	100%	-	1.00
	CMMS/GIS Coordinator ⁴	0.00	0.00	0.75	0%	100%	-	0.75
	Utilities Coordinator	1.00	1.00	1.00	0%	100%	-	1.00
	Total Field Services (Distribution System)	14.60	15.10	14.85			-	14.85
Water Efficiency								
	Customer Service Manager	0.50	0.50	0.50	0%	100%	-	0.50
	Water Efficiency Lead	1.00	1.00	1.00	0%	100%	-	1.00
	Water Efficiency Technician I - II	2.00	2.00	2.00	0%	100%	-	2.00
	Total Water Efficiency	3.50	3.50	3.50			-	3.50
Water Treatment Plant								
	Operations Manager	0.40	0.40	0.40	100%	0%	0.40	-
	Safety-Regulatory Compliance Coordinator	0.00	0.50	0.50	100%	0%	0.50	-
	Water Treatment Plant Manager	1.00	1.00	1.00	100%	0%	1.00	-
	Maintenance Chief	1.00	1.00	1.00	100%	0%	1.00	-
	Chief Operator	1.00	1.00	1.00	100%	0%	1.00	-
	Water Treatment Plant Operator IV	2.00	2.00	2.00	100%	0%	2.00	-
	Water Treatment Plant Operator III	2.00	2.00	2.00	100%	0%	2.00	-
	Water Treatment Plant Operator II	1.00	1.00	1.00	100%	0%	1.00	-
	Electrical & Instrumentation Technician	1.00	1.00	1.00	70%	30%	0.70	0.30
	CMMS/GIS Coordinator ⁴	0.00	0.00	0.25	100%	0%	0.25	-
	Facilities Maintenance Worker II	1.00	1.00	1.00	100%	0%	1.00	-
	Facilities Maintenance Help	1.00	1.00	1.00	70%	30%	0.70	0.30
	Total Water Treatment Plant	11.40	11.90	12.15			11.55	0.60
Total Funded Full Time Equivalents (FTE)		47.00	47.00	48.00			18.85	29.15

¹ Assistant General Manager position was eliminated during Fiscal Year 2017-2018.

² Safety-Regulatory Compliance Coordinator was a new position approved by the Board during Fiscal Year 2017-2018.

³ Distribution Operator position was replaced by the CMMS/GIS Coordinator during Fiscal Year 2018-2019.

⁴ CMMS/GIS Coordinator is a new position approved by the Board during Fiscal Year 2018-2019.

Board Resolution

Glossary of Terms

The budget contains specialized and technical terminology and acronyms that are unique to public finance and budgeting. To assist the reader in understanding these terms and acronyms, a budget glossary has been included herein.

Term	Definition
Acre-Foot	The volume of water that will cover one acre to a depth of one foot. One acre-foot of water equates to 325,828.8 gallons.
Allocation	A distribution of funds or costs from one account or appropriation to one or more accounts or appropriations.
Ashland	City of Folsom, north of the American River.
Assets	Resources owned or held by SJWD which have monetary value.
Audit	An investigation, done by an independent certified public accounting firm to provide an opinion on whether or not the financial statements of the SJWD are prepared in conformance with generally accepted accounting principles for government entities within the United States of America, and are free of material errors or misstatements.
Authorized	Given the force of law (e.g., by statute). For some action or quantity to be authorized, it must be possible to identify the enabling source and date of authorization.
Beginning/Ending Fund Balance	Appropriated resources available in a fund from the prior/current year after payment of the prior/current year's expenses. This is not necessarily cash on hand.
Best Management Practices (BMPs)	Proven and reliable water efficiency technologies and programs that address residential, commercial, industrial, and landscape water uses.
Bond	A written promise to pay a sum of money with a specific interest rate, at a specific time. In the budget document, these payments are identified as a debt service.
Budget	A plan of financial operation embodying an estimate of proposed expenditures for a given period of time and the proposed means of financing them.
Transmittal Letter	A general discussion of the proposed budget as presented in writing by the General Manager to the Board of Directors and Rate payers. The message contains an explanation of principal budget items and summaries found in the prepared budget relative to the current year adopted budget.
Capital Budget	The portion of the annual budget that appropriates funds for the purchase of capital equipment items and capital improvements.
Capital Improvements Program (CIP)	A long-range plan of the District for the construction, rehabilitation and replacement of the District-owned infrastructure.
Capital Outlay	A character of expenditure of funds to acquire land, plan and construct new buildings, expand or modify existing buildings, and/or purchase equipment related to such construction.

San Juan Water District

Fiscal Year 2019-20 Budget

Term	Definition
Central Valley Project (CVP)	California water project owned by the United States and managed by the Bureau of Reclamation for diversion, storage, carriage, distribution and beneficial use of waters of the Sacramento River, the American River, the Trinity River, and the San Joaquin River and their tributaries. The CVP is composed of some 20 reservoirs with a combined capacity of more than 11 million acre-feet, 11 power plants, and more than 500 miles of major canals and aqueducts. The CVP delivers about 7 million acre-feet of water annually for agricultural, urban, and wildlife use.
COLA	Cost of Living Adjustment – an increase to base wages designed to keep an employee’s pay even with inflation.
Debt Service	The District’s obligation to pay the principal and interest of bonds and other debt instruments according to a predetermined payment schedule.
Delta	The Delta is the largest estuary on the west coast and the hub of California’s water system. It is formed by California’s two largest rivers, the Sacramento and San Joaquin. The Delta has increasingly become a center of controversy as federal, state, and local governments and private entities have sought to make use of its resources.
Department	An operational and budgetary unit designated by the General Manager to define and organize District operations.
Depreciation	The process of matching the cost of a fixed asset (property, equipment, software, etc.) to the time periods over which it is used. As an example, if a piece of equipment has an estimated useful life of ten years and a purchase price of \$5,000; each year is charged \$500 of depreciation over the equipment’s ten year life, and the value of the asset is reduced accordingly.
Division	A major administrative unit of the District which has overall management responsibility for an operation of a group of related operations within a functional area.
Estimated Revenues	The budgeted, projected revenues expected to be realized during the budget (fiscal) year to finance all or part of the planned expenditures.
Expenditure	The actual payment for goods and services.
Expenses	The incurrence of liabilities or the consumption of assets arising from the delivery or production of goods, rendering services or carrying out other activities that constitute the entity’s ongoing major or central operation.
Fiscal Year (FY)	The time period designated by the District signifying the beginning and ending period for recording financial transactions. The District has specified July 1 to June 30 as its fiscal year.
Full Time Equivalent (FTE)	The amount of time a position has been budgeted for in terms of the amount of time a regular, full-time employee normally works in a year (2,080 hours).

Term	Definition
Fund	A set of accounting books with a self-balancing group of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances and changes therein are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.
Fund Balance	For accounting purposes, the excess of a fund’s assets over its liabilities. For budgeting purposes, the accumulated excesses of a fund’s resources over its expenditures.
Generally Accepted Accounting Principles (GAAP)	The accounting principles, rules, conventions, and procedures that are used for accounting and financial reporting. GAAP for governments are set by the Governmental Accounting Standards Board (GASB), the accounting and financial reporting standards setting body for state and local governments.
Grants	Contributions of gifts or cash or other assets from another government to be used or expended for a specific purpose, activity or facility, with no obligation to repay (in contrast to a loan, although the award may stipulate repayment of funds under certain circumstances).
Great Recession	A term that represents the sharp decline in economic activity during the late 2000’s, which is considered to most significant downturn since the Great Depression. The term “Great Recession” applies to both the U.S. recession, officially lasting from December 2007 to June 2009, and the ensuing global recession in 2009. The economic slump began when the U.S. housing market went from boom to bust, and large amounts of mortgage-backed securities and derivatives lost significant value.
Infrastructure	Facilities that support the continuance and growth of a community. Examples include roads, water lines, sewers, public buildings, parks and airports.
Line Item	The description of an object of expenditure, i.e. salaries, supplies, professional services and other operational costs.
Operating Budget	The normal, ongoing costs incurred to operate the District, specifically excluding the capital program budget.
Operating Expenses	Expenditures for materials, supplies and services which are ordinarily consumed within a fiscal year and which are not included in the program inventories or capital budget.
Ordinance	A formal legislative enactment by the Board of Directors. It is the full force and effect of law within the District boundaries unless pre-empted by a higher form of law.
Program	A group of related activities performed by one or more organizational units for the purpose of accomplishing a District responsibility.
Reclamation	United States Bureau of Reclamation
Resolution	A special order of the Board of Directors, which has a lower legal standing than an ordinance.
Resources	Total amounts available for appropriation including estimated revenues, fund transfers and beginning fund balances.

San Juan Water District

Fiscal Year 2019-20 Budget

Term	Definition
Reserve	An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriations.
Reimbursements	An amount received as a payment for the cost of services performed/to be performed, or of other expenditures made for, or on behalf of, another entity. Reimbursements represent the recovery of an expenditure.
Revenue	Moneys that the District receives as income. It includes such items as water sales, fees for services, contributions, interest income and other miscellaneous receipts. Estimated revenues are those expected to be collected during the fiscal year.
Transfer In/(Out)	Movement of resources between two funds. Example: An inter-fund transfer would include the transfer of money from the operations fund to the capital fund to set money aside for future capital infrastructure replacements or improvements.
WEL Garden	A demonstration Water Efficient Landscape Garden located behind the Administration Building of the San Juan Water District.
WTP	The Sidney N. Peterson Water Treatment Plant of the San Juan Water District.

Acronyms

Acronyms, as may be used in this document, are familiar terms to those in government but not to those who do not work in that setting. While we tried to avoid their use, they do appear occasionally throughout the budget document. The list below explains acronyms that may appear in this document.

Acronym	Definition
AF	Acre-feet or Acre-foot
AFR	Auburn Folsom Road
BMPs	Best Management Practices
CCF	100 cubic feet (centum cubic feet), equivalent to 748 gallons
CIP	Capital Improvements Program
CSD	Community Services District
CVP	Central Valley Project
CAFR	Comprehensive Annual Financial Report
CalPERS	California Public Employees Retirement System
CHWD	Citrus Heights Water District
COLA	Cost of Living Adjustment
FOWD	Fair Oaks Water District
GIS	Geographic Information Services
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
HVAC	Heating, Ventilation, and Air Conditioning
IT	Information Technology
LF	Linear Foot/Feet
MGD	Million gallons a day
OVWC	Orange Vale Water Company
PCWA	Placer County Water Agency
PERS	Public Employees Retirement System
SCADA	Supervisory Control and Data Acquisition
SSWD	Sacramento Suburban Water District
WEL	Water Efficient Landscape
WTP	Water Treatment Plant



SAN JUAN WATER DISTRICT

GRANITE BAY, CALIFORNIA

PROPOSED BUDGET

**FOR THE FISCAL YEAR
ENDING JUNE 30, 2020**

< Kokila Reservoir Drainage Pipeline

Proposed Wholesale Operating Budget



	2017-18	2018-19 Estimate	2019-20 Proposed Budget	Variance from 2018-19 Estimate	
Beginning Available Reserves	\$ 2,175,888	\$ 2,390,365	\$ 1,895,966		
Revenues					
Water Sales	\$ 10,492,472	\$ 13,002,000	\$ 11,157,700	\$ (1,844,300)	-14%
Other Revenues	561,569	245,700	146,100	(99,600)	-41%
Total Revenues	\$ 11,054,041	\$ 13,247,700	\$ 11,303,800	\$ (1,943,900)	-15%
Expenses					
Salaries & Benefits	\$ 3,220,943	\$ 3,407,500	\$ 3,712,900	\$ 305,400	9%
Source of Supply	1,083,833	1,729,500	1,055,900	(673,600)	-39%
Professional Services	575,815	975,300	765,900	(209,400)	-21%
Maintenance	415,723	337,100	417,700	80,600	24%
Materials and Supplies	480,790	509,400	604,600	95,200	19%
Debt Service - Interest	917,950	955,000	928,000	(27,000)	-3%
Debt Service - Principal	906,167	675,900	698,500	22,601	3%
Addl. Pmt. towards Unfunded Pension L	1,175,000	-	-	-	
Other Expenses - excluding depn	429,503	668,200	738,300	70,100	10%
Total Expenses	\$ 9,205,723	\$ 9,257,900	\$ 8,921,800	\$ (336,100)	-4%
Net Income/(Loss)	1,848,318	3,989,801	2,382,000	(1,607,801)	
Transfers In/(Out):					
Year-End Reserve Balancing	(1,633,841)	(4,484,200)	(2,493,500)	1,990,700	
Ending Available Reserves	\$ 2,390,365	\$ 1,895,966	\$ 1,784,466	\$ (111,499)	



Professional Services – Engineering \$214,400

- \$120,000 Twin 54's Inspection
- \$50,000 on call engineering support for wholesale operations
- \$30,000 Surveying and Environmental for SE Corner of Hinkle Dam
- \$8,400 for half the roll-over costs of the ADA Transition Plan
- \$6,000 Penstock Inspection

Proposed Wholesale Operating Budget



	2017-18	2018-19 Estimate	2019-20 Proposed Budget	Variance from 2018-19 Estimate	
Beginning Available Reserves	\$ 2,175,888	\$ 2,390,365	\$ 1,895,966		
Revenues					
Water Sales	\$ 10,492,472	\$ 13,002,000	\$ 11,157,700	\$ (1,844,300)	-14%
Other Revenues	561,569	245,700	146,100	(99,600)	-41%
Total Revenues	\$ 11,054,041	\$ 13,247,700	\$ 11,303,800	\$ (1,943,900)	-15%
Expenses					
Salaries & Benefits	\$ 3,220,943	\$ 3,407,500	\$ 3,712,900	\$ 305,400	9%
Source of Supply	1,083,833	1,729,500	1,055,900	(673,600)	-39%
Professional Services	575,815	975,300	765,900	(209,400)	-21%
Maintenance	415,723	337,100	417,700	80,600	24%
Materials and Supplies	480,790	509,400	604,600	95,200	19%
Debt Service - Interest	917,950	955,000	928,000	(27,000)	-3%
Debt Service - Principal	906,167	675,900	698,500	22,601	3%
Add. Pmt. towards Unfunded Pension L	1,175,000	-	-	-	
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Total Expenses	\$ 9,205,723	\$ 9,257,900	\$ 8,921,800	\$ (336,100)	-4%
Net Income/(Loss)	1,848,318	3,989,801	2,382,000	(1,607,801)	
Transfers In/(Out):					
Year-End Reserve Balancing	(1,633,841)	(4,484,200)	(2,493,500)	1,990,700	
Ending Available Reserves	\$ 2,390,365	\$ 1,895,966	\$ 1,784,466	\$ (111,499)	



Proposed Retail Operating Budget (page 40 of budget document)

	2017-18	2018-19 Estimate	2019-20 Proposed Budget	Variance from 2018-19 Estimate	
Beginning Reserve Balance	\$ 3,160,923	\$ 1,973,484	\$ 2,209,684		
Revenues					
Water Sales	\$10,922,285	\$11,493,800	\$12,399,400	\$ 905,600	8.3%
Other Revenues	420,874	570,000	517,600	(52,400)	-12.5%
Total Revenues	\$11,343,159	\$12,063,800	\$12,917,000	\$ 853,200	7.5%
Expenses					
Salaries & Benefits	\$ 4,318,105	\$ 4,651,900	\$ 5,040,100	\$ 388,200	9.0%
Source of Supply	3,336,366	3,091,300	3,075,500	(15,800)	-0.5%
Professional Services	377,315	615,400	682,600	67,200	17.8%
Maintenance	537,981	514,200	774,400	260,200	48.4%
Materials and Supplies	118,105	129,600	132,500	2,900	2.5%
Debt Service - Interest	545,299	531,000	516,200	(14,800)	-2.7%
Debt Service - Principal	503,834	374,100	386,600	12,501	2.5%
Addl. Pmt. towards Unfunded Pension l	1,670,064	-	-	-	0.0%
Other Expenses - excluding depn	700,901	1,191,300	1,185,500	(5,800)	-0.8%
Total Expenses	\$12,107,970	\$11,098,801	\$11,793,400	\$ 694,600	5.7%
Net Income/(Loss)	(764,811)	965,000	1,123,600	1,729,810	
Transfers In/(Out):					
Unfunded Pension Liability Payment	\$ -	\$ -			
Year-End Reserve	(422,628)	(728,800)	(974,500)		
Ending Available Reserves	\$ 1,973,484	\$ 2,209,684	\$ 2,358,784	\$ 236,200	



Professional Services – Engineering \$133,400

- \$50,000 On-call engineering services for materials testing
- \$25,000 On-call engineering support for development projects
- \$25,000 On-call engineering support for surveying
- \$25,000 On-call engineering for assistance with repair and maintenance projects
- \$8,400 for half the roll-over costs of the ADA Transition Plan



Proposed Retail Operating Budget (page 40 of budget document)

	2017-18	2018-19 Estimate	2019-20 Proposed Budget	Variance from 2018-19 Estimate	
Beginning Reserve Balance	\$ 3,160,923	\$ 1,973,484	\$ 2,209,684		
Revenues					
Water Sales	\$10,922,285	\$11,493,800	\$12,399,400	\$ 905,600	8.3%
Other Revenues	420,874	570,000	517,600	(52,400)	-12.5%
Total Revenues	\$11,343,159	\$12,063,800	\$12,917,000	\$ 853,200	7.5%
Expenses					
Salaries & Benefits	\$ 4,318,105	\$ 4,651,900	\$ 5,040,100	\$ 388,200	9.0%
Source of Supply	3,336,366	3,091,300	3,075,500	(15,800)	-0.5%
Professional Services	377,315	615,400	682,600	67,200	17.8%
Maintenance	537,981	514,200	774,400	260,200	48.4%
Materials and Supplies	118,105	129,600	132,500	2,900	2.5%
Debt Service - Interest	545,299	531,000	516,200	(14,800)	-2.7%
Debt Service - Principal	503,834	374,100	386,600	12,501	2.5%
Addl. Pmt. towards Unfunded Pension l	1,670,064	-	-	-	0.0%
Other Expenses - excluding depn	700,901	1,191,300	1,185,500	(5,800)	-0.8%
Total Expenses	\$12,107,970	\$11,098,801	\$11,793,400	\$ 694,600	5.7%
Net Income/(Loss)	(764,811)	965,000	1,123,600	1,729,810	
Transfers In/(Out):					
Unfunded Pension Liability Payment	\$ -	\$ -			
Year-End Reserve	(422,628)	(728,800)	(974,500)		
Ending Available Reserves	\$ 1,973,484	\$ 2,209,684	\$ 2,358,784	\$ 236,200	



Proposed Retail CAPITAL Budget (page 49 of budget document)

	2017-18	2018-19 Estimate	2019-20 Proposed Budget	Variance from 2018-19 Budget	
Beginning Reserve Balance	\$ 6,444,253	\$ 6,921,926	\$ 4,686,241		
Revenues:					
Property Tax Revenue	\$ 1,061,598	\$ 1,101,000	\$ 1,123,000	\$ 22,000	2%
Tapping & Connection Fees	245,318	100,000	100,000	-	0%
Investment/Interest Income	35,615	158,000	150,000	(8,000)	-5%
Other Income	15,035	1,000	-	(1,000)	
Total Revenues	\$ 1,357,565	\$ 1,360,000	\$ 1,373,000	\$ 13,000	1%
Expenses:					
Mains/Pipelines & Improvements	\$ 705,085	\$ 3,342,700	\$ 2,213,000	\$ (1,129,700)	-51%
Pump Stations & Improvements	346,549	184,585	848,800	664,215	78%
Professional Services	897	-	308,000	308,000	100%
Buildings & Improvements	933	157,300	7,000	(150,300)	
Land Improvements	8,086	-	20,000	20,000	100%
Equipment and Furniture	24,684	78,500	165,000	86,500	52%
Software	107,995	181,800	234,500	52,700	22%
Maintenance	43,502	106,300	-	(106,300)	
Vehicles	64,789	-	198,000	198,000	100%
Total Expenses	\$ 1,302,520	\$ 4,051,185	\$ 3,994,300	\$ (56,885)	-1%
Net Capital Fund Income/(Loss)	\$ 55,045	\$ (2,691,185)	\$ (2,621,300)	\$ 69,885	
Transfers In/(Out):					
Year-end Reserve Balancing	422,628	455,500	974,500	519,000	
Total Transfers	\$ 422,628	\$ 455,500	\$ 974,500	\$ 519,000	
Ending Reserve Balance	\$ 6,921,926	\$ 4,686,241	\$ 3,039,441		

STAFF REPORT

To: Board of Directors

From: Paul Helliker, General Manager
Donna Silva, Director of Finance

Date: June 26, 2019

Subject: Compensation Study – Selection of Desired Market Position

RECOMMENDED ACTION

Review results of Compensation Study and decide on the desired market position for the San Juan Water District's salary schedule.

BACKGROUND

Board policy #HR-6.5 Employee Compensation states that it is the intention of the District to recruit and retain talented, results-driven employees to support the District's mission, values and goals.

In 2001 the Board set salary ranges at the 75th percentile. In 2006 the Board set the compensation level for District positions to be 10% above the market average, and did the same again after the 2015 compensation study.

Subsequent to the 2015 compensation study, the Board of Directors amended the Compensation Policy to state that the target position will be set by the Board after reviewing the survey results, but that it will be at least equal to market average as calculated in the survey.

The policy requires periodic Compensation Studies (approximately every four years or sooner as deemed necessary or as directed by the board). Since it has been four years since the last compensation study, the District hired Bryce Consulting to perform a new study. The study was done in conjunction with the Carmichael Water District, in order to realize cost savings since both Districts use similar comparator agencies.

While the Compensation Policy says that the target market position will be at least equal to market average, staff recommends the use of the market median as opposed to the mean or "average". Outliers at either end of the market can skew the calculation of the average, up or down. Using the "median" as opposed to the "average" means that the District positions its salary schedule to relate to the compensation schedule of the District that is in the middle of the range of comparator agencies. This removes the effect of strong outliers.

CURRENT STATUS

The compensation study performed by Bryce Consulting was prepared using the parameters contained within the Board’s Compensation Policy and the comparator agencies selected and approved by the Board at their meeting on February 25, 2019.

The study was reviewed by the Personnel Committee on May 20, 2019, and by the Board of Directors at the May 22, 2019, Board Meeting. The Board decided to hold the item over to the June 26, 2019, Board Meeting in order to have more time to study the results.

The study, attached to this staff report, shows that on average, for all of the survey classifications, the District is 11.31% above the market for total compensation when compared to the labor market median, and 8.84% above market for total compensation when compared to the labor market mean, “or average”.

There are significant differences among the job classifications. For example, while the District’s total compensation as a whole is 11.31% above the market median, the individual classifications range from 6.16% below market median to 26.78% above market median.

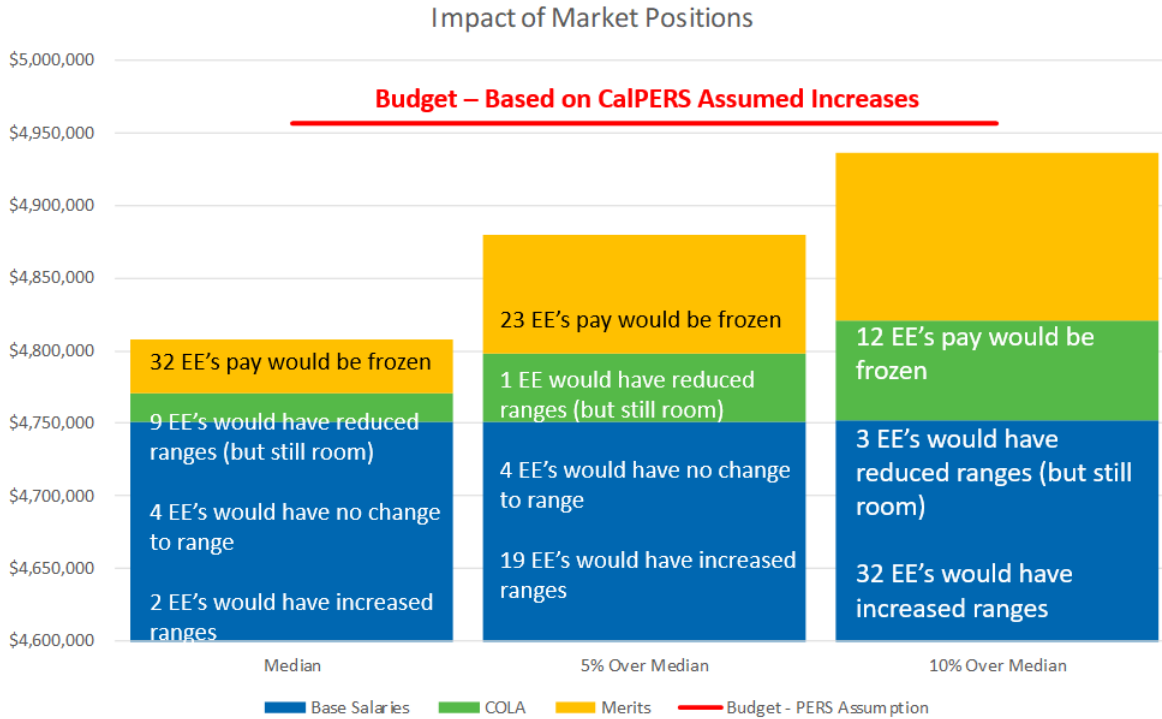
The District has 17 classifications that are 10% or greater than the market median. Of those, 5 positions rank first in total compensation among the comparable agencies and 12 rank second. Of the remaining 12 classifications, 8 are between 5 and 10% of the market median and 4 are below 5% of market median.

The chart below shows the number of position classifications from the survey that would have ranges falling above or below three different potential market positions: market median, 5% above market median and 10% above market median.

Market Position Target	# Classifications Above Range	# Classifications Below Range
Market Median	28	1
5% above Median	23	6
10% above Median	15	14

The above chart focuses on classifications, but not positions. The compensation study looked at 29 position, but the District has 47 employees. To help provide context, staff has performed an analysis of both financial considerations and impact to employees for three targeted market positions, although the Board can choose any market position it so desires. The graph on the next page illustrates the financial impact of each of the three target positions, as well as the

approximate impact on employees. The following analysis will discuss each of the three illustrated market positions separately.



The graph above shows several things. First, the red line represents the salary budget for Fiscal Year 2019-20. The salary budget is based upon the CalPERS assumed increase in base salaries per employee (based upon age and years of service in CalPERS). The Board's Compensation Policy requires the budget to be calculated using this methodology. The budget sets a cap on the base salaries that can be paid each year. The budget is the same, regardless of the market position selected by the Board.

The blue bar represents base salaries. Base, or starting salaries are the same regardless of the market position for the salary ranges. The Compensation Study will ultimately decide on the amounts for each salary range, but will NOT result in a pay change for any specific employee. The range will move, but an employee's salary only changes with a COLA or a merit pay increase.

The green portion of the bar represents the estimated and anticipated cost of a COLA that will likely be applied effective July 1, 2019. Regardless of the market position chosen by the Board, it is important to apply a COLA, as each of the comparator agencies will be applying COLA's as well. If the district does not apply a COLA then it automatically falls behind whichever market position the Board chooses. This graph assumes a 2.3% COLA effective July 1, 2019 (based on the

March 2019 CPI for Western Cities B). The COLA is applied to each salary range, but is only given to employees whose current rate of pay falls within the new range. As illustrated in the graph the COLA amount is different for each market position. At median, there are fewer employees who would receive a COLA than the other two market positions.

The yellow section of the bars represents estimated merit pay increases. Merit pay increases are awarded to employees based upon their annual performance evaluations. While not prescribed in a policy, for the last few years, the maximum merit increase (determined by the General Manager) has been 5%. Employees who receive an average ranking greater than 3, but the less than 4, are eligible for half the maximum merit increase, and employees who rank 4 or higher are eligible for the maximum merit increase, assuming that there is room left in their range. The cost of merits was calculated based upon an estimation of their likely ranking (based on historical data), as well as the room each employee would have in their range under each of the three market positions.

Analysis of Market Median

Adjusting salary ranges to the market median would result in:

- an equal number of agencies whose top-end total compensation is greater than and less than the SJWD. SJWD is currently 11.31% over the median. This would bring the District to the median.
- budget savings. While setting salary ranges at median will not reduce current salaries, it will reduce the cost of the COLA and potential merit increases. Staff estimates a savings of \$148,400 for the 2019-20 FY if salary ranges are set at market median.
- a reduction to the salary ranges for 28 of the 29 of the studied classifications.
- 32 employees experiencing a freezing of their salaries. When an employee's pay is frozen they are not eligible for a COLA nor a merit increase. COLA's would be applied to their ranges, but not their pay rate. Their pay rate is frozen until it falls within the range.
- 9 employees either having no change to their range, or a decrease. Those with decreased ranges would still have some room for a merit increase, just not as much as they had previously.
- 2 employees having their salary ranges increased, providing more opportunity for future merit pay increases.
- a possible increase in the employee turnover rate. The District's employee turnover rate has been relatively low, with 5 employees voluntarily leaving employment over the past five years. 3 of the 5 were in the Finance Department at the beginning and during that Departments transition. When employees know that their compensation is above average, they are less inclined to switch employers (although compensation isn't the only factor in employee retention).

- potentially more difficulty in attracting new employees. Being at the market median will result in other employers offering a more attractive compensation package. Partially due to its attractive compensation package the SJWD has usually attracted a good pool of applicants for open positions.

5% over Market Median

Adjusting salary ranges to 5% over the market median would result in:

- the SJWD no longer being one of the highest paying water Districts in the region. SJWD is currently 11.31% over the median. This would bring the District to 5% over the median.
- budget savings. While setting salary ranges at median will not reduce current salaries, it will reduce the cost of the COLA and potential merit increases. Staff estimates a savings of \$76,900 for the 2019-20 fiscal year under this scenario.
- a reduction to the salary ranges for 23 of the 29 of the studied classifications,
- 23 employees experiencing a freezing of their salaries. When an employee's pay is frozen they are not eligible for a COLA nor a merit increase. COLA's would be applied to their ranges, but not their pay rate. Their pay rate is frozen until it falls within the range.
- 5 employees either having no change to their range, or a decrease. Those with decreased ranges would still have some room for a merit increase, just not as much as they had previously.
- 19 employees having their salary ranges increased, providing more opportunity for future merit pay increases.
- a possible increase in the employee turnover rate, although not as likely as if ranges were set at median. The District's employee turnover rate has been relatively low, with 5 employees voluntarily leaving employment over the past five years. 3 of the 5 were in the Finance Department at the beginning and during that Departments transition. When employees know that their compensation is above average, they are less inclined to switch employers (although compensation isn't the only factor in employee retention).
- potentially more difficulty in attracting new employees, although not as likely as if ranges were set at median.

10% over Market Median

Adjusting salary ranges to 10% over the market median would result in:

- SJWD continuing to be amongst the highest paying Water Districts in the region.
- Budget savings. While setting salary ranges at 10% above median creates greater opportunity for staff members to receive future pay increases, it still

the fiscal impact in year 2019-20 is still less than the CalPERS assumed increase. There would be an approximate budget savings of \$20,300.

- a slight correction to salary ranges to maintain the same market position the District has had for the past 13 years. SJWD is currently 11.31% over the median. This would bring the District to 10% over the median.
- a reduction to the salary ranges for 15 of the 29 of the studied classifications,
- 12 employees experiencing a freezing of their salaries. When an employee's pay is frozen they are not eligible for a COLA nor a merit increase. COLA's would be applied to their ranges, but not their pay rate. Their pay rate is frozen until it falls within the range.
- 3 employees either having no change to their range, or a decrease. Those with decreased ranges would still have some room for a merit increase, just not as much as they had previously.
- 32 employees having their salary ranges increased, providing more opportunity for future merit pay increases.
- continued low employee turnover rate (other factors holding constant).
- continued ease in attracting new employees (other factors holding constant).

Other Considerations

There is constant scrutiny of government compensation and having higher than average compensation can be challenging during the rate setting process.

The Board has historically set compensation at some amount above the market average in recognition that job classifications, responsibilities, assigned duties and compensation ranges are not collectively bargained. By setting the top of the salary range above average, the Board signals to employees that the District's expectations are above average, provides flexibility to management and staff to assign duties outside of rigid job descriptions, provides opportunities for employees to take on additional challenges outside their defined job duties, and provides incentive to employees to perform above average to reach the top of pay ranges.

Next Steps

Once the Board identifies the desired market position, Bryce Consulting, in conjunction with District staff, will propose a new salary schedule for Board approval. The new salary schedule will likely include two ranges for many positions. Current employees in a range that is currently above the new range, will not be eligible for COLA's or merit pay increases until their compensation falls within the new adjusted range. Any new hires would be hired into the newly adjusted range. The proposed salary schedule will also be adjusted to avoid discrepancies between positions that have comparable duties and levels of responsibilities, and to avoid internal compaction between compensation levels of positions in particular career ladders or chains of command.

Attachments:

Compensation Study Report (including Appendices A and B)

BRYCE
CONSULTING

SAN JUAN WATER DISTRICT
2019 COMPENSATION STUDY REPORT

Prepared By
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Folsom, CA 95630
916-974-0199



May 2019

TABLE OF CONTENTS

Section I	Project Overview	3
-----------	------------------	---

Section II	Compensation Survey Parameters	4
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Section III	Compensation Survey Results	9
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Appendices

Appendix A – Detailed Market Datasheets	A
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Appendix B – Miscellaneous Benefit Data	B
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SECTION I - PROJECT OVERVIEW

Bryce Consulting was retained by the San Juan Water District to conduct a comprehensive compensation study of District classifications. This report presents the compensation survey results and includes:

- Section I Project Overview
- Section II Compensation Survey Parameters
- Section III Compensation Survey Results

STUDY OBJECTIVES

The study consisted of the following objectives:

- Research and recommend an appropriate labor market.
- Collect and analyze base salary and benefit data for the survey classifications.
- Prepare and present a comprehensive report outlining the methodology and results.

SECTION II – COMPENSATION SURVEY PARAMETERS

This section of the report presents the compensation survey parameters and includes:

- Selection of labor market employers and survey classes
- Survey scope
- Survey methodology

SURVEY EMPLOYERS

The overall objective in selecting survey employers is to define as accurately as possible the District's "Labor Market." A labor market consists of those employers with whom the District might compete with for employees. The criteria typically utilized in identifying those employers include the following:

- **EMPLOYER SIZE** - As a general rule, the more similar employers are in size and complexity, the greater the likelihood that comparable positions exist within both organizations. Specifically, agencies of similar size to the District are likely to have departmental structures and organization of positions more similar to the District than organizations that are significantly larger or smaller in size.
- **NATURE OF SERVICES PROVIDED** - As a general rule, similar organizations are selected as survey employers, because they provide similar services. This is important for the following reasons:
 - Employers who provide similar services are most likely to compete with one another for employees.
 - These employers are most likely to have comparable jobs.
 - These employers are most likely to have similar organizational characteristics.
- **GEOGRAPHIC PROXIMITY** - Geographic proximity is another factor utilized in identifying an appropriate labor market. This factor is particularly important because it identifies those employers that the District must directly compete with to recruit and retain quality staff.

LABOR MARKET

Table 1 displays the survey agencies that were recommended and approved by the Board of

Directors. All of the agencies surveyed participated in the process.

Agency	Operating Budget (millions)	FTE	Connections	Water Treatment	Water Distribution	Miles from San Juan
San Juan Water District	\$9.6 Wholesale \$11.5 Retail \$21.1 Total	47	10,673	Yes (150 mgd) Grade 5	Yes	----
Carmichael Water District	\$7.8	27	11,600	Yes (17 mgd) Grade 4	Yes	19
Citrus Heights Water District	\$12.2	35	19,600	No	Yes	10
City of Fairfield	\$95.7 (GF) \$30 (water fund)	558 (total) 55 (water)	30,711	Yes (70 mgd) Grade 5	Yes	69
City of Folsom	\$87 (total GF) \$12.5 (water fund)	466 53.25 (water/wastewater)	20,648	Yes (50 mgd) Grade 5	Yes	10
City of Roseville	\$369 (total GF) \$30.9 (water fund)	1162 48.75 (water)	44,338	Yes (100 mgd) Grade 5	Yes	10
City of Vallejo	\$106 (GF) \$45.5 (water fund)	580 (total) 42 (water)	38,000	Yes (42 mgd) Grade 5	Yes	84
El Dorado Irrigation District	\$51 \$12 (water fund)	220	41,133	Yes (101 mgd) Grade 5	Yes	34
Elk Grove Water District	\$12.6	29	12,500	Yes (10.4) Grade 4	Yes	27
Fair Oaks Water District	\$7.3	30	13,850	No	Yes	14
Placer County Water Agency	\$68 \$40 (water)	226 35(water)	40,000	Yes (80 mgd) Grade 5	Yes	11
Sacramento County	\$2.77 billion \$31.9 (water)	12,361 (135 water)	55,600	Yes (60 mgd) Grade 5	Yes	25
Sacramento Suburban Water District	\$23	70	46,268	Wells	Yes	20
South San Joaquin Irrigation District	\$31.6	97	Wholesale	Yes (40 mdg) Grade 5	Wholesale	84
Stockton East Water District	\$21.8	37	Wholesale	Yes (40 mdg) Grade 5	Wholesale	74

SURVEY CLASSES

Survey classes, as displayed in **Table 2**, are generally selected utilizing the following criteria:

- The survey classifications should have a significant relationship to other classes in their occupational group. This ensures that they will make good reference points in relating and establishing salaries for other classes within their occupational group.
- They should be reasonably well known and able to be clearly and concisely described. This enables the employer to more easily communicate with survey employers in establishing accurate comparabilities for the survey classes.
- They should be classes for which counterparts can readily be found in other agencies so that sufficient compensation data can be gathered.

TABLE 2 SURVEY CLASSIFICATIONS
Accountant
Accounting Technician II
Administrative Assistant-Board Secretary
Associate Engineer
Chief Operator
Conservation Technician II
Construction Inspector II
Customer Service Manager
Customer Service Technician II
Director of Finance
Distribution Lead Worker
Distribution Operator II
Engineering Services Manager
Engineering Technician II
Facilities Maintenance Worker II
Field Services Manager
Finance and Administrative Services Analyst
Information Technology Manager
Information Technology Technician II
Instrumentation Technician
Maintenance Chief
Meter Technician
Operations Manager
Purchasing Agent
Safety/Regulatory Compliance Specialist
Senior Engineer
Water Resources Manager

TABLE 2 SURVEY CLASSIFICATIONS
Water Treatment Plant Manager
Water Treatment Plant Operator II

SURVEY SCOPE

The scope of the survey included the labor market agencies previously presented. The data collected for each survey class included:

- Title of each comparable class
- Minimum and maximum monthly salary
- Cash add-ons to base salary including:
 - ◆ Employer pick-up of the employee contribution for retirement for new “classic” employees
 - ◆ Auto allowance
 - ◆ Deferred compensation contribution made by the employer
 - ◆ Longevity pay at year 10
 - ◆ Certification/Education Pay
- Employer contributions for insurances (cafeteria, health, dental, vision, life, and long-term disability)
- Social Security
- Employer contribution to Retiree Health Savings Plan
- Amount the employee pays towards the employer’s portion of retirement
- Cost of living information including date and amount of next increase
- Retirement practices including plan, employer’s share, benefit, and formula
- Leave benefits
- Retiree health benefits

SURVEY METHODOLOGY

The survey methodology utilized by Bryce Consulting included:

- The agencies’ websites were utilized to collect salary and benefit data and to compare job descriptions, where available.
- The consultant followed up the survey agencies to collect additional information and seek clarification.

In addition to the collection of base salary and benefit information, careful efforts were made to analyze the full-range of duties and requirements of the job classes determined to be comparable

to the District's classes. This included the collection of:

- Reporting relationships
- Functional areas of responsibility
- The class's relationship to other classes in the series

For each classification using maximum base salary, total cash, and total compensation as the basis of comparison, the District's position was compared to the labor market to determine the percentage the District is above or below the labor market median and mean. The data is effective April 2019.

SECTION III – COMPENSATION SURVEY RESULTS

This section of the report presents the compensation survey findings including base salary, total cash, and total compensation. In addition, miscellaneous benefit data is presented including cost of living information, retirement practices, retiree health benefits, and leave benefits.

As indicated in the previous section, the survey involved the collection of compensation information for each of the survey classes from the labor market employers identified. **Table 3** displays the comparability for each survey classification.

TABLE 3 COMPARABILITY	
Survey Classification	Number of Comparable Classes
Accountant	10
Accounting Technician II	9
Administrative Assistant-Board Secretary	4
Associate Engineer	10
Chief Operator	4
Conservation Technician II	6
Construction Inspector II	10
Customer Service Manager	4
Customer Service Technician II	14
Director of Finance	11
Distribution Lead Worker	5
Distribution Operator II	10
Engineering Services Manager	7
Engineering Technician II	10
Facilities Maintenance Worker II	9
Field Services Manager	6
Finance and Administrative Services Analyst	7
Information Technology Manager	8
Information Technology Technician II	7
Instrumentation Technician	9
Maintenance Chief	3
Meter Technician	4
Operations Manager	5
Purchasing Agent	4
Safety/Regulatory Compliance Specialist	5
Senior Engineer	9
Water Resources Manager	3
Water Treatment Plant Manager	5
Water Treatment Plant Operator II	11

BASE SALARY SURVEY RESULTS

The data has been organized into a series of tables that summarize the District’s relationship to the labor market for each class. The detailed market compensation survey datasheets are presented in **Appendix A** of this report. **Table 4** summarizes for each classification how the District’s base salaries compare to the labor market. The following data is presented:

- Title of the District’s classification
- The District’s current maximum monthly base salary for each classification
- The labor market median for maximum monthly base salary
- Percentage the District’s maximum base salary is above or below the median of the labor market
- The labor market mean for maximum monthly base salary
- Percentage the District’s maximum base salary is above or below the mean of the labor market

TABLE 4 SUMMARY OF BASE SALARY					
Survey Classification	SJWD Maximum Base Salary	Labor Market Median	% SJWD IS Above or Below Labor Market Median	Labor Market Mean	% SJWD IS Above or Below Labor Market Mean
Accountant	\$7,864	\$7,183	9.49%	\$7,247	8.52%
Accounting Technician II	\$5,867	\$5,517	6.35%	\$5,697	3.00%
Administrative Assistant-Board Secretary	\$6,791	\$7,419	-8.47%	\$7,307	-7.06%
Associate Engineer	\$11,064	\$9,584	15.44%	\$9,686	14.23%
Chief Operator	\$10,033	\$9,327	7.57%	\$9,231	8.68%
Conservation Technician II	\$6,309	\$5,757	9.59%	\$5,737	9.99%
Construction Inspector II	\$7,306	\$6,806	7.35%	\$6,925	5.51%
Customer Service Manager	\$10,794	\$9,925	8.75%	\$10,359	4.19%
Customer Service Technician II	\$5,191	\$5,154	0.72%	\$5,202	-0.20%
Director of Finance	\$14,465	\$14,347	0.82%	\$14,278	0.48%
Distribution Lead Worker	\$7,670	\$6,867	11.69%	\$7,086	8.24%
Distribution Operator II	\$6,160	\$6,048	1.86%	\$6,007	2.55%
Engineering Services Manager	\$13,775	\$13,387	2.90%	\$13,579	1.45%
Engineering Technician II	\$7,133	\$6,557	8.78%	\$6,393	11.57%
Facilities Maintenance Worker II	\$6,958	\$6,244	11.43%	\$6,594	5.52%
Field Services Manager	\$11,899	\$9,890	20.32%	\$10,618	12.06%
Finance and Administrative Services Analyst	\$9,324	\$8,384	11.21%	\$8,974	3.90%
Information Technology Manager	\$10,279	\$10,763	-4.50%	\$10,578	-2.83%

**TABLE 4
SUMMARY OF BASE SALARY**

Survey Classification	SJWD Maximum Base Salary	Labor Market Median	% SJWD IS Above or Below Labor Market Median	Labor Market Mean	% SJWD IS Above or Below Labor Market Mean
Information Technology Technician II	\$7,306	\$6,472	12.89%	\$6,300	15.97%
Instrumentation Technician	\$8,459	\$7,779	8.74%	\$8,189	3.29%
Maintenance Chief	\$9,790	\$9,141	7.10%	\$9,074	7.89%
Meter Technician	\$5,588	\$5,226	6.93%	\$5,577	0.21%
Operations Manager	\$14,827	\$13,387	10.76%	\$13,335	11.19%
Purchasing Agent	\$6,958	\$6,318	10.13%	\$6,204	12.15%
Safety/Regulatory Compliance Specialist	\$8,979	\$9,448	-4.97%	\$9,213	-2.55%
Senior Engineer	\$12,196	\$10,629	14.74%	\$10,448	16.73%
Water Resources Manager	\$10,603	\$11,402	1.93%	\$11,041	-3.97%
Water Treatment Plant Manager	\$12,196	\$11,400	6.98%	\$12,074	1.01%
Water Treatment Plant Operator II	\$7,306	\$5,675	28.74%	\$5,917	23.48%

TOTAL CASH SURVEY RESULTS

Total cash represents the maximum base salary plus the agencies' contribution towards the employees' share of retirement, auto allowance the agencies' contribution towards deferred compensation, longevity pay, up to and including year 10, and education/certification pay. **Table 5** displays how the District compares to the labor market with respect to total cash for each classification. The following data is presented:

- Title of the District's classification
- The District's current total cash for each classification
- The median of the labor market for total cash
- Percentage the District's total cash is above or below the median of the labor market
- The mean of the labor market for total cash
- Percentage the District's total cash is above or below the mean of the labor market

**TABLE 5
SUMMARY OF TOTAL CASH**

Survey Classification	SJWD Total Cash	Labor Market Median	% SJWD is Above or Below Labor Market Median	Labor Market Mean	% SJWD is Above or Below Labor Market Mean
Accountant	\$7,864	\$7,445	5.64%	\$7,534	4.38%
Accounting Technician II	\$5,867	\$5,720	2.57%	\$5,982	-1.92%
Administrative Assistant-Board Secretary	\$6,791	\$7,786	-12.78%	\$7,732	-12.17%
Associate Engineer	\$11,064	\$10,124	9.28%	\$10,225	8.20%
Chief Operator	\$10,033	\$9,686	3.57%	\$9,731	3.10%
Conservation Technician II	\$6,309	\$5,895	7.03%	\$6,061	4.10%
Construction Inspector II	\$7,306	\$7,022	4.04%	\$7,222	1.16%
Customer Service Manager	\$10,794	\$10,643	1.41%	\$10,922	-1.17%
Customer Service Technician II	\$5,191	\$5,447	-4.70%	\$5,408	-4.01%
Director of Finance	\$14,465	\$14,847	-2.58%	\$14,996	-0.99%
Distribution Lead Worker	\$7,670	\$7,243	5.89%	\$7,343	4.45%
Distribution Operator II	\$6,160	\$6,234	-1.18%	\$6,304	-2.29%
Engineering Services Manager	\$13,775	\$14,618	-5.77%	\$14,146	-2.62%
Engineering Technician II	\$7,133	\$6,699	6.48%	\$6,631	7.57%
Facilities Maintenance Worker II	\$6,958	\$6,445	7.95%	\$6,825	1.94%
Field Services Manager	\$11,899	\$10,450	13.87%	\$10,914	9.03%
Finance and Administrative Services Analyst	\$9,324	\$8,748	6.58%	\$9,538	-2.25%
Information Technology Manager	\$10,279	\$11,269	-8.79%	\$11,181	-8.07%
Information Technology Technician II	\$7,306	\$6,512	12.19%	\$6,531	11.86%
Instrumentation Technician	\$8,459	\$7,921	6.79%	\$8,508	-0.58%
Maintenance Chief	\$9,790	\$9,141	7.10%	\$9,503	3.02%
Meter Technician	\$5,588	\$5,476	2.06%	\$5,712	-2.16%
Operations Manager	\$14,827	\$14,618	1.43%	\$14,098	5.17%
Purchasing Agent	\$6,958	\$6,486	7.28%	\$6,483	7.32%
Safety/Regulatory Compliance Specialist	\$8,979	\$9,638	-6.84%	\$9,457	-5.06%
Senior Engineer	\$12,196	\$11,302	7.91%	\$10,824	12.67%
Water Resources Manager	\$10,603	\$11,619	-8.74%	\$11,740	-9.69%
Water Treatment Plant Manager	\$12,646	\$11,400	10.93%	\$12,653	-0.06%

TABLE 5 SUMMARY OF TOTAL CASH					
Survey Classification	SJWD Total Cash	Labor Market Median	% SJWD is Above or Below Labor Market Median	Labor Market Mean	% SJWD is Above or Below Labor Market Mean
Water Treatment Plant Operator II	\$7,306	\$6,169	18.43%	\$6,144	18.92%

TOTAL COMPENSATION SURVEY RESULTS

Total compensation represents the elements included in total cash plus the agencies’ contribution towards a cafeteria plan, health, dental, vision, life insurance, long-term disability, retiree health savings plan, Social Security, minus the employers’ share of retirement paid by the employee. **Table 6** displays how the District compares to the labor market with respect to total compensation. The following data is presented:

- Title of the District’s classification
- The District’s current total compensation for each classification
- The median of the labor market for total compensation
- Percentage the District’s total compensation is above or below the median of the labor market
- The mean of the labor market for total compensation
- Percentage the District’s total compensation is above or below the mean of the labor market

TABLE 6 SUMMARY OF TOTAL COMPENSATION					
Survey Classification	SJWD Total Comp	Labor Market Median	% SJWD is Above or Below Labor Market Median	Labor Market Mean	% CWD is Above or Below Labor Market Mean
Accountant	\$11,006	\$9,600	14.64%	\$9,839	11.86%
Accounting Technician II	\$8,836	\$8,082	9.32%	\$8,299	6.47%
Administrative Assistant-Board Secretary	\$9,840	\$10,486	-6.16%	\$10,417	-5.54%
Associate Engineer	\$14,484	\$12,538	15.52%	\$12,658	14.42%
Chief Operator	\$13,363	\$11,975	11.59%	\$12,058	10.82%
Conservation Technician II	\$9,316	\$8,474	9.94%	\$8,381	11.16%
Construction Inspector II	\$10,399	\$9,388	10.77%	\$9,611	8.21%
Customer Service Manager	\$14,190	\$13,513	5.01%	\$13,801	2.81%

**TABLE 6
SUMMARY OF TOTAL COMPENSATION**

Survey Classification	SJWD Total Comp	Labor Market Median	% SJWD is Above or Below Labor Market Median	Labor Market Mean	% CWD is Above or Below Labor Market Mean
Customer Service Technician II	\$8,101	\$7,693	5.30%	\$7,777	4.17%
Director of Finance	\$17,970	\$17,571	2.27%	\$17,585	-0.08%
Distribution Lead Worker	\$10,795	\$9,173	17.69%	\$9,466	14.04%
Distribution Operator II	\$9,154	\$8,591	6.55%	\$8,709	5.11%
Engineering Services Manager	\$17,263	\$16,005	7.86%	\$16,811	2.69%
Engineering Technician II	\$10,211	\$8,749	16.72%	\$8,926	14.39%
Facilities Maintenance Worker II	\$10,021	\$8,713	15.01%	\$9,086	10.29%
Field Services Manager	\$15,341	\$12,879	19.11%	\$13,437	14.17%
Finance and Administrative Services Analyst	\$12,592	\$11,195	12.48%	\$12,046	4.53%
Information Technology Manager	\$13,630	\$13,563	0.49%	\$13,561	0.51%
Information Technology Technician II	\$10,399	\$8,425	23.44%	\$8,600	20.92%
Instrumentation Technician	\$11,652	\$10,348	12.60%	\$10,818	7.71%
Maintenance Chief	\$13,099	\$12,064	8.58%	\$11,760	11.38%
Meter Technician	\$8,532	\$7,785	9.59%	\$8,007	6.57%
Operations Manager	\$18,341	\$15,654	17.17%	\$16,372	12.02%
Purchasing Agent	\$10,021	\$8,639	15.99%	\$8,537	17.38%
Safety/Regulatory Compliance Specialist	\$12,217	\$11,951	2.23%	\$11,951	2.23%
Senior Engineer	\$15,644	\$12,783	22.39%	\$13,206	18.46%
Water Resources Manager	\$13,983	\$13,733	1.82%	\$13,853	0.93%
Water Treatment Plant Manager	\$16,094	\$14,223	13.16%	\$15,207	5.84%
Water Treatment Plant Operator II	\$10,399	\$8,203	26.78%	\$8,467	22.82%

RELATIONSHIP TO THE MARKET

On average, for all of the survey classifications, the District is 7.77% above market for base salary, 3.35% above of the market for total cash, and 11.31% above the market for total compensation when compared to the labor market median. The District is, on average, 6.04% above market for base salary, 1.72% above market for total cash, and 8.84% above market for total compensation when compared to the labor market mean.

MISCELLANEOUS BENEFIT DATA

The tables provided in **Appendix B** present the miscellaneous benefit data that was collected including cost of living information, retirement practices, short-term disability, leave benefits and retiree health

benefits.

COST OF LIVING INCREASE – APPENDIX B - TABLE 1

With respect to cost of living, the District's last increase was in July of 2018 in the amount of 2.6%. The District does not have a future increase scheduled at this time.

With respect to the responding agencies, nine of the agencies received an increase in early 2019, depending on bargaining unit, ranging from 2.2% to 5%. Four of the agencies are scheduled to receive an increase later in 2019, depending on bargaining unit, ranging from 2% to 4%.

RETIREMENT PRACTICES – APPENDIX B - TABLE 2

The District has a CalPERS retirement plan with a benefit of 3% @ 60 and a formula of Highest Three Year Average for Classic tier employees.

Of the responding agencies, 13 have a CalPERS retirement plan and one is a 1937 Act Agency. Eight agencies have a benefit of 2% @ 55; three have a benefit of 2.7% @ 55; two have a benefit of 2.5% @ 55; and one has a benefit of 1.92% @ 60. Eight have a formula of Highest 3 Year Average and three have a formula of Single Highest Year.

EDUCATION/CERTIFICATION PAY – APPENDIX B TABLE 3

The District does not provide education or certification pay. Eight of the survey agencies provide certification and/or education pay with the amount varying by classification. The details are provided in Table 3 of Appendix B.

LEAVE BENEFITS – APPENDIX B – TABLES 4 - 5

The District offers 96 hours of vacation leave at year 1; 120 hours at year 4; 144 hours at year 8; 168 hours at year 11; 192 hours at year 16; 216 hours at year 21; and 240 hours at year 26. The District provides 12 days of sick leave with a maximum accrual of 480 hours, recognizes 12 holidays, and provides 40 hours of administrative leave for exempt classification; however, the employee is required to track their time to show they have worked at least 40 hours over 80 per pay period.

Two of the survey agencies have annual leave whereby vacation and sick leave are combined. Of those with separate leave banks, the labor market average is 79 - 95 hours at year 1, depending on bargaining unit; 103 - 116 hours at year 4; 132 -140 hours at year 8; 153 - 161 hours at year 11; 175 – 186 hours at year 16; 195 – 199 hours at year 21; and 199 – 211 hours at year 26. The majority of the survey agencies provide 12 days of sick leave with 10 providing an unlimited accrual. The labor market average for holidays is 12 with 13 agencies providing administrative/management leave with the amounts varying by agency and classification.

RETIREE HEALTH BENEFITS – APPENDIX B – TABLE 6

The District does not contribute to a retiree health savings account but does contribute to post employment retiree health benefits with 50% of the cost paid by the District with 10 years of service and an additional 5% for each additional year of service up to 100% with 20 years of service.

Five of the agencies contribute to a retiree health savings account ranging from a flat dollar amount of \$25 per pay period to \$100 per month and one providing 1.5% of salary. Eight agencies contribute to post employment retiree health benefits ranging from the PEMCHA minimum to 100%, depending on years of service.

APPENDIX A

DETAILED MARKET DATASHEETS

APPENDIX B

MISCELLANEOUS BENEFITS

Survey Classification	Base Salary		% SJWD Is Above or Below Labor Market Median	Total Cash		% SJWD Is Above or Below Labor Market Median	SJWD Total Compensation	Total Compensation						
	SJWD Maximum Base Salary	Labor Market Median Base Salary		Labor Market Median Total Cash	SJWD Total Cash			Labor Market Median Total Compensation	% SJWD Is Above or Below Labor Market Median	Number of Agencies with Comparable Positions	SJWD Compensation Rank	Market Low	Market High	Agency Ranked #1
Accountant	\$7,864	\$7,183	9.49%	\$7,864	\$7,445	5.64%	\$11,006	\$9,600	14.64%	10	3	\$8,605	\$11,044	Fairfield
Accounting Technician II	\$5,867	\$5,517	6.35%	\$5,867	\$5,720	2.57%	\$8,836	\$8,082	9.32%	9	4	\$7,083	\$10,035	SSJID
Administrative Assistant-Board Secretary	\$6,791	\$7,419	-8.47%	\$6,791	\$7,786	-12.78%	\$9,840	\$10,486	-6.16%	4	4	\$9,783	\$10,913	SSJID
Associate Engineer	\$11,064	\$9,584	15.44%	\$11,064	\$10,124	9.28%	\$14,484	\$12,538	15.52%	10	2	\$11,239	\$14,726	CHWD
Chief Operator	\$10,033	\$9,327	7.57%	\$10,033	\$9,686	3.57%	\$13,363	\$11,975	11.59%	4	1	\$11,433	\$13,363	SIWD
Conservation Technician II	\$6,309	\$5,757	9.59%	\$6,309	\$5,895	7.03%	\$9,316	\$8,474	9.94%	6	1	\$7,598	\$9,316	SIWD
Construction Inspector II	\$7,306	\$6,806	7.35%	\$7,306	\$7,022	4.04%	\$10,399	\$9,388	10.77%	10	3	\$8,528	\$11,128	SSJID
Customer Service Manager	\$10,794	\$9,925	8.75%	\$10,794	\$10,643	1.41%	\$14,190	\$13,513	5.01%	4	2	\$13,207	\$14,972	Sac Crnty
Customer Service Technician II	\$5,191	\$5,154	0.72%	\$5,191	\$5,447	-4.70%	\$8,101	\$7,693	5.30%	14	7	\$6,265	\$9,329	SEWD
Director of Finance	\$14,465	\$14,347	0.82%	\$14,465	\$14,847	-2.58%	\$17,970	\$17,571	2.27%	11	5	\$14,475	\$20,079	Folsom
Distribution Lead Worker	\$7,670	\$6,867	11.69%	\$7,670	\$7,243	5.89%	\$10,795	\$9,173	17.69%	5	1	\$8,859	\$10,795	SIWD
Distribution Operator II	\$6,160	\$6,048	1.86%	\$6,160	\$6,234	-1.18%	\$9,154	\$8,591	6.55%	10	3	\$7,963	\$9,956	CHWD
Engineering Services Manager	\$13,775	\$13,387	2.90%	\$13,775	\$14,618	-5.77%	\$17,263	\$16,005	7.86%	7	4	\$15,393	\$18,654	SSJID
Engineering Technician II	\$7,133	\$6,557	8.78%	\$7,133	\$6,699	6.48%	\$10,211	\$8,749	16.72%	10	3	\$7,262	\$11,218	SSJID
Facilities Maintenance Worker II	\$6,958	\$6,244	11.43%	\$6,958	\$6,445	7.95%	\$10,021	\$8,713	15.01%	9	2	\$8,196	\$11,662	SSJID
Field Services Manager	\$11,899	\$9,890	20.32%	\$11,899	\$10,450	13.87%	\$15,341	\$12,879	19.11%	6	2	\$11,994	\$17,198	CHWD
Finance and Administrative Services Analyst	\$9,324	\$8,384	11.21%	\$9,324	\$8,748	6.58%	\$12,592	\$11,195	12.48%	7	2	\$10,804	\$17,583	SSJID
Information Technology Manager	\$10,279	\$10,763	-4.50%	\$10,279	\$11,269	-8.79%	\$13,630	\$13,563	0.49%	8	5	\$12,146	\$14,762	SSJID
Information Technology Technician II	\$7,306	\$6,472	12.89%	\$7,306	\$6,512	12.19%	\$10,399	\$8,425	23.44%	7	2	\$7,057	\$10,587	Folsom
Instrumentation Technician	\$8,459	\$7,779	8.74%	\$8,459	\$7,921	6.79%	\$11,652	\$10,348	12.60%	9	3	\$8,780	\$14,317	SSJID
Maintenance Chief	\$9,790	\$9,141	7.10%	\$9,790	\$9,141	7.10%	\$13,099	\$12,064	8.58%	3	1	\$10,984	\$13,099	SIWD
Meter Technician	\$5,588	\$5,226	6.93%	\$5,588	\$5,476	2.06%	\$8,532	\$7,785	9.59%	4	2	\$7,274	\$9,232	CHWD
Operations Manager	\$14,827	\$13,387	10.76%	\$14,827	\$14,618	1.43%	\$18,341	\$15,654	17.17%	5	2	\$13,947	\$19,919	Folsom
Purchasing Agent	\$6,958	\$6,318	10.13%	\$6,958	\$6,486	7.28%	\$10,021	\$8,639	15.99%	4	1	\$7,827	\$10,021	SIWD
Safety/Regulatory Compliance Specialist	\$8,979	\$9,448	-4.97%	\$8,979	\$9,638	-6.84%	\$12,217	\$11,951	2.23%	5	3	\$10,710	\$14,155	SSJID
Senior Engineer	\$12,196	\$10,629	14.74%	\$12,196	\$11,302	7.91%	\$15,644	\$12,783	22.39%	9	2	\$11,471	\$15,932	CHWD
Water Resources Manager	\$10,603	\$10,402	1.93%	\$10,603	\$11,619	-8.74%	\$13,983	\$13,733	1.82%	3	2	\$12,798	\$15,029	Sac Crnty
Water Treatment Plant Manager	\$12,196	\$11,400	6.98%	\$12,646	\$11,400	10.93%	\$16,094	\$14,223	13.16%	5	2	\$12,901	\$20,823	SSJID

Appendix A - Draft						San Juan Water District Total Compensation Study									
Water Treatment Plant Operator II	\$7,306	\$5,675	28.74%	\$7,306	\$6,169	18.42%	\$10,399	\$8,203	26.78%	11	2	\$7,650	\$10,756	SSJID	
		Average	7.77%		Average	3.35%		Average	11.31%						

4
8
5
12

- positions that are below 5% of the market median
- positions that are between 5 and 10% of the market median
- positions that rank first in total compensation among comparable agencies
- positions that rank second in total compensation among comparable agencies

Appendix A - Draft	San Juan Water District Total Compensation Study									Comparability
	Base Salary			Total Cash			Total Compensation			
Survey Classification	SJWD Maximum Base Salary	Labor Market Mean Base Salary	% SJWD Is Above or Below Labor Market Mean	SJWD Total Cash	Labor Market Mean Total Cash	% SJWD Is Above or Below Labor Market Mean	SJWD Total Compensation	Labor Market Mean Total Compensation	% SJWD Is Above or Below Labor Market Mean	
Accountant	\$7,864	\$7,247	8.52%	\$7,864	\$7,534	4.38%	\$11,006	\$9,839	11.86%	10
Accounting Technician II	\$5,867	\$5,697	3.00%	\$5,867	\$5,982	-1.92%	\$8,836	\$8,299	6.47%	9
Administrative Assistant-Board Secretary	\$6,791	\$7,307	-7.06%	\$6,791	\$7,732	-12.17%	\$9,840	\$10,417	-5.54%	4
Associate Engineer	\$11,064	\$9,686	14.23%	\$11,064	\$10,225	8.20%	\$14,484	\$12,658	14.42%	10
Chief Operator	\$10,033	\$9,231	8.68%	\$10,033	\$9,731	3.10%	\$13,363	\$12,058	10.82%	4
Conservation Technician II	\$6,309	\$5,737	9.99%	\$6,309	\$6,061	4.10%	\$9,316	\$8,381	11.16%	6
Construction Inspector II	\$7,306	\$6,925	5.51%	\$7,306	\$7,222	1.16%	\$10,399	\$9,611	8.21%	10
Customer Service Manager	\$10,794	\$10,359	4.19%	\$10,794	\$10,922	-1.17%	\$14,190	\$13,801	2.81%	4
Customer Service Technician II	\$5,191	\$5,202	-0.20%	\$5,191	\$5,408	-4.01%	\$8,101	\$7,777	4.17%	14
Director of Finance	\$14,465	\$14,278	0.48%	\$14,465	\$14,996	-0.99%	\$17,970	\$17,585	-0.08%	11
Distribution Lead Worker	\$7,670	\$7,086	8.24%	\$7,670	\$7,343	4.45%	\$10,795	\$9,466	14.04%	5
Distribution Operator II	\$6,160	\$6,007	2.55%	\$6,160	\$6,304	-2.29%	\$9,154	\$8,709	5.11%	10
Engineering Services Manager	\$13,775	\$13,579	1.45%	\$13,775	\$14,146	-2.62%	\$17,263	\$16,811	2.69%	7
Engineering Technician II	\$7,133	\$6,393	11.57%	\$7,133	\$6,631	7.57%	\$10,211	\$8,926	14.39%	10
Facilities Maintenance Worker II	\$6,958	\$6,594	5.52%	\$6,958	\$6,825	1.94%	\$10,021	\$9,086	10.29%	9
Field Services Manager	\$11,899	\$10,618	12.06%	\$11,899	\$10,914	9.03%	\$15,341	\$13,437	14.17%	6
Finance and Administrative Services Analyst	\$9,324	\$8,974	3.90%	\$9,324	\$9,538	-2.25%	\$12,592	\$12,046	4.53%	7
Information Technology Manager	\$10,279	\$10,578	-2.83%	\$10,279	\$11,181	-8.07%	\$13,630	\$13,561	0.51%	8
Information Technology Technician II	\$7,306	\$6,300	15.97%	\$7,306	\$6,531	11.86%	\$10,399	\$8,600	20.92%	7
Instrumentation Technician	\$8,459	\$8,189	3.29%	\$8,459	\$8,508	-0.58%	\$11,652	\$10,818	7.71%	9
Maintenance Chief	\$9,790	\$9,074	7.89%	\$9,790	\$9,503	3.02%	\$13,099	\$11,760	11.38%	3
Meter Technician	\$5,588	\$5,577	0.21%	\$5,588	\$5,712	-2.16%	\$8,532	\$8,007	6.57%	4
Operations Manager	\$14,827	\$13,335	11.19%	\$14,827	\$14,098	5.17%	\$18,341	\$16,372	12.02%	5
Purchasing Agent	\$6,958	\$6,204	12.15%	\$6,958	\$6,483	7.32%	\$10,021	\$8,537	17.38%	4
Safety/Regulatory Compliance Specialist	\$8,979	\$9,213	-2.55%	\$8,979	\$9,457	-5.06%	\$12,217	\$11,951	2.23%	5
Senior Engineer	\$12,196	\$10,448	16.73%	\$12,196	\$10,824	12.67%	\$15,644	\$13,206	18.46%	9
Water Resources Manager	\$10,603	\$11,041	-3.97%	\$10,603	\$11,740	-9.69%	\$13,983	\$13,853	0.93%	3
Water Treatment Plant Manager	\$12,196	\$12,074	1.01%	\$12,646	\$12,653	-0.06%	\$16,094	\$15,207	5.84%	5
Water Treatment Plant Operator II	\$7,306	\$5,917	23.48%	\$7,306	\$6,144	18.92%	\$10,399	\$8,467	22.82%	11
		Average	6.04%		Average	1.72%		Average	8.84%	

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
City of Fairfield	Accountant Auditor II	\$7,064	\$8,586	2.5%	\$215	\$0	\$707	\$0	\$0		\$9,508	\$0	\$1,559	\$110	\$11	\$98	\$13	\$124	\$50	\$11,473	5%	\$429	\$11,044	
Stockton East Water District	Accountant	\$6,667	\$8,103	0%	\$0	\$0	\$0	\$0	\$0		\$8,103	\$0	\$2,617	\$123	\$23	\$27	DNA	\$117	\$0	\$11,011	0%	\$0	\$11,011	
San Juan Water District	Accountant	\$6,552	\$7,864	0%	\$0	\$0	\$0	\$0	\$0		\$7,864	\$0	\$2,291	\$150	\$19	\$26	\$55	\$602	\$0	\$11,006	0%	\$0	\$11,006	
Citrus Heights Water District	Accountant	\$6,050	\$8,166	0%	\$0	\$0	\$0	\$0	\$0		\$8,166	\$0	\$1,750	\$136	\$25	\$13	\$28	\$625	\$0	\$10,742	0%	\$0	\$10,742	
Sacramento Suburban Water District	Accountant	\$5,682	\$7,103	7%	\$497	\$0	\$0	\$0	\$0		\$7,600	\$0	\$1,789	\$182	\$20	\$24	\$39	\$543	\$0	\$10,196	0%	\$0	\$10,196	
El Dorado Irrigation District	Accountant	\$5,996	\$7,289	0%	\$0	\$0	\$0	\$0	\$0		\$7,289	\$0	\$1,624	\$136	\$17	\$3	\$0	\$558	\$0	\$9,627	0%	\$0	\$9,627	
Carmichael Water District	Staff Accountant	\$5,306	\$6,450	0%	\$0	\$0	\$152	\$0	\$0		\$6,601	\$0	\$2,291	\$115	\$29	\$30	\$15	\$493	\$0	\$9,574	0%	\$0	\$9,574	
City of Roseville	Accountant II	\$5,161	\$7,262	6.197%	\$450	\$0	\$218	\$182	\$0		\$8,111	\$1,515	inc	inc	inc	\$22	\$20	\$105	\$100	\$9,873	6.197%	\$450	\$9,423	
Placer County Water Agency	Accountant	\$5,130	\$6,548	2%	\$131	\$0	\$0	\$164	\$0		\$6,843	\$0	\$1,930	\$56	\$18	\$25	\$20	\$501	\$0	\$9,392	0%	\$0	\$9,392	
City of Vallejo	Accountant	\$5,397	\$6,561	0%	\$0	\$0	\$0	\$0	\$0		\$6,561	\$0	\$1,498	\$146	\$23	\$6	\$11	\$502	\$98	\$8,845	1%	\$66	\$8,780	
Sacramento County	Accountant	\$5,264	\$6,398	0%	\$0	\$0	\$0	\$0	\$160	2.5% CPA	\$6,558	\$0	\$1,505	\$119	inc	\$1	\$0	\$489	\$54	\$8,727	1.9%	\$122	\$8,605	
City of Folsom	No Comparable Class																							
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
South San Joaquin Irrigation District	No Comparable Class																							
		<i>Labor Market Median</i>	\$7,183								\$7,445												\$9,600	
		<i>% SJWD is Above or Below Median</i>	9.49%								5.64%												14.64%	
		<i>Mean</i>	\$7,247								\$7,534												\$9,839	
		<i>% SJWD is Above or Below Mean</i>	8.52%								4.38%												11.86%	

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments	
South San Joaquin Irrigation District	Payroll Clerk	\$5,073	\$6,165	8%	\$493	\$0	\$292	\$0	\$0		\$6,950	\$0	\$2,374	\$139	\$24	\$55	\$22	\$472	\$0	\$10,035	0%	\$0	\$10,035		
Citrus Heights Water District	Management Services Technician	\$5,261	\$7,100	0%	\$0	\$0	\$0	\$0	\$0		\$7,100	\$0	\$1,750	\$136	\$25	\$13	\$24	\$543	\$0	\$9,591	0%	\$0	\$9,591		
Fair Oaks Water District	Finance and Management Assistant	\$4,361	\$5,888	1%	\$59	\$0	\$0	\$0	\$0		\$5,947	\$0	\$2,617	\$128	\$24	\$5	\$22	\$450	\$0	\$9,193	0%	\$0	\$9,193		
San Juan Water District	Accounting Technician I	\$4,888	\$5,867	0%	\$0	\$0	\$0	\$0	\$0		\$5,867	\$0	\$2,291	\$150	\$19	\$20	\$41	\$449	\$0	\$8,836	0%	\$0	\$8,836		
City of Folsom	Accounting Technician	\$3,811	\$5,817	0%	\$0	\$0	\$0	\$0	\$291	5% for BA	\$6,108	\$0	\$1,548	\$148	\$28	\$6	\$21	\$445	\$50	\$8,353	0%	\$0	\$8,353		
Placer County Water Agency	Accounting Technician I	\$4,221	\$5,387	2%	\$108	\$0	\$0	\$135	\$0		\$5,629	\$0	\$1,930	\$56	\$18	\$21	\$16	\$412	\$0	\$8,082	0%	\$0	\$8,082		
El Dorado Irrigation District	Finance Technician	\$4,540	\$5,517	0%	\$0	\$0	\$0	\$0	\$0		\$5,517	\$0	\$1,624	\$136	\$17	\$3	\$0	\$422	\$0	\$7,719	0%	\$0	\$7,719		
City of Fairfield	Payroll Specialist I	\$4,419	\$5,371	2.5%	\$134	\$0	\$215	\$0	\$0		\$5,720	\$0	\$1,609	\$108	\$11	\$33	\$8	\$78	\$50	\$7,616	2.5%	\$134	\$7,482		
Sacramento County	Accounting Technician	\$4,061	\$4,938	0%	\$0	\$0	\$0	\$0	\$247	5% max	\$5,185	\$0	\$1,505	\$119	inc	\$1	\$0	\$378	\$54	\$7,242	1.9%	\$94	\$7,148		
City of Roseville	Finance Technician I	\$3,615	\$5,086	6.197%	\$315	\$0	\$153	\$127	\$0		\$5,681	\$1,515	inc	inc	inc	\$15	\$14	\$74	\$100	\$7,399	6.197%	\$315	\$7,083		
Carmichael Water District	No Comparable Class																								
City of Vallejo	No Comparable Class																								
Elk Grove Water District	No Comparable Class																								
Sacramento Suburban Water District	No Comparable Class																								
Stockton East Water District	No Comparable Class																								
		<i>Labor Market Median</i>	\$5,517									\$5,720												\$8,082	
		<i>% SJWD is Above or Below Median</i>	6.35%									2.57%												9.32%	
		<i>Mean</i>	\$5,697									\$5,982												\$8,299	
		<i>% SJWD is Above or Below Mean</i>	3.00%									-1.92%												6.47%	

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
South San Joaquin Irrigation District	Executive Secretary	\$5,697	\$6,925	8%	\$554	\$0	\$292	\$0	\$0		\$7,770	\$0	\$2,374	\$139	\$24	\$55	\$22	\$530	\$0	\$10,913	0%	\$0	\$10,913	
Sacramento Suburban Water District	Executive Assistant to the General Manager	\$5,474	\$7,405	7%	\$518	\$0	\$0	\$0	\$0		\$7,923	\$0	\$1,789	\$182	\$20	\$25	\$39	\$566	\$0	\$10,543	0%	\$0	\$10,543	
Placer County Water Agency	Agency Secretary/Clerk of the Board	\$5,850	\$7,466	2%	\$149	\$0	\$0	\$187	\$0		\$7,802	\$0	\$1,930	\$56	\$18	\$29	\$22	\$571	\$0	\$10,428	0%	\$0	\$10,428	6% Confidential Pay added to base; also serves and Public Information Coordinato
San Juan Water District	Administrative Assistant-Board Secretary	\$5,659	\$6,791	0%	\$0	\$0	\$0	\$0	\$0		\$6,791	\$0	\$2,291	\$150	\$19	\$23	\$48	\$520	\$0	\$9,840	0%	\$0	\$9,840	
El Dorado Irrigation District	Executive Assistant-Clerk to the Board	\$6,117	\$7,434	0%	\$0	\$0	\$0	\$0	\$0		\$7,434	\$0	\$1,624	\$136	\$17	\$3	\$0	\$569	\$0	\$9,783	0%	\$0	\$9,783	
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
City of Fairfield	No Comparable Class																							Executive Assistant to City Manager does not do Board function
City of Folsom	No Comparable Class																							
City of Roseville	No Comparable Class																							
City of Vallejo	No Comparable Class																							No board function
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
Sacramento County	No Comparable Class																							No Board function
Stockton East Water District	No Comparable Class																							
	<i>Labor Market Median</i>		\$7,419								\$7,786												\$10,486	
	<i>% SJWD is Above or Below Median</i>		-8.47%								-12.78%												-6.16%	
	<i>Mean</i>		\$7,307								\$7,732												\$10,417	
	<i>% SJWD is Above or Below Mean</i>		-7.06%								-12.17%												-5.54%	

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments	
Citrus Heights Water Distric	Associate Civil Engineer	\$8,774	\$11,844	0%	\$0	\$0	\$0	\$0	\$60	D2 and T1	\$11,904	\$0	\$1,750	\$136	\$25	\$13	\$40	\$858	\$0	\$14,726	0%	\$0	\$14,726	PE, D2, T1	
San Juan Water District	Associate Engineer	\$9,220	\$11,064	0%	\$0	\$0	\$0	\$0	\$0		\$11,064	\$0	\$2,291	\$150	\$19	\$37	\$77	\$846	\$0	\$14,484	0%	\$0	\$14,484	PE	
South San Joaquin Irrigation District	Associate Civil Engineer	\$8,129	\$9,880	8%	\$790	\$0	\$292	\$0	\$0		\$10,962	\$0	\$2,374	\$139	\$24	\$55	\$22	\$756	\$0	\$14,331	0%	\$0	\$14,331	PE	
Placer County Water Agency	Associate Engineer	\$7,580	\$9,674	2%	\$193	\$0	\$0	\$242	\$0		\$10,109	\$0	\$1,930	\$56	\$18	\$37	\$29	\$740	\$0	\$12,919	0%	\$0	\$12,919	PE	
Sacramento Suburban Water District	Associate Engineer	\$6,560	\$9,372	7%	\$656	\$0	\$0	\$0	\$0		\$10,028	\$0	\$1,789	\$182	\$20	\$31	\$39	\$717	\$0	\$12,805	0%	\$0	\$12,805	PE	
Sacramento County	Associate Civil Engineer	\$8,178	\$9,941	0%	\$0	\$0	\$0	\$0	\$497	Dual PE's	\$10,438	\$0	\$1,505	\$119	inc	\$1	\$0	\$760	\$0	\$12,824	1.9%	\$189	\$12,635	PE	
Elk Grove Water District	Associate Civil Engineer	\$7,767	\$9,494	1%	\$95	\$0	\$0	\$237	\$0		\$9,826	\$0	\$2,310	\$128	\$23	\$17	\$0	\$138	\$0	\$12,441	0%	\$0	\$12,441	PE	
El Dorado Irrigation Distric	Associate Civil Engineer	\$8,086	\$9,828	0%	\$0	\$0	\$0	\$0	\$0		\$9,828	\$0	\$1,624	\$136	\$17	\$3	\$0	\$752	\$0	\$12,360	0%	\$0	\$12,360	PE	
City of Fairfield	Associate Civil Engineer	\$7,607	\$9,246	2.5%	\$231	\$0	\$762	\$0	\$0		\$10,239	\$0	\$1,559	\$110	\$11	\$98	\$14	\$134	\$50	\$12,214	5%	\$462	\$11,752	PE	
City of Roseville	Associate Engineer	\$6,451	\$9,077	6.197%	\$563	\$0	\$272	\$227	\$0	added 3% to base pay for PE	\$10,139	\$1,515	inc	inc	inc	\$27	\$24	\$132	\$100	\$11,937	6.197%	\$563	\$11,375	5% for PE added to base	
City of Folsom	Associate Civil Engineer	\$5,873	\$8,501	0%	\$0	\$0	\$275	\$0	\$0		\$8,776	\$0	\$1,548	\$148	\$28	\$9	\$30	\$650	\$50	\$11,239	0%	\$0	\$11,239	PE	
Carmichael Water District	No Comparable Class																							No PE	
City of Vallejo	No Comparable Class																								No PE
Fair Oaks Water District	No Comparable Class																								No PE
Stockton East Water District	No Comparable Class																								EIT
		<i>Labor Market Median</i>	\$9,584								\$10,124												\$12,538		
		<i>% SJWD is Above or Below Median</i>	15.44%								9.28%												15.52%		
		<i>Mean</i>	\$9,686								\$10,225												\$12,658		
		<i>% SJWD is Above or Below Mean</i>	14.23%								8.20%												14.42%		

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
San Juan Water District	Chief Operator	\$8,362	\$10,033	0%	\$0	\$0	\$0	\$0	\$0		\$10,033	\$0	\$2,291	\$150	\$19	\$34	\$70	\$767	\$0	\$13,363	0%	\$0	\$13,363	T4
Stockton East Water District	Chief Plant Operator	\$8,154	\$9,913	0%	\$0	\$0	\$0	\$0	\$0		\$9,913	\$0	\$2,617	\$123	\$23	\$27	DNA	\$144	\$0	\$12,847	0%	\$0	\$12,847	T4, T5 within 1 year
City of Roseville	Water Treatment Plant Chief Operator	\$7,392	\$9,906	6.197%	\$614	\$0	\$297	\$0	\$0		\$10,817	\$1,515	inc	inc	inc	\$30	\$16	\$144	\$100	\$12,621	6.197%	\$614	\$12,007	T5 within 1 year
City of Folsom	Water Treatment Plant Supervisor	\$6,368	\$8,748	0%	\$0	\$0	\$275	\$0	\$437	5% for BA	\$9,460	\$0	\$1,548	\$148	\$28	\$9	\$31	\$669	\$50	\$11,943	0%	\$0	\$11,943	T5
Placer County Water Agency	Treatment Plant Operations Supervisor	\$6,548	\$8,357	2%	\$167	\$0	\$0	\$209	\$0		\$8,733	\$0	\$1,930	\$56	\$18	\$32	\$25	\$639	\$0	\$11,433	0%	\$0	\$11,433	T5
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
City of Fairfield	No Comparable Class																							Water Treatment Supervisor requires T4 and over operations and maintenance
City of Vallejo	No Comparable Class																							Water Treatment Plant Supervisor over operations and maintenance
El Dorado Irrigation District	No Comparable Class																							Chief Treatment Plant Operator is not a supervisor and Water Operations and Maintenance Supervisor is over both operations and maintenance
Elk Grove Water District	No Comparable Class																							Water Treatment Operations Supervisor is over operations and maintenance
Fair Oaks Water District	No Comparable Class																							
Sacramento County	No Comparable Class																							Water Treatment Operations Supervisor is over operations and maintenance
Sacramento Suburban Water District	No Comparable Class																							
South San Joaquin Irrigation District	No Comparable Class																							Operations Supervisor over operations and maintenance
		Labor Market Median	\$9,327									\$9,686											\$11,975	
		% SJWD is Above or Below Median	7.57%									3.57%											11,59%	
		Mean	\$9,231									\$9,731											\$12,058	
		% SJWD is Above or Below Mean	8.68%									3.10%											10.82%	

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
San Juan Water District	Conservation Technician I	\$5,257	\$6,309	0%	\$0	\$0	\$0	\$0	\$0		\$6,309	\$0	\$2,291	\$150	\$19	\$21	\$44	\$483	\$0	\$9,316	0%	\$0	\$9,316	Certified Landscape Irrigation Auditor (CLIA) certificate issued by the Irrigation Association; D1
Fair Oaks Water District	Water Efficiency Specialist	\$4,265	\$5,757	1%	\$58	\$0	\$0	\$0	\$0		\$5,815	\$0	\$2,617	\$128	\$24	\$5	\$21	\$440	\$0	\$9,051	0%	\$0	\$9,051	D1; Water Use Efficiency Practitioner I; CCI ^A
City of Roseville	Water Conservation Specialist	\$4,727	\$6,651	6.197%	\$412	\$0	\$300	\$0	\$200	1% for each Grade-Water Use Eff Practitioner Grade 2/3; 1% for D2	\$7,562	\$1,515	inc	inc	inc	\$20	\$16	\$96	\$100	\$9,310	6.197%	\$412	\$8,898	Water Conservation Practitioner
Sacramento Suburban Water District	Water Conservation Technician I	\$4,606	\$5,757	7%	\$403	\$0	\$0	\$0	\$87	\$0.50 per hour for one grade level above	\$6,247	\$0	\$1,789	\$182	\$20	\$19	\$39	\$440	\$0	\$8,735	0%	\$0	\$8,735	D1, CLIA cert
El Dorado Irrigation District	Water Use Efficiency Technician	\$4,916	\$5,975	0%	\$0	\$0	\$0	\$0	\$0		\$5,975	\$0	\$1,624	\$136	\$17	\$3	\$0	\$457	\$0	\$8,212	0%	\$0	\$8,212	Landscape Irrigation Auditor cert
Placer County Water Agency	Customer Services Representative I	\$4,020	\$5,130	2%	\$103	\$0	\$0	\$128	\$0		\$5,361	\$0	\$1,930	\$56	\$18	\$20	\$15	\$392	\$0	\$7,792	0%	\$0	\$7,792	Broad Class- read, record, repair, and services meter and/or implement water efficiency programs
City of Folsom	Water Management Specialist	\$3,373	\$5,149	0%	\$0	\$0	\$0	\$0	\$257	5% for BA	\$5,406	\$0	\$1,548	\$148	\$28	\$6	\$18	\$394	\$50	\$7,598	0%	\$0	\$7,598	Water Conservation Practitioner
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							Supervisor
City of Fairfield	No Comparable Class																							Water Service Representative performs some duties
City of Vallejo	No Comparable Class																							
Elk Grove Water District	No Comparable Class																							
Sacramento County	No Comparable Class																							
Stockton East Water District	No Comparable Class																							
South San Joaquin Irrigation District	No Comparable Class																							
Labor Market Median		\$5,757									\$5,895												\$8,474	
% SJWD is Above or Below Median		9.59%																					9.94%	
Mean		\$5,737									\$6,061												\$8,381	
% SJWD is Above or Below Mean		9.99%																					11.16%	

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
South San Joaquin Irrigation District	Facilities Inspector	\$6,186	\$7,519	4%	\$301	\$0	\$208	\$0	\$0		\$8,028	\$0	\$2,374	\$150	inc	inc	inc	\$575	\$0	\$11,128	0%	\$0	\$11,128	
Citrus Heights Water District	Senior Construction Inspector	\$5,926	\$8,000	0%	\$0	\$0	\$0	\$0	\$40	D1, T1	\$8,040	\$0	\$1,750	\$136	\$25	\$13	\$27	\$612	\$0	\$10,603	0%	\$0	\$10,603	D1, T1
San Juan Water District	Construction Inspector I	\$6,087	\$7,306	0%	\$0	\$0	\$0	\$0	\$0		\$7,306	\$0	\$2,291	\$150	\$19	\$25	\$51	\$559	\$0	\$10,399	0%	\$0	\$10,399	
Fair Oaks Water District	Construction Inspector	\$5,080	\$6,847	1%	\$68	\$0	\$0	\$0	\$0		\$6,915	\$0	\$2,617	\$128	\$24	\$6	\$25	\$524	\$0	\$10,240	0%	\$0	\$10,240	D2; T2; Cross Connector
Sacramento Suburban Water District	Senior Inspector	\$5,544	\$6,930	7%	\$485	\$0	\$0	\$87	\$0.50 per hour for one grade level above		\$7,502	\$0	\$1,789	\$182	\$20	\$23	\$39	\$530	\$0	\$10,084	0%	\$0	\$10,084	D2, T1
Placer County Water Agency	Inspector II	\$5,255	\$6,707	2%	\$134	\$0	\$0	\$168	\$0		\$7,009	\$0	\$1,930	\$56	\$18	\$26	\$20	\$513	\$0	\$9,572	0%	\$0	\$9,572	
City of Folsom	Construction Inspector I	\$4,305	\$6,570	0%	\$0	\$0	\$0	\$0	\$329	5% for BA or Registered PW Inspector	\$6,899	\$0	\$1,548	\$148	\$28	\$6	\$23	\$503	\$50	\$9,205	0%	\$0	\$9,205	
Sacramento County	Construction Inspector	\$6,137	\$6,765	0%	\$0	\$0	\$0	\$0	\$271	4% max pay	\$7,036	\$0	\$1,505	\$119	inc	\$1	\$0	\$518	\$54	\$9,232	1.9%	\$129	\$9,104	
El Dorado Irrigation District	Construction Inspector I	\$5,431	\$6,602	0%	\$0	\$0	\$0	\$0	\$0		\$6,602	\$0	\$1,624	\$136	\$17	\$3	\$0	\$505	\$0	\$8,887	0%	\$0	\$8,887	
City of Fairfield	Public Works Inspector I	\$5,656	\$6,875	0%	\$0	\$0	\$133	\$0	\$0		\$7,008	\$0	\$1,609	\$108	\$11	\$33	\$10	\$100	\$50	\$8,928	2.5%	\$172	\$8,756	
City of Roseville	Construction Inspector I	\$4,569	\$6,430	6.197%	\$398	\$0	\$193	\$161	\$0		\$7,182	\$1,515	inc	inc	inc	\$19	\$17	\$93	\$100	\$8,927	6.197%	\$398	\$8,528	
Carmichael Water District	No Comparable Class																							
City of Vallejo	No Comparable Class																							Engineering Technician performs duties
Elk Grove Water District	No Comparable Class																							
Stockton East Water District	No Comparable Class																							
		Labor Market Median	\$6,806									\$7,022												\$9,388
		% SJWD is Above or Below Median	7.35%									4.04%												10.77%
		Mean	\$6,925									\$7,222												\$9,611
		% SJWD is Above or Below Mean	5.51%									1.16%												8.21%

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
Sacramento County	Chief, Consolidated Utilities Billing & Service Divisor	\$10,831	\$11,941	0%	\$0	\$0	\$119	\$0	\$597		\$12,658	\$0	\$1,505	\$119	inc	\$4	\$0	\$860	\$54	\$15,199	1.9%	\$227	\$14,972	3.35% Management Differential added to base
San Juan Water District	Customer Service Manager	\$8,996	\$10,794	0%	\$0	\$0	\$0	\$0	\$0		\$10,794	\$0	\$2,291	\$150	\$19	\$36	\$76	\$826	\$0	\$14,190	0%	\$0	\$14,190	
Placer County Water Agency	Deputy Director of Customer Services	\$7,936	\$10,129	2%	\$203	\$300	\$0	\$253	\$0		\$10,885	\$0	\$1,930	\$56	\$18	\$39	\$30	\$775	\$0	\$13,733	0%	\$0	\$13,733	meter Services, Billing, Cash, Collections, Facility Services, Water Efficiency and Grant Administration
Fair Oaks Water District	Customer Service Manager	\$7,145	\$9,646	1%	\$96	\$0	\$0	\$0	\$0		\$9,742	\$0	\$2,617	\$128	\$24	\$8	\$36	\$738	\$0	\$13,294	0%	\$0	\$13,294	Conservation, Client Services, Information Technology, D3, T2
Sacramento Suburban Water District	Customer Service Manager	\$6,805	\$9,721	7%	\$680	\$0	\$0	\$0	\$0		\$10,401	\$0	\$1,789	\$182	\$20	\$32	\$39	\$744	\$0	\$13,207	0%	\$0	\$13,207	Not over conservator
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
City of Fairfield	No Comparable Class																							
City of Folsom	No Comparable Class																							
City of Roseville	No Comparable Class																							
City of Vallejo	No Comparable Class																							Supervisor level
El Dorado Irrigation District	No Comparable Class																							
Elk Grove Water District	No Comparable Class																							
Stockton East Water District	No Comparable Class																							Administration Services Manager is also over board function
South San Joaquin Irrigation District	No Comparable Class																							
	<i>Labor Market Median</i>		\$9,925								\$10,643												\$13,513	
	<i>% SJWD is Above or Below Median</i>		8.75%								1.41%												5.01%	
	<i>Mean</i>		\$10,359								\$10,922												\$13,801	
	<i>% SJWD is Above or Below Mean</i>		4.19%								-1.17%												2.81%	
	<i># Of Comparable Matches</i>		4																					

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments	
San Juan Water District	Distribution Lead Worker	\$6,391	\$7,670	0%	\$0	\$0	\$0	\$0	\$0		\$7,670	\$0	\$2,291	\$150	\$19	\$26	\$54	\$587	\$0	\$10,795	0%	\$0	\$10,795	D4; Within 6-months of accepting the position become State Certified Water Quality Sampler.	
Citrus Heights Water District	Water Distribution Lead Worker	\$6,067	\$8,159	0%	\$0	\$0	\$0	\$0	\$20	\$20 more for D5	\$8,179	\$0	\$1,750	\$136	\$25	\$13	\$28	\$624	\$0	\$10,754	0%	\$0	\$10,754	Water Distribution Lead Worker requires D2; added \$80 cert pay to base pay for D4	
City of Folsom	Water Distribution Chief Operator	\$4,520	\$6,898	0%	\$0	\$0	\$0	\$0	\$345	5% for BA	\$7,243	\$0	\$1,548	\$148	\$28	\$6	\$24	\$528	\$50	\$9,575	0%	\$0	\$9,575	D4	
El Dorado Irrigation District	Chief Distribution Operator	\$5,649	\$6,867	0%	\$0	\$0	\$0	\$0	\$0		\$6,867	\$0	\$1,624	\$136	\$17	\$3	\$0	\$525	\$0	\$9,173	0%	\$0	\$9,173	D5	
City of Roseville	Senior Water Distribution Worker	\$4,774	\$6,718	6.197%	\$416	\$0	\$302	\$0	\$202	1% for D4 added to base pay; 3% cert pay for variety of certs	\$7,637	\$1,515	inc	inc	inc	\$20	\$17	\$97	\$100	\$9,386	6.197%	\$416	\$8,970	Class B; D3 (added 1% cert pay for D4 to base pay)	
Sacramento County	Senior Water Distribution Operator	\$6,159	\$6,789	0%	\$0	\$0	\$0	\$0	\$0	2% for D3 added to base pay	\$6,789	\$0	\$1,505	\$119	inc	\$1	\$0	\$519	\$54	\$8,988	1.9%	\$129	\$8,859	D2 required; 2% added to base pay for D3	
Carmichael Water District	No Comparable Class																							No Lead	
City of Fairfield	No Comparable Class																								Water Distribution Operator Senior requires D2 (no cert pay)
City of Vallejo	No Comparable Class																								D2 required (no cert pay)
Elk Grove Water District	No Comparable Class																								Supervisor leve
Fair Oaks Water District	No Comparable Class																								Water System Lead Worker requires D2 (no cert pay)
Placer County Water Agency	No Comparable Class																								Supervisor leve
Sacramento Suburban Water District	No Comparable Class																								
Stockton East Water District	No Comparable Class																								
South San Joaquin Irrigation District	No Comparable Class																								
		Labor Market Median	\$6,867									\$7,243											\$9,173		
		% SJWD is Above or Below Median	11.69%									5.89%											17.69%		
		Mean	\$7,086									\$7,343											\$9,466		
		% SJWD is Above or Below Mean	8.24%									4.45%											14.04%		
		# Of Comparable Matches	5																						

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
Citrus Heights Water District	Water Distribution Operator I	\$5,441	\$7,346	0%	\$0	\$0	\$0	\$0	\$100	\$100 for D5	\$7,446	\$0	\$1,750	\$136	\$25	\$13	\$25	\$562	\$0	\$9,956	0%	\$0	\$9,956	D2
Placer County Water Agency	Distribution Operator I	\$4,886	\$6,237	2%	\$125	\$0	\$0	\$156	\$312	2.5% for D4; 2.5% for D5	\$6,830	\$0	\$1,930	\$56	\$18	\$24	\$19	\$477	\$0	\$9,353	0%	\$0	\$9,353	D3, Back flow prevention assembly tester, cross connection
San Juan Water District	Distribution Operator II	\$5,132	\$6,160	0%	\$0	\$0	\$0	\$0	\$0		\$6,160	\$0	\$2,291	\$150	\$19	\$21	\$43	\$471	\$0	\$9,154	0%	\$0	\$9,154	D2
Sacramento Suburban Water District	Distribution Operator I	\$4,850	\$6,063	7%	\$424	\$0	\$0	\$87	\$0.50 per hour for one grade level above		\$6,574	\$0	\$1,789	\$182	\$20	\$20	\$39	\$464	\$0	\$9,087	0%	\$0	\$9,087	D2, T1
Elk Grove Water District	Water Distribution Operator II	\$5,007	\$6,085	1%	\$61	\$0	\$0	\$152	\$0		\$6,298	\$0	\$2,310	\$128	\$23	\$16	\$0	\$88	\$0	\$8,863	0%	\$0	\$8,863	Class A; D2, T1
Carmichael Water District	Distribution Operator I	\$4,226	\$5,561	0%	\$0	\$0	\$152	\$0	\$173	\$1/hour with D4	\$5,886	\$0	\$2,291	\$115	\$29	\$26	\$13	\$425	\$0	\$8,783	0%	\$0	\$8,783	Class B, D2
Fair Oaks Water District	Distribution System Operator I	\$3,822	\$5,160	1%	\$52	\$0	\$0	\$0	\$0		\$5,212	\$0	\$2,617	\$128	\$24	\$4	\$19	\$395	\$0	\$8,399	0%	\$0	\$8,399	D2, T1, Class A
City of Roseville	Water Distribution Worker II	\$4,288	\$6,033	6.197%	\$374	\$0	\$281	\$0	\$241	4% max cert pay	\$6,929	\$1,515	inc	inc	inc	\$18	\$15	\$87	\$100	\$8,665	6.197%	\$374	\$8,291	D2
Sacramento County	Water System Operator	\$5,075	\$6,169	0%	\$0	\$0	\$0	\$0	\$0	2% for D2 added to base pay	\$6,169	\$0	\$1,505	\$119	inc	\$1	\$0	\$472	\$54	\$8,320	1.9%	\$117	\$8,203	D1; 2% added to base pay for D2
City of Folsom	Water Distribution Operator I	\$3,719	\$5,675	0%	\$0	\$0	\$0	\$0	\$284	5% for BA	\$5,959	\$0	\$1,548	\$148	\$28	\$6	\$20	\$434	\$50	\$8,193	0%	\$0	\$8,193	D2
El Dorado Irrigation District	Distribution Operator I	\$4,725	\$5,743	0%	\$0	\$0	\$0	\$0	\$0		\$5,743	\$0	\$1,624	\$136	\$17	\$3	\$0	\$439	\$0	\$7,963	0%	\$0	\$7,963	D2
City of Fairfield	No Comparable Class																							Water Distribution Operator II requires D
City of Vallejo	No Comparable Class																							Water Distribution Technician only requires D
Stockton East Water District	No Comparable Class																							
South San Joaquin Irrigation District	No Comparable Class																							
	<i>Labor Market Median</i>		\$6,048								\$6,234												\$8,591	
	<i>% SJWD is Above or Below Median</i>		1.86%								-1.18%												6.55%	
	<i>Mean</i>		\$6,007								\$6,304												\$8,709	
	<i>% SJWD is Above or Below Mean</i>		2.55%								-2.29%												5.11%	
	<i># Of Comparable Matches</i>		10																					

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
Citrus Heights Water District	Engineering Manager/District Engineer	\$11,676	\$15,764	0%	\$0	\$0	\$0	\$0	\$0		\$15,764	\$0	\$1,750	\$136	\$25	\$13	\$51	\$915	\$0	\$18,654	0%	\$0	\$18,654	PE, D2, T1
South San Joaquin Irrigation District	Engineering Department Manager	\$11,222	\$13,638	8%	\$1,091	\$0	\$292	\$0	\$0		\$15,021	\$0	\$2,374	\$139	\$24	\$55	\$22	\$884	\$0	\$18,518	0%	\$0	\$18,518	PE
El Dorado Irrigation District	Director of Engineering	\$11,804	\$14,347	0%	\$0	\$500	\$0	\$0	\$0		\$14,847	\$0	\$1,624	\$136	\$17	\$52	\$0	\$895	\$0	\$17,571	0%	\$0	\$17,571	PE
San Juan Water District	Engineering Services Manager	\$11,480	\$13,775	0%	\$0	\$0	\$0	\$0	\$0		\$13,775	\$0	\$2,291	\$150	\$19	\$46	\$96	\$886	\$0	\$17,263	0%	\$0	\$17,263	PE
Sacramento Suburban Water District	Engineering Manager	\$8,551	\$12,216	7%	\$855	\$0	\$0	\$0	\$0		\$13,071	\$0	\$1,789	\$182	\$20	\$41	\$39	\$864	\$0	\$16,005	0%	\$0	\$16,005	PE
City of Vallejo	Water Engineering Manager	\$10,923	\$13,276	0%	\$0	\$0	\$0	\$0	\$0		\$13,276	\$0	\$1,498	\$117	\$23	\$6	\$16	\$879	\$199	\$16,014	1%	\$133	\$15,881	PE
City of Roseville	Engineering Manager	\$9,989	\$13,387	6.197%	\$830	\$0	\$402	\$0	\$0		\$14,618	\$1,515	inc	inc	inc	\$40	\$16	\$194	\$100	\$16,483	6.197%	\$830	\$15,654	PE; Division Manager
Stockton East Water District	District Engineer	\$10,219	\$12,422	0%	\$0	\$0	\$0	\$0	\$0		\$12,422	\$0	\$2,617	\$123	\$23	\$27	DNA	\$180	\$0	\$15,393	0%	\$0	\$15,393	PE
Carmichael Water District	No Comparable Class																							
City of Fairfield	No Comparable Class																							
City of Folsom	No Comparable Class																							
Elk Grove Water District	No Comparable Class																							Assistant General Manager
Fair Oaks Water District	No Comparable Class																							
Placer County Water Agency	No Comparable Class																							Director of Technical Service is over engineering and way and treatment water
Sacramento County	No Comparable Class																							

	Labor Market Median	\$13,387									\$14,618												\$16,005	
	% SJWD is Above or Below Median	2.90%									-5.77%												7.86%	
	Mean	\$13,579									\$14,146												\$16,811	
	% SJWD is Above or Below Mean	1.45%									-2.62%												2.69%	
	# Of Comparable Matches	7																						

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
South San Joaquin Irrigation District	Engineering Technician	\$6,186	\$7,519	4%	\$301	\$0	\$208	\$0	\$0		\$8,028	\$0	\$2,374	\$150	inc	inc	inc	\$575	\$0	\$11,128	0%	\$0	\$11,128	
Placer County Water Agency	Engineering Technician I	\$5,795	\$7,395	2%	\$148	\$0	\$0	\$185	\$0		\$7,728	\$0	\$1,930	\$56	\$18	\$28	\$22	\$566	\$0	\$10,348	0%	\$0	\$10,348	
San Juan Water District	Engineering Technician I	\$5,944	\$7,133	0%	\$0	\$0	\$0	\$0	\$0		\$7,133	\$0	\$2,291	\$150	\$19	\$24	\$50	\$546	\$0	\$10,211	0%	\$0	\$10,211	
Citrus Heights Water District	Engineering/GIS Specialis	\$5,677	\$7,662	0%	\$0	\$0	\$0	\$0			\$7,662	\$0	\$1,750	\$136	\$25	\$13	\$26	\$586	\$0	\$10,198	0%	\$0	\$10,198	
City of Folsom	Engineering Technician I	\$5,138	\$6,570	0%	\$0	\$0	\$0	\$0	\$329	5% for BA or Licensed Land Surveyor	\$6,899	\$0	\$1,548	\$148	\$28	\$6	\$23	\$503	\$50	\$9,205	0%	\$0	\$9,205	
City of Vallejo	Engineering Technician I	\$5,532	\$6,724	0%	\$0	\$0	\$0	\$0	\$0		\$6,724	\$0	\$1,498	\$146	\$23	\$6	\$12	\$514	\$101	\$9,024	1%	\$67	\$8,956	
El Dorado Irrigation District	Engineering Technician I	\$5,167	\$6,280	0%	\$0	\$0	\$0	\$0	\$0		\$6,280	\$0	\$1,624	\$136	\$17	\$3	\$0	\$480	\$0	\$8,541	0%	\$0	\$8,541	
City of Fairfield	Engineering Technician I	\$5,384	\$6,544	0%	\$0	\$0	\$129	\$0	\$0		\$6,673	\$0	\$1,609	\$108	\$11	\$33	\$10	\$95	\$50	\$8,588	2.5%	\$164	\$8,425	
City of Roseville	Engineering Technician I	\$4,034	\$5,676	6.197%	\$352	\$0	\$170	\$142	\$0		\$6,340	\$1,515	inc	inc	inc	\$17	\$15	\$82	\$100	\$8,070	6.197%	\$352	\$7,718	
Sacramento County	Engineering Technician I	\$4,312	\$5,241	0%	\$0	\$0	\$0	\$0	\$262	5% for EIT	\$5,503	\$0	\$1,505	\$119	inc	\$1	\$0	\$401	\$54	\$7,583	1.9%	\$100	\$7,484	
Carmichael Water District	GIS Specialist	\$3,550	\$4,316	0%	\$0	\$0	\$152	\$0	\$0		\$4,468	\$0	\$2,291	\$115	\$29	\$20	\$10	\$330	\$0	\$7,262	0%	\$0	\$7,262	
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
Sacramento Suburban Water District	No Comparable Class																							
Stockton East Water District	No Comparable Class																							
		<i>Labor Market Median</i>	\$6,557								\$6,699												\$8,749	
		<i>% SJWD is Above or Below Median</i>	8.78%								6.48%												16.72%	
		<i>Mean</i>	\$6,393								\$6,631												\$8,926	
		<i>% SJWD is Above or Below Mean</i>	11.57%								7.57%												14.39%	
		<i># Of Comparable Matches</i>	10																					

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
South San Joaquin Irrigation District	Mechanical Technician I	\$6,583	\$7,998	4%	\$320	\$0	\$208	\$0	\$0		\$8,526	\$0	\$2,374	\$150	inc	inc	inc	\$612	\$0	\$11,662	0%	\$0	\$11,662	Class A
San Juan Water District	Facilities Maintenance Worker II	\$5,798	\$6,958	0%	\$0	\$0	\$0	\$0	\$0		\$6,958	\$0	\$2,291	\$150	\$19	\$23	\$49	\$532	\$0	\$10,021	0%	\$0	\$10,021	T2
City of Fairfield	Mechanical/Electrical Technician I	\$6,243	\$7,589	0%	\$0	\$0	\$140	\$0	\$0		\$7,729	\$0	\$1,609	\$108	\$11	\$33	\$11	\$110	\$50	\$9,661	2.5%	\$190	\$9,471	
Stockton East Water District	Maintenance Mechanic I	\$5,302	\$6,445	0%	\$0	\$0	\$0	\$0	\$0		\$6,445	\$0	\$2,617	\$123	\$23	\$27	DNA	\$93	\$0	\$9,329	0%	\$0	\$9,329	
Placer County Water Agency	Water Quality Mechanic	\$4,886	\$6,237	2%	\$125	\$0	\$0	\$156	\$0		\$6,518	\$0	\$1,930	\$56	\$18	\$24	\$19	\$477	\$0	\$9,041	0%	\$0	\$9,041	T2
City of Roseville	Plant and Equipment Mechanic II	\$4,737	\$6,665	6.197%	\$413	\$0	\$300	\$0	\$0		\$7,378	\$1,515	inc	inc	inc	\$20	\$17	\$97	\$100	\$9,126	6.197%	\$413	\$8,713	
City of Folsom	Water Treatment Plant Mechanic	\$3,905	\$5,960	0%	\$0	\$0	\$0	\$0	\$298	5% for BA	\$6,258	\$0	\$1,548	\$148	\$28	\$6	\$21	\$456	\$50	\$8,515	0%	\$0	\$8,515	
City of Vallejo	Utility Mechanic I	\$5,137	\$6,244	0%	\$0	\$0	\$0	\$0	\$0		\$6,244	\$0	\$1,498	\$146	\$23	\$6	\$11	\$478	\$94	\$8,499	1%	\$62	\$8,436	
El Dorado Irrigation District	Plant Mechanic I	\$5,068	\$6,159	0%	\$0	\$0	\$0	\$0	\$0		\$6,159	\$0	\$1,624	\$136	\$17	\$3	\$0	\$471	\$0	\$8,410	0%	\$0	\$8,410	T1
Sacramento County	Water System Operator	\$4,975	\$6,048	0%	\$0	\$0	\$0	\$0	\$121	2% for D2 or T2	\$6,169	\$0	\$1,505	\$119	inc	\$1	\$0	\$463	\$54	\$8,311	1.9%	\$115	\$8,196	T1
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
Sacramento Suburban Water District	No Comparable Class																							
		<i>Labor Market Median</i>	\$6,244								\$6,445												\$8,713	
		<i>% SJWD is Above or Below Median</i>									7.95%												15.01%	
		<i>Mean</i>	\$6,594								\$6,825												\$9,086	
		<i>% SJWD is Above or Below Mean</i>									1.94%												10.29%	
		<i># Of Comparable Matches</i>	9																					

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
Citrus Heights Water District	Operations Manager	\$10,615	\$14,331	0%	\$0	\$0	\$0	\$0	\$0		\$14,331	\$0	\$1,750	\$136	\$25	\$13	\$49	\$894	\$0	\$17,198	0%	\$0	\$17,198	D4, T3
San Juan Water District	Field Services Manager	\$9,916	\$11,899	0%	\$0	\$0	\$0	\$0	\$0		\$11,899	\$0	\$2,291	\$150	\$19	\$40	\$83	\$859	\$0	\$15,341	0%	\$0	\$15,341	D4
City of Vallejo	Water Distribution Superintendent	\$8,962	\$10,893	0%	\$0	\$0	\$0	\$0	\$0		\$10,893	\$0	\$1,498	\$117	\$23	\$6	\$16	\$833	\$163	\$13,549	1%	\$109	\$13,440	
Fair Oaks Water District	Operations Superintenden	\$6,929	\$9,354	1%	\$94	\$0	\$0	\$0	\$0		\$9,448	\$0	\$2,617	\$128	\$24	\$8	\$35	\$716	\$0	\$12,975	0%	\$0	\$12,975	D4, T2, Cross connector
Sacramento Suburban Water District	Superintendent (Distribution	\$6,547	\$9,353	7%	\$655	\$0	\$0	\$0	\$0		\$10,008	\$0	\$1,789	\$182	\$20	\$31	\$39	\$716	\$0	\$12,784	0%	\$0	\$12,784	D4; T2
City of Roseville	Water Distribution Superintendent	\$7,440	\$10,119	6.197%	\$627	\$0	\$304	\$0	\$0		\$11,050	\$1,515	inc	inc	inc	\$30	\$16	\$147	\$100	\$12,858	6.197%	\$627	\$12,231	D5
Sacramento County	Water Distribution Manager	\$7,947	\$9,660	0%	\$0	\$0	\$97	\$0	\$0		\$9,757	\$0	\$1,505	\$119	inc	\$4	\$0	\$739	\$54	\$12,177	1.9%	\$184	\$11,994	3.35% Management Differential added to base
Carmichael Water District	No Comparable Class																							
City of Fairfield	No Comparable Class																							Water Distribution Manager-D3 desirec
City of Folsom	No Comparable Class																							
El Dorado Irrigation District	No Comparable Class																							Over Treatment and Distributor
Elk Grove Water District	No Comparable Class																							
Placer County Water Agency	No Comparable Class																							Drinking Water Operations Manager is over plant operations and maintenance and distributio
Stockton East Water District	No Comparable Class																							
South San Joaquin Irrigation District	No Comparable Class																							
	<i>Labor Market Median</i>		\$9,890								\$10,450												\$12,879	
	<i>% SJWD is Above or Below Median</i>		20.32%								13.87%												19.11%	
	<i>Mean</i>		\$10,618								\$10,914												\$13,437	
	<i>% SJWD is Above or Below Mean</i>		12.06%								9.03%												14.17%	
	<i># Of Comparable Matches</i>		6																					

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
South San Joaquin Irrigation District	Management Accountant	\$10,518	\$12,783	8%	\$1,023	\$0	\$292	\$0	\$0		\$14,098	\$0	\$2,374	\$139	\$24	\$55	\$22	\$872	\$0	\$17,583	0%	\$0	\$17,583	Certified Management Accountant or CPA required
San Juan Water District	Finance and Administrative Services Analyst	\$7,771	\$9,324	0%	\$0	\$0	\$0	\$0	\$0		\$9,324	\$0	\$2,291	\$150	\$19	\$31	\$65	\$713	\$0	\$12,592	0%	\$0	\$12,592	
Elk Grove Water District	Management Analyst	\$7,222	\$8,777	1%	\$88	\$0	\$0	\$219	\$0		\$9,084	\$0	\$2,310	\$128	\$23	\$17	\$0	\$127	\$0	\$11,689	0%	\$0	\$11,689	
Placer County Water Agency	Financial Analyst	\$6,392	\$8,158	2%	\$163	\$0	\$0	\$204	\$0		\$8,525	\$0	\$1,930	\$56	\$18	\$31	\$24	\$624	\$0	\$11,209	0%	\$0	\$11,209	
City of Folsom	Financial Analyst	\$5,458	\$8,332	0%	\$0	\$0	\$417	\$0	\$0		\$8,748	\$0	\$1,548	\$148	\$28	\$6	\$29	\$637	\$50	\$11,195	0%	\$0	\$11,195	
Sacramento Suburban Water District	Financial Analyst	\$5,485	\$7,835	7%	\$548	\$0	\$0	\$0	\$0		\$8,383	\$0	\$1,789	\$182	\$20	\$26	\$39	\$599	\$0	\$11,038	0%	\$0	\$11,038	
El Dorado Irrigation District	Fiscal Analyst	\$6,899	\$8,384	0%	\$0	\$0	\$0	\$0	\$0		\$8,384	\$0	\$1,624	\$136	\$17	\$3	\$0	\$641	\$0	\$10,806	0%	\$0	\$10,806	
City of Roseville	Financial Analyst I	\$6,073	\$8,546	6.197%	\$530	\$0	\$256	\$214	\$0		\$9,546	\$1,515	inc	inc	inc	\$26	\$23	\$124	\$100	\$11,333	6.197%	\$530	\$10,804	
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
City of Fairfield	No Comparable Class																							
City of Vallejo	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							Financial Analyst heavily focused on purchasing
Sacramento County	No Comparable Class																							
Stockton East Water District	No Comparable Class																							

	<i>Labor Market Median</i>	\$8,384									\$8,748												\$11,195			
	<i>% SJWD is Above or Below Median</i>		11.21%																					12.48%		
	<i>Mean</i>	\$8,974									\$9,538													\$12,046		
	<i>% SJWD is Above or Below Mean</i>		3.90%																						4.53%	
	<i># Of Comparable Matches</i>	7																								

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
South San Joaquin Irrigation District	Systems Administrator	\$8,436	\$10,253	8%	\$820	\$0	\$292	\$0	\$0		\$11,365	\$0	\$2,374	\$139	\$24	\$55	\$22	\$784	\$0	\$14,762	0%	\$0	\$14,762	
Sacramento County	Information Technology Manager	\$10,622	\$11,711	0%	\$0	\$0	\$117	\$0	\$0		\$11,828	\$0	\$1,505	\$119	inc	\$4	\$0	\$856	\$54	\$14,366	1.9%	\$223	\$14,143	3.35% Management Differential added to base
City of Fairfield	Information Technology Manager	\$9,268	\$11,266	2.5%	\$282	\$0	\$928	\$0	\$0		\$12,476	\$0	\$1,559	\$110	\$11	\$98	\$17	\$163	\$50	\$14,484	5%	\$563	\$13,920	
City of Folsom	Information Systems Manager	\$7,933	\$10,899	0%	\$0	\$0	\$275	\$0	\$0		\$11,174	\$0	\$1,548	\$148	\$28	\$9	\$39	\$834	\$50	\$13,829	0%	\$0	\$13,829	
San Juan Water District	Information Technology Manager	\$8,564	\$10,279	0%	\$0	\$0	\$0	\$0	\$0		\$10,279	\$0	\$2,291	\$150	\$19	\$35	\$72	\$786	\$0	\$13,630	0%	\$0	\$13,630	
Sacramento Suburban Water District	Information Technology Manager	\$6,860	\$9,800	7%	\$686	\$0	\$0	\$0	\$0		\$10,486	\$0	\$1,789	\$182	\$20	\$33	\$39	\$750	\$0	\$13,297	0%	\$0	\$13,297	
City of Roseville	Information Technology Division Manager	\$8,269	\$11,081	6.197%	\$687	\$0	\$332	\$0	\$0		\$12,100	\$1,515	inc	inc	inc	\$33	\$16	\$161	\$100	\$13,925	6.197%	\$687	\$13,238	
City of Vallejo	Information Systems Manager	\$8,743	\$10,627	0%	\$0	\$0	\$0	\$0	\$0		\$10,627	\$0	\$1,498	\$117	\$23	\$6	\$16	\$813	\$159	\$13,259	1%	\$106	\$13,153	
Placer County Water Agency	Information Systems Supervisor	\$7,043	\$8,989	2%	\$180	\$0	\$0	\$225	\$0		\$9,393	\$0	\$1,930	\$56	\$18	\$35	\$27	\$688	\$0	\$12,146	0%	\$0	\$12,146	
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
El Dorado Irrigation District	No Comparable Class																							Director of IT
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
Stockton East Water District	No Comparable Class																							
	<i>Labor Market Median</i>		\$10,763								\$11,269												\$13,563	
	<i>% SJWD is Above or Below Median</i>		-4.50%								-8.79%												0.49%	
	<i>Mean</i>		\$10,578								\$11,181												\$13,561	
	<i>% SJWD is Above or Below Mean</i>		-2.83%								-8.07%												0.51%	
	<i># Of Comparable Matches</i>		8																					

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
City of Folsom	Information Technology Technician	\$5,106	\$7,793	0%	\$0	\$0	\$0	\$0	\$390	5% for BA	\$8,183	\$0	\$1,548	\$148	\$28	\$6	\$28	\$596	\$50	\$10,587	0%	\$0	\$10,587	
San Juan Water District	Information Technology Technician II	\$6,087	\$7,306	0%	\$0	\$0	\$0	\$0	\$0		\$7,306	\$0	\$2,291	\$150	\$19	\$25	\$51	\$559	\$0	\$10,399	0%	\$0	\$10,399	
Placer County Water Agency	Information Systems Technician I	\$5,130	\$6,548	2%	\$131	\$0	\$0	\$164	\$0		\$6,843	\$0	\$1,930	\$56	\$18	\$25	\$20	\$501	\$0	\$9,392	0%	\$0	\$9,392	
El Dorado Irrigation District	Information Technology Technician I	\$5,325	\$6,472	0%	\$0	\$0	\$0	\$0	\$0		\$6,472	\$0	\$1,624	\$136	\$17	\$3	\$0	\$495	\$0	\$8,747	0%	\$0	\$8,747	
City of Fairfield	Information Technology Technician I	\$5,384	\$6,544	0%	\$0	\$0	\$129	\$0	\$0		\$6,673	\$0	\$1,609	\$108	\$11	\$33	\$10	\$95	\$50	\$8,588	2.5%	\$164	\$8,425	
City of Vallejo	Information Support Technician I	\$4,889	\$5,943	0%	\$0	\$0	\$0	\$0	\$0		\$5,943	\$0	\$1,498	\$146	\$23	\$6	\$10	\$455	\$89	\$8,170	1%	\$59	\$8,110	
City of Roseville	Information Technology Technician I	\$4,143	\$5,830	6.197%	\$361	\$0	\$175	\$146	\$0		\$6,512	\$1,515	inc	inc	inc	\$17	\$16	\$85	\$100	\$8,245	6.197%	\$361	\$7,883	
Sacramento County	Information Technology Technician I	\$3,894	\$4,968	0%	\$0	\$0	\$0	\$0	\$124	2.5% for MA	\$5,092	\$0	\$1,505	\$119	inc	\$1	\$0	\$380	\$54	\$7,152	1.9%	\$94	\$7,057	
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
Sacramento Suburban Water District	No Comparable Class																							
Stockton East Water District	No Comparable Class																							
South San Joaquin Irrigation District	No Comparable Class																							
	<i>Labor Market Median</i>		\$6,472								\$6,512												\$8,425	
	<i>% SJWD is Above or Below Median</i>																							23.44%
	<i>Mean</i>		\$6,300								\$6,531													\$8,600
	<i>% SJWD is Above or Below Mean</i>																							20.92%
	<i># Of Comparable Matches</i>		7																					

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
South San Joaquin Irrigation District	Instrument and Control Technician/Industrial Electrical	\$8,540	\$10,376	4%	\$415	\$0	\$208	\$0	\$0		\$10,999	\$0	\$2,374	\$150	inc	inc	inc	\$794	\$0	\$14,317	0%	\$0	\$14,317	CWEA Electrical/Instrument Tech II cert
City of Roseville	Instrument and Control Technician	\$7,727	\$10,872	6.197%	\$674	\$0	\$426	\$0	\$0		\$11,972	\$1,515	inc	inc	inc	\$33	\$25	\$158	\$100	\$13,802	6.197%	\$674	\$13,128	
San Juan Water District	Instrumentation Technician	\$7,046	\$8,459	0%	\$0	\$0	\$0	\$0	\$0		\$8,459	\$0	\$2,291	\$150	\$19	\$28	\$59	\$647	\$0	\$11,652	0%	\$0	\$11,652	Preferred: State Water Resources Control Board Division of Drinking Water (SWRCB DDW) Treatment and/or California Water Environment Association (CWEA) license(s).
Stockton East Water District	Control Technician	\$7,148	\$8,689	0%	\$0	\$0	\$0	\$0	\$0		\$8,689	\$0	\$2,617	\$123	\$23	\$27	DNA	\$126	\$0	\$11,605	0%	\$0	\$11,605	higher paid than Electrical Technician
City of Folsom	No Comparable Class	\$5,106	\$7,793	0%	\$0	\$0	\$0	\$0	\$390	5% for BA	\$8,183	\$0	\$1,548	\$148	\$28	\$6	\$28	\$596	\$50	\$10,587	0%	\$0	\$10,587	Not budgeted
Placer County Water Agency	Water Quality Instrument Technician	\$5,795	\$7,395	2%	\$148	\$0	\$0	\$185	\$0		\$7,728	\$0	\$1,930	\$56	\$18	\$28	\$22	\$566	\$0	\$10,348	0%	\$0	\$10,348	
City of Fairfield	Instrument Technician	\$6,399	\$7,779	0%	\$0	\$0	\$142	\$0	\$0		\$7,921	\$0	\$1,609	\$108	\$11	\$33	\$12	\$113	\$50	\$9,855	2.5%	\$194	\$9,661	
El Dorado Irrigation District	Electrical and Instrumentation Technician II	\$5,996	\$7,289	0%	\$0	\$0	\$0	\$0	\$0		\$7,289	\$0	\$1,624	\$136	\$17	\$3	\$0	\$558	\$0	\$9,627	0%	\$0	\$9,627	CWEA Grade II; Electrical /Instrumentation Technician cert
Sacramento County	Water Quality Control System Technician	\$6,306	\$6,951	0%	\$0	\$0	\$0	\$0	\$278	4% for Plant Maintenance E/I Grade IV	\$7,229	\$0	\$1,505	\$119	inc	\$1	\$0	\$532	\$54	\$9,440	1.9%	\$132	\$9,308	
City of Vallejo	Instrument Technician II	\$5,397	\$6,561	0%	\$0	\$0	\$0	\$0	\$0		\$6,561	\$0	\$1,498	\$146	\$23	\$6	\$11	\$502	\$98	\$8,845	1%	\$66	\$8,780	
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
Sacramento Suburban Water District	No Comparable Class																							
Labor Market Median		\$7,779									\$7,921												\$10,348	
% SJWD is Above or Below Median		8.74%									6.79%												12.60%	
Mean		\$8,189									\$8,508												\$10,818	
% SJWD is Above or Below Mean		3.29%									-0.58%												7.71%	
# Of Comparable Matches		9																						

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
San Juan Water District	Maintenance Chief	\$8,157	\$9,790	0%	\$0	\$0	\$0	\$0	\$0		\$9,790	\$0	\$2,291	\$150	\$19	\$33	\$69	\$749	\$0	\$13,099	0%	\$0	\$13,099	
City of Roseville	Preventative Maintenance Supervisor	\$7,552	\$10,121	6.197%	\$627	\$0	\$304	\$0	\$0		\$11,052	\$1,515	inc	inc	inc	\$30	\$16	\$147	\$100	\$12,860	6.197%	\$627	\$12,233	
Stockton East Water District	Maintenance Supervisor	\$7,520	\$9,141	0%	\$0	\$0	\$0	\$0	\$0		\$9,141	\$0	\$2,617	\$123	\$23	\$27	DNA	\$133	\$0	\$12,064	0%	\$0	\$12,064	
Placer County Water Agency	Water Quality Mechanic Maintenance Supervisor	\$6,237	\$7,959	2%	\$159	\$0	\$0	\$199	\$0		\$8,317	\$0	\$1,930	\$56	\$18	\$31	\$24	\$609	\$0	\$10,984	0%	\$0	\$10,984	
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
City of Fairfield	No Comparable Class																							
City of Folsom	No Comparable Class																							
City of Vallejo	No Comparable Class																							Over operations and maintenance
El Dorado Irrigation District	No Comparable Class																							Over operations and maintenance
Elk Grove Water District	No Comparable Class																							Over operations and maintenance
Fair Oaks Water District	No Comparable Class																							
Sacramento County	No Comparable Class																							Over operations and maintenance
Sacramento Suburban Water District	No Comparable Class																							
South San Joaquin Irrigation District	No Comparable Class																							Operations Supervisor over operations and maintenance
	Labor Market Median		\$9,141								\$9,141												\$12,064	
	% SJWD is Above or Below Median		7.10%								7.10%												8.58%	
	Mean		\$9,074								\$9,503												\$11,760	
	% SJWD is Above or Below Mean		7.89%								3.02%												11.38%	
	# Of Comparable Matches		3																					

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
Citrus Heights Water District	Water Efficiency Specialist	\$4,984	\$6,731	0%	\$0	\$0	\$0	\$0	\$40	D2	\$6,771	\$0	\$1,750	\$136	\$25	\$13	\$23	\$515	\$0	\$9,232	0%	\$0	\$9,232	D1
San Juan Water District	Meter Technician	\$4,656	\$5,588	0%	\$0	\$0	\$0	\$0	\$0		\$5,588	\$0	\$2,291	\$150	\$19	\$19	\$39	\$428	\$0	\$8,532	0%	\$0	\$8,532	
Placer County Water Agency	Water Efficiency Specialist II	\$4,118	\$5,255	2%	\$105	\$0	\$0	\$131	\$263	2.5% for CLIA; 2.5% for D2	\$5,754	\$0	\$1,930	\$56	\$18	\$20	\$16	\$402	\$0	\$8,196	0%	\$0	\$8,196	Broad, read, record, repair and replace meters, implement water efficiency programs
El Dorado Irrigation District	Meter Technician II	\$4,276	\$5,197	0%	\$0	\$0	\$0	\$0	\$0		\$5,197	\$0	\$1,624	\$136	\$17	\$3	\$0	\$398	\$0	\$7,375	0%	\$0	\$7,375	
City of Vallejo	Meter Mechanic	\$4,216	\$5,124	0%	\$0	\$0	\$0	\$0	\$0		\$5,124	\$0	\$1,498	\$146	\$23	\$6	\$9	\$392	\$77	\$7,274	1%	\$51	\$7,223	
Carmichael Water District	No Comparable Class																							
City of Fairfield	No Comparable Class																							Distribution Operator
City of Folsom	No Comparable Class																							Water Utility Worker does but also works on pipes
City of Roseville	No Comparable Class																							Distribution Operator
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
Sacramento County	No Comparable Class																							Water System Operator
Sacramento Suburban Water District	No Comparable Class																							Distribution Operator
Stockton East Water District	No Comparable Class																							
South San Joaquin Irrigation District	No Comparable Class																							
	<i>Labor Market Median</i>		\$5,226								\$5,476												\$7,785	
	<i>% SJWD is Above or Below Median</i>		6.93%								2.06%												9.59%	
	<i>Mean</i>		\$5,577								\$5,712												\$8,007	
	<i>% SJWD is Above or Below Mean</i>		0.21%								-2.16%												6.57%	
	<i># Of Comparable Matches</i>		4																					

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
City of Folsom	Environmental and Water Resource Director	\$12,500	\$15,833	0%	\$0	\$300	\$1,029	\$0	\$0		\$17,163	\$0	\$1,548	\$148	\$28	\$11	\$56	\$916	\$50	\$19,919	0%	\$0	\$19,919	Includes wastewater collections
San Juan Water District	Operations Manager	\$12,355	\$14,827	0%	\$0	\$0	\$0	\$0	\$0		\$14,827	\$0	\$2,291	\$150	\$19	\$50	\$104	\$902	\$0	\$18,341	0%	\$0	\$18,341	
Sacramento County	Chief Division Water Resources	\$13,171	\$14,520	0%	\$0	\$0	\$145	\$0	\$726		\$15,391	\$0	\$1,505	\$119	inc	\$4	\$0	\$897	\$54	\$17,970	1.9%	\$276	\$17,694	PE; 3.35% Management Differential added to base
City of Roseville	Water Utility Manager	\$9,989	\$13,387	6.197%	\$830	\$0	\$402	\$0	\$0		\$14,618	\$1,515	inc	inc	inc	\$40	\$16	\$194	\$100	\$16,483	6.197%	\$830	\$15,654	PE
El Dorado Irrigation District	Drinking Water Operations Manager	\$9,877	\$12,007	0%	\$0	\$0	\$0	\$0	\$0		\$12,007	\$0	\$1,624	\$136	\$17	\$3	\$0	\$861	\$0	\$14,648	0%	\$0	\$14,648	T5, D5
Elk Grove Water District	Operations Manager	\$8,992	\$10,929	1%	\$109	\$0	\$0	\$273	\$0		\$11,311	\$0	\$2,310	\$128	\$23	\$17	\$0	\$158	\$0	\$13,947	0%	\$0	\$13,947	D2, T2
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
City of Fairfield	No Comparable Class																							
City of Vallejo	No Comparable Class																							Water Director also over water engineering
Fair Oaks Water District	No Comparable Class																							
Placer County Water Agency	No Comparable Class																							Drinking Operations manager is a division manager reporting to Director of Technical Services
Sacramento Suburban Water District	No Comparable Class																							Operations Manager not over treatment
Stockton East Water District	No Comparable Class																							
South San Joaquin Irrigation District	No Comparable Class																							

	Labor Market Median	\$13,387									\$14,618												\$15,654	
	% SJWD is Above or Below Median	10.76%									1.43%												17.17%	
	Mean	\$13,335									\$14,098												\$16,372	
	% SJWD is Above or Below Mean	11.19%									5.17%												12.02%	
	# Of Comparable Matches	5																						

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
San Juan Water District	Purchasing Agent	\$5,798	\$6,958	0%	\$0	\$0	\$0	\$0	\$0		\$6,958	\$0	\$2,291	\$150	\$19	\$23	\$49	\$532	\$0	\$10,021	0%	\$0	\$10,021	
Placer County Water Agency	Procurement Specialist I	\$4,886	\$6,237	2%	\$125	\$0	\$0	\$156	\$0		\$6,518	\$0	\$1,930	\$56	\$18	\$24	\$19	\$477	\$0	\$9,041	0%	\$0	\$9,041	AA and cert
El Dorado Irrigation District	Buyer II	\$5,266	\$6,403	0%	\$0	\$0	\$0	\$0	\$0		\$6,403	\$0	\$1,624	\$136	\$17	\$3	\$0	\$490	\$0	\$8,673	0%	\$0	\$8,673	
Sacramento County	Contract Services Officer I	\$5,264	\$6,398	0%	\$0	\$0	\$0	\$0	\$160	2.5% for MA	\$6,558	\$0	\$1,505	\$119	inc	\$1	\$0	\$489	\$54	\$8,727	1.9%	\$122	\$8,605	
City of Roseville	Buyer II	\$4,106	\$5,778	6.197%	\$358	\$0	\$173	\$144	\$0		\$6,454	\$1,515	inc	inc	inc	\$17	\$16	\$84	\$100	\$8,185	6.197%	\$358	\$7,827	
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
City of Fairfield	No Comparable Class																							
City of Folsom	No Comparable Class																							
City of Vallejo	No Comparable Class																							
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							Financial Analys
Sacramento Suburban Water District	No Comparable Class																							Purchasing Specialist specific to operation
Stockton East Water District	No Comparable Class																							
South San Joaquin Irrigation District	No Comparable Class																							
		Labor Market Median	\$6,318									\$6,486											\$8,639	
		% SJWD is Above or Below Median	10.13%									7.28%											15.99%	
		Mean	\$6,204									\$6,483											\$8,537	
		% SJWD is Above or Below Mean	12.15%									7.32%											17.38%	
		# Of Comparable Matches	4																					

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
South San Joaquin Irrigation District	Environmental Compliance/Safety Officer	\$8,003	\$9,727	8%	\$778	\$0	\$292	\$0	\$0		\$10,797	\$0	\$2,374	\$139	\$24	\$55	\$22	\$744	\$0	\$14,155	0%	\$0	\$14,155	
Sacramento Suburban Water District	Safety and Risk Officer	\$6,401	\$9,144	7%	\$640	\$0	\$0	\$0	\$0		\$9,784	\$0	\$1,789	\$182	\$20	\$31	\$39	\$700	\$0	\$12,543	0%	\$0	\$12,543	
San Juan Water District	Safety/Regulatory Compliance Specialist	\$7,452	\$8,979	0%	\$0	\$0	\$0	\$0	\$0		\$8,979	\$0	\$2,291	\$150	\$19	\$30	\$63	\$687	\$0	\$12,217	0%	\$0	\$12,217	
El Dorado Irrigation District	Safety and Security Officer	\$7,774	\$9,448	0%	\$0	\$0	\$0	\$0	\$0		\$9,448	\$0	\$1,624	\$136	\$17	\$3	\$0	\$723	\$0	\$11,951	0%	\$0	\$11,951	
Sacramento County	Senior Safety Specialist	\$8,653	\$9,542	0%	\$0	\$0	\$95	\$0	\$0		\$9,638	\$0	\$1,505	\$119	inc	\$4	\$0	\$730	\$54	\$12,049	1.9%	\$181	\$11,868	3.35% Management Differential added to base
City of Roseville	Safety Coordinator	\$6,469	\$8,669	6.197%	\$537	\$0	\$260	\$0	\$0		\$9,466	\$1,515	inc	inc	inc	\$26	\$14	\$126	\$100	\$11,247	6.197%	\$537	\$10,710	
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
City of Fairfield	No Comparable Class																							
City of Folsom	No Comparable Class																							
City of Vallejo	No Comparable Class																							Water Treatment Plant Regulatory Compliance Officer also supervises treatment plant staff as needed; requires T5
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
Placer County Water Agency	No Comparable Class																							Manager level
Stockton East Water District	No Comparable Class																							

Labor Market Median	\$9,448	\$9,638	\$11,951
% SJWD is Above or Below Median	-4.97%	-6.84%	2.23%
Mean	\$9,213	\$9,457	\$11,951
% SJWD is Above or Below Mean	-2.55%	-5.06%	2.23%
# Of Comparable Matches	5		

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
Citrus Heights Water District	Senior Civil Engineer	\$9,652	\$13,029	0%	\$0	\$0	\$0	\$0	\$60	D2, T1	\$13,089	\$0	\$1,750	\$136	\$25	\$13	\$44	\$876	\$0	\$15,932	0%	\$0	\$15,932	PE, D2, T1
San Juan Water District	Senior Engineer	\$10,164	\$12,196	0%	\$0	\$0	\$0	\$0	\$0		\$12,196	\$0	\$2,291	\$150	\$19	\$41	\$85	\$863	\$0	\$15,644	0%	\$0	\$15,644	PE
Sacramento Suburban Water District	Senior Engineer	\$7,545	\$10,778	7%	\$754	\$0	\$0	\$0	\$0		\$11,532	\$0	\$1,789	\$182	\$20	\$36	\$39	\$825	\$0	\$14,422	0%	\$0	\$14,422	PE
Sacramento County	Senior Civil Engineer	\$10,263	\$11,315	0%	\$0	\$0	\$113	\$0	\$0		\$11,428	\$0	\$1,505	\$119	inc	\$4	\$0	\$851	\$54	\$13,960	1.9%	\$215	\$13,745	PE: 3.35% Management Differential added to base
El Dorado Irrigation District	Senior Civil Engineer	\$8,937	\$10,863	0%	\$0	\$0	\$0	\$0	\$0		\$10,863	\$0	\$1,624	\$136	\$17	\$3	\$0	\$831	\$0	\$13,474	0%	\$0	\$13,474	PE
City of Fairfield	Senior Civil Engineer	\$8,397	\$10,206	2.5%	\$255	\$0	\$841	\$0	\$0		\$11,302	\$0	\$1,559	\$110	\$11	\$98	\$15	\$148	\$50	\$13,293	5%	\$510	\$12,783	PE
City of Roseville	Senior Engineer	\$7,932	\$10,629	6.197%	\$659	\$0	\$319	\$0	\$0	5% for PE added to base	\$11,607	\$1,515	inc	inc	inc	\$32	\$16	\$154	\$100	\$13,424	6.197%	\$659	\$12,765	5% for PE added to base
City of Folsom	Senior Civil Engineer	\$6,802	\$9,846	0%	\$0	\$0	\$275	\$0	\$0		\$10,121	\$0	\$1,548	\$148	\$28	\$9	\$35	\$753	\$50	\$12,692	0%	\$0	\$12,692	PE
Carmichael Water District	Senior Engineer	\$6,847	\$8,324	0%	\$0	\$0	\$108	\$0	\$0		\$8,432	\$0	\$2,291	\$115	\$29	\$52	\$19	\$637	\$0	\$11,573	0%	\$0	\$11,573	PE
City of Vallejo	Senior Civil Engineer	\$7,442	\$9,045	0%	\$0	\$0	\$0	\$0	\$0		\$9,045	\$0	\$1,498	\$146	\$23	\$6	\$16	\$692	\$136	\$11,561	1%	\$90	\$11,471	PE
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
Placer County Water Agency	No Comparable Class																							
Stockton East Water District	No Comparable Class																							
South San Joaquin Irrigation District	No Comparable Class																							

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
Sacramento County	Government Relations and Legislative Officer	\$11,421	\$12,592	0%	\$0	\$0	\$126	\$0	\$0		\$12,718	\$0	\$1,505	\$119	inc	\$4	\$0	\$869	\$54	\$15,268	1.9%	\$239	\$15,029	3.35% Management Differential added to base
San Juan Water District	Water Resources Manager	\$8,551	\$10,603	0%	\$0	\$0	\$0	\$0	\$0		\$10,603	\$0	\$2,291	\$150	\$19	\$36	\$74	\$811	\$0	\$13,983	0%	\$0	\$13,983	
Placer County Water Agency	Public Affairs Manager	\$7,936	\$10,129	2%	\$203	\$300	\$0	\$253	\$0		\$10,885	\$0	\$1,930	\$56	\$18	\$39	\$30	\$775	\$0	\$13,733	0%	\$0	\$13,733	
City of Roseville	Department Government Relations Supervisor	\$7,762	\$10,402	6.197%	\$645	\$0	\$312	\$260	\$0		\$11,619	\$1,515	inc	inc	inc	\$31	\$27	\$151	\$100	\$13,443	6.197%	\$645	\$12,798	
South San Joaquin Irrigation District	No Comparable Class																							
Stockton East Water District	No Comparable Class																							
City of Fairfield	No Comparable Class																							
City of Vallejo	No Comparable Class																							
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
City of Folsom	No Comparable Class																							
El Dorado Irrigation District	No Comparable Class																							
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
Sacramento Suburban Water District	No Comparable Class																							
	Labor Market Median		\$10,402								\$11,619												\$13,733	
	% SJWD is Above or Below Median		1.93%								-8.74%												1.82%	
	Mean		\$11,041								\$11,740												\$13,853	
	% SJWD is Above or Below Mean		-3.97%								-9.69%												0.93%	
	# Of Comparable Matches		3																					

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
South San Joaquin Irrigation District	Water Treatment Plant Manager	\$12,953	\$15,744	8%	\$1,260	\$0	\$292	\$0	\$0		\$17,295	\$0	\$2,374	\$139	\$24	\$55	\$22	\$915	\$0	\$20,823	0%	\$0	\$20,823	T5, D4
San Juan Water District	Water Treatment Plant Manager	\$10,164	\$12,196	0%	\$0	\$450	\$0	\$0	\$0		\$12,646	\$0	\$2,291	\$150	\$19	\$41	\$85	\$863	\$0	\$16,094	0%	\$0	\$16,094	T5
Stockton East Water District	Water Operations Manager	\$9,379	\$11,400	0%	\$0	\$0	\$0	\$0	\$0		\$11,400	\$0	\$2,617	\$123	\$23	\$27	DNA	\$165	\$0	\$14,356	0%	\$0	\$14,356	T5
City of Fairfield	Water Treatment Manager	\$9,500	\$11,548	2.5%	\$289	\$0	\$952	\$0	\$0		\$12,788	\$0	\$1,559	\$110	\$11	\$98	\$17	\$167	\$50	\$14,800	5%	\$577	\$14,223	T5 within 1 year
City of Vallejo	Water Operations Superintendent	\$9,186	\$11,166	0%	\$0	\$0	\$0	\$0	\$0		\$11,166	\$0	\$1,498	\$117	\$23	\$6	\$16	\$849	\$167	\$13,842	1%	\$112	\$13,730	T5
Sacramento County	Water Treatment Plant Manager	\$8,648	\$10,510	0%	\$0	\$0	\$105	\$0	\$0		\$10,615	\$0	\$1,505	\$119	inc	\$4	\$0	\$804	\$54	\$13,100	1.9%	\$200	\$12,901	T4 with some positions requiring T5; D5 within 4 years; 3.35% Management Differential added to base
Carmichael Water District	No Comparable Class																							
Citrus Heights Water District	No Comparable Class																							
City of Folsom	No Comparable Class																							
City of Roseville	No Comparable Class																							
El Dorado Irrigation District	No Comparable Class																							Supervisor reports to Drinking Water Operations Manager-over treatment and distribution
Elk Grove Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
Placer County Water Agency	No Comparable Class																							
Sacramento Suburban Water District	No Comparable Class																							
		<i>Labor Market Median</i>	\$11,400								\$11,400												\$14,223	
		<i>% SJWD is Above or Below Median</i>	6.98%								10.93%												13.16%	
		<i>Mean</i>	\$12,074								\$12,653												\$15,207	
		<i>% SJWD is Above or Below Mean</i>	1.01%								-0.06%												5.84%	
		<i># Of Comparable Matches</i>	5																					

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments
South San Joaquin Irrigation District	Water Treatment Plant Operator II	\$5,909	\$7,186	4%	\$287	\$0	\$208	\$0	\$0		\$7,682	\$0	\$2,374	\$150	inc	inc	inc	\$550	\$0	\$10,756	0%	\$0	\$10,756	T2, D2
San Juan Water District	Water Treatment Plant Operator II	\$6,087	\$7,306	0%	\$0	\$0	\$0	\$0	\$0		\$7,306	\$0	\$2,291	\$150	\$19	\$25	\$51	\$559	\$0	\$10,399	0%	\$0	\$10,399	T2
City of Fairfield	Water Plant Operator II	\$5,943	\$7,223	0%	\$0	\$0	\$136	\$0	\$0		\$7,359	\$0	\$1,609	\$108	\$11	\$33	\$11	\$105	\$50	\$9,285	2.5%	\$181	\$9,104	T2
Elk Grove Water District	Water Treatment Plant Operator II	\$5,007	\$6,085	1%	\$61	\$0	\$0	\$152	\$0		\$6,298	\$0	\$2,310	\$128	\$23	\$16	\$0	\$88	\$0	\$8,863	0%	\$0	\$8,863	Class A, T2, D1
El Dorado Irrigation District	Water Treatment Plant Operator II	\$5,217	\$6,342	0%	\$0	\$0	\$0	\$0	\$0		\$6,342	\$0	\$1,624	\$136	\$17	\$3	\$0	\$485	\$0	\$8,607	0%	\$0	\$8,607	T2; D1
Stockton East Water District	Water Treatment Plant Operator Trainee	\$4,607	\$5,600	0%	\$0	\$0	\$0	\$0	\$0		\$5,600	\$0	\$2,617	\$123	\$23	\$27	DNA	\$81	\$0	\$8,472	0%	\$0	\$8,472	T2
Sacramento County	Water System Operator	\$5,075	\$6,169	0%	\$0	\$0	\$0	\$0	\$0	2% for T2 added to base pay	\$6,169	\$0	\$1,505	\$119	inc	\$1	\$0	\$472	\$54	\$8,320	1.9%	\$117	\$8,203	T1: 2% added to base pay for T2
City of Folsom	Water Treatment Plant Operator II	\$3,719	\$5,675	0%	\$0	\$0	\$0	\$0	\$284	5% for BA	\$5,959	\$0	\$1,548	\$148	\$28	\$6	\$20	\$434	\$50	\$8,193	0%	\$0	\$8,193	T2
Carmichael Water District	Treatment Operator II	\$4,134	\$4,649	0%	\$0	\$0	\$152	\$0	\$173	\$1/hour with T5	\$4,974	\$0	\$2,291	\$115	\$29	\$22	\$11	\$356	\$0	\$7,796	0%	\$0	\$7,796	T2, D1
Placer County Water Agency	Treatment Plant Operator Trainee II	\$4,020	\$5,130	2%	\$103	\$0	\$0	\$128	\$0		\$5,361	\$0	\$1,930	\$56	\$18	\$20	\$15	\$392	\$0	\$7,792	0%	\$0	\$7,792	T2
City of Roseville	Water Treatment Plant Operator II	\$3,914	\$5,508	6.197%	\$341	\$0	\$165	\$138	\$165	3% max cert pay	\$6,318	\$1,515	inc	inc	inc	\$17	\$15	\$80	\$100	\$8,044	6.197%	\$341	\$7,702	T2
City of Vallejo	Water Treatment Plant Operator Trainee II	\$4,540	\$5,518	0%	\$0	\$0	\$0	\$0	\$0		\$5,518	\$0	\$1,498	\$146	\$23	\$6	\$10	\$422	\$83	\$7,705	1%	\$55	\$7,650	T2
Citrus Heights Water District	No Comparable Class																							
Fair Oaks Water District	No Comparable Class																							
Sacramento Suburban Water District	No Comparable Class																							

	Labor Market Median	\$5,675									\$6,169												\$8,203	
	% SJWD is Above or Below Median	28.74%									18.43%												26.78%	
	Mean	\$5,917									\$6,144												\$8,467	
	% SJWD is Above or Below Mean	23.48%									18.92%												22.82%	
	# Of Comparable Matches	11																						

Data effective as of 4-2019

Agency	Classification	Minimum Base Salary	Maximum Base Salary	Employee's Portion of Retirement Paid by the Employer (%)	Employee's Portion of Retirement Paid by the Employer (\$)	Auto Allowance	Deferred Compensation	Longevity pay at 10 Years	Certification/ Education Pay	Certification/ Education Pay Notes	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Insurance	LTD Insurance	Social Security	RHSA	Total Comp	Employer's Portion of Retirement Paid by the Employee (%)	Employer's Portion of Retirement Paid by the Employee (\$)	Total Compensation minus ER portion of retirement paid by EE	Comments			
Stockton East Water District	Account Clerk II	\$5,302	\$6,445	0%	\$0	\$0	\$0	\$0	\$0		\$6,445	\$0	\$2,617	\$123	\$23	\$27	DNA	\$93	\$0	\$9,329	0%	\$0	\$9,329				
South San Joaquin Irrigation District	Customer Service Representative	\$4,605	\$5,599	4%	\$224	\$0	\$208	\$0	\$0		\$6,031	\$0	\$2,374	\$150	inc	inc	inc	\$428	\$0	\$8,983	0%	\$0	\$8,983				
Citrus Heights Water District	Customer Services Technician II	\$4,754	\$6,417	0%	\$0	\$0	\$0	\$0	\$0		\$6,417	\$0	\$1,750	\$136	\$25	\$13	\$22	\$491	\$0	\$8,853	0%	\$0	\$8,853				
Fair Oaks Water District	Customer Service Representative I	\$3,822	\$5,160	1%	\$52	\$0	\$0	\$0	\$0		\$5,212	\$0	\$2,617	\$128	\$24	\$4	\$19	\$395	\$0	\$8,399	0%	\$0	\$8,399				
Placer County Water Agency	Water Efficiency Specialist I	\$4,118	\$5,255	2%	\$105	\$0	\$0	\$131	\$263	2.5% for CLIA; 2.5% for D2	\$5,754	\$0	\$1,930	\$56	\$18	\$20	\$16	\$402	\$0	\$8,196	0%	\$0	\$8,196	CLIA cert			
Elk Grove Water District	Utility Billing Specialist	\$4,434	\$5,389	1%	\$54	\$0	\$0	\$135	\$0		\$5,577	\$0	\$2,310	\$128	\$23	\$14	\$0	\$78	\$0	\$8,131	0%	\$0	\$8,131				
San Juan Water District	Customer Service Technician II	\$4,325	\$5,191	0%	\$0	\$0	\$0	\$0	\$0		\$5,191	\$0	\$2,291	\$150	\$19	\$17	\$36	\$397	\$0	\$8,101	0%	\$0	\$8,101				
Sacramento Suburban Water District	Customer Service Representative I	\$3,977	\$4,971	7%	\$348	\$0	\$0	\$0	\$43	\$0.25 hour for certification not required for position	\$5,362	\$0	\$1,789	\$182	\$20	\$17	\$39	\$380	\$0	\$7,788	0%	\$0	\$7,788				
City of Folsom	Revenue Technician I	\$3,373	\$5,149	0%	\$0	\$0	\$0	\$0	\$257	5% for BA	\$5,406	\$0	\$1,548	\$148	\$28	\$6	\$18	\$394	\$50	\$7,598	0%	\$0	\$7,598				
Carmichael Water District	Billing Specialist I	\$3,749	\$4,557	0%	\$0	\$0	\$152	\$0	\$0		\$4,709	\$0	\$2,291	\$115	\$29	\$21	\$10	\$349	\$0	\$7,523	0%	\$0	\$7,523				
City of Fairfield	Billing Systems Specialis	\$4,419	\$5,371	0%	\$0	\$0	\$118	\$0	\$0		\$5,489	\$0	\$1,609	\$108	\$11	\$33	\$8	\$78	\$50	\$7,385	2.5%	\$134	\$7,251				
City of Roseville	Finance Technician I	\$3,615	\$5,086	6.197%	\$315	\$0	\$153	\$127	\$0		\$5,681	\$1,515	inc	inc	inc	\$15	\$14	\$74	\$100	\$7,399	6.197%	\$315	\$7,083				
El Dorado Irrigation Distric	Finance Assistant I	\$3,912	\$4,755	0%	\$0	\$0	\$0	\$0	\$0		\$4,755	\$0	\$1,624	\$136	\$17	\$3	\$0	\$364	\$0	\$6,899	0%	\$0	\$6,899				
City of Vallejo	Customer Service Representative	\$3,727	\$4,530	0%	\$0	\$0	\$0	\$0	\$0		\$4,530	\$0	\$1,498	\$146	\$23	\$6	\$8	\$347	\$68	\$6,625	1%	\$45	\$6,580				
Sacramento County	Utility Billing Services Representative I	\$3,407	\$4,141	0%	\$0	\$0	\$0	\$0	\$207	5% max	\$4,348	\$0	\$1,505	\$119	inc	\$1	\$0	\$317	\$54	\$6,344	1.9%	\$79	\$6,265				
Labor Market Median		\$5,154																						\$7,693			
% SJWD is Above or Below Median		0.72%																								5.30%	
Mean		\$5,202																								\$7,777	
% SJWD is Above or Below Mean		-0.20%																								4.17%	
# Of Comparable Matches		14																									

Data effective as of 4-2019

**APPENDIX B - TABLE 1
COLA/Salary Increase Information**

Survey Agency	Last COLA/Increase (Date)	Last COLA/Increase (Amount)	Next COLA/Increase (Date)	Net COLA/Increase (Amount)
<i>San Juan Water District</i>	<i>7/2018</i>	<i>2.6%</i>	<i>None Scheduled (typically looked at in July)</i>	<i>NA</i>
Carmichael Water District	Non Exempt, Exempt 7/2018 Represented 7/2018	Non Exempt, Exempt 3% Represented Varies by class	Non Exempt, Exempt TBD Represented 7/2019	Non Exempt, Exempt TBD Represented Varies by class
Citrus Heights Water District	1/2019	3.4%	1/2020	TBD
City of Fairfield	FGMA, Confidential/Non Management, FEA 7/2018	FGMA, Confidential/Non Management, FEA 4%	FGMA, Confidential/Non Management, FEA 7/2019	FGMA, Confidential/Non Management, FEA 4%
City of Folsom	Local 39/FMMG/Unrep. 7/2018 Dept. Heads Varies by contract	Local 39/FMMG/Unrep. 2.5% Dept. Heads Varies by contract	Local 39/FMMG/Unrep. None Scheduled Dept. Heads Varies by contract	Local 39/FMMG/Unrep. NA Dept. Heads Varies by contract
City of Roseville	Local 39 1/2018 Management 3/2019 IBEW 1/2018	Local 39 2% Management Varies by class IBEW 2%	Local 39 None-in negotiations Management 1/2020 IBEW None-in negotiations	Local 39 NA Management 2% + (varies by class) IBEW NA
City of Vallejo	IBEW 1/2019 CAMP 1/2019 Unrep 1/2019	IBEW 2.5% CAMP 2% Unrep 2.5%	IBEW None-in negotiations CAMP None-in negotiations Unrep None Scheduled	IBEW NA CAMP NA Unrep NA
El Dorado Irrigation District	1/2019	5%	1/2020	2% - 5% (based on CPI)
Elk Grove Water District	7/2018	2.77%	7/2019	TBD

**APPENDIX B - TABLE 1
COLA/Salary Increase Information**

Survey Agency	Last COLA/Increase (Date)	Last COLA/Increase (Amount)	Next COLA/Increase (Date)	Net COLA/Increase (Amount)
Fair Oaks Water District	No COLAs provided			
Placer County Water Agency	1/2019	2.2% COLA + 1.5% for EPMC change	1/2020	2% to 6% based on CPI + 2% for EPMC change
Sacramento County	Unit 1 1/2019	Unit 1 3%	Unit 1 DNA-need new MOU, not available yet	Unit 1 DNA
	Unit 5 9/2018	Unit 5 3%	Unit 5 7/2019	Unit 5 2% - 4% based on CPI
	Unit 10 6/2018	Unit 10 3%	Unit 10 6/2019	Unit 10 2% - 4% based on CPI
	Unit 17 7/2018	Unit 17 3%	Unit 17 7/2019	Unit 17 2% - 4% based on CPI
	Unit 23 10/2018	Unit 23 4%	Unit 23 DNA-need new MOU, not available yet	Unit 23 DNA
	Unit 26 6/2018	Unit 26 3%	Unit 26 6/2019	Unit 26 2% - 4% based on CPI
	Unit 28 6/2018	Unit 28 3%	Unit 28 6/2019	Unit 28 2% - 4% based on CPI
	Unit 32 6/2017	Unit 32 2%	Unit 32 DNA-need new MOU, not available yet	Unit 32 DNA
	Unit 34 6/2018	Unit 34 3%	Unit 34 6/2019	Unit 34 2% - 4% based on CPI
Unit 80 12/2018	Unit 80 1%	Unit 80 6/2019	Unit 80 TBD	

**APPENDIX B - TABLE 1
COLA/Salary Increase Information**

Survey Agency	Last COLA/Increase (Date)	Last COLA/Increase (Amount)	Next COLA/Increase (Date)	Net COLA/Increase (Amount)
Sacramento Suburban Water District	1/2019	Varied by class	None Scheduled (Typically every Calendar Year)	NA
Stockton East Water District	4/2019	2.5%	4/2020	2.5% - 6% based on CPI
South San Joaquin Irrigation Distribution	1/2019	3.5%	1/2020	3% - 3.5% based on CPI

**APPENDIX B - TABLE 2
Retirement Information
New Hire-Classic Employee**

Survey Agency	Retirement Agency	Retirement Benefit	Retirement Formula	18/19 Employer Contribution Normal Cost
<i>San Juan Water District</i>	<i>CalPERS</i>	<i>3% @ 60</i>	<i>H3Y</i>	<i>12.759%</i>
Carmichael Water District	CalPERS	2% @ 55	SHY	10.411%
Citrus Heights Water District	CalPERS	2% @ 55	H3Y	8.892%
City of Fairfield	CalPERS	2.5% @ 55	H3Y	10.468%
City of Folsom	CalPERS	2% @ 55	H3Y	10.593%
City of Roseville	CalPERS	2.7% @ 55	SHY	10.179%
City of Vallejo	CalPERS	2.7% @ 55	SHY	11.047%
El Dorado Irrigation District	CalPERS	2% @ 55	H3Y	10.529%
Elk Grove Water District	CalPERS	2% @ 55	H3Y	8.892%
Fair Oaks Water District	CalPERS	2% @ 55	H3Y	8.892%
Placer County Water Agency	CalPERS	2.7% @ 55	SHY	10.512%
Sacramento County	SCERS	1.92% @ 60	H3Y	10.37%
Sacramento Suburban Water District	CalPERS	2% @ 55	H3Y	9.635%
Stockton East Water District	CalPERS	2% @ 55	SHY	11.154%
South San Joaquin Irrigation Distribution	CalPERS	2.5% @ 55	SHY	10.609%

**APPENDIX B - TABLE 3
Education/Certification Pay**

Survey Agency	Education/Certification Pay
<i>San Juan Water District</i>	<i>None</i>
Carmichael Water District	<p align="center">Non Exempt, Exempt None</p> <p align="center">Represented Treatment Operator with T5 = \$1.00/hour Distribution Operator with D4 = \$1.00/hour</p>
Citrus Heights Water District	<p align="center">In addition to salary compensation received, FLSA (Fair Labor Standards Act) exempt, who are not department heads (Senior Management), and non-exempt Regular Employees are authorized to receive the following compensation:</p> <p align="center">Certified California State Water Distribution System Operators Grade D1 \$ 20.00 / month Grade D2 \$ 40.00 / month Grade D3 \$ 60.00 / month Grade D4 \$ 80.00 / month Grade D5 \$100.00 / month</p> <p align="center">Certified California State Water Treatment Operators Grade T1 \$ 20.00 / month Grade T2 \$ 40.00 / month Grade T3 \$ 60.00 / month Grade T4 \$ 80.00 / month Grade T5 \$100.00 / month (\$200-max)</p>
City of Fairfield	None
City of Folsom	<p align="center">FMMG 2%- 30-59 units 3%-60-119 units 5%- BA or 120 units (5%-max)</p> <p align="center">Local 39 30-59 units- 2% 60-119 units-3% 120 units of BA- 5%</p>

**APPENDIX B - TABLE 3
Education/Certification Pay**

Survey Agency	Education/Certification Pay
	<p align="center">Park Maintenance Worker I/II- 2.5% for QAC, QA, Playground Safety Inspector Pool Operator; 1% for Landscape Irrigation Auditor, Landscape Technician, and Irrigation Contractor</p> <p align="center">Park Planner/Associate Planner1%- Certification Irrigation Designer Mechanic- 1% for ASE certification; 5% for ASE Master; 1% for various ASE certificates Maintenance Worker I/LL/Lead- 2.5%- QAC. QAL or Class A Water/Sewer MW I/II/Lead- 5% advanced certification Clerical- 5% for Notary Building Inspector and Plan Checker- 1% for various inspector certificates Code Enforcement Officer- 2.5% for Certified Code Enforcement Officer Code Enforcement Technician- 2.5%- Certified Code Enforcement Officer Construction Inspector- 5%- Registered PW Inspector Engineering Technician- 5% for Land Surveyor IS Technician- 1.5% for Cisco cert; 1.5% for Microsoft cert (5%-max)</p> <p align="center">Dept. Heads None</p> <p align="center">Unrepresented None</p>
City of Roseville	<p align="center">Management 5% for PE if not required, except for Water Utility Manager</p> <p align="center">IBEW Water and Wastewater Classifications: Up to six members from each division will receive 2.5% additional pay for maintaining a Class A driver's license (not included in datasheets)-</p> <p align="center">Senior Water Distribution Worker (Maximum 4%) Cross Connection Control Specialist – 1% Backflow Tester Certification – 1 % Distribution Operator Grade 4 or Grade 5 (DPH) - (cumulative) – 1% Treatment Operator Grade 1, 2, 3, 4, or 5 (DPH) (non-cumulative) – 1% Crane Certification (max six staff in series to be appointed by EU management)– 2.5% Water Distribution Worker II (Maximum 4%): Cross Connection Control Specialist – 1% Backflow Tester Certification – 1 % Conservation Certification – 1%</p>

**APPENDIX B - TABLE 3
Education/Certification Pay**

Survey Agency	Education/Certification Pay
	<p align="center"> Distribution Operator Grade 3, 4 or 5 (DPH)(cumulative) – 1% Treatment Operator Grade 1, 2, 3, 4, or 5 (non-cumulative) – 1% Crane Certification (max six staff in series to be appointed by EU management) – 2.5% Sr. Wastewater Utility Maintenance Worker (Maximum 4%): CWEA Grade 3 or Grade 4 (cumulative) – 1% Collection System Maintenance – 1% Environmental Compliance Inspection – 1% Crane Certification (max six staff in series to be appointed by EU mgmt staff)-2.5% Wastewater Utility Maintenance Worker II (Maximum 4%): CWEA Grade 2, Grade 3 or Grade 4 (cumulative) – 1% Collection System Maintenance – 1% Environmental Compliance Inspection – 1% Crane Certification (max six staff in series to be appointed by EU mgmt staff) – 2.5% Water Conservation Worker II Water Use Efficiency Practitioner Grade 1, 2, 3 (AWWA) (cumulative) – 1% Distribution Operator Grade 2 (DPH) – 1% Water Conservation Worker I Water Use Efficiency Practitioner Grade 1, 2 (AWWA) (non-cumulative) – 1% Distribution Operator Grade 1,2 (DPH) (non-cumulative) – 1% Certified Landscape Irrigation Auditor (CLIA) – 1% Water Conservation Specialist- Water Use Efficiency Practitioner Grade 2, 3 (AWWA) (cumulative) – 1% Distribution Operator Grade 2 (DPH) – 1% </p> <p align="center">Local 39</p> <p align="center"> Engineering Classifications: Professional Engineer Certificate - 5% Natural Resource Specialist: Arborist Certification - 2.5% Sr. Parks Maintenance Worker/Park Maintenance Worker II: Playground Safety Inspector Certification or Certified Pesticide Applicator Certification – 1.5% (Sr. Parks Maintenance Worker/Park Maintenance Worker II is eligible for compensation for one of these two certificates, depending on assignment) Certified Pool Operator Certificate – 2.5% (A minimum of two but not more than four will be designated.) Class B Driver’s License – 2.5% (3 employees will be designated) Streets Maintenance Worker II/Sr. Street Maintenance Worker - Certified Pesticide Applicator Certificate - 1.5% (As designated by Department Head) Refuse Truck Driver I/II - Class A commercial driver’s license with applicable endorsements - 2.5% (Maximum of 3 designated) Crane Certification – 2.5% (2 employees will be designated in E.U.) </p>

**APPENDIX B - TABLE 3
Education/Certification Pay**

Survey Agency	Education/Certification Pay
	Water Treatment Plant Operator 3- 1% for Grade 4 TPO; 1% for Grade 5 TPO; 1% for Distribution Operator Grade 2 or 3 Water Plant Operator 2 – 1% for each (Grade 3, 4, 5 TPO); 1% for Distribution Operator Grade 2 or 3 Wastewater Treatment Grade 3 Operator- 2% for WWTPO Grade 4 and 5; 1% for CWEA Collections Grade 1; 1% for Lab Cert Grade 1 Wastewater Treatment Grade 2 Operator- 1% for WTPO Grade 3, 4, 5; 1% for CWEA Collections Grade1; 1% for Lab Cert Grade 1
City of Vallejo	None
El Dorado Irrigation District	None
Elk Grove Water District	None
Fair Oaks Water District	None
Placer County Water Agency	MMU None DMU None WSU Canal Operator- 2.5% with QAC Field Maintenance Supervisor- 2.5% for D4 and 2.5% for D5 Lead Worker, Treated Water Maintenance- 2.5% for D4 and 2.5% for D5 Maintenance Worker I/II- 2.5% Class A Service Worker- 2.5% for D4 and 2.5% for D5 Distribution Operator II-2.5% for D4 and 2.5% for D5 Lead Treatment Plant Operator- 2.5% for T4 and 2.5% for T5 Treatment Plant Operator- 2.5% for T4 and 2.5% for T5 Water Quality Specialist- 2.5% for D3 and 2.5% for D4 Water Quality Supervisor-2.5% for D4 and 2.5% for D5 Lead Water Efficiency Specialist-2.5% for CLIA and 2.5% for D2 Water Efficiency Specialist I- 2.5% for CLIA and 2.5% D1 or D2 Water Efficiency Specialist II-2.5% for CLIA and 2.5% for D2
Sacramento County	Unit 1 2.5% -Thirty (30) to fifty-nine (59) undergraduate semester units above the minimum qualifications for the employee’s job classification. 2.5%- Sixty (60) or more undergraduate semester units above the minimum qualifications for the employee’s job classification.

**APPENDIX B - TABLE 3
Education/Certification Pay**

Survey Agency	Education/Certification Pay
	<p>Employees who are required to maintain a Class A License, Hazardous Material Endorsement (H or X) or Tanker Endorsement (N) as a condition of employment when the class specification does not make the same requirement for all of the positions in the classes of Mechanical Maintenance Supervisor, Wastewater Treatment Plant Operations Supervisor, Underground Construction and Maintenance Supervisor, Water Distribution Supervisor, Water Treatment Operations Supervisor, Senior Equipment Mechanic, Park Maintenance Supervisor, Waste Management Operations Supervisor, and Sanitation District Maintenance & Operations Supervisor will receive an additional 1% of pay.</p> <p>2% incentive pay to an employee in the class of Wastewater Treatment Plant Operations Supervisor who obtains a Treatment Plant Operator Grade V Certificate.</p> <p>Plant Maintenance Grade III Certificate: 2% differential to an employee in the classes of Mechanical Maintenance Supervisor, Underground Construction and Maintenance Supervisor, or Wastewater Treatment Plant Operations Supervisor who obtains this certificate.</p> <p>Plant Maintenance Grade IV Certificate: 4% differential to an employee in the classes of Mechanical Maintenance Supervisor, Underground Construction and Maintenance Supervisor, or Wastewater Treatment Plant Operations Supervisor who obtains this certificate.</p> <p>Plant Maintenance Electrical/Instrumentation Grade III Certificate: 2% differential to an employee in the class of Water Quality Control Systems Supervisor who obtains this certificate.</p> <p>Plant Maintenance Grade IV Certificate: 4% differential to an employee in the class of Water Quality Control Systems Supervisor who obtains this certificate.</p> <p align="center">California Water Environment Association, Collection Series:</p> <p>Collection Systems Grade III Certificate: 2% differential to an employee in the Department of Water Quality in the classes of Mechanical Maintenance Supervisor or Underground Construction and Maintenance Supervisor who obtains this certificate.</p> <p>Collection Systems Grade IV Certificate: 4% differential to an employee in the Department of Water Quality in the classes of Mechanical Maintenance Supervisor or Underground Construction and Maintenance Supervisor who obtains this certificate.</p> <p>Laboratory Analyst III Certificate: 2% differential to an employee in the class of Water Quality Laboratory Supervisor.</p> <p>Laboratory Analyst IV Certificate: 4% differential to an employee in the class of Water Quality Laboratory Supervisor.</p> <p>Plant Maintenance Grade III Certificate: 2% differential to an employee in the class of Mechanical Maintenance Supervisor or Water Treatment Operations Supervisor who obtains this certificate.</p> <p>Plant Maintenance Grade IV Certificate: 4% differential to employees in the class of Mechanical Maintenance Supervisor or Water Treatment Operations Supervisor who obtains this certificate.</p> <p>Plant Maintenance Electrical/Instrumentation Grade III Certificate: 2% differential to an employee in the class of Water Quality Control Systems Supervisor who obtains this certificate.</p> <p>Plant Maintenance Grade IV Certificate: 4% differential to an employee in the class of Water Quality Control Systems Supervisor who obtains this certificate.</p> <p>Wildlife Society: 2% incentive pay to an employee in the class of Natural Resource Supervisor who obtain the Wildlife Biologist Certification.</p> <p>2% incentive pay to an employee in the class of Mechanical Maintenance Supervisor Underground Construction and Maintenance Supervisor or Water Treatment Operations Supervisor who obtains the T4 Certificate.</p>

**APPENDIX B - TABLE 3
Education/Certification Pay**

Survey Agency	Education/Certification Pay
	<p>5% incentive pay to employees in the classes of Mechanical Maintenance Supervisor Underground Construction and Maintenance Supervisor, or Water Treatment Operations Supervisor who obtains the Grade T5 Certificate</p> <p>1% incentive pay to an employee in the classes of Highway Maintenance Supervisor I or Highway Maintenance Supervisor II who obtains the Grade D3 Certificate.</p> <p>2% incentive pay to an employee in the classes of Mechanical Maintenance Supervisor, Underground Construction and Maintenance Supervisor, Water Distribution Supervisor, or Water Treatment Operations Supervisor who obtains the Grade D4 Certificate.</p> <p>4% incentive pay to employees in the classes of Mechanical Maintenance Supervisor, Underground Construction and Maintenance Supervisor, Water Distribution Supervisor, or Water Treatment Operations Supervisor who obtains the Grade D5 Certificate.</p> <p>Senior Equipment Mechanic, Equipment Maintenance Supervisor, and Automotive Maintenance Supervisor will become eligible for incentive pay up to a maximum of 4% for the certifications (ASE and/or Welder Certification/Qualification Certificate)</p> <p>State of California Welder Certification/Qualification Certificate Incentive pay shall be paid at the rate of two percent 2%.</p> <p>Tree Supervisor who meet the requirements below, may receive up to three percent (3%) pay for either the Arborist Certification or Pesticide Spray Applicators Certification/License, but not both.</p> <p>Arborist Certification: Employees in the classifications of Tree Supervisor who possess an International Society of Arborists (ISA), Arborist Certificate may be assigned duties consistent with the use of such certification. In such case, the employee will receive a three percent (3%) differential. The assignment of duties consistent with the certification shall be made in writing.</p> <p>Pesticide Spray Applicators Certification/License: Employees in the classification of Tree Supervisor who possesses a State of California Qualified Applicators License or Qualified Applicators Certificate may be assigned duties consistent with the use of such certification or license. In such case, the employee will receive a two percent (2%) differential for the license or one and one-half percent (1.5%) for the certificate. The employee may not receive the differential for both the license and the certificate. In addition to the differential for the license or certificate, the employee may receive a one-half percent (.5%) differential for each additional State of California Qualified Applicators License/Certificate category used in conjunction with the employee's prescribed work assignments.</p> <p align="center">Unit 5</p> <p>2.5% -Thirty (30) to fifty-nine (59) undergraduate semester units above the minimum qualifications for the employee's job classification.</p> <p>2.5%- Sixty (60) or more undergraduate semester units above the minimum qualifications for the employee's job classification.</p> <p>Certification Incentive Pay: Additional salary shall be paid to an employee for possession of certification(s). To qualify for additional salary, such certification(s) shall meet the following criteria:</p> <p>Certification is not required as part of the minimum qualifications specified in the employee's job classification.</p> <p>Recognized certificates include those offered at the following institutions: California State University system, University of California system, and the Community College system. UPE and the County shall meet to determine additional recognized certificates and the amount of assigned salary differentials. No employee who qualifies for both Certification and Education Incentive pay shall receive additional salary of more than 5%.</p>

**APPENDIX B - TABLE 3
Education/Certification Pay**

Survey Agency	Education/Certification Pay
	<p align="center">Unit 10 2.5%- MA, CPA, CIA or CISA</p> <p align="center">Unit 17</p> <p>1 % incentive pay to employees in the class of Wastewater Treatment Plant Operator Apprentice who obtain a Treatment Plant Operator Grade II Certificate.</p> <p>1 % incentive pay to employees in the class of Wastewater Treatment Plant Operator who obtain a Treatment Plant Operator Grade III Certificate.</p> <p>1 % incentive pay to employees in the class of Senior Wastewater Treatment Plant Operator who obtain a Treatment Plant Operator Grade IV Certificate.</p> <p>Plant Maintenance Grade I Certificate: 1 % differential to employees in the classes of Wastewater Treatment Plant Operator (Level 1), Assistant Mechanical Maintenance Technician, Assistant Underground Construction and Maintenance Specialist and Water Quality Control Systems Technician who obtain this certificate.</p> <p>Plant Maintenance Mechanical Technologist Grade II Certificate: 1 % differential to employees in the classes of Wastewater Treatment Plant Operator (Level 2), Senior Wastewater Treatment Plant Operator, Mechanical Maintenance Technician, Underground Construction and Maintenance Specialist who obtain this certificate.</p> <p>Plant Maintenance Electrical/Instrumentation Grade II Certificate: 1 % differential to employees in the class of Senior Water Quality Control Systems Technician who obtain this certificate.</p> <p>Plant Maintenance Electrical/Instrumentation Grade II Certificate: 3% differential to employees in the class of Water Quality Control Systems Technician who obtain this certificate.</p> <p>Plant Maintenance Mechanical Technologist Grade III Certificate: 3% differential to employees in the classes of Wastewater Treatment Plant Operator (Level 2), Senior Wastewater Treatment Plant Operator, Mechanical Maintenance Technician, Underground Construction and Maintenance Specialist who obtain this certificate.</p> <p>Plant Maintenance Mechanical Technologist Grade III Certificate: 4% differential to employees in the classes of Wastewater Treatment Plant Operator (Level 1), Assistant Mechanical Maintenance Technician, Assistant Underground Construction and Maintenance Specialist and Water Quality Control Systems Technician who obtain this certificate.</p> <p>Plant Maintenance Electrical/Instrumentation Grade III Certificate: 4% differential to employees in the class of Water Quality Control Systems Technician who obtain this certificate.</p> <p>Plant Maintenance Electrical/Instrumentation Grade III Certificate: 3% differential to employees in the class of Senior Water Quality Control Systems Technician who obtain this certificate.</p> <p>Plant Maintenance Electrical/Instrumentation Grade IV Certificate and Plant Maintenance Mechanical Technologist Grade IV Certificate: Those employees who were receiving the 4% differential as of May 5, 2009 for the Plant Maintenance Grade IV Certificate will continue to receive the differential as long as they maintain their certificate.</p>

**APPENDIX B - TABLE 3
Education/Certification Pay**

Survey Agency	Education/Certification Pay
	<p>Effective May 10, 2009, a 4% differential to employees in the class of Senior Water Quality Control Systems Technician and Water Quality Control Systems Technician who obtain a Plant Maintenance Electrical/Instrumentation Grade IV Certificate.</p> <p>Effective May 20, 2009, a 4% differential to employees in the classes of Wastewater Treatment Plant Operator (Level 2), Senior Wastewater Treatment Plant Operator, Mechanical Maintenance Technician, Underground Construction and Maintenance Specialist who obtain a Plant Maintenance Mechanical Technologist Grade IV Certificate.</p> <p>Collection Systems Grade I Certificate: 1 % differential to employees in the Department of Water Quality in the classes of Assistant Mechanical Maintenance Technician, Assistant Underground Construction and Maintenance Specialist who obtain this certificate.</p> <p>Collection Systems Grade II Certificate: 1 % differential to employees in the Sanitation Districts Agency in the classes of Mechanical Maintenance Technician, Underground Construction and Maintenance Specialist who obtain this certificate.</p> <p>Collection Systems Grade II Certificate: 2% differential to employees in the Sanitation Districts Agency in the class of Sanitation District Maintenance and Operations Assistant.</p> <p>Collection Systems Grade III Certificate: 3% differential to employees in the Department of Water Quality in the classes of Mechanical Maintenance Technician and Underground Construction and Maintenance Specialist who obtain this certificate.</p> <p>Collection Systems Grade III Certificate: 2% differential to employees in the Sanitation Districts Agency in the class of Sanitation District Maintenance and Operations Technician.</p> <p>Collection Systems Grade III Certificate: 3% differential to employees in the Sanitation Districts Agency in the classes of Mechanical Maintenance Technician, Underground Construction and Maintenance Specialist, and Sanitation District Maintenance and Operations Assistant who obtain this certificate.</p> <p>Collection Systems Grade IV Certificate: 4% differential to employees in the Department of Water Quality in the classes of Mechanical Maintenance Technician and Underground Construction and Maintenance Specialist who obtain this certificate.</p> <p>Collection Systems Grade IV Certificate: 2% differential to employees in the Sanitation Districts Agency in the class of Sanitation District Maintenance & Operations Senior Technician.</p> <p>Collection Systems Grade IV Certificate: 3% differential to employees in the Sanitation Districts Agency in the class of Sanitation District Maintenance and Operations Technician.</p> <p>Collection Systems Grade IV Certificate: 4% differential to employees in the Sanitation Districts Agency in the classes of Mechanical Maintenance Technician and Underground Construction and Maintenance Specialist who obtain this certificate.</p> <p>Laboratory Analyst I Certificate: 1 % differential to employees in the class of Environmental Laboratory Analyst.</p> <p>Laboratory Analyst II Certificate: 2% differential to employees in the class of Environmental Laboratory Analyst.</p> <p>Laboratory Analyst II Certificate: 1 % differential to employees in the class of Senior Environmental Laboratory Analyst, Biologist and Chemist.</p> <p>Laboratory Analyst III Certificate: 3% differential to employees in the class of Environmental Laboratory Analyst, Senior Environmental Laboratory Analyst, Biologist and Chemist.</p> <p>Laboratory Analyst IV Certificate: 4% differential to employees in the class of Senior Environmental Laboratory Analyst, Biologist and Chemist.</p> <p>California Water Environment Association (CWEA), Plant Maintenance Series: Plant Maintenance Grade I Certificate: 1 % differential to employees in the class of Water Quality Control Systems Technician who obtain this certificate.</p>

**APPENDIX B - TABLE 3
Education/Certification Pay**

Survey Agency	Education/Certification Pay
	<p align="center">Plant Maintenance Electrical/Instrumentation Grade II Certificate:</p> <p>1 % differential to employees in the class of Senior Water Quality Control Systems Technician who obtain this certificate.</p> <p align="center">Plant Maintenance Electrical/Instrumentation Grade II Certificate: 3% differential to employees in the class of Water Quality Control Systems Technician who obtain this certificate.</p> <p align="center">Plant Maintenance Mechanical Technologist Grade III Certificate: 4% differential to employees in the class Water Quality Control Systems Technician who obtain this certificate.</p> <p align="center">Plant Maintenance Electrical/Instrumentation Grade III Certificate: 4% differential to employees in the class of Water Quality Control Systems Technician who obtain this certificate.</p> <p align="center">Plant Maintenance Electrical/Instrumentation Grade III Certificate: 3% differential to employees in the class of Senior Water Quality Control Systems Technician who obtain this certificate.</p> <p align="center">Plant Maintenance Electrical/Instrumentation Grade IV Certificate:</p> <p>Those employees who were receiving the 4% differential as of May 5, 2009 for the Plant Maintenance Grade IV Certificate will continue to receive the differential as long as they maintain their certificate.</p> <p align="center">Effective May 10, 2009, a 4% differential to employees in the class of Senior Water Quality Control Systems Technician who obtain a Plant Maintenance Electrical/Instrumentation Grade IV Certificate.</p> <p>2% incentive pay to employees in the classes of Natural Resources Specialist and Senior Natural Resources Specialist who obtain the Wildlife Biologist Certification.</p> <p>2% incentive pay to employees in the Department of Water Resources in the classes of Mechanical Maintenance Technician and Senior Water Treatment Operator who obtain the Grade T3 Certificate or higher.</p> <p>2% incentive pay to employees in the Department of Water Resources in the classes of Assistant Mechanical Maintenance Technician and Water System Operator who obtain the T2 Certificate or higher.</p> <p>2% incentive pay to employees in the classes of Mechanical Maintenance Technician, Underground Construction and Maintenance Specialist, Senior Water Distribution Operator, and Senior Water Treatment Operator who obtain the Grade D3 Certificate or higher.</p> <p>2% incentive pay to employees in the classes of Assistant Mechanical Maintenance Technician, Assistant Underground Construction and Maintenance Specialist, and Water System Operator who obtain the Grade D2 Certificate or higher.</p> <p>An employee who is required to maintain a Commercial Class A License, Commercial Class B License with Hazardous Material Endorsement or Tanker Endorsement (N), or Commercial Class C License with Hazardous Material Endorsement (H or X) or Tanker Endorsement (N) as a condition of employment when the class specification does not make the same requirement for all of the positions within the class will receive an additional 1 % of pay.</p> <p align="center">Unit 23</p> <p align="center">Civil Engineer with dual certification 5%</p> <p align="center">Unit 26</p> <p>5% differential for Engineering Technicians who possess an Engineer in Training certificate also applies to the advanced classes in the series, the Senior Engineering Technicians and Principal Engineering Technicians who possess such certification.</p>

**APPENDIX B - TABLE 3
Education/Certification Pay**

Survey Agency	Education/Certification Pay
	<p>Construction Inspector series: Employees will be paid at the rate of 1.5% for each below listed certification up to a maximum of 5% (4 certificates): American Welding Society Certified Welding Inspector, National Association of Corrosion Engineers (NACE) Coating Inspector, American Concrete Institute Concrete Construction Special Inspector, ICC Structural Masonry Special Inspector, ICC Pre-stressed Concrete Special Inspector, ICC Reinforced Concrete Special Inspector, Structural Welding Special Inspector, Structural Steel and Bolting Special Inspector</p> <p align="center">Unit 28 2.5%-MA</p> <p align="center">Unit 32 None</p> <p align="center">Unit 34 2.5%-MA</p> <p align="center">Unit 50 None</p>
Sacramento Suburban Water District	<p align="center">Class 'A' Driver's License</p> <p>Employees in certain job classifications approved by the General Manager who obtain a Class A vehicle operator's license from the State of California and who are deemed qualified to operate equipment associated with this level of license by the Operations Manager will be compensated at \$1.00 per hour.</p> <p align="center">State Certification Required for Position</p> <p>Non-exempt employees who meet the minimum certification requirement(s) for positions requiring State of California State Water Resources Control Board, Division of Drinking Water, Distribution and/or Treatment Operator certifications will be compensated \$0.50 per hour for a maximum of one certification above the required level per employee.</p> <p align="center">State Certification Not Required for Position</p> <p>Non-exempt employees who obtain certification from the State of California State Water Resources Control Board, Division of Drinking Water, for either Water Distribution Operator or Treatment Operator and the certification is not required for their current position will be compensated \$0.25 per hour for a maximum of one certification per employee.</p> <p align="center">Other Certification Not Required for Position</p> <p>Non-exempt employees who obtain other certification not required for their current position may be compensated \$0.25 per hour for a maximum of one certificate per employee determined to be of value to the District subject to approval by the General Manager.</p>
Stockton East Water District	<p align="center">Represented</p> <p>Employees driving District vehicles within the ordinary course of their employment and in possession of a valid California Department of Motor Vehicle Class A License will receive a one-time salary increase of 2.5% or Class B License will receive a one-time salary increase of 1.5%. Certain reasonable expenses incurred to obtain Class A or B Driver's Licenses will be paid by the District with the advance written approval of the General Manager.</p>

APPENDIX B - TABLE 3
Education/Certification Pay

Survey Agency	Education/Certification Pay
	Unrepresented None
South San Joaquin Irrigation Distribution	None

**APPENDIX B - TABLE 4
Vacation Leave**

Agency	Year 1 (hours per year)	Year 4 (hours per year)	Year 8 (hours per year)	Year 11 (hours per year)	Year 16 (hours per year)	(Year 21 (hours per year)	Year 26 (hours per year)	Max Accrual
San Juan Water District	96	120	144	168	192	216	240	240
Carmichael Water District	96	96	120	144	176	200	200	300
Citrus Heights Water District	96	120	144	144	192	216	216	300
City of Fairfield	80-FMGA 80-FEA/Conf. Non Mngt 173-Exec	120-FMGA 120-FEA/Conf. Non Mngt 213-Exec	120-FMGA 120-FEA/Conf. Non Mngt 213-Exec	160-FMGA 168-FEA/Conf. Non Mngt 253-Exec	160-FMGA 176-FEA/Conf. Non Mngt 253-Exec	200-FMGA 184-FEA/Conf. Non Mngt 253-Exec	200-FMGA 184-FEA/Conf. Non Mngt 333-Exec	2x (All)
City of Folsom ¹	192	192	224	256	288	288	288	320
City of Roseville	96	96	112	128	144	160	160	2.5x-Local 39/IBEW 2x-Management
City of Vallejo	80-IBEW 80-CAMP 80-Unrep	80-IBEW 120-CAMP 120-Unrep	120-IBEW 120-CAMP 120-Unrep	160-IBEW 160-CAMP 160-Unrep	160-IBEW 160-CAMP 200-Unrep	200-IBEW 200-CAMP 200-Unrep	200-IBEW 224-CAMP 200-Unrep	3x (All)
El Dorado Irrigation District ²	176	216	216	256	296	296	296	280 (Excess goes to PTO Bank B)
Elk Grove Water District	40	80	120	160	200	216	256	320

¹ Folsom- Have combined sick and vacation leave

² EID- Have combined sick and vacation leave

**APPENDIX B - TABLE 4
Vacation Leave**

Agency	Year 1 (hours per year)	Year 4 (hours per year)	Year 8 (hours per year)	Year 11 (hours per year)	Year 16 (hours per year)	(Year 21 (hours per year)	Year 26 (hours per year)	Max Accrual
Fair Oaks Water District	80	120	160	160	160	160	160	2x
Placer County Water Agency ³	80-WSU	96-WSU	120-WSU	160-WSU	160-WSU	200-WSU	200-WSU	320-WSU
	120-MMU/DMU	120-MMU/DMU	120-MMU/DMU	160-MMU/DMU	160-MMU/DMU	200-MMU/DMU	200-MMU/DMU	320-MMU/DMU
Sacramento County	81	120	143	169	200	200	200	400
Sacramento Suburban Water District	96	96	120	120	160	192	192	400 (up to age 55) Unlimited (over age 55)
Stockton East Water District	80	120	160	160	200	200	208	360
South San Joaquin Irrigation Distribution	48-General	96-General	144-General	168-General	192-General	192-General	192-General	360 (all)
	96-Mngt.	96-Mngt.	144-Mngt.	168-Mngt.	192-Mngt.	192-Mngt.	208-Mngt.	

³ PCWA- at year 20, EE receives 40 hours of Longevity Leave (not included above)

**APPENDIX B - TABLE 5
Sick Leave, Holidays, and Administrative Leave**

Agency	Sick Leave Annual Accrual (days/year)	Sick Leave Max Accrual	Fixed Holidays + Floating Holidays (number of holidays per year)	Administrative, Management Leave, Personal Leave (number of hours per year)
<i>San Juan Water District</i>	12	<i>Unlimited</i>	11 + 1 = 12	<i>40 (Exempt) (but the EE has to “prove it” by tracking their time worked in excess of 80 per pay period. If at the end of the fiscal year, they haven’t worked at least 40 hours over 80 per pay period, then the amount of Admin leave they were credited is reduced to match what they “earned”. If they used more than they earned, because it is given at the beginning of the year, then their vacation balance is reduced instead.)</i>
Carmichael Water District	12	Unlimited	11 + 1 = 12	Confidential- 24 Supervisory-Non Exempt- 30 Exempt/Management- 40 Senior Management- 56
Citrus Heights Water District	12	Unlimited	9 + 0 = 9	Management- 72 Non-Management- 0
City of Fairfield	12	Unlimited	13 + 0 = 13	FGMA- 144.86 Conf. Non-Management- 40 FEA- 32 Exec-122.42
City of Folsom	Included in vacation	NA	12 + 1 = 13	Local 39- 0 FMMG, DH, and Unrep- 80 if exempt
City of Roseville	12	Unlimited	11 + 1 = 12	Local 39- 45 Management- up to 100 IBEW- 45
City of Vallejo	12	Unlimited	11 + 2 = 13	0
El Dorado Irrigation District	Included in vacation	NA	12 + 1 = 13	Exempt- 40 Management-80 Supervisors-40 Non-exempt- 0

APPENDIX B - TABLE 5
Sick Leave, Holidays, and Administrative Leave

Agency	Sick Leave Annual Accrual (days/year)	Sick Leave Max Accrual	Fixed Holidays + Floating Holidays (number of holidays per year)	Administrative, Management Leave, Personal Leave (number of hours per year)
Elk Grove Water District	12 (Called PTO)	40 days	11 + 1 = 12	Exempt-80 Non-exempt-0
Fair Oaks Water District	10	Unlimited	10 + 1 = 11	Management-64 (with 6 years) (40 with less than 5 years) Non-Management- 0
Placer County Water Agency	12	Unlimited	10 + 3 = 13	WSU- 0 Management- 72
Sacramento County	15	Unlimited	13.5 + 0 = 13.5	Management gets Management Time Off but no set number of hours each year Non-Management- 0
Sacramento Suburban Water District	12	Mandatory buy out with 30 days (under age 55) Unlimited (over age 55)	13 + 0 = 13	Exempt-40 Non-exempt- 0
Stockton East Water District	12	Unlimited	12 + 2 = 14	0
South San Joaquin Irrigation Distribution	12	Unlimited	9 + 2 = 11	General- 0 Management-Exempt- 40

**APPENDIX B - TABLE 6
Retiree Health - (New Hires)**

Agency	Agency Contribution to Retiree Health Savings	Agency Monthly Contribution for Retiree	Agency Monthly Contribution for Retiree + 1	Agency Monthly Contribution for Retiree + 2	Vesting
<i>San Juan Water District</i>	\$0	<i>10 years = 50%; + 5% for each additional year to max of 100% with 20 years</i>	<i>10 years = 50%; + 5% for each additional year to max of 100% with 20 years</i>	<i>10 years = 50%; + 5% for each additional year to max of 100% with 20 years</i>	<i>10 years</i>
Carmichael Water District	\$0	10 years = 50%; + 5% for each additional year to max of 100% with 20 years	10 years = 50%; + 5% for each additional year to max of 100% with 20 years	10 years = 50%; + 5% for each additional year to max of 100% with 20 years	10 years
Citrus Heights Water District	\$0	Based on years of service \$350 with 20 years \$393 with 25 years \$439 with 30 years	No additional contribution	No additional contribution	20 years
City of Fairfield	\$50/month – FGMA, Conf. Non-Management, FEA \$0- Exec	\$0	\$0	\$0	NA
City of Folsom	\$25/per pay period	\$0	\$0	\$0	NA
City of Roseville	\$100/month (with 5 years)	PEMCHA Minimum	No additional contribution	No additional contribution	10 years with PERS; 5 years with agency
City of Vallejo	1.5%-IBEW 1.5%- CAMP \$0-Unrep	PEMCHA Minimum	No additional contribution	No additional contribution	10 years with PERS; 5 years with agency
El Dorado Irrigation District	\$0	10 years = 50%; + 5% for each additional year to max of 100% with 20 years	10 years = 50%; + 5% for each additional year to max of 100% with 20 years	10 years = 50%; + 5% for each additional year to max of 100% with 20 years	10 years
Elk Grove Water District	\$0	100% of active rate with 15 years	100% of active rate with 15 years	No additional contribution	15 years
Fair Oaks Water District	\$0	\$0	\$0	\$0	NA
Placer County Water Agency	\$0	10 years = 50%; + 5% for each additional year to max of 100% with 20 years	10 years = 50%; + 5% for each additional year to max of 100% with 20 years	10 years = 50%; + 5% for each additional year to max of 100% with 20 years	10 years

**APPENDIX B - TABLE 6
Retiree Health - (New Hires)**

Agency	Agency Contribution to Retiree Health Savings	Agency Monthly Contribution for Retiree	Agency Monthly Contribution for Retiree + 1	Agency Monthly Contribution for Retiree + 2	Vesting
Sacramento County	Units 1, 5, 10, 17, 26, 28, 32, 34, 50 \$25/per pay period Unit 23 \$0	\$0	\$0	\$0	NA
Sacramento Suburban Water District	\$0	10 years = 50%; + 5% for each additional year to max of 100% with 20 years	10 years = 50%; + 5% for each additional year to max of 100% with 20 years	10 years = 50%; + 5% for each additional year to max of 100% with 20 years	10 years
Stockton East Water District	\$0	\$0	\$0	\$0	NA
South San Joaquin Irrigation Distribution	\$0	\$0	\$0	\$0	NA

REQUEST FOR PROPOSAL

CONSULTANT SERVICES FOR A SACRAMENTO REGION WATER UTILITY COLLABORATION/INTEGRATION STUDY

A. INTRODUCTION:

A consortium of nine water supply agencies in the Sacramento Region is seeking a consultant for professional services to assist with the preparation of a Sacramento Region Water Utility Collaboration/Integration Study (Study). The nine agencies consist of Carmichael Water District, Citrus Heights Water District, City of Folsom, Del Paso Manor Water District, Fair Oaks Water District, Orange Vale Water Company, Rio Linda/Elverta Community Water District, Sacramento Suburban Water District (SSWD) and San Juan Water District (SJWD) (Agencies). For organizational purposes, SSWD will serve as the lead or coordinating agency for an evaluation of collaboration/integration opportunities considered in this feasibility and planning study.

STUDY OBJECTIVE: Identify ways the Agencies can become more efficient in working together to minimize cost to their customers and optimize the use of their water supplies, personnel, equipment, infrastructure and other resources, as well as improve their ability to influence state and federal policies. As part of the Study, the selected consultant should identify opportunities for coordinating or integrating policies, programs, services, projects and activities to create efficiencies, improve results and achieve an overall cost benefit to the Agencies' customers. The Scope of Work is a threshold study of the range of alternatives, which include potential integration of selected projects, programs and services, up to and including integration or consolidation of two or more of the Agencies into a single organization.

Background

In 2013, SSWD and San Juan Water District entered into an agreement to begin identifying opportunities to improve collaboration and potentially merge operations into one consolidated district. A Phase 1 Study, focused on high-level evaluation of three options, was completed in 2014. A Phase 2A Study, focused on governance and organizational design of one alternative, was completed in 2015.

At the June 2015 Joint Board Meeting, the SSWD Board of Directors made a decision to suspend all work on the consolidation analysis until SSWD coordinated with the SJWD Wholesale Customer Agencies (Citrus Heights Water District, Fair Oaks Water Districts, Orange Vale Water Company, and City of Folsom) to ensure that a process be developed whereby Wholesale Customer Agencies' issues and concerns can be addressed, and evaluate the independent research on SJWD water rights that SSWD commissioned. SSWD has determined that the design of this proposed Study will address these concerns, and SSWD is ready to move forward with further analysis as proposed in this RFP.

In March 2018, SSWD received correspondence from the SJWD General Manager, on behalf of the Board of Directors of SJWD, inquiring about the status of the merger discussions previously conducted by SSWD and SJWD. At SSWD's March 2018 regular Board meeting, the Board approved implementation of a 2X2 Committee to meet with SSWD's General Manager and develop goals and discussion points.

Due to interests of other local water agencies to move forward in discussions pertaining to collaboration/integration opportunities, it has now evolved into a broader level of involvement in the Sacramento Region.

Structure and Meetings

As noted, SSWD will be responsible for administration of the project, and will be the primary contact for the consultant. The project will be overseen by a Steering Committee, composed of at least one executive from each of the Agencies. The consultant will meet with the Steering Committee as necessary, but at least once to initiate the project, and then at the end of each Activity phase. In addition, during the analysis phase of the consultant's work, the consultant will need to communicate with each agency's subject matter expert staff as required.

The consultant will also need to plan to present the results of each Activity phase to a facilitated joint meeting of the Boards of Directors/City Councils of the Agencies (a maximum of 4 meetings total for the Boards/Councils).

The consultant needs to identify in the proposal the intersection points with Agency personnel throughout the Study.

B. REQUESTED SCOPE OF WORK:

1. SERVICES DESIRED:

The following is a requested scope of work to be utilized in submitting a response.

Scope of Work Activity 1: Describe the current environment

(a) Describe the utilities, background

Document the operational responsibilities of the various Agencies related to water services. Document the service standards, policies, procedures and organizational staffing for each agency. Provide an overview of how customers receive their water supplies in the areas served by the Agencies.

(b) Inventory services offered by each Agency

Create a template to be completed by the Agencies to identify the services offered by each Agency (i.e. water treatment and distribution, meter reading and billing, water efficiency on system and per customer basis, budgeting and accounting, etc.) Identify program/service operating goals, operating costs, water supply costs, performance data and key projects that are either planned or in execution.

Inventory Agency Capital Improvement Programs and Advanced Planning Efforts for Infrastructure and Significant Asset Management, including expected future costs.

(c) Inventory current collaborations

Create an inventory of current collaborations between/among the Agencies

(d) Describe existing financial approaches

Prepare a description of the current financial environment of the Agencies, including debt capacity and obligations, credit ratings, rate structure, financial policies, asset base, reserve levels, number of customers, annual revenues, property tax receipts, operating rates and connection fees and other relevant factors. Create a template to be completed by the Agencies to obtain information.

(e) Identify stakeholders

Identify current stakeholders of the Agencies and their interests (including customers (particularly those in Disadvantaged Communities), developers, employees and other stakeholders).

(f) Review and Revise Problem Statements

Evaluate the problem statements defined by the Agencies and recommend any additions or edits. The problem statements will help inform the scope of the Study. The draft list of problem statements accompanies this RFP as Attachment C.

Scope of Work Activity 2: Conduct benchmarking

(a) Conduct peer benchmarking

Conduct a peer benchmarking study to compare key indicators for the Agencies, such as staffing, functions provided, organization structure, and collaborative efforts. Consult with the Agencies in establishing criteria for choosing the peer agencies.

(b) Identify and performance measures to evaluate collaboration/integration alternatives/options

Ascertain evaluative benchmarks for the peer agencies and compare with the Agencies. At a minimum, benchmarks need to cover the following aspects of the projects/programs/organizations being assessed: 1) Legal; 2) Financial; 3) Management/Governance; and 4) Operational.

Scope of Work Activity 3: Identify opportunities for the future

(a) Identify economies of scale

Identify services or purchases that are amenable to savings due to scale. Describe the potential benefits and challenges of combining such services.

(b) Identify opportunities and challenges for service integration

Identify opportunities and challenges for integrating services within the Agencies. Specify which services could be integrated, the associated costs and benefits, and key factors that would need to be addressed. Recognize that there will be a growth in service connections in the future. Provide a framework for next steps and phasing of implementation.

(c) Identify opportunities and challenges for facilities integration

Identify opportunities and challenges for combining or integrating facilities (i.e., buildings and grounds, but not water treatment and distribution) that would create cost savings to the Agencies and their customers. Describe the potential benefit and the factors that would need to be addressed in integrating such facilities. Recognize that there will be a growth in service connections in the future. Provide a framework for next steps and phasing of implementation.

Deliverables

It is understood that the consultant will begin the Study by completing the scope of work activity #1, followed by activity #2 and finish with activity #3. The consultant shall provide to the Steering Committee a report at the completion of each of the three activities in the scope of work, detailing the information collected, the analysis conducted and any results or recommendations. The consultant shall also provide the Steering Committee a final report, integrating the results of the three activities and a summary of the complete project.

2. MINIMUM QUALIFICATIONS OF CONSULTANT:

It is expected that the proposer will have experience with public sector projects of similar nature and scope, including the ability (whether directly or through a subconsultant) to address relevant legal, financial, management/governance and operational issues. The successful proposer will demonstrate experience with a minimum of three municipally-directed projects pertaining specifically to evaluation of utility services.

3. INSURANCE REQUIREMENTS:

The firm or individual selected to perform the work will be required to provide with the contract insurance and indemnification in the amount shown in Exhibit B within Attachment A.

C. THE PROPOSAL:

1. FORMAT AND REQUIREMENTS:

The Proposal shall be 8-1/2" by 11", with the pages numbered sequentially, and double-sided. 1" margins shall be provided on all pages. Statements shall be in a 12-point font and may be single or double-spaced.

Statements of Qualifications shall be submitted in electronic format using Adobe Acrobat (.pdf).

2. PROPOSAL CONTENTS:

The Proposal shall include the following:

- A. Letter of Transmittal. Identify the individual or parties, and provide its (their) address along with the name of a contact person and a telephone number (one page maximum).
- B. Include a general statement of the consultant's approach to conducting a financial and operational review of public utilities (two pages maximum).
- C. Describe the Firm's experience with public sector projects of a similar nature and scope. Emphasis should be placed on projects undertaken within the past three years.
- D. Identify all personnel who will be assigned to work on this project. Include brief summaries of their background and experience, as well as the assigned responsibilities for this project.
- E. A general statement of the consultant's approach to conducting the required Study. This discussion should estimate the total cost for the Study (two pages maximum).
- F. Identify any sub-consultants and include the same information as described in "D".
- G. Provide a budget, broken down by each scope of work activity and subtask.
- H. Provide a timeline for completion of the project. Any assumptions regarding turnaround time for review should be clearly noted.
- I. Provide references for your firm's three most representative projects. Include the following:
 - 1) Name of public agency
 - 2) Name and title of contact person.
 - 3) Telephone number of contact person.

- 4) Brief description of the project including start and completion dates and your firm's role in the project.
 - 5) The telephone number and contact names of private firms involved in the project.
- J. Provide a summary of all past projects involving any Agency. This summary shall include
- 1) Name of public agency
 - 2) Name and title of contact person.
 - 3) Telephone number of contact person.
 - 4) Brief description of the project including start and completion dates and your firm's role in the project.
 - 5) The telephone number and contact names of private firms involved in the project.

3. PROJECT APPROACH:

Include a brief discussion describing your firm's approach to preparing the Study. Detail your strategy and include your vision for the final deliverable resulting from this Study.

D. THE PROCESS:

Mandatory Proposers Meeting:

A mandatory proposers meeting will be held (**Date/time/location**), to provide all consulting teams with information concerning the Scope of the Study and to ask any questions. Moreover, any written questions should be submitted to Heather Hernandez via email to: hhernandez@sswd.org by no later than **4:00 p.m. on DAY, MONTH AND DATE, 2019**. All questions and answers will be distributed via email by **DAY, MONTH AND DATE, 2019** as well as posted on the (SSWD website?). The name of the consulting team submitting questions will not be identified.

Submittal of the Proposal: The Proposal shall be submitted using Adobe Acrobat (.pdf format) to Heather Hernandez via email hhernandez@sswd.org by no later than **4:00 p.m. on DAY, MONTH AND DATE, 2019**.

Proposal Review: Qualifications will be evaluated by a Steering Committee comprised of staff from the Agencies. Submittals will be evaluated according to project understanding by the consultant, and the qualifications of your firm in providing services of a similar nature and how relevant that experience is to this project.

The top two to six proposals will be invited for one or more interviews during the weeks of (DATES). The interviewing panel will be comprised of a representative from each agency participating in the study.

The Consultant selected to perform the Study will be notified by DATE, 2019.

Award: The top ranked party will be invited to enter into negotiations with the Agencies on the terms of a Consultant contract based on a final proposal to be submitted at that time. The negotiations will occur in MONTH of 2019. If a satisfactory agreement cannot be negotiated, then the same process will be undertaken with the next highest ranked

party on this list until a satisfactory agreement can be reached. The Agencies anticipate executing a contract in MONTH of 2019 to begin providing services immediately.

The Consultant, as an independent contractor, will report to the Steering Committee comprised of staff from the Agencies. SSWD staff will provide contract administration and project coordination. The Agencies reserve the right to reject all proposals, directly contract with any proposer or non-proposer and request additional information.

Conflict of Interest: By submitting a Proposal, the Respondent declares and warrants that no elected or appointed official, officer or employee of the Agencies has been or shall be compensated, directly or indirectly, in connection with the award of the Agreement or any work for the proposed project.

E. CONCLUSION:

If you have any questions, or need additional information, please contact Dan York at dyork@sswd.org or 916-679-3973.

Sincerely,

Dan York
General Manager, SSWD

Attachments: A – Professional Services Agreement
B – Conflict of Interest form
C – Initial list of Problem Statements

**Attachment A
PROFESSIONAL SERVICES AGREEMENT**

THIS AGREEMENT, made and entered into this ____ day of _____, 20____, by and between the Sacramento Suburban Water District (hereinafter referred to as "SSWD"), in conjunction with eight neighboring water supply agencies in the Sacramento Region; Carmichael Water District, Citrus Heights Water District, City of Folsom, Del Paso Manor Water District, Fair Oaks Water District, Orange Vale Water Company, Rio Linda/Elverta Community Water District and San Juan Water District (collectively, "Agencies"), and _____, (hereinafter referred to as "Consultant").

RECITALS

SSWD requires the services of Consultant to: (insert finalized Scope of Work)

Consultant warrants it possesses the distinct professional skills, qualifications, experience, and facilities necessary to timely perform the services described in this Agreement. Consultant acknowledges that Agencies have relied upon said warranties to retain Consultant.

AGREEMENT

NOW, THEREFORE, SSWD and Consultant hereby agree that the aforementioned recitals are true and correct and further agree as follows:

- 1. Retention as Consultant.** SSWD hereby retains Consultant on behalf of Agencies, and Consultant hereby accepts such engagement, to perform the services described in Section 3 below and subject to the terms and conditions contained in this Agreement.

- 2. Relationship of Parties – Independent Contractors.** The relationship of the parties shall be that of independent contractors. In no event shall Consultant, or its agents, representatives, employees, consultants, contractors or subcontractors be considered an officer, agent, servant or employee of the SSWD or Agencies. Consultant shall be solely responsible for any workers compensation insurance, withholding taxes, unemployment insurance, and any other employer obligations associated with the performance of the services under this Agreement.

3. Description of Services. Consultant shall provide professional _____ services to identify ways the Agencies can become more efficient in working together to deliver water services to our communities; look for ways to expand coordination and cooperation as well as identify opportunities for integrating programs, services, and activities to create efficiencies, improve results and achieve an overall cost benefit to the community; and study the potential of service coordination and integration as more particularly set forth in Exhibit "A" attached hereto.

4. Consultant's Responsibilities. In the performance of services under this Agreement, Consultant shall:

(a) Diligently perform all services required under this Agreement and continuously furnish the necessary personnel to complete such services in a timely manner;

(b) Perform all services under this Agreement in a manner commensurate with industry, professional, and community standards;

(c) At its own cost and expense, comply with all statutes, ordinances, regulations and requirements of all governmental entities, including federal, state, county or municipal, whether now in force or hereinafter enacted;

(d) Obtain and keep in effect during the term of this Agreement, at its sole cost and expense, all necessary licenses, permits, qualifications, insurance, and approvals of whatsoever nature which are legally required of Consultant to practice its profession and to provide the services under this Agreement;

(e) Be readily available to the Steering Committee to answer any and all questions, inquiries and correspondence from Agencies or interested persons referred to Consultant by the Steering Committee related to the performance of the services under this Agreement;

(f) Discuss and review all matters related to the performance of services under this Agreement with the Steering Committee in advance of all critical decision points in order to ensure the work proceeds in a manner consistent with the Agencies' goals and policies; and,

(g) Consultant shall keep and maintain records and invoices related to services provided under this Agreement for a minimum period of three (3) years from the date of final payment to Consultant, or for a longer period as may be required by law. Such records and invoices shall include, but not be limited to, financial records, time sheets, work progress reports, bills and project records. All such records and invoices shall be clearly identifiable, and organized in a reasonable manner.

- (1) Consultant shall make such records and invoices immediately available to SSWD or Agencies upon delivery of a written request to examine, audit, or copy such records and invoices.
- (2) Within three (3) business days of the delivery of a written notice by the Steering Committee, Consultant shall prepare and submit a written report to SSWD, with copies for all of the Agencies, identifying the work in progress, charges incurred to date, and the anticipated cost of completion.
- (3) Consultant shall give SSWD thirty (30) days written notice of its intent to destroy or otherwise dispose of the records and invoices to allow SSWD or Agencies an opportunity to take possession.

5. Compensation and Payment.

(a) The total compensation payable by SSWD to Consultant for services described in this Agreement **SHALL NOT EXCEED** the sum of \$_____ (hereinafter "not to exceed amount"), except for such extra services as may be authorized pursuant to Section 6 below. Compensation shall be earned as provided in Exhibit "A."

(b) SSWD shall pay Consultant no later than 30 days after SSWD receives and verifies a written invoice from Consultant in a form satisfactory to the Steering Committee. At a minimum, Consultant's invoice shall contain a description of the services performed and/or the specific task completed from Exhibit "A". Consultant shall not submit invoices to SSWD more frequently than once a calendar month.

(c) The compensation set forth in this Agreement shall constitute the total compensation for all costs of the services provided by Consultant, including, but not limited to, direct costs of labor of employees engaged by Consultant, travel expenses, telephone charges, typing, duplication, computer time, and any and all other costs, expenses, and charges incurred by Consultant, its agents and employees to provide the services described in this Agreement.

6. Extra Services. Consultant shall provide, and SSWD shall pay for, such extra services agreed to in writing by the parties that are not reasonably included within the services described in Section 3 above. The total cumulative compensation for all extra services under this Agreement shall not be more than 10% of the not to exceed amount.

7. Term. The term of this Agreement shall commence on date this agreement is executed by both parties.

8. Termination by SSWD or Agencies. Upon thirty (30) calendar days written notice to Consultant, SSWD or Agencies may terminate any portion or all of the services described in this Agreement. In the event of such termination, Consultant shall have the right and obligation to immediately assemble all work in progress for the purpose of winding up the terminated services. All compensation for actual work performed and charges outstanding at the time of termination shall be payable in accordance with Section 5(b) above.

9. No Assignment. No portion of this Agreement shall be assigned or subcontracted by Consultant without SSWD's or Agencies' express written consent. The term "assignment" shall include any sale, assignment, transfer or other disposition of any of the issued and outstanding capital stock of Consultant, or of the interest of any general partner or party to a joint venture, which results in a change of control of Consultant. Control means fifty percent or more of the voting power, or twenty-five percent or more of the assets of the corporation, partnership or joint-venture.

10. Project Manager. Consultant's services under this Agreement shall be performed under the general direction of a Steering Committee comprised of representatives from the Agencies, Dan York, or such person as the Agencies may designate.

11. Ownership of Documents. All drawings, designs, data, photographs, reports and other documentation prepared or obtained by Consultant in the performance of the services contemplated by this Agreement shall be the property of the Agencies and shall be delivered to the Agencies upon demand.

12. Confidentiality. Consultant shall not disclose confidential or proprietary information or knowledge received directly or indirectly from the Agencies to anyone other than Consultant's employees necessary to perform the services described in this Agreement. This obligation shall survive termination and remain in full force and effect until the records kept and maintained pursuant to Section 4(g)(3) above, and any copies thereof, are destroyed or returned to the Agencies.

13. Hold Harmless and Indemnity. Consultant agrees to defend, indemnify and hold Agencies, their elected officials, officers, directors, employees, agents and designated volunteers harmless from and against any and all loss, liability, damage, including but not limited to reasonable attorney, consultant and expert fees and/or court costs, arising out of or in connection with this Agreement, except for the gross negligence and willful misconduct of Agencies, their elected officials, officers, directors, employees, agents and designated volunteers.

In addition to the above indemnification obligations, Consultant shall correct, at its own expense, all errors in the services provided. Should Consultant fail to make such correction in a timely manner, Agencies shall make the correction and charge the cost thereof to Consultant.

14. Insurance. For the duration of this agreement, Consultant shall procure and maintain, at its own cost, insurance in the amounts and under the terms set forth in Exhibit "B" attached hereto against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work to provide the services described in this Agreement by Consultant, its agents, representatives, or employees. Consultant agrees to comply with any changes in the amounts and terms of such insurance as may be required from time to time by the Agencies, upon reasonable written notice.

15. Acceptance of Final Payment. Consultant's acceptance of final payment made under this Agreement, by negotiating SSWD's check or otherwise, shall release SSWD and Agencies from all claims and liabilities for compensation under this Agreement.

16. Acceptance of Work. The approval, payment and/or acceptance of the work or services performed under this Agreement by SSWD, shall not constitute or be deemed a release of the responsibility or liability of Consultant, its agents, employees, consultants, contractors, and/or subcontractors for the accuracy and competency of the services performed and/or information provided under this Agreement; nor shall such action be deemed an assumption of Consultant's responsibility or liability by SSWD or Agencies for any defect or error in Consultant's services.

17. Waiver; Remedies. A party's failure to insist upon the strict performance of any provision of this Agreement by the other party ("breaching party"), irrespective of the length of time for which such failure continues, shall not constitute a waiver of the non-breaching party's right to demand strict compliance in the future. A waiver shall not be effective or binding unless made in writing by the non-breaching party, and may not be implied from any omissions by the non-breaching party. A written waiver shall not constitute a continuing waiver of any subsequent breach of the same or a different provision of this Agreement.

All of the remedies permitted or available under this Agreement, or at law or in equity, shall be cumulative and alternative, and the invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other available right of remedy.

provisions will nevertheless continue in full force without being impaired or invalidated in any way.

In concurrence and witness whereof, and in recognition of the mutual consideration provided therefore, the parties have caused this Agreement to be executed on the date first written above.

CONSULTANT:

By:
Title:

SSWD

Dan York
General Manager

APPROVED AS TO FORM:

SSWD Attorney

Attachments:

- Exhibit A – Scope of Work
- Exhibit B – Insurance Coverage, Amounts and Terms

Attachment B

INSURANCE COVERAGE

Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, or employees.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001).
2. Insurance Services Office form number CA 0001 covering Automobile Liability, code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability, including operations, products and completed operations, as applicable:
\$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability:
\$1,000,000 per accident for bodily injury and property damage.
3. Employer's Liability:
\$1,000,000 per accident for bodily injury or disease.

Deductibles and Self-Insured Retention

Any deductibles or self-insured retention must be declared to and approved by SSWD. At the option of the Agencies, either: the insurer shall reduce or eliminate such deductibles or self-insured retention as respects the Agencies, their officers, officials, employees and volunteers; or the Consultant shall provide a financial guarantee satisfactory to SSWD guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Other Insurance Provisions

The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The Agencies, their officers, officials, employees and designated volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the Consultant; or automobiles owned, leased, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the Agencies, their officers, officials, employees or volunteers.
2. For any claims related to this project, the Consultant's insurance coverage shall be primary insurance as respects the Agencies, their officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the Agencies, their officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Any failure to comply with reporting or other provisions of the policy including breaches of warranties shall not affect coverage provided to the Agencies, their officers, officials, employees or volunteers.
4. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the Agencies.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to SSWD.

Verification of Coverage

Consultant shall furnish SSWD certificates of insurance and endorsement(s) effecting coverage to the Agencies for approval. The endorsements shall be on forms acceptable to SSWD. All certificates and endorsements are to be received and approved by SSWD before work commences. The Agencies reserve the right to require complete, certified copies of all insurance policies required by this sect

Attachment C Initial List of Problem Statements

Problem Statements

1. Water supplies in the American River basin are becoming more variable and likely less reliable than in the past, due in part to climate change, environmental regulatory requirements and competing demands.
2. The areas served by the participating agencies were extensively developed during the second half of the last century and the water supply infrastructure installed at that time is in need of repair and replacement.
3. During normal to wet years, various water agencies in the Sacramento region have more water available under their water rights and contracts than necessary to meet customer demands, and use of this surplus water is not optimized.
4. Water supply infrastructure among the agencies in this analysis has varying levels of underutilized collection, treatment, storage and delivery capacity.
5. The agencies in this analysis face various financial and operational challenges in providing services to their customers and performing business functions.
6. The agencies in this analysis face increasing operational costs.
7. The sizes of the agencies in this analysis limit their ability to dedicate staff time to legislative, policy and regulatory issues.

Goals

The participating agencies will collaborate to:

1. Enhance water supply reliability by optimizing the use of surface water and groundwater supplies. Plan for and develop resilient responses to changes in water supplies that result from climate change and new regulatory requirements.
2. Repair, replace and improve water supply infrastructure and related agency assets in the most efficient and cost-effective manner possible.

3. Provide excellent service and the best value to customers.
4. Achieve more effective advocacy and the best outcomes possible on legislation and regulations in both Sacramento and Washington, D.C.

STAFF REPORT

To: Board of Directors

From: Donna Silva, Director of Finance

Date: June 26, 2019

Subject: Wholesale Water Rate Fee Schedule Revision

RECOMMENDED ACTION

Approve revisions to the Wholesale Water Rate Fee Schedule, effective July 1, 2019 to rename and lower the debt service charge.

BACKGROUND

On January 11, 2017, the Board of Directors approved a Five-Year Wholesale Rate Schedule that included quarterly charges for debt service expenses on the 2009 Certificates of Participation (COP). The rate schedule was based upon cost of service estimates in the 2017 Financial Plan.

CURRENT STATUS

In June of 2017 the District completed an advance refunding of the 2009 COP's. The new debt, "2017 Refunding Bonds" has significantly reduced annual debt service costs. The financial plan is based upon estimated costs, so not every cost saving should result in a reduction of water rates. However, the wholesale division is significantly outperforming the financial plan and the savings from the refunding are significant enough to warrant an adjustment in the debt service charge. For example, total debt service expenses (principal and interest) for fiscal year 2019-20 would have been \$2,093,520 for the 2009 COP's. The fiscal year 2019-20 debt service expenses for the 2017 Refunding Bonds are \$1,567,100, a savings of approximately \$525,000.

Staff recommends passing the annual savings along to the wholesale customer agencies via an elimination of the 2009 COP Debt Charge and the implementation of the 2017 Refunding Bonds quarterly debt charge at the reduced amount, reflecting actual debt service costs for the new issuance.

Attachments:

Original Adopted Five Year Rate Schedule

Proposed Rate Schedule



San Juan Water District
Adopted Five-Year Rate Schedule ⁽⁵⁾
Calendar Years 2017 - 2011
(effective January 1st of each year)

Calendar Year	2017	2018	2019	2020	2021
San Juan Water District - Retail					
Water Usage Rate (\$/AF)	\$ 81.14	\$ 81.14	\$ 81.14	\$ 81.14	\$ 81.14
Quarterly Service Charge (O, M & R)	\$ 278,661	\$ 339,915	\$ 408,924	\$ 358,131	\$ 405,397
Quarterly Capital Facilities Charge (1)	\$ 106,665	\$ 8,631	\$ 8,631	\$ 8,631	\$ -
Quarterly Debt Service Charges:					
2009 COP's	\$ 106,363	\$ 106,463	\$ 106,463	\$ 106,325	\$ 106,225
2012 Refunding Revenue Bonds	\$ 47,075	\$ 46,988	\$ 46,988	\$ 47,113	\$ 47,188
2019 Debt (2)				\$ 134,000	\$ 133,920
Citrus Heights Water District					
Water Usage Rate (\$/AF)	\$ 81.14	\$ 81.14	\$ 81.14	\$ 81.14	\$ 81.14
Quarterly Service Charge (O, M & R)	\$ 285,567	\$ 348,338	\$ 419,057	\$ 367,005	\$ 415,442
Quarterly Capital Facilities Charge (1)	\$ -	\$ -	\$ -	\$ -	\$ -
Quarterly Debt Service Charges:					
2009 COP's	\$ 113,238	\$ 113,338	\$ 113,338	\$ 113,200	\$ 113,088
2012 Refunding Revenue Bonds	\$ 54,963	\$ 54,850	\$ 54,838	\$ 54,988	\$ 55,088
2019 Debt (2)				\$ 125,625	\$ 125,550
Fair Oaks Water District					
Water Usage Rate (\$/AF)	\$ 81.14	\$ 81.14	\$ 81.14	\$ 81.14	\$ 81.14
Quarterly Service Charge (O, M & R)	\$ 213,956	\$ 260,987	\$ 313,972	\$ 274,973	\$ 311,264
Quarterly Capital Facilities Charge (3)	\$ -	\$ -	\$ -	\$ -	\$ -
Quarterly Debt Service Charges:					
2009 COP's	\$ 70,475	\$ 70,538	\$ 70,538	\$ 70,450	\$ 70,375
2012 Refunding Revenue Bonds	\$ 40,388	\$ 40,313	\$ 40,300	\$ 40,400	\$ 40,475
2019 Debt (2)				\$ 96,313	\$ 96,255
Orange Vale Water Company					
Water Usage Rate (\$/AF)	\$ 81.14	\$ 81.14	\$ 81.14	\$ 81.14	\$ 81.14
Quarterly Service Charge (O, M & R)	\$ 98,562	\$ 120,227	\$ 144,635	\$ 126,670	\$ 143,388
Quarterly Capital Facilities Charge (1)	\$ 54,862	\$ 2,294	\$ 2,294	\$ 2,294	\$ -
Quarterly Debt Service Charges:					
2009 COP's	\$ 35,588	\$ 35,613	\$ 35,613	\$ 35,575	\$ 35,550
2012 Refunding Revenue Bonds	\$ 12,400	\$ 12,375	\$ 12,375	\$ 12,400	\$ 12,425
2019 Debt (2)				\$ 46,063	\$ 46,035
City of Folsom					
Water Usage Rate (\$/AF)	\$ 81.14	\$ 81.14	\$ 81.14	\$ 81.14	\$ 81.14
Hinkle Pump Station Surcharge (\$/AF) (4)	\$ 74.38	\$ 81.07	\$ 88.37	\$ 96.32	\$ 102.10
Quarterly Service Charge (O, M & R)	\$ 28,416	\$ 34,663	\$ 41,700	\$ 36,520	\$ 41,340
Quarterly Capital Facilities Charge (1)	\$ 17,899	\$ -	\$ -	\$ -	\$ -
Quarterly Debt Service Charges:					
2009 COP's	\$ 11,038	\$ 11,050	\$ 11,050	\$ 11,038	\$ 11,025
2012 Refunding Revenue Bonds	\$ 3,063	\$ 3,050	\$ 3,050	\$ 3,063	\$ 3,075
Direct Portion of 2012 Debt (4)	\$ 21,438	\$ 21,388	\$ 21,388	\$ 21,450	\$ 21,488
2019 Debt (2)				\$ 12,563	\$ 12,555
Sacramento Suburban Water District					
Treat and Wheel Rate	\$ 178.10	\$ 194.13	\$ 211.60	\$ 230.64	\$ 242.17

Notes:

- (1) Unchanged from prior rate, except to remove charges related to Storage Building (old shop) Replacement, and to remove FOWD Fair Oaks 40" component (per agreement).
- (2) Estimates based on estimated debt service obligations and cost allocations associated with anticipated new debt.
- (3) Actual cost sharing and payments from FOWD to be based on the recent agreement between the District and FOWD related to the Fair Oaks 40" transmission pipeline relining project.
- (4) Source: Wholesale Financial Plan and Water Rate Update Study, page 5 and page 33, adopted by the San Juan Water District Board of Directors by motion on January 12, 2017.

San Juan Water District
Proposed Wholesale Rate Schedule
Calendar Years 2019 -2021
(to be effective July 1, 2019, if approved)

Calendar Year	2019 (effective July 1, 2019)	2020 (effective Jan. 1st)	2021 (effective Jan. 1st)
San Juan Water District - Retail			
Water Usage Rate (\$/F)	\$ 81.14	\$ 81.14	\$ 81.14
Quarterly Service Charge (O, M & R)	\$ 408,924	\$ 358,131	\$ 405,397
Quarterly Debt Service Charges:			
2012 Refunding Revenue Bonds	\$ 46,988	\$ 47,113	\$ 47,188
2017 Refunding Bonds	\$ 79,283	\$ 79,114	\$ 79,030
2019 Debt (3)		\$ 134,000	\$ 133,920
Quarterly Capital Facilities Charge	\$ 8,631	\$ 8,631	\$ -
Citrus Heights Water District			
Water Usage Rate (\$/F)	\$ 81.14	\$ 81.14	\$ 81.14
Quarterly Service Charge (O, M & R)	\$ 419,057	\$ 367,005	\$ 415,442
Quarterly Debt Service Charges:			
2012 Refunding Revenue Bonds	\$ 54,838	\$ 54,988	\$ 55,088
2017 Refunding Bonds	\$ 84,403	\$ 84,223	\$ 84,133
2019 Debt (3)		\$ 125,625	\$ 125,550
Quarterly Capital Facilities Charge	\$ -	\$ -	\$ -
Fair Oaks Water District			
Water Usage Rate (\$/F)	\$ 81.14	\$ 81.14	\$ 81.14
Quarterly Service Charge (O, M & R)	\$ 313,972	\$ 274,973	\$ 311,264
Quarterly Debt Service Charges:			
2012 Refunding Revenue Bonds	\$ 40,300	\$ 40,400	\$ 40,475
2017 Refunding Bonds	\$ 52,529	\$ 52,418	\$ 52,362
2019 Debt (3)		\$ 96,313	\$ 96,255
Quarterly Capital Facilities Charge	\$ -	\$ -	\$ -
Orange Vale Water Company			
Water Usage Rate (\$/F)	\$ 81.14	\$ 81.14	\$ 81.14
Quarterly Service Charge (O, M & R)	\$ 144,635	\$ 126,670	\$ 143,388
Quarterly Debt Service Charges:			
2012 Refunding Revenue Bonds	\$ 12,375	\$ 12,400	\$ 12,425
2017 Refunding Bonds	\$ 26,521	\$ 26,465	\$ 26,436
2019 Debt (3)		\$ 46,063	\$ 46,035
Quarterly Capital Facilities Charge	\$ 2,294	\$ 2,294	\$ -
City of Folsom			
Water Usage Rate (\$/F)	\$ 81.14	\$ 81.14	\$ 81.14
Hinkle Pump Station Surcharge (\$/AF) (4)	\$ 88.37	\$ 96.32	\$ 102.10
Quarterly Service Charge (O, M & R)	\$ 41,700	\$ 36,520	\$ 41,340
Quarterly Debt Service Charges:			
2012 Refunding Revenue Bonds	\$ 3,050	\$ 3,063	\$ 3,075
Direct Portion of 2012 Debt (2)	\$ 21,388	\$ 21,450	\$ 21,488
2017 Refunding Bonds	\$ 8,229	\$ 8,211	\$ 8,203
2019 Debt (3)		\$ 12,563	\$ 12,555
Quarterly Capital Facilities Charge	\$ -	\$ -	\$ -
Sacramento Suburban Water District			
Treat and Wheel Rate (4)	\$ 192.37	\$ 209.68	\$ 220.16

Notes:

- (1) FOWD to pay its portion of the Fair Oaks 40" transmission pipeline relining project via separate agreement.
- (2) Unique charges to City of Folsom and revenue to the San Juan Retail water system.
- (3) Rate to be assessed and adjusted once timing and terms of future debt issuance are known.
- (4) Per negotiated agreement based on financial plan.

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SAN JUAN WATER DISTRICT
TO NOMINATE AND SUPPORT
PAMELA TOBIN
AS A CANDIDATE FOR THE POSITION OF ACWA VICE PRESIDENT**

WHEREAS, ACWA has announced that a Nominating Committee has been formed to develop a slate for the Association’s statewide positions of President and Vice President; and

WHEREAS, the individual who fills an officer position will need to have a working knowledge of water industry issues and concerns, possess strength of character and leadership capabilities, and be experienced in matters related to the performance of the duties of the office; and

WHEREAS, this person must be able to provide the dedication of time and energy to effectively serve in this capacity; and

WHEREAS, Pamela Tobin has served in a leadership role as a member of the San Juan Water District Board of Directors since December 2004; and

WHEREAS, Pamela Tobin has served in a leadership role as a member of the ACWA Board of Directors since 2018; has served on the ACWA Region 4 Board since 2016 and is currently Region 4 Chair; has served on the ACWA Federal Affairs Committee and the ACWA Local Government Committee since 2014; and has served on the ACWA Board of Directors’ Steering Committee for Long-Term Strategic Planning in 2019.

WHEREAS, Pamela Tobin has served on the Board of the Sacramento Regional Water Authority (RWA) since 2004, has previously served as RWA Board Chair, has served on the RWA Executive Committee for a number of years and received the RWA “Distinguished Service” Award for 2018.

WHEREAS, Pamela Tobin has served on the Board of the Sacramento Groundwater Authority (SGA) since 2004 and has previously served as SGA Chair and is the current SGA Chair for 2019.

WHEREAS, it is the opinion of the San Juan Water District Board of Directors that Pamela Tobin possesses all of the qualities needed to fulfill the duties of the office of ACWA Vice President.

NOW, THEREFORE, BE IT RESOLVED, that the San Juan Water District Board of Directors does hereby nominate and support Pamela Tobin as a candidate for the office of ACWA Vice President, pledging the District’s support of her endeavors in fulfilling the duties of this office if elected.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 26th day of June 2019, by the following vote:

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

ATTEST

DAN RICH
President, Board of Directors
San Juan Water District

TERI GRANT
Secretary, Board of Directors

San Juan Water District

RESOLUTION 19-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN JUAN WATER DISTRICT
PLACING IN NOMINATION PAUL HELLIKER
AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
REGION 4 (BOARD MEMBER)

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SAN JUAN WATER DISTRICT AS FOLLOWS:

A. Recitals

(i) The Board of Directors (Board) of the San Juan Water District does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA).

(ii) Paul Helliker, served as vice-chair of ACWA Region 1 for the 2008-09 term, and as chair of ACWA Region 1 during the 2010-11 and 2012-13 terms, and is currently serving as a member of the ACWA Water Management Committee and the Regulatory Reporting Workgroup.

(iii) Paul Helliker has indicated a desire to serve as a Board Member of ACWA Region 4.

B. Resolves

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF SAN JUAN WATER DISTRICT,

(i) Does place its full and unreserved support in the nomination of Paul Helliker for Board Member of ACWA Region 4.

(ii) Does hereby determine that the expenses attendant with the service of Paul Helliker in ACWA Region 4 shall be borne by the San Juan Water District.

ADOPTED AND APPROVED this 26th day of June 2019.

ATTEST:

DAN RICH
President, Board of Directors

TERI GRANT
Secretary, Board of Directors

STAFF REPORT

To: Board of Directors

From: Donna Silva, Director of Finance

Date: June 26, 2019

Subject: Approval of General Manager Vacation Leave Balance Carryover

RECOMMENDED ACTION

Approve the carryover of 107.9 hours of General Manager Vacation leave to fiscal year 2019-20.

BACKGROUND

Section 6e of the General Manager's employment agreement states:

"Mr. Helliker will not be entitled to accrue or cash out any annual vacation, Administrative Leave or General Manager's Leave time unless first approved by the Board. It is the Board's policy that the General Manager should use his leave time each year to rest and rejuvenate himself to maintain the highest possible performance."

CURRENT STATUS

During fiscal year 2018-19 the General Manager took 125 hours of paid leave (approximately three weeks). He will have an unused leave balance of 107.9 hours on June 30, 2019.

In accordance with the provisions of his contract, staff is requesting board approval to carry the unused hours over to the next fiscal year.

STAFF REPORT

To: Board of Directors

From: Donna Silva, Director of Finance

Date: June 26, 2019

Subject: Proposed Amendment to Reserve Policy Regarding Allocation of Property Tax Revenues

RECOMMENDED ACTION

Approve proposed amendment to San Juan Water District Reserve Policy and a transfer of \$1,531,016 from Wholesale to Retail Capital Reserves.

BACKGROUND

On September 26, 2018 the San Juan Water District's Board of Directors approved a new Reserve Policy. One of the stated purposes of the reserve policy is to "identify when and how reserve funds are utilized and replenished". Section 5.9.3 of the existing policy specifies designates one half of property tax revenues be dedicated to the Wholesale Capital Reserve and one half be dedicated to the Retail Capital Reserve.

CURRENT STATUS

The San Juan Water District receives property tax revenues from parcels located within both Placer County and Sacramento County. All of the parcels in Placer County are within the San Juan Water District's retail service area. Most, but not all, of the parcels in Sacramento County are in the Wholesale Service Area, but NOT the retail service area, see attached map.

Based on an analysis of the recording of property tax revenues, ALL property tax revenues were revenues of the wholesale division until fiscal year 2011-12 when they started being shared 50-50 with the Retail Service Area.

An even split of property tax revenue does not fairly allocate the revenues between wholesale and retail. Over half of the property tax revenues received come from Placer County, which is entirely the retail service area. The wholesale division should not be receiving revenues generated solely from the Retail Service Area.

Staff recommends amending the Reserve Policy to require the allocation of property tax revenues be based upon the service area in which the property resides. If a property is located in the retail service area, the property tax revenue should go to the Retail Capital Reserves. Likewise, if it isn't located in the Retail

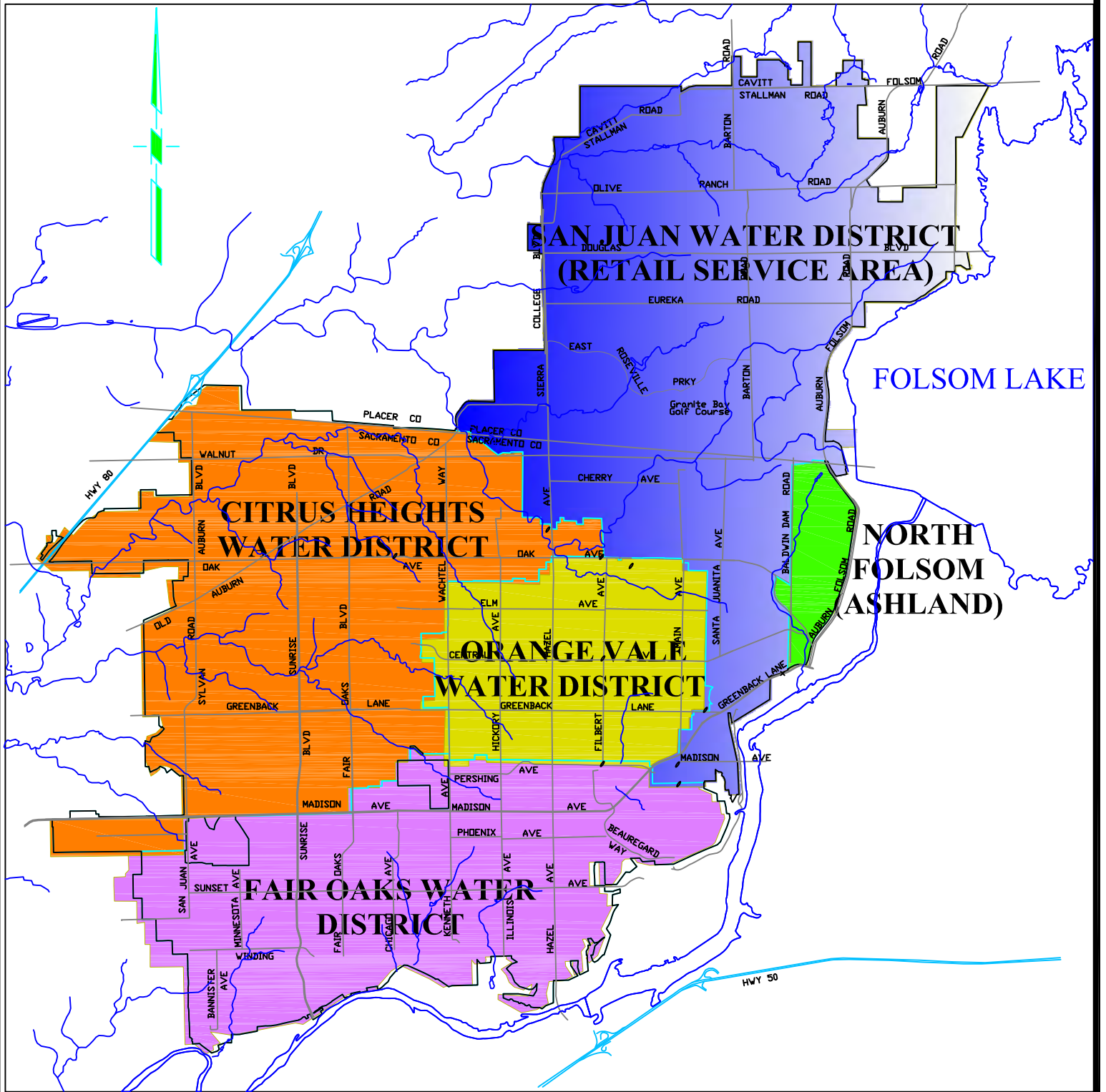
Service Area, it should be allocated to the Wholesale Capital Reserves. Instead of an even 50-50 split, this change will result in approximately 57% of annual property tax revenues going to Retail and 43% going to wholesale.

In addition, staff recommends an adjustment, retroactive to FY 2011-12, whereby the Wholesale Capital fund will transfer to the Retail Capital Fund the property tax revenues it received for parcels in the retail service area. This would result in a transfer of \$1,531,016 from the Wholesale Capital Reserve to the Retail Capital Reserve.

Attachments:

District Map

Reserve Policy – with proposed change



SAN JUAN WATER DISTRICT

ENGINEERING SERVICES DIVISION

SCALE: N.T.S.

APPROVED BY:

DATE: 8 - 1 - 07



SAN JUAN WHOLESALE SERVICE AREAS BOUNDARY MAP

EXHIBIT 1

MAP NO.

Section	FIN-5 Finance	Approval Date	9/25/2018
Policy	FIN-5.9 Reserve Policy	Latest Revision	

FIN-5.9 Reserve Policy

The District will maintain reserve funds where required by law, ordinance or bond covenant, or this policy.

5.9.1 Purpose of the Policy

The primary purposes of this policy are to: establish the types and target levels of various operating and capital reserve funds, specific to the needs and risks of the District; identify when and how reserve funds are utilized and replenished; and recognize the long-term nature of such funds and their relationship to current and projected customer rates. The District's financial reserve funds and designations of net position comprise various funds established for specific purposes and to reduce certain risks. Collectively, these designations and funds enable the District to operate in a prudent manner, while allowing for transparency of reserve fund balances.

5.9.2 Fund Classification Types

The District shall maintain four funds that contain or comprise the District's reserves. For legal purposes, including the preparation of the Comprehensive Annual Financial Report (CAFR), the District is one Enterprise Fund (in accordance with state law and Generally Accepted Accounting Principles). However, for purposes of rate setting and reserve tracking the District has established the following four funds:

1. Wholesale Operating Fund
2. Retail Operating Fund
3. Wholesale Capital Fund
4. Retail Capital Fund

5.9.3 Establishment of Reserves

The District hereby establishes the following reserves:

1. Wholesale Operating Reserve
2. Retail Operating Reserve
3. Wholesale Capital Reserve
4. Retail Capital Reserve

Wholesale Operating Reserve

The Wholesale Operating Reserve is maintained as a designation of net position within the Wholesale Operating Fund. The purpose of the reserve is to provide sufficient funds (working capital) for operations of the District.

The reserve will be maintained in an amount equal to at least twenty percent of the annual operating expenditures (excluding depreciation).

Any excess of net position above the required twenty percent will be transferred to the Wholesale Capital Reserve Fund unless the Capital Reserve Fund is fully funded.

If both the Wholesale Operating and Capital Reserves are fully funded, the Board will consider a reduction to Wholesale Water Rates.

Retail Operating Reserve

The Retail Operating Reserve is maintained as a designation of net position within the Retail Operating Fund. The purpose of the reserve is to provide sufficient funds (working capital) for operations of the District.

The reserve will be maintained in an amount equal to at least twenty percent of the annual operating expenditures (excluding depreciation).

Any excess of net position above the required twenty percent will be transferred to the Retail Capital Reserve Fund unless the Capital Reserve Fund is fully funded.

If both the Retail Operating and Capital Reserves are fully funded, the Board will consider a reduction to Retail Water Rates.

Wholesale Capital Reserve

The Wholesale Capital Reserve comprises the Wholesale Capital Fund. The purpose of the reserve is to accumulate funds necessary to pay for the replacement of aged assets and to fund new assets as deemed necessary by the Districts Master Plan and Capital Improvement Plan.

The Board has designated certain revenue streams to be accounted for within this fund and dedicated to the Capital Program as follows:

- Wholesale Capital Contributions
- Investment Earnings on Cash held in the Reserve Fund
- ~~One Half of~~ Property Tax Revenue, excluding property tax revenues from parcels located in the Retail Service Area
- Wholesale Tapping & Connection Fees
- Gain/Loss on Sale of Wholesale Assets
- Proceeds of debt issued to fund wholesale capital projects
- Transfers in from the Wholesale Operating Fund

The sum of all revenue sources should be at least equal to the amount of annual depreciation for Wholesale's fixed assets.

The reserve will maintain a minimum balance sufficient to pay for the current and next year's capital improvement budget.

In order to avoid and/or minimize the future issuance of debt for capital asset replacement, the District desires to maintain a balance at least equal to the accumulated depreciation for existing Wholesale assets, adjusted for inflation. If the Reserve balance is below this threshold, the District will work towards increasing the reserve balance or designate certain large capital replacement projects to be funded by the issuance of debt.

Retail Capital Reserve

The Retail Capital Reserve comprises the Retail Capital Fund. The purpose of the reserve is to accumulate funds necessary to pay for the replacement of Retail’s aged assets and to fund new Retail assets as deemed necessary by the Districts Master Plan and Capital Improvement Plan.

The Board has designated certain revenue streams to be accounted for within this fund and dedicated to the Capital Program as follows:

- Retail Capital Contributions
- Investment Earnings on Cash held in the Reserve Fund
- ~~One Half of~~ Property Tax Revenues from parcels located in within the Retail Service Area
- Retail Tapping & Connection Fees
- Gain/Loss on Sale of Retail Assets
- Proceeds of debt issued to fund capital projects
- Transfers in from the Retail Operating Fund

The sum of all revenue sources should be at least equal to the amount of annual depreciation for Retail’s fixed assets.

In order to avoid and/or minimize the future issuance of debt for capital asset replacement, the District desires to maintain a balance at least equal to the accumulated depreciation for existing Retail assets, adjusted for inflation. If the Reserve balance is below this threshold, the District will work towards increasing the reserve balance or designate certain large capital replacement projects to be funded by the issuance of debt.

Other/Restricted Reserves

Restricted funds are those financial assets subject to enforceable third party constraints, such as those imposed by creditors, grantors, laws or regulation, including Debt Service Reserves required by Board approved Trust Agreements entered into for the issuance and repayment of debt.

5.9.4 Use of Reserves

Operating Reserves

The Operating Reserves are to be utilized throughout the year to provide the necessary cash flow for operations. Absent an emergency, the fund should be restored to its target level at the end of each fiscal year.

The fund may be set a level lower than 20% of Operating Expenses only with express approval from the Board of Directors.

Capital Reserves

Capital Reserves are to be spent on the acquisition of new or replacement assets as governed by the approved budget for the fiscal year.

Revision History:

Revision Date	Description of Changes	Requested By

STAFF REPORT

To: Board of Directors
 From: Paul Helliker, General Manager
 Date: June 26, 2019
 Subject: General Manager's Monthly Report (May)

RECOMMENDED ACTION

For information only, no action requested.

TREATMENT PLANT OPERATIONS

Water Production for May

Item	2019	2018	Difference
Monthly Production AF	3,910.09	5,070.22	-22.9%
Daily Average MG	41.10	53.29	-22.9%
Annual Production AF	12,687.83	11,266.82	12.6%

Water Turbidity

Item	May 2019	April 2019	Difference
Raw Water Turbidity NTU	1.90	4.15	-54%
Treated Water Turbidity NTU	0.022	0.021	5%
Monthly Turbidity Percentage Reduction	98.86%	99.49%	

*Folsom Lake Reservoir Storage Level AF**

Item	2019	2018	Difference
Lake Volume AF	813,620	873,808	-7%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

* Total Reservoir Capacity: 977,000 AF

Other Items of Interest:

- 2018 CCR – completed, certified and distributed
- Chlorine pressure pipe cleaning
- UCMR4 sampling (ongoing)
- Backwash Hood injector nozzle replacement
- Chlorine SOP updates

SYSTEM OPERATIONS

Distribution Operations:

Item	May 2019	April 2019	Difference
Leaks and Repairs	7	4	+3
Mains Flushed	75	24	+51
Valves Exercised	56	39	+23
Back Flows Tested	11	39	-28
Customer Service Calls	61	48	+13

Distribution System Water Quality:

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

Other Items of Interest:

- Field Services staff spent numerous hours with CIP projects, including ARV upgrades, Mulch Mayhem, Fair Oaks 40" re-lining and other engineering support needed.
- 11 additional problem areas were flushed.
- 44 additional isolation valves were exercised.

CUSTOMER SERVICE ACTIVITIES

Billing Information for Month of May

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
5463	845	198	15

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)
5	99	11	7

Other Activities

- Mulch Mayhem, held on Saturday, May 4th was a big success. Roughly 210 yards of mulch was distributed to San Juan Wholesale Customers.
- A press release for the District's student calendar contest was featured in ACWA's May 29th Enews.

ENGINEERING - NEW URBAN DEVELOPMENTS (SJWD Retail Service Area)

Project Title	Description	Status	Issues / Notes
Ali Minor Subdivision	3-Lot Subdivision (7911 Hazel Ave)	Approved for Construction	Under Construction
Barton Ranch	10-Lot Subdivision (8190 Barton Rd)	In Construction	Nearing completion. Water done, except for Punchlist items,
Chula Acres	4-Lot Minor Subdivision (8149 Excelsior Ave)	Approved for Construction	Planning for summer 2019 const.
Colinas Estates	10-Lot Subdivision (8137 Joe Rodgers)	In Construction	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.)	Approved for Construction	Under construction.
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	In Construction	Nearing completion. Water done.
Quarry Ridge Prof. Office Park	Comm Business (4 parcels to develop 4 gen/med office Bldgs; NE Corner of Douglas and Berg)	In Design Review	Planning to begin const in summer 2019
Rancho Del Oro	89 Lot Subdivision (Olive Ranch & Cavitt Stallman)	Will need re-approval for Construction	On hold pending County and Envr Approvals
Self Parcel Split (3600 & 3630 Allison Ave)	4 Lot Minor Subdivision (on a new street "Laura Lane", off Allison Dr.)	In Construction	Under Construction
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

Project Title	Description	Status	Issues / Notes
Douglas Blvd Main Replacement	Replacement of ±4,125-LF of old steel main with new 16-in and 12-in pipeline between Auburn Folsom Rd and Hidden Lakes Dr.	Construction Complete	In closeout
Dambacher Drive Services Replacement	Replacement of ±19 aged, corroded steel service taps with new bronze saddle taps to reduce potential for failures and leaks	Construction Complete	In closeout
Lou Place Main Replacement	Replacement of approximately 460-LF of aged main and 4 services on Lou Place between Troy Way and Crown Point Vista	Construction Complete	In closeout
Edward Ct Main Replacement	Replacement of approximately 300-LF of aged main and 3 services on between Lou Place and the south end of Edward Court	Construction Complete	In closeout
Spahn Ranch Rd. Main Extension	Install new pipeline; provides looped distribution network	In Design Phase	Working with property owner for easement
Cavitt Stallman 12" (Oak Pines to Sierra Ponds)	Install new pipeline on Cavitt Stallman between Oak Pines Lane and Sierra Ponds Lane	In Design	Will delay construction to FY 20/21
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
Redbud/Lupin/Meadowlark Services Replmts	Replace 43 aged services	Construction Complete	In closeout
Sandstone & Auberry to Hill Rd 8" Ext & Serv	Replace pipeline and services	Construction Complete	In closeout
Kokila (SJWD/PCWA) 12-Inch Intertie Pipeline	Interconnection with PCWA	In Design	Working with RWA on Grant Funding

Project Title	Description	Status	Issues / Notes
Mooney Tank Building New Roof	Replace the existing aged roof before failure	Design consultant is selected.	Reviewing options to reduce cost. Const in FY 20/21
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.	In Construction	
Douglas PRS ("Grosvenor PRS")	Rehabilitation of an existing Pressure Reducing Station (PRV) located on Douglas near Grosvenor	In Construction	
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 Design	Bundling to bid with other two planned PRS's
Vactor Solids Handling Station	Design and construct a storage and drying station for managing the vactor truck solids.	Design completed.	Const in FY 20/21
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 commissioning in FY 19/20

Status Update for Current Wholesale Projects

Project Title	Description	Status (% Complete)	Issues/ Notes
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.	
FO-40 T-Main Relining	Relining of the existing ±11,000 foot long steel pipeline	Construction completed	Completing punchlist items.
Hinkle Liner & Cover Repl'mt	Replace both the hypalon cover and liner	In pre-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 – MAY 2019

Training Course	Staff
Government Emergency Telecommunication Service GETS program use	Management Staff
Access to Medical Records	All
High Visibility Clothing Requirements	FS
Confined Space Entry Awareness	FS and WTP employees
Accident and Incident Investigation	Managers and Supervisors (Leads & Chiefs)

FINANCE/BUDGET

See attached.



San Juan Water District, CA

Wholesale Operating Income Statement

Group Summary

For Fiscal: 2018-2019 Period Ending: 05/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 010 - WHOLESALE					
Revenue					
41000 - Water Sales	12,666,300.00	12,666,300.00	0.00	11,465,175.66	1,201,124.34
43000 - Rebate	1,500.00	1,500.00	0.00	1,194.49	305.51
45000 - Other Operating Revenue	0.00	0.00	6,150.95	64,538.35	-64,538.35
49000 - Other Non-Operating Revenue	151,900.00	151,900.00	230.68	201,367.15	-49,467.15
Revenue Total:	12,819,700.00	12,819,700.00	6,381.63	11,732,275.65	1,087,424.35
Expense					
51000 - Salaries and Benefits	3,514,900.00	3,514,900.00	350,169.36	2,981,798.86	533,101.14
52000 - Debt Service Expense	955,000.00	955,000.00	0.00	562,903.91	392,096.09
53000 - Source of Supply	2,006,800.00	2,006,800.00	16,600.91	1,455,804.77	550,995.23
54000 - Professional Services	887,400.00	887,400.00	15,032.43	477,013.49	410,386.51
55000 - Maintenance	450,900.00	450,900.00	17,498.02	310,739.92	140,160.08
56000 - Utilities	90,500.00	90,500.00	1,822.65	123,795.19	-33,295.19
57000 - Materials and Supplies	478,300.00	478,300.00	45,831.37	442,756.99	35,543.01
58000 - Public Outreach	88,500.00	88,500.00	3,926.25	50,173.83	38,326.17
59000 - Other Operating Expenses	470,300.00	470,300.00	13,008.85	320,049.34	150,250.66
69000 - Other Non-Operating Expenses	2,700.00	2,700.00	0.00	1,473.50	1,226.50
69900 - Transfers Out	2,776,900.00	2,776,900.00	0.00	0.00	2,776,900.00
Expense Total:	11,722,200.00	11,722,200.00	463,889.84	6,726,509.80	4,995,690.20
Fund: 010 - WHOLESALE Surplus (Deficit):	1,097,500.00	1,097,500.00	-457,508.21	5,005,765.85	-3,908,265.85
Total Surplus (Deficit):	1,097,500.00	1,097,500.00	-457,508.21	5,005,765.85	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESAL	1,097,500.00	1,097,500.00	-457,508.21	5,005,765.85	-3,908,265.85
Total Surplus (Deficit):	1,097,500.00	1,097,500.00	-457,508.21	5,005,765.85	



San Juan Water District, CA

Wholesale Capital Income Statement

Group Summary

For Fiscal: 2018-2019 Period Ending: 05/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 011 - Wholesale Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,094,700.00	1,094,700.00	458,207.49	1,071,360.68	23,339.32
44000 - Connection Fees	75,000.00	75,000.00	2,683.21	119,368.59	-44,368.59
44500 - Capital Contributions - Revenue	2,285,400.00	2,285,400.00	1,281,524.27	2,601,290.06	-315,890.06
49000 - Other Non-Operating Revenue	65,000.00	65,000.00	0.00	200,884.64	-135,884.64
49990 - Transfer In	2,776,900.00	2,776,900.00	0.00	0.00	2,776,900.00
Revenue Total:	6,297,000.00	6,297,000.00	1,742,414.97	3,992,903.97	2,304,096.03
Expense					
55000 - Maintenance	3,101,000.00	3,101,000.00	0.00	2,480,909.08	620,090.92
61000 - Capital Outlay	1,755,700.00	1,755,700.00	18,737.51	194,143.09	1,561,556.91
63000 - Contributions to Others	0.00	0.00	0.00	-38,318.00	38,318.00
Expense Total:	4,856,700.00	4,856,700.00	18,737.51	2,636,734.17	2,219,965.83
Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):	1,440,300.00	1,440,300.00	1,723,677.46	1,356,169.80	84,130.20
Total Surplus (Deficit):	1,440,300.00	1,440,300.00	1,723,677.46	1,356,169.80	

Fund Summary

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	Total Budget	Total Budget			Remaining
011 - Wholesale Capital Outlay	1,440,300.00	1,440,300.00	1,723,677.46	1,356,169.80	84,130.20
Total Surplus (Deficit):	1,440,300.00	1,440,300.00	1,723,677.46	1,356,169.80	



San Juan Water District, CA

Retail Operating Income Statement

Group Summary

For Fiscal: 2018-2019 Period Ending: 05/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 050 - RETAIL					
Revenue					
41000 - Water Sales	11,479,700.00	11,479,700.00	777,597.67	8,245,082.76	3,234,617.24
45000 - Other Operating Revenue	379,600.00	379,600.00	12,234.16	281,477.19	98,122.81
49000 - Other Non-Operating Revenue	116,200.00	116,200.00	0.00	128,035.00	-11,835.00
Revenue Total:	11,975,500.00	11,975,500.00	789,831.83	8,654,594.95	3,320,905.05
Expense					
51000 - Salaries and Benefits	4,720,300.00	4,720,300.00	476,708.20	4,111,928.96	608,371.04
52000 - Debt Service Expense	531,000.00	531,000.00	0.00	313,036.79	217,963.21
53000 - Source of Supply	3,095,300.00	3,095,300.00	0.00	2,792,983.91	302,316.09
54000 - Professional Services	1,213,400.00	1,213,400.00	36,994.89	649,074.99	564,325.01
55000 - Maintenance	345,800.00	345,800.00	33,522.80	221,924.57	123,875.43
56000 - Utilities	246,200.00	246,200.00	18,509.52	256,943.68	-10,743.68
57000 - Materials and Supplies	292,800.00	292,800.00	26,346.55	331,039.91	-38,239.91
58000 - Public Outreach	65,000.00	65,000.00	4,135.75	72,063.79	-7,063.79
59000 - Other Operating Expenses	577,600.00	577,600.00	23,012.95	386,415.78	191,184.22
69000 - Other Non-Operating Expenses	2,200.00	2,200.00	0.00	1,473.50	726.50
69900 - Transfers Out	275,300.00	275,300.00	0.00	0.00	275,300.00
Expense Total:	11,364,900.00	11,364,900.00	619,230.66	9,136,885.88	2,228,014.12
Fund: 050 - RETAIL Surplus (Deficit):	610,600.00	610,600.00	170,601.17	-482,290.93	1,092,890.93
Total Surplus (Deficit):	610,600.00	610,600.00	170,601.17	-482,290.93	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	610,600.00	610,600.00	170,601.17	-482,290.93	1,092,890.93
Total Surplus (Deficit):	610,600.00	610,600.00	170,601.17	-482,290.93	



San Juan Water District, CA

Retail Capital Income Statement

Group Summary

For Fiscal: 2018-2019 Period Ending: 05/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 055 - Retail Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,094,700.00	1,094,700.00	458,207.48	1,071,360.68	23,339.32
44000 - Connection Fees	100,000.00	100,000.00	18,879.69	76,241.22	23,758.78
49000 - Other Non-Operating Revenue	65,000.00	65,000.00	0.00	117,918.25	-52,918.25
49990 - Transfer In	275,300.00	275,300.00	0.00	0.00	275,300.00
Revenue Total:	1,535,000.00	1,535,000.00	477,087.17	1,265,520.15	269,479.85
Expense					
54000 - Professional Services	358,000.00	358,000.00	0.00	0.00	358,000.00
55000 - Maintenance	150,800.00	150,800.00	0.00	106,306.91	44,493.09
61000 - Capital Outlay	5,505,300.00	5,505,300.00	58,286.80	3,153,377.41	2,351,922.59
Expense Total:	6,014,100.00	6,014,100.00	58,286.80	3,259,684.32	2,754,415.68
Fund: 055 - Retail Capital Outlay Surplus (Deficit):	-4,479,100.00	-4,479,100.00	418,800.37	-1,994,164.17	-2,484,935.83
Total Surplus (Deficit):	-4,479,100.00	-4,479,100.00	418,800.37	-1,994,164.17	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
055 - Retail Capital Outlay	-4,479,100.00	-4,479,100.00	418,800.37	-1,994,164.17	-2,484,935.83
Total Surplus (Deficit):	-4,479,100.00	-4,479,100.00	418,800.37	-1,994,164.17	

Summary

Project Summary

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
121965	Oak Avenue - American River Canyon I	0.00	5,261.50	-5,261.50
141043	2014 Drought Response - SSWD Antel	0.00	-33,883.00	33,883.00
171107	FO 40 Transmission Pipeline Re-Lining	0.00	2,347,865.54	-2,347,865.54
171109	GIS Assessment and Implementation	0.00	132,405.73	-132,405.73
175105	6690-7767 Douglas Boulevard & Assor	0.00	1,501,036.16	-1,501,036.16
175107	5700-5708 & 5640-5682 Main Avenue	0.00	17,206.88	-17,206.88
175109	9151-9219 Oak Avenue Main Replacer	0.00	17,972.75	-17,972.75
175113	7225-7355 Dambacher Drive	0.00	138,604.44	-138,604.44
175117	Bacon Pressure Zone - Olive Ranch PR'	0.00	6,292.00	-6,292.00
175119	Bacon Pressure Zone - Cavitt Stallman	0.00	5,138.72	-5,138.72
181105	Lime System Control & Feeder System	0.00	21,598.09	-21,598.09
181110	Alum Feed Pumps Replacement	0.00	394.09	-394.09
181120	Lime Grit Containment - Curbing and C	0.00	18.71	-18.71
181130	Hinkle Reservoir Monitoring Wells Lev	0.00	24,913.76	-24,913.76
181150	Madison #2 Mag Meter Replacement	0.00	30,479.63	-30,479.63
185115	Lou Place-Tray Wy to Crown Point Vist	0.00	379,637.24	-379,637.24
185135	Upper & Lower GB Pump Stn Low Flov	0.00	37,517.95	-37,517.95
185140	Canyon Falls Village Pressure Reducing	0.00	3,461.65	-3,461.65
185155	Bacon Pump Station HVAC Improve	0.00	922.90	-922.90
185160	Containment Area for Vacuum & Mate	0.00	25,794.00	-25,794.00
185165	Field Services/Engineering Building (Sf	0.00	84,185.20	-84,185.20
185185	Edward Court Mainline - South of Lou	0.00	181.99	-181.99
191225	SCADA Improvements	0.00	1,229.41	-1,229.41
191235	Solar Site Access Culvert Replacement	0.00	10,674.00	-10,674.00
191260	On-Site Residuals Management Impro	0.00	22,040.26	-22,040.26
191275	Clarifier Wall Lining & Leakage Repairs	0.00	20,350.00	-20,350.00
191280	Hinkle Reservoir Cover	0.00	40,765.04	-40,765.04
195205	Electrical Improvements to Field Servi	0.00	22,082.23	-22,082.23
195210	SCADA Radio Replacments North Phas	0.00	4,838.22	-4,838.22
195225	Kokila SJWD/PCWA Intertie	0.00	5,653.00	-5,653.00
195230	Redbud/Lupin/Meadowlark Svc Replai	0.00	403,864.08	-403,864.08
195235	Sandstone & Auberry Court to Hill Roa	0.00	139,943.30	-139,943.30
195255	Bacon Pump Station Security Improve	0.00	4,375.00	-4,375.00
195260	Replace Variable Frequency Drives (3 l	0.00	67,297.76	-67,297.76
195265	Douglas Booster Pump Station Electric	0.00	1,423.20	-1,423.20
195270	SCADA Fiber Optic Comm Cabling - Ba	0.00	8,898.50	-8,898.50
195290	Mooney Tank Building Roof Replacem	0.00	27,695.50	-27,695.50
Project Totals:		0.00	5,528,135.43	-5,528,135.43

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	3,214,134.18	-3,214,134.18
CIP - Capital Contribution	0.00	-33,883.00	33,883.00
CIP - Expense	0.00	2,347,884.25	-2,347,884.25
Group Totals:	0.00	5,528,135.43	-5,528,135.43

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Administration	0.00	-33,883.00	33,883.00
Engineering	0.00	3,009,828.93	-3,009,828.93
Field Services	0.00	47,876.23	-47,876.23
Information Technology	0.00	8,898.50	-8,898.50
Water Treatment Plant	0.00	2,495,414.77	-2,495,414.77

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Type Totals:	0.00	5,528,135.43	-5,528,135.43

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
010-220-54120	Professional Services - Other	0.00	11,113.99	11,113.99
011-20030	Retentions Payable	0.00	4,435.00	4,435.00
011-20030	Retentions Payable	0.00	-112,693.54	-112,693.54
011-700-57120	Maintenance - Facility	0.00	2,480,909.08	2,480,909.08
011-700-61120	Capital Outlay - Land Improve...	0.00	10,674.00	10,674.00
011-700-61145	Capital Outlay - WTP & Improv...	0.00	44,051.15	44,051.15
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	65,678.80	65,678.80
011-700-61160	Capital Outlay - Equipment and..	0.00	20,595.05	20,595.05
011-700-61180	Capital Outlay - Software	0.00	33,101.44	33,101.44
011-700-74090	Contributions to Others	0.00	-38,318.00	-38,318.00
055-20030	Retentions Payable	0.00	-80,693.10	-80,693.10
055-700-61135	Capital Outlay - Pump Stations...	0.00	123,896.96	123,896.96
055-700-61140	Capital Outlay - Buildings & Im...	0.00	154,254.51	154,254.51
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	2,697,054.36	2,697,054.36
055-700-61160	Capital Outlay - Equipment and..	0.00	14,771.44	14,771.44
055-700-61180	Capital Outlay - Software	0.00	99,304.29	99,304.29
GL Account Totals:		0.00	5,528,135.43	5,528,135.43



San Juan Water District, CA

Balance Sheet

Account Summary

As Of 05/31/2019

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
Asset					
Type: 1000 - Assets					
10010 - Cash and Investments	7,850,994.24	10,233,919.82	1,925,765.98	5,110,558.45	25,121,238.49
10510 - Accounts Receivable	0.00	1,281,525.11	168,193.63	0.06	1,449,718.80
11000 - Inventory	0.00	0.00	182,417.54	0.00	182,417.54
12000 - Prepaid Expense	84,240.00	0.00	29,920.00	0.00	114,160.00
14010 - Deferred Outflows	4,924,499.53	0.00	5,745,077.75	0.00	10,669,577.28
17010 - Capital Assets - Work in Progress	119,719.83	0.00	1,200,506.28	0.00	1,320,226.11
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	1,296,460.92	0.00	55,440.68	0.00	1,351,901.60
17350 - Capital Assets - Water Treatment Plant & Imp	35,529,240.97	0.00	16,000.00	0.00	35,545,240.97
17400 - Capital Assets - Mains/Pipelines & Improvements	29,288,015.94	0.00	42,097,313.07	0.00	71,385,329.01
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	13,623,189.97	0.00	1,051,807.09	0.00	14,674,997.06
17750 - Capital Assets - Vehicles	316,440.00	0.00	510,886.87	0.00	827,326.87
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	-35,623,074.98	0.00	-27,567,347.98	0.00	-63,190,422.96
Total Type 1000 - Assets:	69,360,002.20	11,515,444.93	34,089,321.05	5,110,558.51	120,075,326.69
Total Asset:	69,360,002.20	11,515,444.93	34,089,321.05	5,110,558.51	120,075,326.69
Liability					
Type: 1000 - Assets					
10510 - Accounts Receivable	0.00	0.00	105,446.02	0.00	105,446.02
Total Type 1000 - Assets:	0.00	0.00	105,446.02	0.00	105,446.02
Type: 2000 - Liabilities					
20010 - Accounts Payable	121,755.31	33,720.24	94,567.31	51,612.94	301,655.80
20100 - Retentions Payable	0.00	112,693.54	0.00	131,184.15	243,877.69
21200 - Salaries & Benefits Payable	32,948.13	0.00	53,689.36	0.00	86,637.49
21250 - Payroll Taxes Payable	0.01	0.00	-0.01	0.00	0.00
21300 - Compensated Absences	313,125.59	0.00	470,930.53	0.00	784,056.12
21500 - Premium on Issuance of Bonds Series 2017	1,935,590.64	0.00	1,077,976.74	0.00	3,013,567.38
21600 - OPEB Liability	1,868,077.67	0.00	2,435,346.48	0.00	4,303,424.15
21700 - Pension Liability	1,985,100.80	0.00	2,816,714.96	0.00	4,801,815.76

Balance Sheet

As Of 05/31/2019

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
22010 - Deferred Income	0.00	0.00	85,039.70	0.00	85,039.70
22050 - Deferred Inflows	1,448,541.04	0.00	1,934,601.33	0.00	3,383,142.37
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
29010 - Other Payables	230,200.00	0.00	0.00	0.00	230,200.00
Total Type 2000 - Liabilities:	29,933,382.69	146,413.78	21,220,822.90	182,797.09	51,483,416.46
Total Liability:	29,933,382.69	146,413.78	21,326,268.92	182,797.09	51,588,862.48
Equity					
Type: 3000 - Equity					
30100 - Investment in Capital Assets	33,105,804.95	0.00	13,014,612.39	0.00	46,120,417.34
30500 - Designated Reserves	1,315,048.71	10,012,861.35	230,730.67	6,921,925.59	18,480,566.32
Total Type 3000 - Equity:	34,420,853.66	10,012,861.35	13,245,343.06	6,921,925.59	64,600,983.66
Total Total Beginning Equity:	34,420,853.66	10,012,861.35	13,245,343.06	6,921,925.59	64,600,983.66
Total Revenue	11,732,275.65	3,992,903.97	8,654,594.95	1,265,520.15	25,645,294.72
Total Expense	6,726,509.80	2,636,734.17	9,136,885.88	3,259,684.32	21,759,814.17
Revenues Over/Under Expenses	5,005,765.85	1,356,169.80	-482,290.93	-1,994,164.17	3,885,480.55
Total Equity and Current Surplus (Deficit):	39,426,619.51	11,369,031.15	12,763,052.13	4,927,761.42	68,486,464.21
Total Liabilities, Equity and Current Surplus (Deficit):	69,360,002.20	11,515,444.93	34,089,321.05	5,110,558.51	120,075,326.69



San Juan Water District, CA

Check Report

By Check Number

Date Range: 05/01/2019 - 05/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
01137	Astra Construction & Design	05/29/2019	Regular	0.00	-1,886.75	53103
03406	Alpha Analytical Laboratories Inc.	05/01/2019	Regular	0.00	423.00	54117
01026	American River Ace Hardware, Inc.	05/01/2019	Regular	0.00	5.81	54118
01375	City of Sacramento	05/01/2019	Regular	0.00	3,606.50	54119
01374	City of Sacramento - Department of Utilities	05/01/2019	Regular	0.00	500.00	54120
03091	Granite Bay Ace Hardware	05/01/2019	Regular	0.00	9.64	54121
01733	Harris Industrial Gases	05/01/2019	Regular	0.00	11,704.94	54122
03520	Johnson, Jeff A	05/01/2019	Regular	0.00	15.00	54123
03058	Naatz, April	05/01/2019	Regular	0.00	36.42	54124
02131	Office Depot, Inc.	05/01/2019	Regular	0.00	610.88	54125
02150	Pace Supply Corp	05/01/2019	Regular	0.00	1,390.45	54126
02283	Recology Auburn Placer	05/01/2019	Regular	0.00	643.47	54127
02223	Rexel Inc (Platt - Rancho Cordova)	05/01/2019	Regular	0.00	2,571.09	54128
02328	Rocklin Windustrial Co	05/01/2019	Regular	0.00	502.57	54129
01492	State of California, Department of Water Resources	05/01/2019	Regular	0.00	6,084.00	54130
03406	Alpha Analytical Laboratories Inc.	05/06/2019	Regular	0.00	846.00	54133
01026	American River Ace Hardware, Inc.	05/06/2019	Regular	0.00	37.77	54134
01138	AT&T Mobility II LLC	05/06/2019	Regular	0.00	126.48	54135
01182	Bartkiewicz, Kronick & Shanahan	05/06/2019	Regular	0.00	15,244.23	54136
01378	Clark Pest Control of Stockton	05/06/2019	Regular	0.00	150.00	54137
02556	Costa, Ted	05/06/2019	Regular	0.00	109.96	54138
01554	Electrical Equipment Co	05/06/2019	Regular	0.00	357.92	54139
01068	Glenn C. Walker	05/06/2019	Regular	0.00	1,024.00	54140
03091	Granite Bay Ace Hardware	05/06/2019	Regular	0.00	361.16	54141
03235	HD Supply Construction Supply LTD	05/06/2019	Regular	0.00	29.65	54142
01796	Insomniac Productions Inc.	05/06/2019	Regular	0.00	32.18	54143
03533	M&C Bliss Enterprises Inc	05/06/2019	Regular	0.00	60.03	54144
02150	Pace Supply Corp	05/06/2019	Regular	0.00	1,193.29	54145
02163	Pape' Machinery, Inc.	05/06/2019	Regular	0.00	575.71	54146
02207	Placer County Facility Services	05/06/2019	Regular	0.00	2,737.07	54147
02302	Riebes Auto Parts, LLC	05/06/2019	Regular	0.00	95.87	54148
02328	Rocklin Windustrial Co	05/06/2019	Regular	0.00	153.91	54149
03561	Sierra Pest Control	05/06/2019	Regular	0.00	55.00	54150
02463	The New AnswerNet	05/06/2019	Regular	0.00	270.00	54151
02651	United Parcel Service Inc	05/06/2019	Regular	0.00	103.65	54152
01687	W. W. Grainger, Inc.	05/06/2019	Regular	0.00	114.52	54153
03445	Zlotnick, Greg	05/06/2019	Regular	0.00	200.38	54154
03406	Alpha Analytical Laboratories Inc.	05/13/2019	Regular	0.00	598.00	54155
01073	Amarjeet Singh Garcha	05/13/2019	Regular	0.00	1,500.00	54156
03361	Applied Landscape Materials Inc dba NorCal Whol	05/13/2019	Regular	0.00	3,464.18	54157
03370	AT Battery Company Inc.	05/13/2019	Regular	0.00	495.57	54158
03149	Burlingame Engineers	05/13/2019	Regular	0.00	1,997.13	54159
03226	Capitol Sand and Gravel Co.	05/13/2019	Regular	0.00	2,235.71	54160
01372	City of Folsom	05/13/2019	Regular	0.00	29.12	54161
01378	Clark Pest Control of Stockton	05/13/2019	Regular	0.00	688.00	54162
01423	County of Sacramento	05/13/2019	Regular	0.00	87.00	54163
03376	Del Paso Pipe & Steel Inc.	05/13/2019	Regular	0.00	69.60	54164
01494	Dewey Services Inc.	05/13/2019	Regular	0.00	86.00	54165
01681	Golden State Flow Measurements, Inc.	05/13/2019	Regular	0.00	17,445.55	54166
03091	Granite Bay Ace Hardware	05/13/2019	Regular	0.00	304.31	54167
01778	IDEXX Distribution, Inc.	05/13/2019	Regular	0.00	340.16	54168
03383	Inferrera Construction Management Group, Inc.	05/13/2019	Regular	0.00	37,647.00	54169
01796	Insomniac Productions Inc.	05/13/2019	Regular	0.00	16.09	54170
01959	Les Schwab Tire Centers of California Inc	05/13/2019	Regular	0.00	204.24	54171

Check Report

Date Range: 05/01/2019 - 05/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02093	NDS Solutions, Inc	05/13/2019	Regular	0.00	2,422.03	54172
02131	Office Depot, Inc.	05/13/2019	Regular	0.00	476.77	54173
02150	Pace Supply Corp	05/13/2019	Regular	0.00	2,728.64	54174
03026	PFM Asset Management	05/13/2019	Regular	0.00	3,000.00	54175
03150	Professional Id Cards Inc	05/13/2019	Regular	0.00	12.50	54176
02223	Rexel Inc (Platt - Rancho Cordova)	05/13/2019	Regular	0.00	6,852.64	54177
02328	Rocklin Windustrial Co	05/13/2019	Regular	0.00	247.70	54178
01411	SureWest Telephone	05/13/2019	Regular	0.00	1,616.88	54179
02540	Sutter Medical Foundation	05/13/2019	Regular	0.00	142.00	54180
03644	Tully & Young, Inc.	05/13/2019	Regular	0.00	5,635.00	54181
02651	United Parcel Service Inc	05/13/2019	Regular	0.00	103.86	54182
02667	US Bank Corporate Payments Sys (CalCard)	05/13/2019	Regular	0.00	16,628.93	54183
	Void	05/13/2019	Regular	0.00	0.00	54184
	Void	05/13/2019	Regular	0.00	0.00	54185
	Void	05/13/2019	Regular	0.00	0.00	54186
	Void	05/13/2019	Regular	0.00	0.00	54187
	Void	05/13/2019	Regular	0.00	0.00	54188
	Void	05/13/2019	Regular	0.00	0.00	54189
	Void	05/13/2019	Regular	0.00	0.00	54190
	Void	05/13/2019	Regular	0.00	0.00	54191
	Void	05/13/2019	Regular	0.00	0.00	54192
	Void	05/13/2019	Regular	0.00	0.00	54193
	Void	05/13/2019	Regular	0.00	0.00	54194
	Void	05/13/2019	Regular	0.00	0.00	54195
02766	Youngdahl Consulting Group, Inc.	05/13/2019	Regular	0.00	248.00	54196
01112	ACS (US), Inc.	05/20/2019	Regular	0.00	8,750.00	54202
01041	Afman, Todd R	05/20/2019	Regular	0.00	621.54	54203
03406	Alpha Analytical Laboratories Inc.	05/20/2019	Regular	0.00	453.00	54204
01416	Corix Water Products (US) Inc.	05/20/2019	Regular	0.00	7,422.83	54205
	Void	05/20/2019	Regular	0.00	0.00	54206
03091	Granite Bay Ace Hardware	05/20/2019	Regular	0.00	77.13	54207
02567	Grant, Teri	05/20/2019	Regular	0.00	36.09	54208
01763	Holt of California	05/20/2019	Regular	0.00	1,446.73	54209
01959	Les Schwab Tire Centers of California Inc	05/20/2019	Regular	0.00	42.55	54210
03396	Live Oak Landscapes	05/20/2019	Regular	0.00	155.00	54211
02024	MCI WORLDCOM	05/20/2019	Regular	0.00	112.61	54212
02086	NCC Enterprises, Inc.	05/20/2019	Regular	0.00	648.00	54213
02131	Office Depot, Inc.	05/20/2019	Regular	0.00	294.35	54214
02150	Pace Supply Corp	05/20/2019	Regular	0.00	415.73	54215
02146	PG&E	05/20/2019	Regular	0.00	6,252.99	54216
	Void	05/20/2019	Regular	0.00	0.00	54217
02281	Ray A Morgan Company Inc	05/20/2019	Regular	0.00	525.59	54218
02283	Recology Auburn Placer	05/20/2019	Regular	0.00	643.47	54219
02223	Rexel Inc (Platt - Rancho Cordova)	05/20/2019	Regular	0.00	4,872.53	54220
	Void	05/20/2019	Regular	0.00	0.00	54221
02293	RFI Enterprises, Inc	05/20/2019	Regular	0.00	1,203.91	54222
02302	Riebes Auto Parts, LLC	05/20/2019	Regular	0.00	583.26	54223
02357	Sacramento Municipal Utility District (SMUD)	05/20/2019	Regular	0.00	8,422.89	54224
03561	Sierra Pest Control	05/20/2019	Regular	0.00	55.00	54225
03375	Sorensen, Elishia	05/20/2019	Regular	0.00	94.25	54226
01485	State of California - Department Of Consumer Aff:	05/20/2019	Regular	0.00	115.00	54227
02580	The Eidam Corporation	05/20/2019	Regular	0.00	7,180.65	54228
02651	United Parcel Service Inc	05/20/2019	Regular	0.00	62.44	54229
03284	Vavrinek, Trine, Day & Co, LLP	05/20/2019	Regular	0.00	1,565.00	54230
02690	Verizon Wireless	05/20/2019	Regular	0.00	1,279.17	54231
02700	Viking Shred LLC	05/20/2019	Regular	0.00	50.00	54232
01061	All Electric Motors, Inc.	05/28/2019	Regular	0.00	16,196.99	54234
03406	Alpha Analytical Laboratories Inc.	05/28/2019	Regular	0.00	423.00	54235
01138	AT&T Mobility II LLC	05/28/2019	Regular	0.00	63.24	54236
03594	Borges & Mahoney, Inc.	05/28/2019	Regular	0.00	2,176.03	54237
03649	Caggiano General Engineering, Inc.	05/28/2019	Regular	0.00	39,741.46	54238

Check Report

Date Range: 05/01/2019 - 05/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03226	Capitol Sand and Gravel Co.	05/28/2019	Regular	0.00	6,504.09	54239
01378	Clark Pest Control of Stockton	05/28/2019	Regular	0.00	1,117.00	54240
03548	Digital Deployment, Inc.	05/28/2019	Regular	0.00	400.00	54241
03599	East Bay Clarklift, Inc.	05/28/2019	Regular	0.00	2,966.37	54242
01566	Empire Safety & Supply	05/28/2019	Regular	0.00	135.28	54243
01651	Future Ford, Inc.	05/28/2019	Regular	0.00	459.18	54244
01681	Golden State Flow Measurements, Inc.	05/28/2019	Regular	0.00	18,407.58	54245
03091	Granite Bay Ace Hardware	05/28/2019	Regular	0.00	64.82	54246
01733	Harris Industrial Gases	05/28/2019	Regular	0.00	304.48	54247
03235	HD Supply Construction Supply LTD	05/28/2019	Regular	0.00	176.31	54248
01763	Holt of California	05/28/2019	Regular	0.00	2,704.10	54249
03308	Hope Industrial Systems, Inc	05/28/2019	Regular	0.00	954.81	54250
01814	J. Fletcher Creamer & Son, Inc.	05/28/2019	Regular	0.00	443,891.85	54251
03311	Jensen Instrument Co. of Northern California, Inc.	05/28/2019	Regular	0.00	319.45	54252
02131	Office Depot, Inc.	05/28/2019	Regular	0.00	276.39	54253
02150	Pace Supply Corp	05/28/2019	Regular	0.00	890.57	54254
03150	Professional Id Cards Inc	05/28/2019	Regular	0.00	12.50	54255
02328	Rocklin Windustrial Co	05/28/2019	Regular	0.00	241.31	54256
02334	Strohmaier, Rose	05/28/2019	Regular	0.00	61.55	54257
01712	Turner, Greg	05/28/2019	Regular	0.00	105.00	54258
01687	W. W. Grainger, Inc.	05/28/2019	Regular	0.00	414.87	54259
02766	Youngdahl Consulting Group, Inc.	05/28/2019	Regular	0.00	3,254.00	54260
01641	Sun Life Assurance Company of Canada	05/01/2019	Bank Draft	0.00	9,952.53	219217
01232	Brower Mechanical, Inc.	05/01/2019	EFT	0.00	736.00	405974
01234	Bryce HR Consulting, Inc.	05/01/2019	EFT	0.00	3,230.00	405975
03221	Chemtrade Chemicals Corporation	05/01/2019	EFT	0.00	8,601.20	405976
01509	Domenichelli & Associates, Inc.	05/01/2019	EFT	0.00	19,360.00	405977
01532	E&M Electric & Machinery, Inc.	05/01/2019	EFT	0.00	3,175.00	405978
01611	Ferguson Enterprises, Inc	05/01/2019	EFT	0.00	310.54	405979
03696	Finn Design Group, Inc.	05/01/2019	EFT	0.00	9,625.00	405980
03237	GM Construction & Developers, Inc	05/01/2019	EFT	0.00	900.00	405981
02367	McClatchy Newspapers, Inc.	05/01/2019	EFT	0.00	922.90	405982
03683	Smith, Cara M.	05/01/2019	EFT	0.00	295.07	405983
02572	Thatcher Company of California, Inc.	05/01/2019	EFT	0.00	4,226.40	405984
02730	Western Area Power Administration	05/01/2019	EFT	0.00	7,216.00	405985
03681	Allied Electronics Inc.	05/06/2019	EFT	0.00	109.63	405986
01330	CDW Government LLC	05/06/2019	EFT	0.00	818.13	405987
01486	Department of Energy	05/06/2019	EFT	0.00	2,598.33	405988
01741	HDR Engineering, Inc.	05/06/2019	EFT	0.00	22,497.60	405989
01917	Kennedy/Jenks Consultants, Inc.	05/06/2019	EFT	0.00	14,885.00	405990
01935	Konecranes, Inc	05/06/2019	EFT	0.00	3,650.59	405991
02581	The Ferguson Group, LLC	05/06/2019	EFT	0.00	294.15	405992
03387	WageWorks, Inc	05/06/2019	EFT	0.00	259.15	405993
01232	Brower Mechanical, Inc.	05/13/2019	EFT	0.00	3,101.00	405994
03202	CD-Data Inc	05/13/2019	EFT	0.00	1,199.00	405995
01330	CDW Government LLC	05/13/2019	EFT	0.00	503.02	405996
03221	Chemtrade Chemicals Corporation	05/13/2019	EFT	0.00	4,150.27	405997
01521	DataProse, LLC	05/13/2019	EFT	0.00	6,829.36	405998
01611	Ferguson Enterprises, Inc	05/13/2019	EFT	0.00	1,205.90	405999
03702	Flowline Contractors, Inc.	05/13/2019	EFT	0.00	545,321.85	406000
03695	GHD Inc.	05/13/2019	EFT	0.00	2,412.00	406001
01741	HDR Engineering, Inc.	05/13/2019	EFT	0.00	12,236.77	406002
03628	Lees Automotive Repair Inc.	05/13/2019	EFT	0.00	496.18	406003
03553	Mallory Safety and Supply LLC	05/13/2019	EFT	0.00	273.82	406004
03388	Maxim Crane Works, L.P.	05/13/2019	EFT	0.00	756.00	406005
02027	Mcmaster-Carr Supply Company	05/13/2019	EFT	0.00	2,212.19	406006
03220	Solenis LLP	05/13/2019	EFT	0.00	3,822.39	406007
02581	The Ferguson Group, LLC	05/13/2019	EFT	0.00	12,000.00	406008
03298	United Rentals (North America), Inc.	05/13/2019	EFT	0.00	1,347.29	406009
01328	Association of California Water Agencies / Joint Po	05/20/2019	EFT	0.00	7,668.01	406010
01232	Brower Mechanical, Inc.	05/20/2019	EFT	0.00	879.00	406011

Check Report

Date Range: 05/01/2019 - 05/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01242	Bureau of Reclamation-MPR	05/20/2019	EFT	0.00	28,080.00	406012
03221	Chemtrade Chemicals Corporation	05/20/2019	EFT	0.00	4,164.58	406013
01365	Cisco Air Systems, Inc.	05/20/2019	EFT	0.00	93.95	406014
01486	Department of Energy	05/20/2019	EFT	0.00	2,185.63	406015
01509	Domenichelli & Associates, Inc.	05/20/2019	EFT	0.00	11,883.00	406016
01532	E&M Electric & Machinery, Inc.	05/20/2019	EFT	0.00	3,175.00	406017
03237	GM Construction & Developers, Inc	05/20/2019	EFT	0.00	6,309.85	406018
01721	Hach Company	05/20/2019	EFT	0.00	1,304.44	406019
01748	Herc Rentals Inc.	05/20/2019	EFT	0.00	1,485.51	406020
03628	Lees Automotive Repair Inc.	05/20/2019	EFT	0.00	3,491.18	406021
03553	Mallory Safety and Supply LLC	05/20/2019	EFT	0.00	858.40	406022
02027	Mcmaster-Carr Supply Company	05/20/2019	EFT	0.00	471.84	406023
01472	Mel Dawson, Inc.	05/20/2019	EFT	0.00	6,956.77	406024
02158	Pacific Storage Company	05/20/2019	EFT	0.00	44.70	406025
03026	PFM Asset Management	05/20/2019	EFT	0.00	946.54	406026
02572	Thatcher Company of California, Inc.	05/20/2019	EFT	0.00	4,226.40	406027
02710	WageWorks, Inc	05/20/2019	EFT	0.00	86.00	406028
03387	WageWorks, Inc	05/20/2019	EFT	0.00	259.15	406029
03700	Westin Technology Solutions, LLC	05/20/2019	EFT	0.00	79,469.78	406030
01234	Bryce HR Consulting, Inc.	05/28/2019	EFT	0.00	5,889.00	406031
01330	CDW Government LLC	05/28/2019	EFT	0.00	133.44	406032
03221	Chemtrade Chemicals Corporation	05/28/2019	EFT	0.00	4,245.13	406033
03712	DataRemote, Inc.	05/28/2019	EFT	0.00	4,917.63	406034
01611	Ferguson Enterprises, Inc	05/28/2019	EFT	0.00	570.50	406035
03696	Finn Design Group, Inc.	05/28/2019	EFT	0.00	3,972.50	406036
03237	GM Construction & Developers, Inc	05/28/2019	EFT	0.00	1,680.00	406037
01741	HDR Engineering, Inc.	05/28/2019	EFT	0.00	22,277.02	406038
03628	Lees Automotive Repair Inc.	05/28/2019	EFT	0.00	155.32	406039
03553	Mallory Safety and Supply LLC	05/28/2019	EFT	0.00	413.96	406040
02367	McClatchy Newspapers, Inc.	05/28/2019	EFT	0.00	918.24	406041
02027	Mcmaster-Carr Supply Company	05/28/2019	EFT	0.00	467.24	406042
03709	NTS Mikedon, LLC	05/28/2019	EFT	0.00	610.56	406043
03026	PFM Asset Management	05/28/2019	EFT	0.00	917.60	406044
02504	Starr Consulting	05/28/2019	EFT	0.00	5,365.00	406045
03077	VALIC	05/03/2019	Bank Draft	0.00	4,495.88	0007772181
03077	VALIC	05/17/2019	Bank Draft	0.00	4,495.88	0007786201
03077	VALIC	05/31/2019	Bank Draft	0.00	4,495.88	0007797845
01366	Citistreet/CalPERS 457	05/03/2019	Bank Draft	0.00	3,627.96	1001312010
03130	CalPERS Retirement	05/03/2019	Bank Draft	0.00	34,243.59	1001312012
03078	CalPERS Health	05/07/2019	Bank Draft	0.00	43,189.17	1001315428
03078	CalPERS Health	05/07/2019	Bank Draft	0.00	41,054.35	1001315428
03078	CalPERS Health	05/07/2019	Bank Draft	0.00	43,189.17	1001315428
01366	Citistreet/CalPERS 457	05/17/2019	Bank Draft	0.00	3,627.96	1001322386
03130	CalPERS Retirement	05/31/2019	Bank Draft	0.00	186.58	1001330530
01366	Citistreet/CalPERS 457	05/31/2019	Bank Draft	0.00	3,627.96	1001330837
03130	CalPERS Retirement	05/31/2019	Bank Draft	0.00	34,356.73	1001330530
03080	California State Disbursement Unit	05/03/2019	Bank Draft	0.00	750.92	M8YFX666659
03080	California State Disbursement Unit	05/31/2019	Bank Draft	0.00	750.92	TQ0DZOK6658
03080	California State Disbursement Unit	05/17/2019	Bank Draft	0.00	750.92	XGS21JV6657
03163	Economic Development Department	05/17/2019	Bank Draft	0.00	8,674.08	0-446-680-256
03163	Economic Development Department	05/31/2019	Bank Draft	0.00	85.38	1-545-854-144
03163	Economic Development Department	05/31/2019	Bank Draft	0.00	96.60	1-545-854-144
03163	Economic Development Department	05/31/2019	Bank Draft	0.00	8,651.69	1-545-854-144
03163	Economic Development Department	05/03/2019	Bank Draft	0.00	8,407.92	1-603-896-512
03163	Economic Development Department	05/03/2019	Bank Draft	0.00	332.86	1-603-896-512
03163	Economic Development Department	05/03/2019	Bank Draft	0.00	-756.86	1-603-896-512
01039	American Family Life Assurance Company of Colu	05/17/2019	Bank Draft	0.00	691.28	Q3869 05-17-19
01039	American Family Life Assurance Company of Colu	05/17/2019	Bank Draft	0.00	691.28	Q3869 05-17-19
03130	CalPERS Retirement	05/17/2019	Bank Draft	0.00	34,329.40	1000000156369
03164	Internal Revenue Service	05/03/2019	Bank Draft	0.00	48,476.97	2709523618081
03164	Internal Revenue Service	05/03/2019	Bank Draft	0.00	-3,333.23	2709523618081

Check Report

Date Range: 05/01/2019 - 05/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03164	Internal Revenue Service	05/03/2019	Bank Draft	0.00	1,320.88	2709523618081
03164	Internal Revenue Service	05/17/2019	Bank Draft	0.00	50,257.30	2709537615243
03164	Internal Revenue Service	05/31/2019	Bank Draft	0.00	642.94	2709551653451
03164	Internal Revenue Service	05/31/2019	Bank Draft	0.00	339.10	2709551653451
03164	Internal Revenue Service	05/31/2019	Bank Draft	0.00	49,305.29	2709551653451

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	204	121	0.00	754,949.10
Manual Checks	0	0	0.00	0.00
Voided Checks	0	16	0.00	-1,886.75
Bank Drafts	33	33	0.00	441,009.28
EFT's	114	72	0.00	918,150.60
	351	242	0.00	2,112,222.23

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	204	121	0.00	754,949.10
Manual Checks	0	0	0.00	0.00
Voided Checks	0	16	0.00	-1,886.75
Bank Drafts	33	33	0.00	441,009.28
EFT's	114	72	0.00	918,150.60
	351	242	0.00	2,112,222.23

Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	5/2019	2,112,222.23
			2,112,222.23



San Juan Water District, CA

Vendor History Report

By Vendor Name

Posting Date Range 07/01/2018 - 05/31/2019

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					
Vendor Set: 01 - Vendor Set 01													
02556 - Costa, Ted													
Exp Reimb 04-2019	Mileage Reimbursement Cal Water Policy Co			4/30/2019		54138	5/6/2019	1,113.44	0.00	0.00	0.00	1,113.44	684.83
Mileage Reimbursement		0.00	0.00	109.96	010-010-52110			109.96	0.00	0.00	0.00	109.96	109.96
					050-010-52110		Training - Meetings, Education & Trai		54.98				
							Training - Meetings, Education & Trai		54.98				
Exp Reimb 05-2019	Mileage & Expense Reimbursement-ACWA S			5/8/2019		54316	6/18/2019	428.61	0.00	0.00	0.00	428.61	0.00
Mileage & Expense Reiml		0.00	0.00	428.61	010-010-52110			428.61	0.00	0.00	0.00	428.61	0.00
					050-010-52110		Training - Meetings, Education & Trai		214.30				
							Training - Meetings, Education & Trai		214.31				
Exp Reimb 11-2018	ACWA Fall Conf Expense Reimbursement 11-			11/30/2018		53619	12/17/2018	574.87	0.00	0.00	0.00	574.87	574.87
ACWA Fall Conf Expense I		0.00	0.00	574.87	010-010-52110			574.87	0.00	0.00	0.00	574.87	574.87
					050-010-52110		Training - Meetings, Education & Trai		287.44				
							Training - Meetings, Education & Trai		287.43				
01916 - Miller, Ken													
Exp Reimb 08-2018	Exp Reimb 08-2018-Mileage PCWA 2x2 Meet			8/31/2018		53205	9/10/2018	1,788.51	0.00	0.00	0.00	1,788.51	1,788.51
Exp Reimb 08-2018-Milea		0.00	0.00	16.90	010-010-52110			16.90	0.00	0.00	0.00	16.90	16.90
					050-010-52110		Training - Meetings, Education & Trai		15.21				
							Training - Meetings, Education & Trai		1.69				
Exp Reimb 10-2018	Mileage Reimbursement -SGA 20th Annivers			10/18/2018		53478	11/13/2018	13.63	0.00	0.00	0.00	13.63	13.63
Mileage Reimbursement		0.00	0.00	13.63	010-010-52110			13.63	0.00	0.00	0.00	13.63	13.63
					050-010-52110		Training - Meetings, Education & Trai		6.82				
							Training - Meetings, Education & Trai		6.81				
Exp Reimb 11-2018	ACWA Fall Conference Exp Reimb 11-2018			11/30/2018		53599	12/10/2018	1,757.98	0.00	0.00	0.00	1,757.98	1,757.98
ACWA Fall Conference Ex		0.00	0.00	1,757.98	010-010-52110			1,757.98	0.00	0.00	0.00	1,757.98	1,757.98
					050-010-52110		Training - Meetings, Education & Trai		878.99				
							Training - Meetings, Education & Trai		878.99				
03092 - Rich, Dan													
Exp Reimb 09-2018	Mileage Reimb-EE BBQ			9/30/2018		53350	10/15/2018	228.70	0.00	0.00	0.00	228.70	228.70
Mileage Reimb-EE BBQ		0.00	0.00	6.00	010-010-52110			6.00	0.00	0.00	0.00	6.00	6.00
					050-010-52110		Training - Meetings, Education & Trai		3.00				
							Training - Meetings, Education & Trai		3.00				
Exp Reimb 10-2018	Mileage Reimbursement-SGA 20th Anniversa			10/18/2018		53488	11/13/2018	9.27	0.00	0.00	0.00	9.27	9.27
Mileage Reimbursement-		0.00	0.00	9.27	010-010-52110			9.27	0.00	0.00	0.00	9.27	9.27
					050-010-52110		Training - Meetings, Education & Trai		4.64				
							Training - Meetings, Education & Trai		4.63				
Exp Reimb 11-2018	ACWA Fall Conference Expense Reimb 11-20:			11/30/2018		53633	12/17/2018	213.43	0.00	0.00	0.00	213.43	213.43
ACWA Fall Conference Ex		0.00	0.00	213.43	010-010-52110			213.43	0.00	0.00	0.00	213.43	213.43
					050-010-52110		Training - Meetings, Education & Trai		106.72				
							Training - Meetings, Education & Trai		106.71				

Vendor History Report

Posting Date Range 07/01/2018 - 05/31/2019

Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment	
Item Description	Units	Price	Amount	Account Number	Account Name	Dist Amount						
02162 - Tobin, Pamela						1,639.24	0.00	0.00	0.00	1,639.24	1,639.24	
Exp Reimb 01-2019	Mileage Reimbursement-Variou	1/31/2019		405847	2/11/2019	160.70	0.00	0.00	0.00	160.70	160.70	
	Mileage Reimbursement-	0.00	0.00	160.70	010-010-52110	Training - Meetings, Education & Trai	80.35					
					050-010-52110	Training - Meetings, Education & Trai	80.35					
Exp Reimb 02-2019	Exp Reimb-ACWA Conf & Mileage Variou	2/28/2019		405900	3/11/2019	286.72	0.00	0.00	0.00	286.72	286.72	
	Exp Reimb-ACWA Conf &	0.00	0.00	286.72	010-010-52110	Training - Meetings, Education & Trai	143.36					
					050-010-52110	Training - Meetings, Education & Trai	143.36					
Exp Reimb 03-2019	Mileage & Parking-Variou	3/31/2019		405949	4/8/2019	68.50	0.00	0.00	0.00	68.50	68.50	
	Mileage & Parking-Variou	0.00	0.00	68.50	010-010-52110	Training - Meetings, Education & Trai	34.25					
					050-010-52110	Training - Meetings, Education & Trai	34.25					
Exp Reimb 05-2019	Mileage Reimbursement-Variou	4/24/2019		406059	6/10/2019	35.96	0.00	0.00	0.00	35.96	35.96	
	Mileage Reimbursement-	0.00	0.00	35.96	010-010-52110	Training - Meetings, Education & Trai	17.98					
					050-010-52110	Training - Meetings, Education & Trai	17.98					
Exp Reimb 05-2019 #2	Mileage & Parking - Variou	5/30/2019		406059	6/10/2019	344.44	0.00	0.00	0.00	344.44	344.44	
	Mileage & Parking - Vario	0.00	0.00	344.44	010-010-52110	Training - Meetings, Education & Trai	172.22					
					050-010-52110	Training - Meetings, Education & Trai	172.22					
Exp Reimb 07-2018	Mileage Exp Reimb-Variou	7/30/2018		405547	8/7/2018	105.75	0.00	0.00	0.00	105.75	105.75	
	Mileage Exp Reimb-Vario	0.00	0.00	105.75	010-010-52110	Training - Meetings, Education & Trai	52.88					
					050-010-52110	Training - Meetings, Education & Trai	52.87					
Exp Reimb 08-2018	Mileage Expense Reimbursement-Variou	8/31/2018		405608	9/10/2018	38.70	0.00	0.00	0.00	38.70	38.70	
	Mileage Expense Reimbu	0.00	0.00	38.70	010-010-52110	Training - Meetings, Education & Trai	19.35					
					050-010-52110	Training - Meetings, Education & Trai	19.35					
Exp Reimb 09-2018	Mileage & Exp Reimb-Variou	9/30/2018		405667	10/15/2018	173.33	0.00	0.00	0.00	173.33	173.33	
	Mileage & Exp Reimb-Var	0.00	0.00	173.33	010-010-52110	Training - Meetings, Education & Trai	86.66					
					050-010-52110	Training - Meetings, Education & Trai	86.67					
Exp Reimb 10-2018	Mileage Reimbursement-Variou	10/26/2018		405718	11/13/2018	83.93	0.00	0.00	0.00	83.93	83.93	
	Mileage Reimbursement-	0.00	0.00	83.93	010-010-52110	Training - Meetings, Education & Trai	41.97					
					050-010-52110	Training - Meetings, Education & Trai	41.96					
Exp Reimb 11-2018	ACWA Fall Conference Expense Reimburse	11/30/2018		405758	12/10/2018	321.59	0.00	0.00	0.00	321.59	321.59	
	ACWA Fall Conference Ex	0.00	0.00	321.59	010-010-52110	Training - Meetings, Education & Trai	160.80					
					050-010-52110	Training - Meetings, Education & Trai	160.79					
Exp Reimb 12-2018	Mileage Reimbursement Variou	12/26/2018		405803	1/15/2019	19.62	0.00	0.00	0.00	19.62	19.62	
	Mileage Reimbursement	0.00	0.00	19.62	010-010-52110	Training - Meetings, Education & Trai	9.81					
					050-010-52110	Training - Meetings, Education & Trai	9.81					
Vendors: (4)						Total 01 - Vendor Set 01:	4,769.89	0.00	0.00	0.00	4,769.89	4,341.28
Vendors: (4)						Report Total:	4,769.89	0.00	0.00	0.00	4,769.89	4,341.28



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>
0690	Costa,Ted	Reg - Regular Hours	11	54.00	6,750.00
			0690 - Costa Total:	54.00	6,750.00
1028	Hanneman,Martin W	Reg - Regular Hours	11	48.00	6,000.00
			1028 - Hanneman Total:	48.00	6,000.00
0670	Miller,Ken	Reg - Regular Hours	11	39.00	4,875.00
			0670 - Miller Total:	39.00	4,875.00
1003	Rich,Daniel T	Reg - Regular Hours	11	31.00	3,875.00
			1003 - Rich Total:	31.00	3,875.00
0650	Tobin,Pamela	Reg - Regular Hours	11	73.00	9,125.00
			0650 - Tobin Total:	73.00	9,125.00
			Report Total:	245.00	30,625.00



Payroll Set: 01-San Juan Water District

<u>Account</u>	<u>Account Description</u>	<u>Units</u>	<u>Pay Amount</u>
010-010-58110	Director - Stipend	122.50	15,312.50
	010 - WHOLESALE Total:	122.50	15,312.50
050-010-58110	Director - Stipend	122.50	15,312.50
	050 - RETAIL Total:	122.50	15,312.50
	Report Total:	245.00	30,625.00



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	55	245.00	30,625.00
		Report Total:	245.00	30,625.00

2018/19 Actual Deliveries and Revenue - By Wholesale Customer Agency

July 2018 - May 2019								
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance		Revenue Variance	
San Juan Retail	10,106.87	\$ 2,744,095	9,436.49	\$ 2,689,700	(670.38)	-6.6%	\$ (54,395)	-2.0%
Citrus Heights Water District	9,356.94	\$ 2,770,996	8,421.31	\$ 2,695,079	(935.63)	-10.0%	\$ (75,917)	-2.7%
Fair Oaks Water District	6,595.26	\$ 1,986,830	5,386.76	\$ 1,888,773	(1,208.50)	-18.3%	\$ (98,057)	-4.9%
Orange Vale Water Co.	3,423.35	\$ 935,239	3,396.79	\$ 933,084	(26.56)	-0.8%	\$ (2,155)	-0.2%
City of Folsom	1,016.61	\$ 273,013	944.27	\$ 267,144	(72.34)	-7.1%	\$ (5,869)	-2.1%
Granite Bay Golf Course	247.38	\$ 10,694	211.60	\$ 9,147	(35.78)	-14.5%	\$ (1,547)	-14.5%
Sac Suburban Water District	8,400.00	\$ 1,482,516	12,225.75	\$ 2,218,853	3,825.75	45.5%	\$ 736,337	49.7%
Water Transfer	3,840.00	\$ 1,536,000	3,050.02	\$ 1,220,008	(789.98)	-20.6%	\$ (315,992)	-20.6%
TOTAL	42,986.39	\$ 11,739,383	43,072.99	\$ 11,921,788	86.60	0.2%	\$ 182,405	1.6%

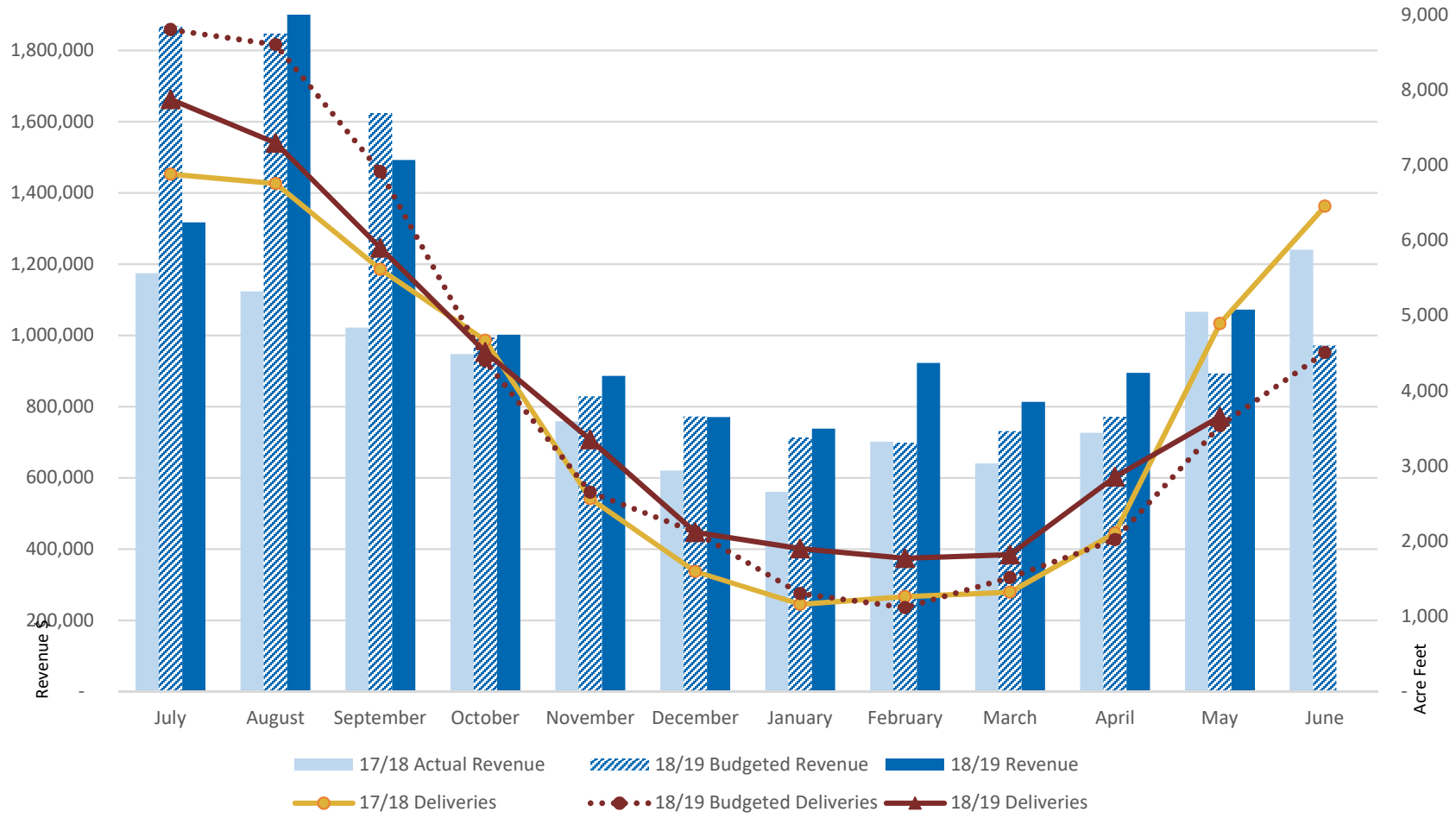
Budgeted Deliveries	42,986.39
Actual Deliveries	43,072.99
Difference	86.60
	0%

Budgeted Water Sale Revenue	\$ 11,739,383
Actual Water Sale Revenue	\$ 11,921,788
Difference	\$ 182,405
	1.6%

Conclusion:

All regular wholesale customer agencies have taken less water than anticipated in the budget. However, greater than anticipated deliveries to SSWD have made up the difference. Total deliveries are 86.60 acre feet above the anticipated deliveries for July through May, a positive .2% variance. Due to the increase in water treated for SSWD, revenues for the period are greater than anticipated by \$182,400 or 1.6%.

Comparison of Fiscal Year 2017/2018 Actual to 2018/2019 Projections of Deliveries and Revenue



Cumulative Water Deliveries and Revenues FY 2018-19

