

SAN JUAN WATER DISTRICT

Board of Director's Meeting Minutes

July 25, 2018 – 6:00 p.m.

BOARD OF DIRECTORS

| | |
|----------------|----------------|
| Marty Hanneman | President |
| Dan Rich | Vice President |
| Ted Costa | 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 |
| Greg Turner | Water Treatment Plant Superintendent |
| Rob Watson | Engineering Services Manager |
| Teri Grant | Board Secretary/Administrative Assistant |
| Ryan Bezerra | Legal Counsel |

OTHER ATTENDEES

| | |
|---------------|----------|
| Sandy Harris | Customer |
| Dennis Lowery | Customer |

AGENDA ITEMS

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

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

I. ROLL CALL

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

II. PUBLIC FORUM

There were no public comments.

III. CONSENT CALENDAR

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

1. Minutes of the Board of Directors Meeting, June 27, 2018 (W & R)

Recommendation: Approve draft minutes

2. Public Outreach Contract (W & R)

Recommendation: Approve the Crocker & Crocker contract for FY 2018-19

3. Fair Oaks 40-Inch Pipeline Relining Project, Construction Management and Inspection Services (W & R)

Recommendation: Approve the award for Construction Management/ Inspection Services related to the FO-40" Pipeline Relining Project to ICM Group, Inc. in the amount of \$180,680, with a total approved budget of \$195,140

In response to Director Costa's question, the Board Secretary informed the Board that the Fair Oaks Water District received an email for the Engineering Committee meeting and this Board meeting with the Fair Oaks 40-Inch Pipeline Relining Project included as an agenda item.

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

IV. OLD BUSINESS

1. Committee Charters (W & R)

Mr. Helliker provided the Board with a written staff report that will be attached to the meeting minutes. He explained that the committee charters were worked on last year but were not formally approved by the Board. He informed the Board that, with the exception of the Legal Affairs Committee which has not met for over a year and a half, the committees have all reviewed and approved their committee charter. Mr. Helliker informed the Board that he had suggested that the Legal Affairs Committee be disbanded last year but that was at the Board's discretion.

President Hanneman called for questions and stated that the committee charters and the disbanding of the Legal Affairs Committee was being recommended by staff. Director Costa requested that they be considered separately.

Director Costa moved to approve the committee charters. President Hanneman seconded the motion and it carried unanimously.

Director Costa voiced concern about disbanding the Legal Affairs Committee and stated that it serves a unique interest different from any other committee and that the General Manager and Legal Counsel work for the Board. In addition, he stated concern regarding Legal Counsel working only with the General Manager and not with the Board.

Director Tobin agreed with Director Costa. Director Rich commented that since the committee hasn't met for over a year that the committee probably isn't needed and if there are any legal issues then the whole Board should receive the information at the same time, but he didn't really have a preference. Director Miller and President Hanneman did not have a preference. President Hanneman directed Mr. Helliker to draft a charter for the Legal Affairs Committee for review at the August Board meeting.

Mr. Helliker commented that Legal Counsel does work for the Board; however, he works closely with Legal Counsel on various issues and if there are items that need to be addressed by the Board then they are brought to a meeting. Furthermore, Mr. Helliker commented that the Board can request an update on any issue from Legal Counsel if they feel there is an item that was not brought before them.

2. SJWD/FOWD 2x2 Committee (W & R)

Mr. Helliker informed the Board that the SJWD/FOWD 2x2 Committee met on July 11, 2018. He provided the Board with a written staff report that will be attached to the meeting minutes. He informed the Board that FOWD is interested in establishing a take-or-pay contract so he provided them with information which is contained in the staff report. In addition, FOWD would like to revise the contract and have a termination date of 2022 and have language in the contract which gives them the ability to decide what rates they should pay. FOWD will prepare a draft of the contract changes they want, which will be discussed at the next 2x2 committee meeting. The Board discussed past, current and projected water deliveries to FOWD.

Ms. Silva informed the Board that the rate covenants for the bonds require that the District set the rates that are sufficient to meet the debt service coverage ratios. She commented that changing the contract for FOWD should still meet the rate covenant; however, it might result in rate increases for the wholesale customer agencies in order to meet the debt service coverage requirements. In addition, she explained that the greatest risk might be a negative effect to the District's credit rating, which would result in a higher interest rate the next time the District goes out to issue debt, which she confirmed with bond legal counsel. President Hanneman requested that staff attain a written statement from bond legal counsel which outlines this information.

V. NEW BUSINESS

1. FY 2018-19 Operations Plan (W & R)

Mr. Helliker reported that the Strategic Plan was completed in FY 2017-18 and staff recently completed the Operations Plan for FY 2018-19 which outlines some specific projects and tasks which staff will complete this year. He explained that the Operations Plan is not a complete list of every task that District staff complete, but instead a highlighted list for the Board. A copy of the staff report and Operations Plan will be attached to the meeting minutes.

Mr. Helliker informed the Board that a quarterly report card will be given to the Board for review and information with the first report card being presented in October. He reviewed some minor changes that were made to the Operations Plan after it was mailed to the Board. He explained that some of the items from the Management Action Plan list, which was created by Keith Durkin, was used in the development of the Operations Plan. Director Tobin requested to see the list of items from Keith's list that were left off. Mr. Helliker will provide the final version of Keith's list to the Board which was from FY 2017-18.

VI. INFORMATION ITEMS

1. GENERAL MANAGER'S REPORT

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

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

1.2 Miscellaneous District Issues and Correspondence

Mr. Helliker reported that Folsom Reservoir storage is at 69% of average, and temperatures are projected to be above normal for the next three months.

Mr. Helliker informed the Board that the water transfer utilizing FOWD groundwater substitution began July 6, 2018, and the transfer utilizing CHWD groundwater substitution began July 13, 2018. He explained that there could be a loss in revenue due to the delays; however, the agencies will try to make up the pumping over the course of the transfer window. In addition, he mentioned that the conserved water transfer process is being worked on and an agreement on the methodology with DWR may be received in the next couple of months.

Mr. Helliker reported that the \$423,000 rebate check from Reclamation was received and another \$6,000 rebate check will be received shortly. He informed the Board that the Customer Satisfaction Survey results will be brought back to the Board at the next meeting.

2. DIRECTOR OF FINANCE'S REPORT

2.1 Staff Recognition (W & R)

Ms. Silva shared the accomplishments of an employee, based on the examples noted in his performance evaluation. She shared information on Jonathan Fulton.

2.2 Miscellaneous District Issues and Correspondence

Ms. Silva informed the Board that Greg Zlotnick, Rob Watson and herself have been working on the WIFIA letter of interest which is due on July 31, 2018. She explained that the WIFIA rate is set at the U.S Treasury rate for the same period which is expected to be about half of what the interest rate would be for a bond issuance. In addition, she explained that if the District is invited to apply for funding, then the District would have to pay \$100,000 application fee. The WIFIA funding would only cover 49% of the project and the remaining funding could come from SRF. She explained that the SRF rate is set at the State of California Government Obligation Bond which is slightly higher than the WIFIA rate. President Hanneman requested the current rate comparisons.

3. OPERATION MANAGER'S REPORT

3.1 Asbestos and Lead Building Inspection/Survey Report

Mr. Barela informed the Board that an Asbestos and Lead Assessment was performed by National Analytical Laboratories on the District's Administration Building, Field Services/Engineering Building, and WTP Operations Building. He conducted a brief presentation which will be attached to the meeting minutes. The results show that there are no lead issues and, out of 73 asbestos samples, there were three found to contain asbestos containing construction materials (ACCM) in the tiles and mastic in all 3 buildings.

Mr. Barela informed the Board that the asbestos is contained and non-friable, and would require a Certified Asbestos Abatement Contractor if disturbed. He explained that when the flooring was installed, most likely, the old asbestos containing mastic was not completely removed. In addition, he reported that there are rodent droppings above the ceiling tiles in the Administration Building; therefore, PPE is required for work in that area. He explained that the rodent issue was abated last year with the use of a pest control company.

3.2 Miscellaneous District Issues and Correspondence

There were no other issues discussed.

4. LEGAL COUNSEL'S REPORT

4.1 Legal Matters

No report.

VII. DIRECTORS' REPORTS

1. SGA

Director Tobin provided the Board members with a copy of the American River Basin Integrated Regional Water Management Plan. In response to Director Rich's question, Mr. Helliker explained that the Integrated Regional Water Management Plan was compiled by agencies in the region to identify all the water resources, systems and joint projects in the area. He explained that within the area there are three groundwater management authorities. SGA is scheduled to meet August 9th. Mr. Helliker informed the Board that the request to appoint Director Tobin as representative and President Hanneman as the alternate representative to SGA was approved.

2. RWA

Director Tobin provided a written report which was emailed to the Board just prior to the meeting. A copy of the report will be attached to the meeting minutes. She provided a report on the June 27th and July 25th RWA Executive Committee meetings.

3. ACWA

3.1 Local/Federal Government/Region 4 - Pam Tobin

Director Tobin reported that there is an ACWA Board workshop on July 26th and a Board meeting on July 27th, which she will be attending. She announced that ACWA Region 4 is planning a Folsom Lake tour in September and they will be joining with Region 2 for a November joint program.

3.2 JPIA - Pam Tobin

No report.

3.3 Energy Committee - Ted Costa

No report.

4. CVP WATER USERS ASSOCIATION

Mr. Helliker reported that CVP Water Users Association sued the State Water Board regarding the water rights fees that were imposed a number of years ago. The case is moving to the U.S. Supreme Court, after losing in the State Supreme Court.

5. OTHER REPORTS, CORRESPONDENCE AND COMMENTS

In response to Director Miller's question, Mr. Helliker informed the Board that the rebate from Reclamation was a direct result of Mr. Greg Zlotnick discovering the credit. Director Miller suggested that the information regarding the rebates be announced to the public. Mr. Helliker commented that there are a few items that will be publicized via e-blasts and the website.

VIII. COMMITTEE MEETINGS

1. Public Information Committee – July 16, 2018

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

2. Engineering Committee – July 17, 2018

The committee meeting minutes will be attached to the original board minutes. Director Rich informed the Board that the committee was given an update on the Douglas Main Replacement Project. Mr. Watson informed the Board that the contractor is completing Phase 2 while the cost estimates for Phase 1 are determined for the different options of Phase 1.

3. Finance Committee – July 24, 2018

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

President Hanneman called for Closed Session at 7:08 pm.

IX. 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.

President Hanneman returned to Open Session at 8:48 pm.

X. OPEN SESSION

There was no reportable action from the closed session.

XI. ADJOURN

The meeting was adjourned at 8:48 p.m.

ATTEST:

MARTIN HANNEMAN, President
Board of Directors
San Juan Water District

TERI GRANT, Board Secretary

AGENDA ITEM III-2

AGREEMENT BETWEEN SAN JUAN WATER DISTRICT AND CROCKER & CROCKER FOR SERVICES RELATING TO RETAIL AND WHOLESALE PUBLIC OUTREACH 2018-2019

THIS AGREEMENT is made this July 1, 2018, in Granite Bay, California, between the San Juan Water District (“District”), a California public agency, and Crocker & Crocker, a California Corporation/ (“Consultant”), concerning Retail and Wholesale Public Outreach 2018-2019 (the “Work”). The parties agree as follows:

1. Scope of Work. Consultant shall perform the work described in Exhibit A attached hereto and incorporated herein, and described as follows: Retail & Wholesale Public Outreach 2018-2019 (the “Work”). Consultant shall: (a) provide all labor, equipment, material and supplies required or necessary to properly, competently, and completely perform the Work under this Agreement; and (b) determine the method, details and means of doing the Work.

2. Compensation.

a. In exchange for the Work, District shall pay to Consultant a fee based on the fee arrangement described on Exhibit A attached hereto and incorporated herein.

b. The total fee for the Work shall not exceed \$94,405. There shall be no compensation for extra or additional work or services by Consultant unless approved in advance in writing by District. Consultant’s fee shall include all of Consultant’s costs and expenses related to the Work.

c. At the end of each month, Consultant shall submit to District an invoice for the Work performed during the preceding month. The invoice shall include a brief description of the Work performed, the dates of Work, number of hours worked and by whom (if payment is based on time), and an itemization of any reimbursable expenditures. If the Work is satisfactorily completed and the invoice is accurately computed, District shall pay the invoice within 30 days of its receipt.

3. Term and Termination.

a. This Agreement shall take effect on the above date and continue in effect until completion of the Work, unless sooner terminated as provided below. Time is of the essence in this Agreement. Consultant shall complete the Work no later than June 30, 2019.

b. This Agreement may be terminated at any time by District upon 10 days’ advance written notice to Consultant. In the event of such termination, Consultant shall be fairly compensated for all work performed to the date of termination as calculated by District based on the above fee and payment provisions. Compensation under this subsection shall not include any termination-related expenses, cancellation or demobilization charges, or lost profit associated with the expected completion of the Work or other such similar payments relating to Consultant’s claimed benefit of the bargain.

4. Professional Ability of Consultant. Consultant represents that it is specially trained and experienced, and possesses the skill, ability, knowledge and certification, to competently perform the Work provided by this Agreement. District has relied upon Consultant’s training, experience, skill, ability, knowledge and certification as a material inducement to enter into this Agreement. All Work

performed by Consultant shall meet the standard of care and quality ordinarily to be expected of competent professionals in Consultant's field.

5. Conflict of Interest. Consultant (including its principals, associates and professional employees) represents and acknowledges that: (a) it does not now and shall not acquire any direct or indirect investment, interest in real property or source of income in the area covered by this Agreement or that would be affected in any manner or degree by the performance of Consultant's services under this Agreement; and (b) no person having any such interest shall perform any portion of the Work. The parties agree that Consultant is not a designated employee within the meaning of the Political Reform Act and District's conflict of interest code because Consultant will perform the Work independent of the control and direction of the District or of any District official, other than normal contract monitoring, and Consultant possesses no authority with respect to any District decision beyond the rendition of information, advice, recommendation or counsel. Consultant shall not engage in any conduct or other employment or business that would be incompatible with or unreasonably interfere with its obligations under this Agreement, that would create a conflict of interest, or that would reflect unfavorably upon the interests of District.

6. Consultant Records.

a. Consultant shall keep and maintain all ledgers, books of account, invoices, vouchers, canceled checks, and other records and documents evidencing or relating to the Work and charges for services, expenditures and disbursements for the Work for a minimum period of three years (or for any longer period required by law) from the date of final payment to Consultant under this Agreement. District may inspect and audit such books and records, including source documents, to verify all charges, payments and reimbursable costs under this Agreement.

b. In accordance with California Government Code section 8546.7, the parties acknowledge that this Agreement, and performance and payments under it, are subject to examination and audit by the State Auditor General for three years following final payment under the Agreement.

7. Ownership of Documents.

a. Every report, study, spreadsheet, worksheet, plan, blueprint, specification, drawing, map, photograph, computer model, computer disk, magnetic tape, CAD data file, GIS data file, computer software and any other document or thing prepared by Consultant under this Agreement and provided to District ("Work Product") shall be the sole and exclusive property of District, and District shall have the perpetual, world-wide right to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to Consultant or any other party. Consultant may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that Consultant shall not provide any Work Product to any third party without District's prior written approval, unless compelled to do so by legal process.

b. If any Work Product is copyrightable, Consultant may copyright the same, except that, as to any Work Product that is copyrighted by Consultant, District reserves a royalty-free, nonexclusive, world-wide, and irrevocable license to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product. If District reuses or modifies any Work Product for a use or purpose other than that intended

by the scope of work under this Agreement, then District shall hold Consultant harmless against all claims, damages, losses and expenses arising from such reuse or modification.

c. For Work Product provided to District in paper format, upon request by District, Consultant agrees to provide the Work Product to District in an appropriate and usable electronic format (e.g., Word file, Excel spreadsheet, Adobe pdf, AutoCAD file).

8. Compliance with Laws; Safety of Work.

a. Consultant shall perform the Work in compliance with all applicable federal, California, and local laws and regulations, including applicable anti-discrimination and anti-harassment laws, and to give all notices required by any such law or regulation. Consultant also shall possess, maintain and comply with all federal, state and local permits, licenses, certificates, and approvals that may be required for it to perform the Work. In accordance with California Code of Regulations Title 13, section 2022.1(g), Consultant shall comply with all federal, state and local air pollution control laws and regulations applicable to the Consultant and its Work.

b. To the extent applicable to the Work, Consultant shall be solely responsible for all safety of the Work and workers under its direction and control during the performance of the Work. The requirements of this subsection 8.b shall apply continuously and not be limited to normal working hours. Consultant shall comply with all federal, state and local safety laws, regulations, ordinances, and codes applicable to the Work. All labor, materials and supplies employed by Consultant on the Work shall be in strict accordance with all applicable State, Federal and local laws, rules, regulations, and codes. Consultant shall carefully instruct all personnel working in potentially hazardous work areas as to potential dangers and shall provide such necessary safety equipment and instruction as is necessary to prevent injury to personnel and damage to property. If applicable to the Work under this Agreement, Consultant shall have at least the following safety programs in place: (i) an Injury/Illness Prevention Program that complies with the requirements of Section 3203 of Title 8 of the California Code of Regulations; (ii) a written Hazard Communication Program 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) and Proposition 65; and (iii) a Confined Space Entry Program that complies with the requirements of Sections 5156-5158 of Title 8 of the California Code of Regulations. Nothing in this subsection 8.b is intended to limit Consultant's obligations and liability for complying with any applicable federal or state safety laws, regulations, ordinances, and codes not specifically enumerated or mentioned herein.

c. Consultant may perform some of the Work pursuant to funding provided to District by various federal and/or state grant and/or loan agreement(s) that impose certain funding conditions on District and sub-recipients (the "Funding Conditions"). For any such Work, if District informs Consultant about the Funding Conditions, then Consultant shall comply with and be subject to the Funding Conditions that apply to District's contractors and consultants performing the Work, including, but not limited to, provisions concerning record keeping, retention, and inspection, audits, state or federal government's right to inspect Consultant's work, nondiscrimination, workers' compensation insurance, drug-free workplace certification, and, compliance with the Americans with Disabilities Act and related State laws.

9. Confidentiality of Documents and Information. Consultant shall keep in strict confidence all Work Product and other documents and information provided to, shared with or created by Consultant in connection with the performance of the Work under this Agreement or during its time as

a District consultant (collectively “Information”). Consultant shall not use any Information for any purpose other than the performance of the Work under this Agreement, unless otherwise authorized in writing by District. Consultant shall not disclose any Information to any person or entity not connected with the performance of the Work under this Agreement, unless otherwise authorized in advance in writing by District.

10. Professional Liability Insurance. Consultant shall maintain professional liability insurance as shall protect against claims based on alleged errors or negligent acts or omissions which may arise from the Work or from Consultant’s operations or performance under this Agreement, whether any such claim is made during or subsequent to the term of this Agreement, and whether such operations or performance be by Consultant or its employees, subcontractors, agents or anyone else employed by any of the foregoing. Coverage is to be endorsed to include contractual liability. The amount of this insurance shall not be less than \$2,000,000 per claim and \$2,000,000 aggregate. Said policy shall be continued in full force and effect during the term of this Agreement and for a period of five years following the completion of the Work. In the event of termination of said policy, new coverage shall be obtained for the required period to insure for the prior acts of Consultant during the course of performing services under the terms of this Agreement. Consultant shall provide to District a certificate of insurance on a form acceptable to the District indicating the deductible or self-retention amounts and the expiration date of said policy, and shall provide renewal certificates within 10 days after expiration of each policy term. Any deductible or self-insured retention must not exceed \$50,000, unless authorized in writing by District prior to Consultant beginning the Work. The insurance is to be placed with insurers licensed to do business by and in good standing with the California Department of Insurance, with a current A.M. Best’s rating of A:VII or better unless otherwise approved in advance by District.

11. General Insurance.

a. Consultant, at its sole cost and expense, shall procure and maintain for the duration of this Agreement the following types and limits of insurance: ***[NOTE: The general liability limits below may be adjusted depending on the overall cost and complexity of the Work, the cost of obtaining the recommended amount of coverage, and the risks involved in the Work.]***

| Type | Limits | Scope |
|------------------------------|--|--|
| Commercial General Liability | \$2,000,000 per occurrence, or the full per occurrence limits of the policies available, whichever is greater, for general liability, blanket contractual liability, bodily injury, personal injury and property damage. | At least as broad as ISO Occurrence Form CG 0001. |
| Automobile Liability | \$2,000,000 per accident for bodily injury, including death, and property damage. | At least as broad as ISO Business Auto Coverage Form CA 0001 (Code 1, any auto). |
| Workers’ Compensation | California statutory limits. | |
| Employer’s Liability | \$1,000,000 per accident for bodily | |

b. If Commercial General Liability Insurance or other form with a general aggregate limit or products-completed operations aggregate limit is used, either the general aggregate limit shall apply separately to the Work/location (with the ISO CG 2503, or ISO CG 2504, or insurer's equivalent endorsement provided to District), or the general aggregate limit and products-completed operations aggregate limit shall be twice the required occurrence limit.

c. The general liability and automobile liability policies will be endorsed to name District, and its directors, officers, employees, authorized volunteers, and agents, as additional insureds regarding liability arising out of this Agreement using an ISO endorsement form at least as broad as CG 2010 1185 or both CG 20 37 and CG 20 38 04 13 forms (if later revisions used) as respects: liability arising out of activities performed by or on behalf of Consultant; products and completed operations of Consultant; premises owned, occupied or used by Consultant; and automobiles owned, leased, hired or borrowed by Consultant. The policies shall contain no special limitations on the scope of protection afforded to District, and its directors, officers, employees, authorized volunteers, and agents.

d. Each insurance policy will be endorsed to state that coverage will not be canceled, except after 30 days' prior written notice to the District (10 days for non-payment of premium).

e. The workers' compensation policy will be endorsed to include a waiver of subrogation against the District and its directors, officers, employees, authorized volunteers, and agents.

f. If Consultant's firm owns no motor vehicles, Consultant agrees to obtain Business Automobile liability insurance in compliance with this Agreement should any motor vehicle be acquired during the term of this Agreement. Such Business Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (3-06 ed.) Code 1, any auto. Non-Owned and Hired Automobile liability insurance is waived if Consultant's firm does not own any motor vehicles and such coverage is provided by a hired and non-owned auto endorsement to the Commercial General Liability policy described in Section 11(a), above.

g. Consultant's coverage will be endorsed to be primary and apply separately to each insurer against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability, and District's insurance or self-insurance, if any, will be excess and will not contribute with Consultant's insurance (at least as broad as ISO endorsement CG 20 01).

h. Insurance is to be written on policy forms acceptable to District and be placed with insurers with a current A.M. Best's rating of A:VII or better and that are admitted to do business and in good standing in California, unless otherwise acceptable upon notice to and approval by District. In the case of Workers' Compensation and Employer's Liability Insurance, coverage provided by the California State Compensation Insurance Fund is acceptable.

i. No later than its execution of this Agreement and then annually thereafter, Consultant will provide to District the following proofs of insurance: (a) certificate(s) of insurance evidencing all required coverages under this Section 11 on Acord Form 25 or insurer's equivalent; and (b) additional insured endorsement(s), signed by an insurer representative evidencing the required coverages and endorsements required hereunder. Consultant may not commence the Work until District has approved all insurance coverages and documentation, unless otherwise agreed by District in writing. District reserves the right to review and reject any certificates or endorsements that are not in compliance with this Section 11 and to require Consultant to obtain the appropriate coverages and amendatory

endorsements prior to starting the Work.

j. The requirements as to the types, limits, and District's approval of insurance coverage to be maintained by the Consultant are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Consultant under this Agreement. In addition, in the event any change is made in the insurance carrier, policies or nature of coverage required under this Agreement, Consultant shall notify District prior to making such changes.

k. Consultant shall ensure that all required insurance coverages are maintained throughout the term of this Agreement. If any of the required coverages expire during the term of this Agreement, Consultant shall deliver renewal certificates and any required endorsements to District at least 10 days before the expiration date.

l. 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.

m. Insurance deductibles or self-insured retentions must be declared by Consultant, and such deductibles and retentions shall be approved by District before Consultant commences the Work. At the election of District, Consultant shall either: (1) reduce or eliminate such deductibles or self-insured retentions; or (2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.

n. Consultant shall, upon demand of District, deliver to District such policy or policies of insurance required under this Section 11 and the receipts for payment of premiums thereon.

12. Indemnification.

a. To the fullest extent permitted by law, Consultant shall immediately indemnify, defend (with counsel approved by District), protect, and hold harmless District, and its directors, officers, employees, authorized volunteers, and agents from and against any and all actions, judgments, legal or administrative proceedings, arbitrations, claims, demands, damages, liabilities, interest, and costs (including, without limitation, attorney's, expert witness and consultant fees and expenses, fines, penalties, and litigation costs and expenses) of every nature ("claims" or "claim"), arising out of, pertaining to or in any way connected with the negligence, recklessness or willful misconduct of Consultant's, or its employees', agents' or subcontractors', negligence, recklessness or willful misconduct arising out of or in any manner directly or indirectly connected with the Work to be performed under this Agreement, however caused, regardless of any negligence of District, or its directors, officers, employees, authorized volunteers, or agents (including passive negligence), except if caused by the sole negligence or willful misconduct or active negligence of District, or its directors, officers, employees, authorized volunteers, or agents, or as otherwise provided or limited by law.

b. Consultant's obligations under this indemnification provision shall survive the completion of Work under, or the termination of, this Agreement. Submission of insurance certificates or submission of other proof of compliance with the insurance requirements in this Agreement does not relieve Consultant from liability under this provision. The obligations of this provision shall apply whether or not such insurance policies shall have been determined to be applicable to any claims.

c. By executing this Agreement, Consultant specifically acknowledges that: (1) the duty to defend provided in this indemnification provision is a separate and distinct obligation from

Consultant's duty to indemnify District; (2) Consultant shall defend District and other indemnified parties in any legal, equitable, administrative, or special proceedings asserting a claim covered by this indemnity, including any claims under the Americans with Disabilities Act or other federal or state disability access or discrimination laws; (3) Consultant shall pay and satisfy any judgment, award or decree that may be rendered against District, or its directors, officers, employees, authorized volunteers, or agents, in any and all suits, actions, or other legal or administrative proceedings asserting a claim covered by this indemnity and otherwise not barred by subsection (a) of this Section 12; and (4) Consultant shall reimburse District, or its directors, officers, employees, authorized volunteers, or agents, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

13. Subcontractors. No subcontract shall be awarded nor any subcontractor engaged by Consultant without District's prior written approval. Consultant shall be responsible for requiring and confirming that each approved subcontractor meets the minimum insurance requirements specified in Sections 10 and 11 of this Agreement. Any approved subcontractor shall be covered by Consultant's insurance in accordance with the insurance requirements of Sections 10 and 11 of this Agreement or such subcontractor shall obtain the required insurance coverages and provide proof of same to District in the manner provided in Section 11 of this Agreement.

14. Independent Contractor. It is expressly understood and agreed by the parties that Consultant's relationship to District is that of an independent contractor. All persons hired by Consultant and performing the Work shall be Consultant's employees or agents. Consultant and its officers, employees, subcontractors, and agents are not District employees, and they are not entitled to District employment salary, wages or benefits. Consultant shall pay, and District shall not be responsible in any way for, the salary, wages, workers' compensation, unemployment insurance, disability insurance, tax withholding, and benefits to and on behalf of Consultant's employees. Consultant shall, to the fullest extent permitted by law, indemnify District, and its directors, officers, employees, authorized volunteers, and agents, from and against any and all liability, penalties, expenses and costs resulting from any adverse determination by the United States Internal Revenue Service, California Franchise Tax Board or other federal or state agency concerning Consultant's independent contractor status.

15. Entire Agreement. This Agreement and the attached exhibits represent the sole, final, complete, exclusive, and integrated expression and statement of the terms of the agreement between District and Consultant concerning the Work. There are no written or oral agreements, conditions, representations, warranties, or promises with respect to the subject matter of this Agreement except those contained in or referred to in this writing. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Agreement.

16. Successors and Assignment. This Agreement shall be binding on, and inure to the benefit of, the heirs, successors, and assigns of the parties. However, Consultant agrees that it will not subcontract, assign, transfer, convey, or otherwise dispose of this Agreement or any part thereof, or its rights, title or interest therein, or its power to execute the same without the prior written consent of District, which shall be given or refused in the District's sole discretion.

17. Severability. If any part of this Agreement is held to be void, invalid, illegal or unenforceable, then the remaining parts will continue in full force and effect and be fully binding, provided that each party still receives the benefits of this Agreement.

18. No Waiver of Rights. Any waiver at any time by either District or Consultant of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default. No payment by District to Consultant shall be considered or construed to be an approval or acceptance of any Work or a waiver of any breach or default.

19. Interpretation. District and Consultant each had the opportunity to consult independent counsel in the negotiation and execution of this Agreement. For the purposes of interpretation of this Agreement, neither party will be deemed to have been its drafter.

20. Governing Law and Venue. This Agreement will be governed by and construed in accordance with the laws of the State of California. The state superior or federal district court where District's office is located shall be venue for any litigation concerning the enforcement or construction of this Agreement.

21. Notices. Any notice or other communication required or permitted to be given under this Agreement will be in writing and will be deemed to be properly given if delivered, mailed or sent by facsimile or e-mail in the manner provided in this Section 21, to the following persons:

District:
San Juan Water District
Attn: Paul Helliker
9935 Auburn-Folsom Road
P.O. Box 2157
Granite Bay, CA 95746
E-mail: PHelliker@sjwd.org

Consultant:
Crocker & Crocker
Attn: Lucy Eidam Crocker
1614 19th Street
Sacramento, CA 95811
E-mail: lucy@crockercrocker.com

If sent by mail, any notice, delivery or other communication will be effective or deemed to have been given three days after it has been deposited in the United States mail, with postage prepaid, and addressed as set forth above. If sent by e-mail, any notice, delivery or other communication will be deemed to have been given only after it has been confirmed in writing as received. If delivered personally or by commercial overnight delivery service, any such notice, delivery or other communication will be deemed to have been given on the date of delivery. Either party may change that party's address or designated representative by giving written notice of the change to the other party in the manner provided in this Section 21.

22. The following provisions apply to certain services performed by Consultant as part of the Work that may constitute "public work" subject to the prevailing wage and related laws, including inspection and land surveying work subject to Labor Code sections 1720(a) and 1770, et seq., and maintenance work as defined under section 16000 of Title 8 of the California Code of Regulations ("Prevailing Wage Work"). If Consultant is unsure as to the applicability of these sections, District recommends that Consultant consult with its attorney or contact the Department of Industrial Relations for clarification. If Consultant performs Prevailing Wage Work under this Agreement, then Consultant agrees that it will comply with the following provisions:

a. Prevailing Wages. The prevailing rates of per diem wages shall be those determined by the Department of Industrial Relations, Division of Labor Statistics and Research, Prevailing Wage Unit. If the prevailing wage for a category of work subject to the State prevailing wage laws has not been established by the Department of Industrial Relations' Prevailing Wage Unit, Consultant should obtain a determination of the wages to be paid from the Unit. Consultant agrees to pay all workers performing

Prevailing Wage 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 and regulations and orders issued thereunder. A copy of the applicable prevailing rate of per diem wages is available to any interested person at the administrative offices of District or from the Department of Industrial Relations, Division of Labor Statistics and Research, Prevailing Wage Unit. Consultant shall obtain and post a copy of such prevailing wage rates at the job site. Consultant also shall comply with the provisions of California Labor Code section 1775, including but not limited to provisions which require Consultant to (a) forfeit as a penalty not more than the sum of two hundred dollars (\$200) and not less than forty dollars (\$40) for each calendar day or portion thereof for each worker (whether employed by Consultant or subcontractor) paid less than the stipulated prevailing rates for any Prevailing Wage Work done under this Agreement in violation of the provisions of the California Labor Code; and (b) pay each such worker the difference between the prevailing wage rate and the amount paid to each such worker for each calendar day or portion thereof for which said worker was paid less than the prevailing rate.

b. Eight-Hour Day Limitation. Consultant agrees that 8 hours' labor shall constitute a day's work, and that no worker in the employ of Consultant or any subcontractor performing or contracting to perform Prevailing Wage Work shall 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 Prevailing Wage 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. Except as provided above for overtime, Consultant shall forfeit as a penalty the sum of \$25 for each worker employed in the execution of this Agreement by it or by any subcontractor under it and performing Prevailing Wage Work 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.

c. Payroll Records. Consultant 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 Prevailing Wage Work, and shall make such payroll records available for inspection, in accordance with the requirements of California Labor Code section 1776. Consultant shall be responsible to ensure compliance with section 1776, whose provisions are incorporated herein by this reference. Consultant's failure to comply with the requirements of Labor Code section 1776 may result in the imposition of the penalties provided in subdivision (h) thereof.

d. Employment of Apprentices. Consultant shall comply with, and take such actions as necessary to effectuate, the employment of apprentices' requirements as set forth in California Labor Code sections 1777.5, 1777.6 and 1777.7 in connection with Prevailing Wage Work.

IN WITNESS WHEREOF, the parties execute this Agreement on the day and year first above written.

SAN JUAN WATER DISTRICT:

CROCKER & CROCKER:

By: _____
Paul Helliker, General Manager

By: _____
Lucy Eidam Crocker, President



2018-19 PUBLIC OUTREACH SCOPE

PRESENTED BY



Introduction

For the past several years, Crocker & Crocker has prepared strategic public outreach plans for San Juan Water District. The plans were based on the board's strategic planning sessions, an analysis of state and federal legislative activities that would affect customers and stakeholders, upcoming projects, events and/or customer calls-to-action anticipated for the year. Each plan also included a communication SWOT and stakeholder analysis, goals and objectives along with strategies and tasks to guide San Juan's public outreach in a consistent, proactive and forward-fashion way.

For fiscal year 2018/19, San Juan staff will continue to take manage activities in-house like updating and uploading information to the website, working with regional partners and managing the majority of the public affairs activities. The district does not anticipate as many retail or wholesale outreach activities as in past years that will require support from Crocker & Crocker so the scope of work is scaled back accordingly.

To guide efforts, Crocker & Crocker prepared the following scope of work and estimated budget. **Note: Crocker & Crocker has prepared this scope of work prior to the results of the phone survey so there is a chance the phone survey may find other activities that should be conducted or messages that should be relayed to customers as an outcome of the survey findings.**

As with past programs, efforts will continue to:

- **Position San Juan Water District as a leading, customer service-oriented water provider**, delivering high-quality water supplies at fair rates.
- **Provide information in a transparent manner** to sustain and/or build trust among customers and stakeholders.
- **Educate and inform customers** about their water supply and water quality.
- **Raise awareness about capital improvement projects**, why they are necessary and why it is important to invest in them.
- **Promote customer service and events** in a timely manner to extend these opportunities to customers and encourage their participation.

San Juan Retail

| Task | Activities | Frequency |
|---|--|--|
| Newsletter/WaterGram <ul style="list-style-type: none"> • Three trifold, full-length newsletter inserts • Three, 1/3-page inserts | <ul style="list-style-type: none"> • Create and maintain annual and ongoing production calendars • Develop content outlines • Write and edit copy • Produce new staff photos for integration into inserts in one half-day photo shoot • Facilitate design and design edits • Provide final delivery of files for production (assumes client pays for direct costs for delivery) | Year-round with monthly activities |
| Electronic Media (social media and e-blasts) | <ul style="list-style-type: none"> • Provide editorial content for Facebook and Twitter • Develop content for paid Facebook boosts and advertisements to help amplify events, timely news and calls to action • Develop content outlines for monthly e-blasts • Provide copy for e-blasts to share retail news (includes one to two topics; one major news announcement and/or event updates) • Track metrics and provide report and recommendations in annual analytics report (end of year) | Bi-monthly for social media and monthly e-blasts |
| Outreach Materials | <ul style="list-style-type: none"> • Provide ongoing assistance with outreach materials development as needed including videos, flyers, infographics and photoshoots • Facilitate design and design edits • (Assumes client pays for direct costs for delivery) | Includes up to three additional outreach materials |
| Team Meetings | <ul style="list-style-type: none"> • Prepare for and participate in planning meetings with the PI committee, San Juan staff and/or board of directors • For team meeting, provide recaps with summary of next steps, as applicable | Assumes up to six meetings |
| Project Management | <ul style="list-style-type: none"> • Project forecasting and reporting | Monthly |
| Research | <ul style="list-style-type: none"> • Review research findings • Participate in call with research consultant • Participate in PI meeting to discuss research findings • Attend/potentially participate in board presentation about research findings | 1 for each item |

San Juan Wholesale


| Task | Activities | Frequency |
|---------------------------|---|--|
| CCR | <ul style="list-style-type: none"> • Work with client and consultant to finalize design, printing, production and delivery • Proof and edit report for quality control • Design report and facilitate design edits • Coordinate delivery and reporting of delivery for compliance (assumes client pays for direct costs for delivery) | One-time project |
| Electronic Media | <ul style="list-style-type: none"> • Develop and distribute quarterly e-blasts to San Juan’s stakeholder contact database • Develop Wholesale database | Quarterly |
| Outreach Materials | <ul style="list-style-type: none"> • Develop one outreach mailer to update wholesale agency customers about capital improvement and other projects • Develop outline and copy; facilitate edits • Design newsletter • Coordinate changes from wholesale agency members • Coordinate delivery with printer/mail house (assumes client pays for direct costs for delivery) • Develop and provide outreach toolkits for each agency’s use on a semi-annual basis (spring/fall) | <p>One-time project</p> <p>Semi-annual</p> |
| Project Management | <ul style="list-style-type: none"> • Project forecasting and reporting | Monthly |

Budget Estimates

Retail: \$61,400

Fees: \$56,750

Direct Costs: \$4,650



Budget Development Worksheet

San Juan Water District Retail


2018/19 Budget

| 2018 Rates: | | \$185 | \$130 | \$145 | \$125 | \$90 | | | |
|--------------------|---------------|--------------|--------------|------------------------|-----------------|--------------|------------------|-----------------|------------------|
| Tasks | Total Hours | President | Art Director | Senior Project Manager | Project Manager | Admin | Total Fees | Direct Costs | Project TOTAL |
| Newsletter | 127.00 | 12 | 45 | 50 | 20 | | \$ 17,820 | \$ 1,500 | \$ 19,320 |
| Electronic Media | 124.00 | 12 | 12 | 60 | 40 | | \$ 17,480 | \$ 1,250 | \$ 18,730 |
| Outreach Materials | 62.00 | 12 | 18 | 24 | 8 | | \$ 9,040 | \$ 1,260 | \$ 10,300 |
| Team Meetings | 30.00 | 24 | | 6 | | | \$ 5,310 | \$ - | \$ 5,310 |
| Project Management | 36.00 | 12 | | 12 | | 12 | \$ 5,040 | \$ 640 | \$ 5,680 |
| Research | 12.00 | 8 | | 4 | | | \$ 2,060 | \$ - | \$ 2,060 |
| GRAND TOTAL | 391.00 | 80.00 | 75.00 | 156.00 | 68.00 | 12.00 | \$ 56,750 | \$ 4,650 | \$ 61,400 |

Wholesale: \$33,005

Fees: \$32,375

Direct Costs: \$630



Budget Development Worksheet

San Juan Water District Wholesale

2018/19 Budget

| 2018 Rates: | | \$185 | \$130 | \$145 | \$125 | \$90 | | | |
|--------------------|---------------|--------------|--------------|------------------------|-----------------|--------------|------------------|---------------|------------------|
| Tasks | Total Hours | President | Art Director | Senior Project Manager | Project Manager | Admin | Total Fees | Direct Costs | Project TOTAL |
| CCR | 37.00 | 6 | 8 | 15 | 8 | | \$ 5,325 | \$ - | \$ 5,325 |
| Electronic Media | 60.00 | 12 | | 30 | 18 | | \$ 8,820 | \$ - | \$ 8,820 |
| Outreach Materials | 100.00 | 15 | 20 | 40 | 25 | | \$ 14,300 | \$ - | \$ 14,300 |
| Project Management | | 6 | | 12 | | 12 | \$ 3,930 | \$ 630 | \$ 4,560 |
| SUBTOTAL | 197.00 | 39.00 | 28.00 | 97.00 | 51.00 | 12.00 | \$ 32,375 | \$ 630 | \$ 33,005 |
| GRAND TOTAL | 197.00 | 39.00 | 28.00 | 97.00 | 51.00 | 12.00 | \$ 32,375 | \$ 630 | \$ 33,005 |

Terms

- Cost estimate does not include services outside the scope of work as described.
- This scope is based on a time and materials basis and tasks will be billed at an hourly rate and will not exceed the budget without advance notice and approval from client.
- Any new tasks will be estimated and approved by the client prior to proceeding.
- Budget and hourly rates are based on a 12-month project as outlined. Activities extending past that period will be subject to new cost estimates, if applicable.
- Copy and design fees based on two rounds of revisions after presentation of first draft.

STAFF REPORT

To: Board of Directors
From: Tony Barela, Operations Manager
Date: July 25, 2018
Subject: Fair Oaks 40" Pipeline Relining Project – Construction Management/Inspection Contract

RECOMMENDED ACTION

Staff recommends a motion to award the Fair Oaks 40" Pipeline Relining Project - Construction Management and Inspection Services contract to Inferrera Construction Management Group (ICM), Inc. for the amount of \$180,680.00 and authorizing a total budget of \$198,750.00 (includes a 10% contingency).

The recommendation was reviewed by the Engineering Committee on July 17, 2018, and the Committee recommended the contract be approved by the Board of Directors.

BACKGROUND

The Fair Oaks 40" (FO-40") Relining Project is considered Phase 2 of the overall rehabilitation of the FO-40" Transmission Pipeline. Phase 1 of the overall rehab included ARC Crossing Replacement Project, Cathodic Protection Project, and the Pipeline Rehabilitation Project. ICM Group, Inc. provided construction management and inspection services on two projects of the Phase I projects, ARC Crossing and Pipeline Rehabilitation Project. Additionally, ICM Group, Inc. completed the internal lining assessment of the pipeline defining the areas needing replacement.

ICM Group, Inc. was included in Quincy Engineering, Inc.'s proposal for design and construction management services; therefore, ICM was included in the proposal selection process during design. Through discussions with Quincy and ICM, it was recommended that the District contract directly with ICM for construction related services.

FINANCIAL CONSIDERATIONS

Adequate funds are available in wholesale capital reserves. Construction Management and Inspections Services was budgeted for in the Fiscal Year 2018-2019 Budget.

**AGREEMENT BETWEEN SAN JUAN WATER DISTRICT
AND INFERRERA CONSTRUCTION MANAGEMENT GROUP, INC. FOR SERVICES
RELATING TO FAIR OAKS 40" PIPELINE RELINING PROJECT**

THIS AGREEMENT is made this **July 5, 2018**, in Granite Bay, California, between the San Juan Water District ("District"), a California public agency, and **Inferrera Construction Management Group, Inc. (ICM)** a California Corporation ("Consultant"), concerning Construction Management and Inspection of the Fair Oaks 40" Pipeline Relining Project (the "Work"). The parties agree as follows:

1. Scope of Work. Consultant shall perform the work described in Exhibit A attached hereto and incorporated herein, and described as follows: Provide construction management and inspection services for the Fair Oaks 40" Pipeline Relining Project (the "Work"). Consultant shall: (a) provide all labor, equipment, material and supplies required or necessary to properly, competently, and completely perform the Work under this Agreement; and (b) determine the method, details and means of doing the Work.

2. Compensation.

a. In exchange for the Work, District shall pay to Consultant a fee based on Consultant's actual time and expenses necessarily and actually expended on the Work in accordance with Consultant's fee schedule, attached hereto as Exhibit B and incorporated herein.

b. The total fee for the Work shall not exceed **\$180,680.00**. There shall be no compensation for extra or additional work or services by Consultant unless approved in advance in writing by District. Consultant's fee shall include all of Consultant's costs and expenses related to the Work.

c. At the end of each month, Consultant shall submit to District an invoice for the Work performed during the preceding month. The invoice shall include a brief description of the Work performed, the dates of Work, number of hours worked and by whom (if payment is based on time), and an itemization of any reimbursable expenditures. If the Work is satisfactorily completed and the invoice is accurately computed, District shall pay the invoice within 30 days of its receipt.

3. Term and Termination.

a. This Agreement shall take effect on the above date and continue in effect until completion of the Work, unless sooner terminated as provided below. Time is of the essence in this Agreement. Consultant shall perform the Work diligently and as expeditiously as possible, consistent with the professional skill and care appropriate for the orderly progress of the Work.

b. This Agreement may be terminated at any time by District upon 10 days' advance written notice to Consultant. In the event of such termination, Consultant shall be fairly compensated for all work performed to the date of termination as calculated by District based on the above fee and payment provisions. Compensation under this subsection shall not include any termination-related expenses, cancellation or demobilization charges, or lost profit associated with the expected completion of the Work or other such similar payments relating to Consultant's claimed benefit of the bargain.

4. Professional Ability of Consultant. Consultant represents that it is specially trained and experienced, and possesses the skill, ability, knowledge and certification, to competently perform the Work provided by this Agreement. District has relied upon Consultant's training, experience, skill, ability, knowledge and certification as a material inducement to enter into this Agreement. All Work performed by Consultant shall meet the standard of care and quality ordinarily to be expected of competent professionals in Consultant's field.

5. Conflict of Interest. Consultant (including its principals, associates and professional employees) represents and acknowledges that: (a) it does not now and shall not acquire any direct or indirect investment, interest in real property or source of income in the area covered by this Agreement or that would be affected in any manner or degree by the performance of Consultant's services under this Agreement; and (b) no person having any such interest shall perform any portion of the Work. The parties agree that Consultant is not a designated employee within the meaning of the Political Reform Act and District's conflict of interest code because Consultant will perform the Work independent of the control and direction of the District or of any District official, other than normal contract monitoring, and Consultant possesses no authority with respect to any District decision beyond the rendition of information, advice, recommendation or counsel. Consultant shall not engage in any conduct or other employment or business that would be incompatible with or unreasonably interfere with its obligations under this Agreement, that would create a conflict of interest, or that would reflect unfavorably upon the interests of District.

6. Consultant Records.

a. Consultant shall keep and maintain all ledgers, books of account, invoices, vouchers, canceled checks, and other records and documents evidencing or relating to the Work and charges for services, expenditures and disbursements for the Work for a minimum period of three years (or for any longer period required by law) from the date of final payment to Consultant under this Agreement. District may inspect and audit such books and records, including source documents, to verify all charges, payments and reimbursable costs under this Agreement.

b. In accordance with California Government Code section 8546.7, the parties acknowledge that this Agreement, and performance and payments under it, are subject to examination and audit by the State Auditor General for three years following final payment under the Agreement.

7. Ownership of Documents.

a. Every report, study, spreadsheet, worksheet, plan, blueprint, specification, drawing, map, photograph, computer model, computer disk, magnetic tape, CAD data file, GIS data file, computer software and any other document or thing prepared by Consultant under this Agreement and provided to District ("Work Product") shall be the sole and exclusive property of District, and District shall have the perpetual, world-wide right to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to Consultant or any other party. Consultant may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that Consultant shall not provide any Work Product to any third party without District's prior written approval, unless compelled to do so by legal process.

b. If any Work Product is copyrightable, Consultant may copyright the same, except that, as to any Work Product that is copyrighted by Consultant, District reserves a royalty-free, nonexclusive,

world-wide, and irrevocable license to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product. If District reuses or modifies any Work Product for a use or purpose other than that intended by the scope of work under this Agreement, then District shall hold Consultant harmless against all claims, damages, losses and expenses arising from such reuse or modification.

c. For Work Product provided to District in paper format, upon request by District, Consultant agrees to provide the Work Product to District in an appropriate and usable electronic format (e.g., Word file, Excel spreadsheet, Adobe pdf, AutoCAD file).

8. Compliance with Laws; Safety of Work.

a. Consultant shall perform the Work in compliance with all applicable federal, California, and local laws and regulations, including applicable anti-discrimination and anti-harassment laws, and to give all notices required by any such law or regulation. Consultant also shall possess, maintain and comply with all federal, state and local permits, licenses, certificates, and approvals that may be required for it to perform the Work. In accordance with California Code of Regulations Title 13, section 2022.1(g), Consultant shall comply with all federal, state and local air pollution control laws and regulations applicable to the Consultant and its Work.

b. To the extent applicable to the Work, Consultant shall be solely responsible for all safety of the Work and workers under its direction and control during the performance of the Work. The requirements of this subsection 8.b shall apply continuously and not be limited to normal working hours. Consultant shall comply with all federal, state and local safety laws, regulations, ordinances, and codes applicable to the Work. All labor, materials and supplies employed by Consultant on the Work shall be in strict accordance with all applicable State, Federal and local laws, rules, regulations, and codes. Consultant shall carefully instruct all personnel working in potentially hazardous work areas as to potential dangers and shall provide such necessary safety equipment and instruction as is necessary to prevent injury to personnel and damage to property. If applicable to the Work under this Agreement, Consultant shall have at least the following safety programs in place: (i) an Injury/Illness Prevention Program that complies with the requirements of Section 3203 of Title 8 of the California Code of Regulations; (ii) a written Hazard Communication Program 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) and Proposition 65; and (iii) a Confined Space Entry Program that complies with the requirements of Sections 5156-5158 of Title 8 of the California Code of Regulations. Nothing in this subsection 8.b is intended to limit Consultant's obligations and liability for complying with any applicable federal or state safety laws, regulations, ordinances, and codes not specifically enumerated or mentioned herein.

9. Confidentiality of Documents and Information. Consultant shall keep in strict confidence all Work Product and other documents and information provided to, shared with or created by Consultant in connection with the performance of the Work under this Agreement or during its time as a District consultant (collectively "Information"). Consultant shall not use any Information for any purpose other than the performance of the Work under this Agreement, unless otherwise authorized in writing by District. Consultant shall not disclose any Information to any person or entity not connected with the performance of the Work under this Agreement, unless otherwise authorized in advance in writing by District.

10. Professional Liability Insurance. Consultant shall maintain professional liability insurance

as shall protect against claims based on alleged errors or negligent acts or omissions which may arise from the Work or from Consultant's operations or performance under this Agreement, whether any such claim is made during or subsequent to the term of this Agreement, and whether such operations or performance be by Consultant or its employees, subcontractors, agents or anyone else employed by any of the foregoing. Coverage is to be endorsed to include contractual liability. The amount of this insurance shall not be less than \$2,000,000 per claim and \$2,000,000 aggregate. Said policy shall be continued in full force and effect during the term of this Agreement and for a period of five years following the completion of the Work. In the event of termination of said policy, new coverage shall be obtained for the required period to insure for the prior acts of Consultant during the course of performing services under the terms of this Agreement. Consultant shall provide to District a certificate of insurance on a form acceptable to the District indicating the deductible or self-retention amounts and the expiration date of said policy, and shall provide renewal certificates within 10 days after expiration of each policy term. Any deductible or self-insured retention must not exceed \$50,000, unless authorized in writing by District prior to Consultant beginning the Work. The insurance is to be placed with insurers licensed to do business by and in good standing with the California Department of Insurance, with a current A.M. Best's rating of A:VII or better unless otherwise approved in advance by District.

11. General Insurance.

a. Consultant, at its sole cost and expense, shall procure and maintain for the duration of this Agreement the following types and limits of insurance:

| Type | Limits | Scope |
|------------------------------|--|--|
| Commercial General Liability | \$2,000,000 per occurrence, or the full per occurrence limits of the policies available, whichever is greater, for general liability, blanket contractual liability, bodily injury, personal injury and property damage. | At least as broad as ISO Occurrence Form CG 0001. |
| Automobile Liability | \$2,000,000 per accident for bodily injury, including death, and property damage. | At least as broad as ISO Business Auto Coverage Form CA 0001 (Code 1, any auto). |
| Workers' Compensation | California statutory limits. | |
| Employer's Liability | \$1,000,000 per accident for bodily injury or disease. | |

b. If Commercial General Liability Insurance or other form with a general aggregate limit or products-completed operations aggregate limit is used, either the general aggregate limit shall apply separately to the Work/location (with the ISO CG 2503, or ISO CG 2504, or insurer's equivalent endorsement provided to District), or the general aggregate limit and products-completed operations aggregate limit shall be twice the required occurrence limit.

c. The general liability and automobile liability policies will be endorsed to name District, and its directors, officers, employees, authorized volunteers, and agents, as additional insureds regarding liability arising out of this Agreement using an ISO endorsement form at least as broad as CG 2010 1185 or both CG 20 37 and CG 20 38 04 13 forms (if later revisions used) as respects: liability arising out of activities performed by or on behalf of Consultant; products and completed operations of Consultant; premises owned, occupied or used by Consultant; and automobiles owned, leased, hired or borrowed by Consultant. The policies shall contain no special limitations on the scope of protection afforded to District, and its directors, officers, employees, authorized volunteers, and agents.

d. Each insurance policy will be endorsed to state that coverage will not be canceled, except after 30 days' prior written notice to the District (10 days for non-payment of premium).

e. The workers' compensation policy will be endorsed to include a waiver of subrogation against the District and its directors, officers, employees, authorized volunteers, and agents.

f. If Consultant's firm owns no motor vehicles, Consultant agrees to obtain Business Automobile liability insurance in compliance with this Agreement should any motor vehicle be acquired during the term of this Agreement. Such Business Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (3-06 ed.) Code 1, any auto. Non-Owned and Hired Automobile liability insurance is waived if Consultant's firm does not own any motor vehicles and such coverage is provided by a hired and non-owned auto endorsement to the Commercial General Liability policy described in Section 11(a), above.

g. Consultant's coverage will be endorsed to be primary and apply separately to each insurer against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability, and District's insurance or self-insurance, if any, will be excess and will not contribute with Consultant's insurance (at least as broad as ISO endorsement CG 20 01).

h. Insurance is to be written on policy forms acceptable to District and be placed with insurers with a current A.M. Best's rating of A:VII or better and that are admitted to do business and in good standing in California, unless otherwise acceptable upon notice to and approval by District. In the case of Workers' Compensation and Employer's Liability Insurance, coverage provided by the California State Compensation Insurance Fund is acceptable.

i. No later than its execution of this Agreement and then annually thereafter, Consultant will provide to District the following proofs of insurance: (a) certificate(s) of insurance evidencing all required coverages under this Section 11 on Acord Form 25 or insurer's equivalent; and (b) additional insured endorsement(s), signed by an insurer representative evidencing the required coverages and endorsements required hereunder. Consultant may not commence the Work until District has approved all insurance coverages and documentation, unless otherwise agreed by District in writing. District reserves the right to review and reject any certificates or endorsements that are not in compliance with this Section 11 and to require Consultant to obtain the appropriate coverages and amendatory endorsements prior to starting the Work.

j. The requirements as to the types, limits, and District's approval of insurance coverage to be maintained by the Consultant are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Consultant under this Agreement. In addition, in the event any change is made in the insurance carrier, policies or nature of coverage required under this Agreement, Consultant shall notify District prior to making such changes.

k. Consultant shall ensure that all required insurance coverages are maintained throughout the term of this Agreement. If any of the required coverages expire during the term of this Agreement, Consultant shall deliver renewal certificates and any required endorsements to District at least 10 days before the expiration date.

l. 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.

m. Insurance deductibles or self-insured retentions must be declared by Consultant, and such deductibles and retentions shall be approved by District before Consultant commences the Work. At the election of District, Consultant shall either: (1) reduce or eliminate such deductibles or self-insured retentions; or (2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.

n. Consultant shall, upon demand of District, deliver to District such policy or policies of insurance required under this Section 11 and the receipts for payment of premiums thereon.

12. Indemnification.

a. To the fullest extent permitted by law, Consultant shall immediately indemnify, defend (with counsel approved by District), protect, and hold harmless District, and its directors, officers, employees, authorized volunteers, and agents from and against any and all actions, judgments, legal or administrative proceedings, arbitrations, claims, demands, damages, liabilities, interest, and costs (including, without limitation, attorney's, expert witness and consultant fees and expenses, fines, penalties, and litigation costs and expenses) of every nature ("claims" or "claim"), arising out of, pertaining to or in any way connected with the negligence, recklessness or willful misconduct of Consultant's, or its employees', agents' or subcontractors', negligence, recklessness or willful misconduct arising out of or in any manner directly or indirectly connected with the Work to be performed under this Agreement, however caused, regardless of any negligence of District, or its directors, officers, employees, authorized volunteers, or agents (including passive negligence), except if caused by the sole negligence or willful misconduct or active negligence of District, or its directors, officers, employees, authorized volunteers, or agents, or as otherwise provided or limited by law.

b. Consultant's obligations under this indemnification provision shall survive the completion of Work under, or the termination of, this Agreement. Submission of insurance certificates or submission of other proof of compliance with the insurance requirements in this Agreement does not relieve Consultant from liability under this provision. The obligations of this provision shall apply whether or not such insurance policies shall have been determined to be applicable to any claims.

c. By executing this Agreement, Consultant specifically acknowledges that: (1) the duty to defend provided in this indemnification provision is a separate and distinct obligation from Consultant's duty to indemnify District; (2) Consultant shall defend District and other indemnified parties in any legal, equitable, administrative, or special proceedings asserting a claim covered by this indemnity, including any claims under the Americans with Disabilities Act or other federal or state disability access or discrimination laws; (3) Consultant shall pay and satisfy any judgment, award or decree that may be rendered against District, or its directors, officers, employees, authorized volunteers, or agents, in any and all suits, actions, or other legal or administrative proceedings asserting a claim covered by this indemnity and otherwise not barred by subsection (a) of this Section 12; and

(4) Consultant shall reimburse District, or its directors, officers, employees, authorized volunteers, or agents, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

13. Subcontractors. No subcontract shall be awarded nor any subcontractor engaged by Consultant without District's prior written approval. Consultant shall be responsible for requiring and confirming that each approved subcontractor meets the minimum insurance requirements specified in Sections 10 and 11 of this Agreement. Any approved subcontractor shall be covered by Consultant's insurance in accordance with the insurance requirements of Sections 10 and 11 of this Agreement or such subcontractor shall obtain the required insurance coverages and provide proof of same to District in the manner provided in Section 11 of this Agreement.

14. Independent Contractor. It is expressly understood and agreed by the parties that Consultant's relationship to District is that of an independent contractor. All persons hired by Consultant and performing the Work shall be Consultant's employees or agents. Consultant and its officers, employees, subcontractors, and agents are not District employees, and they are not entitled to District employment salary, wages or benefits. Consultant shall pay, and District shall not be responsible in any way for, the salary, wages, workers' compensation, unemployment insurance, disability insurance, tax withholding, and benefits to and on behalf of Consultant's employees. Consultant shall, to the fullest extent permitted by law, indemnify District, and its directors, officers, employees, authorized volunteers, and agents, from and against any and all liability, penalties, expenses and costs resulting from any adverse determination by the United States Internal Revenue Service, California Franchise Tax Board or other federal or state agency concerning Consultant's independent contractor status.

15. Entire Agreement. This Agreement and the attached exhibits represent the sole, final, complete, exclusive, and integrated expression and statement of the terms of the agreement between District and Consultant concerning the Work. There are no written or oral agreements, conditions, representations, warranties, or promises with respect to the subject matter of this Agreement except those contained in or referred to in this writing. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Agreement.

16. Successors and Assignment. This Agreement shall be binding on, and inure to the benefit of, the heirs, successors, and assigns of the parties. However, Consultant agrees that it will not subcontract, assign, transfer, convey, or otherwise dispose of this Agreement or any part thereof, or its rights, title or interest therein, or its power to execute the same without the prior written consent of District, which shall be given or refused in the District's sole discretion.

17. Severability. If any part of this Agreement is held to be void, invalid, illegal or unenforceable, then the remaining parts will continue in full force and effect and be fully binding, provided that each party still receives the benefits of this Agreement.

18. No Waiver of Rights. Any waiver at any time by either District or Consultant of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default. No payment by District to Consultant shall be considered or construed to be an approval or acceptance of any Work or a waiver of any breach or default.

19. Interpretation. District and Consultant each had the opportunity to consult independent counsel in the negotiation and execution of this Agreement. For the purposes of interpretation of this

Agreement, neither party will be deemed to have been its drafter.

20. Governing Law and Venue. This Agreement will be governed by and construed in accordance with the laws of the State of California. The state superior or federal district court where District's office is located shall be venue for any litigation concerning the enforcement or construction of this Agreement.

21. Notices. Any notice or other communication required or permitted to be given under this Agreement will be in writing and will be deemed to be properly given if delivered, mailed or sent by facsimile or e-mail in the manner provided in this Section 21, to the following persons:

District:

San Juan Water District
Attn: Tony Barela, Options Manager
9935 Auburn-Folsom Road
P.O. Box 2157
Granite Bay, CA 95746
Fax: (916) 791-7361
E-mail: tbarela@sjwd.org

Consultant:

Attn: _____

Fax: (____) ____ - ____
E-mail: _____

If sent by mail, any notice, delivery or other communication will be effective or deemed to have been given three days after it has been deposited in the United States mail, with postage prepaid, and addressed as set forth above. If sent by facsimile or e-mail, any notice, delivery or other communication will be deemed to have been given only after it has been confirmed in writing as received. If delivered personally or by commercial overnight delivery service, any such notice, delivery or other communication will be deemed to have been given on the date of delivery. Either party may change that party's address or designated representative by giving written notice of the change to the other party in the manner provided in this Section 21.

22. Labor Code Requirements. The following provisions apply to certain services performed by Consultant as part of the Work that may constitute "public work" subject to the prevailing wage and related laws, including inspection and land surveying work subject to Labor Code sections 1720(a) and 1770, et seq., and maintenance work as defined under section 16000 of Title 8 of the California Code of Regulations ("Prevailing Wage Work"). If Consultant is unsure as to the applicability of these sections, District recommends that Consultant consult with its attorney or contact the Department of Industrial Relations for clarification. If Consultant performs Prevailing Wage Work under this Agreement, then Consultant agrees that it will comply with the following provisions:

a. Prevailing Wages. The prevailing rates of per diem wages shall be those determined by the Department of Industrial Relations, Division of Labor Statistics and Research, Prevailing Wage Unit. If the prevailing wage for a category of work subject to the State prevailing wage laws has not been established by the Department of Industrial Relations' Prevailing Wage Unit, Consultant should obtain a determination of the wages to be paid from the Unit. Consultant agrees to pay all workers performing Prevailing Wage 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 and regulations and orders issued thereunder. A copy of the applicable prevailing rate of per diem wages is available to any interested person at the administrative offices of District or from the Department of Industrial

Relations, Division of Labor Statistics and Research, Prevailing Wage Unit. Consultant shall obtain and post a copy of such prevailing wage rates at the job site. Consultant also shall comply with the provisions of California Labor Code section 1775, including but not limited to provisions which require Consultant to (a) forfeit as a penalty not more than the sum of two hundred dollars (\$200) and not less than forty dollars (\$40) for each calendar day or portion thereof for each worker (whether employed by Consultant or subcontractor) paid less than the stipulated prevailing rates for any Prevailing Wage Work done under this Agreement in violation of the provisions of the California Labor Code; and (b) pay each such worker the difference between the prevailing wage rate and the amount paid to each such worker for each calendar day or portion thereof for which said worker was paid less than the prevailing rate.

b. Eight-Hour Day Limitation. Consultant agrees that 8 hours' labor shall constitute a day's work, and that no worker in the employ of Consultant or any subcontractor performing or contracting to perform Prevailing Wage Work shall 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 Prevailing Wage 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. Except as provided above for overtime, Consultant shall forfeit as a penalty the sum of \$25 for each worker employed in the execution of this Agreement by it or by any subcontractor under it and performing Prevailing Wage Work 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.

c. Payroll Records. Consultant 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 journeyperson, apprentice, worker or other employee employed in connection with Prevailing Wage Work, and shall make such payroll records available for inspection, in accordance with the requirements of California Labor Code section 1776. Consultant shall be responsible to ensure compliance with section 1776, whose provisions are incorporated herein by this reference. Consultant's failure to comply with the requirements of Labor Code section 1776 may result in the imposition of the penalties provided in subdivision (h) thereof.

d. Employment of Apprentices. Consultant shall comply with, and take such actions as necessary to effectuate, the employment of apprentices' requirements as set forth in California Labor Code sections 1777.5, 1777.6 and 1777.7 in connection with Prevailing Wage Work.

23. Professional Licensing. Consultant represents that it is licensed by the California State Board of Professional Engineers and Land Surveyors, and that Consultant's license is in good standing and will be kept in good standing during the term of this Agreement.

IN WITNESS WHEREOF, the parties execute this Agreement on the day and year first above written.

SAN JUAN WATER DISTRICT:

ICM GROUP, INC.:

By: _____
Paul Helliker
General Manager

By: _____

_____ [Name]
_____ [Title]

Exhibit A
Scope of Work



Scope of Services

Our Scope of Services assumes full time construction inspection and part-time specialty inspection and contract administration and construction management. The Scope of Services for the Fair Oaks 40" Pipeline Relining Project is presented below.

ICM will perform the following tasks:

1. Coordinate, attend and distribute the minutes of the pre-construction meeting and weekly progress meetings.
2. Provide full time construction inspection.
 - a. Verify interior pipe surface preparation before commencement of mortar lining activities.
 - b. Verify proper disposal of debris.
 - c. Mortar coating thickness and flatness.
 - d. NSF 61 compliance.
 - e. Assist District with dewatering.
 - f. Last man out.
 - g. Coordinate with designer.
 - h. Daily reports.
 - i. Photographs.
 - j. Verify compliance with contract requirements
3. Take preconstruction photographs of work areas.
4. Coordinate special inspections, materials testing, and special testing. Special inspections will include CWI welding inspection and NACE certified coatings inspection. Material testing will include mortar strength testing as needed.
 - a. CWI of steel plate repair.
 - b. NACE inspection for coatings.
 - c. Compaction under roadways.
5. Monitor compliance with permit conditions on behalf of the District.
6. Assist the District with the review and negotiation of change order requests with the contractor and provide recommendation to District staff for change order disposition.
7. Contract administration including submittals and RFIs.
8. Resolve conflicts caused by varying site conditions or discrepancies in contract documents.
9. ICM's inspector will maintain a set of as-built drawings. At the time of each progress payment application, ICM will verify the contractor is maintaining their set of as-built drawings.

Exclusions:

1. ADA compliance certification or warranty.
2. SWPPP plan development, certification and uploading to State web site.
3. Surveying by a California Licensed Land Surveyor.
4. Construction staking.
5. Warranty services or 11 month warranty inspection.
6. ICM is not responsible for Contractor's safety or safety program.



7. ICM is not responsible for Contractor's schedule.
8. We did not include budget for litigation, arbitration, or other dispute resolution support.
9. Engineering support services such as technical review of submittals and RFIs with the exception of schedule submittal, schedule of values submittal, and RFIs better answered by our field staff.
10. Cost for alternate document management and storage systems such as Primavera, EADOC, and ProCore. Use of Access Database and Synology for document tracking and storage.

Exhibit B
Compensation Schedule



Budget Chart

The following chart shows the estimated number of hours and cost for ICM staff, expenses, and subconsultants. ICM's budget assumes full-time construction inspection and complies with California prevailing wage requirements.

ICM Budget Chart

| | Jul-18 | Aug-18 | Sep-18 | Oct-18 | Nov-18 | Dec-18 | Jan-19 | Total Hours | Rate | Total Budget |
|---------------------------|--------|--------|--------|--------|--------|--------|--------|-------------|-----------------|-------------------|
| CM | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 280 | \$ 160 | \$ 44,800 |
| Inspection | | 40 | 184 | 152 | 176 | 168 | 40 | 760 | \$ 130 | \$ 98,800 |
| Inspection OT | | | | | | | | 40 | \$ 182 | \$ 7,280 |
| Administration | 8 | 4 | 4 | 4 | 4 | 4 | 8 | 36 | \$ 75 | \$ 2,700 |
| | | | | | | | | | Subtotal | \$ 153,580 |
| Vehicle, Inspector | | | 1 | 1 | 1 | 1 | | 4 | \$ 1,000 | \$ 4,000 |
| Vehicle, RE | | 4 | 8 | 8 | 8 | 8 | 4 | 40 | \$ 50 | \$ 2,000 |
| Computer | | | 1 | 1 | 1 | 1 | | 4 | \$ 100 | \$ 400 |
| Phone/Internet | | | 1.5 | 1.5 | 1.5 | 1.5 | | 6 | \$ 50 | \$ 300 |
| Safety | | | | | | | | | | \$ 1,000 |
| Tools/Disposables | | | | | | | | | | \$ 500 |
| Youngdahl | | | | | | | | | | \$ 15,000 |
| BACC | | | | | | | | | | \$ 3,000 |
| Sub Fee (5%) | | | | | | | | | | \$ 900 |
| | | | | | | | | | Subtotal | \$ 27,100 |
| | | | | | | | | | Total | \$ 180,680 |

Notes/Assumptions:

1. Construction management services starting about July 2018.
2. Contractor commences work approximately September 1, 2018.
3. Final Completion Date in December 2018.
4. Construction management services ending January 31, 2019
5. We assume Contractor and subcontractors will work 8-hour days during the same start and stop time. We assume 40 hours overtime inspection for times when the contractor works late.
6. This proposal is based on a time and materials contract. This cost proposal is only an estimate; actual labor effort will be dependent on the contractor's schedule. Budgeted hours and cost proposal may change based on the actual project schedule. ICM reserves the right to transfer budgeted hours between tasks and subtasks.
7. See Scope of Services for details.
8. This proposal excludes hiring of an inspector apprentice which can be required by the State Department of Industrial Relations although we have not seen it done to date and have not included hours for an apprentice.



Inferrera Construction Management Group, Inc.
Fee Schedule
For San Juan Water District
Fair Oaks 40 Pipeline Relining Project

Labor Hourly Rates by Position

| | |
|------------------------|-------|
| CM/Resident Engineer | \$160 |
| Electrical Inspector | \$140 |
| Construction Inspector | \$130 |
| Administrator | \$75 |

Expense Rates

| | |
|------------------------------|---------|
| Vehicle, monthly | \$1,000 |
| Vehicle, day | \$50 |
| Field Computer, monthly | \$100 |
| Phone/Internet, monthly | \$100 |
| Other ODCs billed separately | |

Administrative Fees

| | |
|----------------|----|
| Expenses | 0% |
| Subconsultants | 5% |

Notes:

1. Minimum 4-hour onsite charge per site or off-site visits.
2. This proposal is based on a time and materials contract. This cost proposal is only an estimate; actual labor effort will be dependent on the contractor's schedule. Budgeted hours and cost proposal may change based on the actual project schedule. ICM reserves the right to transfer budgeted hours between tasks and subtasks.
3. Overtime will be charged 1.5 times the hourly rate for time worked over eight hours a day and Saturdays. Sundays, Holidays, and time worked over twelve hours a day are charged at 2 times the hourly rate. Second shift work started between 2 p.m. and 5 a.m. will be charged an additional \$15 per hour.
4. This Rate Schedule is valid until December 31, 2019. After December 31, 2019, rates subject to adjustment.
5. This proposal does not include furnishing a site trailer, trailer utilities, computer systems or internet. Field office trailer, with telephone, fax, sanitary facilities, and furniture.

Confidentiality Requirement: This Rate Schedule and other budget information in this proposal have been developed exclusively for the San Juan Water District. This Rate Schedule is confidential and proprietary information and shall not be shared with persons or organizations other than employees of the San Juan Water District.



(2017) PREVAILING WAGE FEE SCHEDULE FOR PROFESSIONAL SERVICES

| PERSONNEL | PREVAILING WAGE RATE |
|--|-----------------------------|
| Principal Engineer | \$ 185.00 /hr |
| Associate Engineer/Geologist/Scientist | \$ 160.00 /hr |
| Senior Engineer/Geologist/Scientist | \$ 145.00 /hr |
| Project Engineer/Geologist/Environmental Scientist/Qualified SWPPP Developer | \$ 125.00 /hr |
| Staff Engineer/Geologist/Scientist | \$ 115.00 /hr |
| Field Supervisor | \$ 130.00 /hr |
| NDT Special Inspector | \$ 120.00 /hr |
| ICC Lead Special Inspector; DSA Masonry – Group 1 (excluding NDT) | \$ 114.00 /hr |
| ICC/AWS/CWI Certified Special Inspector – Group 2 | \$ 108.00 /hr |
| Soils Engineering Technician; ACI – Groups 3 & 4 | \$ 104.00 /hr |
| Environmental Technician | \$ 95.00 /hr |
| QSP-Qualified SWPPP Practitioner | \$ 90.00 /hr |
| Laboratory Manager | \$ 110.00 /hr |
| Senior Laboratory Technician | \$ 102.00 /hr |
| Laboratory Technician | \$ 88.00 /hr |
| Draftsperson | \$ 92.00 /hr |
| Clerical | \$ 76.00 /hr |

BASIS OF CHARGES

Equipment Charges:

All of the above rates are inclusive of equipment (typically an additional \$10/hour charge by other consultants for Nuclear Gauge and other equipment).

Exceptions:

Coring Machine is \$200/day

Generator is \$75/day

Hours are billed portal to portal in accordance with the following minimum charges:

- Times are rounded up to the nearest ½ hour.
- 2.0 hour minimum on-site charge for each site visit.
- 4.0 hour minimum on-site charge for weekend work.
- Cancellation required prior to 5:00 pm day before scheduled visit.

Overtime:

- Over eight (8) hours a day - 1.5 X hourly rate
- Saturdays - 1.5 X hourly rate
- Sundays and Holidays - 2.0 X hourly rate
- Over twelve (12) hours a day - 2.0 X hourly rate
- Work performed 5:00 pm – 5:00 am + \$ 10.00/hour

Mobilization Charge:

A mobilization charge of \$ 40.00/site visit will be added for all projects requiring site visits within 30 miles of our corporate yard. For projects beyond 30 miles, a mileage fee will be assessed at \$0.60/mile portal to portal per visit from our corporate headquarters address to the project site. Distance will be determined by Google Maps quickest calculated distance.

BASIS OF CHARGES (cont.)

Expert Witness Services:

Presentation of mediation, arbitration, deposition, expert witness testimony and public hearing attendance will be billed at 2 times normal hourly rates in 4 hour incremental blocks.

Rush Charges:

| | |
|-------------|---|
| Field: | An additional 1 hour of field time at the engineering technician rate will be charged to expedite work which requires dispatching after 4:30 pm of the previous day or the same day the work is required for field work as requested by the contractor or client. |
| Laboratory: | 2 day = Cost + 50% 1 day = 2 times cost |

Large Format Plotting:

| | |
|-----------------|----------------------|
| • Color | \$ 3.90 per sq. foot |
| • Black & White | \$ 0.75 per sq. foot |

- Supplies and outside services are billed at cost +15%
 - Airfare, rental vehicles, lodging, and meals for authorized out-of-town travel, will be charged per person per day using the current IRS Per Diem rate applicable to the area.
 - Authorized subcontracts are billed at +15%
 - Projects with specialized accounting protocol required to be filled out for the client will be charged an additional 4 % of the project budget
 - Copying and distribution for project reporting include 6 reports. If additional report copying is necessary, a \$25.00 charge will be billed for each additional report
 - Projects requiring Level C PPE will be charged at 1.5 x normal hourly rate
 - \$10.00 surcharge may be applied to normal rates for projects requiring naturally occurring asbestos (NOA) observations.
-

LABORATORY CONSULTATION SERVICES

Please see Fee Schedule for Professional Services, Laboratory Services, and Specialized Laboratory Services. Quotes available upon request.

TERMS AND CONDITIONS

Youngdahl Consulting Group, Inc. shall perform professional services in accordance with the generally accepted professional practice of its profession within the area where the work is performed on behalf of the client. Upon entering into this agreement many risks potentially affect Youngdahl Consulting Group, Inc. The principal risk is the potential for human error by Youngdahl Consulting Group, Inc. Client agrees to limit our liability to Client and to all other parties for damages arising from any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs shall be limited to \$25,000.00 and Client further agrees to indemnify and hold harmless Youngdahl Consulting Group, Inc. from and against all liabilities in excess of monetary limit established above.

(Fee Schedule for Professional Services on front of sheet)

(2017) FEE SCHEDULE FOR LABORATORY SERVICES

The following contains the soils and material testing rates for services rendered by Youngdahl Consulting Group, Inc. Prices are valid for 2017. Unless noted, test prices include routine sample preparation, test set-up, performance of test, calculations, and reporting of results. In addition to materials testing, Youngdahl Consulting Group, Inc. offers a full spectrum of geotechnical, environmental and special inspection services. Please call us at (916) 933-0633 for further information.

| TEST | TEST METHOD(S) ¹ | UNIT COST (\$) | |
|---|---------------------------------|----------------|--------|
| CLASSIFICATION AND INDEX PROPERTIES | | | |
| Sieve Analysis, Fine with No. 200 Wash | D422, CTM 202 | \$ 120.00 | Each |
| Sieve Analysis, Coarse and Fine Combined | D422, CTM 202 | \$ 150.00 | Each |
| Percent Passing No. 200 Sieve | D1140 | \$ 80.00 | Each |
| Hydrometer Analysis | D422 | \$ 200.00 | Each |
| Atterberg Limits | D4318 | \$ 190.00 | Each |
| Moisture Content | D2216 | \$ 25.00 | Each |
| Moisture Content & Dry Density | D2216 and D2937 | \$ 35.00 | Each |
| Specific Gravity | D854 | \$ 150.00 | Each |
| Soil Resistivity/PH | CTM ³ 643/532, D4972 | \$ 145.00 | Each |
| Pinhole Dispersion | D4647 | \$ 750.00 | Each |
| Organic Content | D2974 | \$ 125.00 | Each |
| MOISTURE DENSITY RELATIONS-COMPACTION | | | |
| Proctor – 4" | D698/D1557 | \$ 255.00 | Each |
| Proctor – 6" | D698/D1557 | \$ 270.00 | Each |
| California Impact | CTM 216 | \$ 275.00 | Each |
| Check Point | | \$ 145.00 | Each |
| STRENGTH | | | |
| Unconfined Compression | D2166 | \$ 90.00 | Each |
| Unconfined Compression, Lime-Treated, Set of 3 | CTM 373 | \$ 450.00 | Each |
| Quicklime Saturation (Eades and Grim) | D6276 | \$ 150.00 | Each |
| Direct Shear, 3 Points | D3080 | \$ 350.00 | Each |
| Triaxial Shear, All Types | | Quote | |
| Resistance "R-Value" | CTM 301, D2844 | \$ 310.00 | Each |
| Sample Preparation & Remolding | | \$ 80.00 | Sample |
| HYDRAULIC CONDUCTIVITY | | | |
| Flexible Wall Permeability | D5084 | \$ 350.00 | Each |
| Permeability (>10 ⁻³) | D2434 | \$ 350.00 | Each |
| CONSOLIDATION/SWELL | | | |
| Consolidation (4 points + rebound) | D2435 | \$ 420.00 | Each |
| Consolidation (each additional load or rebound) | D2435 | \$ 40.00 | Each |
| Swell (1 load) | D4546, Method A | \$ 185.00 | Each |
| Swell (each additional load) | D4546 | \$ 40.00 | Each |
| Expansion Index | D4829 | \$ 195.00 | Each |
| MISCELLANEOUS | | | |
| Fireproofing Thickness and Density | E605 | \$ 70.00 | Each |
| Non-Masonry Mortar/Grout Compression | C579 | \$ 30.00 | Each |
| Hydraulic Ram Calibration | | \$ 200.00 | Each |

| TEST | TEST METHOD(S) ¹ | UNIT COST (\$) | |
|---|-----------------------------|----------------|------|
| AGGREGATE | | | |
| Sieve Analysis – Coarse (without wash) | C136, CTM 202 | \$ 120.00 | Each |
| Sieve Analysis – Fine (including wash) | C136, CTM 202 | \$ 120.00 | Each |
| Sieve Analysis – Coarse and Fine Combined | C136, CTM 202 | \$ 150.00 | Each |
| No.200 Wash | C117 | \$ 80.00 | Each |
| Specific Gravity and Absorption, Coarse | C127 | \$ 100.00 | Each |
| Specific Gravity and Absorption, Fine | C128 | \$ 125.00 | Each |
| Organic Impurities in Sand | C40 | \$ 75.00 | Each |
| Unit Weight, Loose or Rodded | C29 | \$ 90.00 | Each |
| Sand Equivalent | CTM 217, D2419 | \$ 135.00 | Each |
| Crushed Particles (fractured faces) (<i>per sieve size</i>) | CTM 205, D5821 | \$ 90.00 | Each |
| Flat and Elongated Particles (<i>per sieve size</i>) | D4791 | \$ 75.00 | Each |
| Clay Lumps and Friable Particles | C142 | \$ 90.00 | Each |
| Lightweight Pieces in Aggregate (<i>per specific gravity</i>) | C123 | \$ 350.00 | Each |
| Sulfate Soundness, (<i>per sieve size</i>) | C88 | \$ 100.00 | Each |
| Los Angeles Abrasion Test | C131, C535 | \$ 250.00 | Each |
| Durability Index | CTM 229, D3744 | \$ 280.00 | Each |
| Durability, Coarse or Fine | CTM 229, D3744 | \$ 140.00 | Each |
| Cleanness Value | CTM 227 | \$ 140.00 | Each |
| Mortar Sand Strength | CTM 515, C87 | \$ 600.00 | Each |
| CONCRETE/MASONRY | | | |
| Concrete Compression (including mold) | C39 | \$ 30.00 | Each |
| Mortar Compression (including mold) | C780 | \$ 30.00 | Each |
| Grout Compression (including mold) | C1019 | \$ 30.00 | Each |
| CLSM Compression (including mold) | D4832 | \$ 40.00 | Each |
| RCC Compression | | \$ 40.00 | Each |
| Concrete Core Compression | C42 | \$ 55.00 | Each |
| Shotcrete Core Compression (including coring) | C1604 | \$ 100.00 | Each |
| Core Height (Length/Thickness) | C1542 | \$ 10.00 | Each |
| Flexural Strength, Beam | C78 | \$ 100.00 | Each |
| Concrete Cylinder Unit Weight | C567 | \$ 100.00 | Each |
| Laboratory Trial Batch (includes 9 compression tests) | C192 | \$ 2000.00 | Each |
| Sample Cutting and Trimming (1/4 hour minimum) | | \$ 80.00 | Hour |
| CMU Dimension Verification | C140 | \$ 25.00 | Each |
| CMU Moisture Absorption/Unit Weight/Moisture | C140 | \$ 70.00 | Each |
| CMU Block Compression | C140 | \$ 75.00 | Each |
| CMU Shrinkage | C426 | \$ 175.00 | Each |
| CMU Composite Prism Compression | C1314 | \$ 125.00 | Each |
| CMU Core Shear | CBC 2105A.4/5 | \$ 50.00 | Each |
| CMU Core Compression | | \$ 50.00 | Each |
| ASPHALT CONCRETE | | | |
| Solvent Extraction, % Asphalt | D2172 | \$ 210.00 | Each |
| Gradation of Extracted Aggregate | D5444 | \$ 110.00 | Each |
| Unit Weight of Core or Briquette | CTM 308, D2726, D1188 | \$ 50.00 | Each |
| Thickness of Core | D3549 | \$ 10.00 | Each |
| Maximum Theoretical Specific Gravity (Rice Method) | D2041, CTM 309 | \$ 155.00 | Each |
| Maximum Density by Hveem Compaction (LTMD) | CTM 308 | \$ 310.00 | Each |
| Hveem Stability | CTM 366 | \$ 310.00 | Each |
| Hveem Stability (without compaction) | CTM 366 | \$ 185.00 | Each |
| AC Content by Ignition Oven | CTM 382 | \$ 140.00 | Each |
| Ignition Oven Calibration | CTM 382 | \$ 300.00 | Each |
| AC Moisture Content | CTM 370 | \$ 40.00 | Each |
| AC Air Void Determination | D3203 | \$ 40.00 | Each |
| AC VFA Determination | | \$ 40.00 | Each |
| AC VMA Determination | | \$ 40.00 | Each |

Footnotes

1 Test methods listed are as follows:

- Those beginning with a C, D, or E are ASTM International methods
- CTM – California Test Method, California Department of Transportation
- CARB – California Air Resources Board method
- EPA – United States Environmental Protection Agency method

2 Any testing where lime or cement is used as an additive, cost of test will increase by 20%

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: July 25, 2018
Subject: Committee Charters and Recommended Revisions

RECOMMENDED ACTION

Approve Committee Charters

BACKGROUND

San Juan Water District currently has six standing and two ad hoc committees:

- Engineering
- Finance
- Legal Affairs
- Personnel
- Public Information
- Water Supply and Reliability
- SJWD/FOWD 2x2 Ad Hoc
- SJWD/SSWD 2x2 Ad Hoc

The Legal Affairs Committee has typically addressed legal issues associated with topics that are normally under the purview of one of the other committees. Staff recommends that any legal issue associated with an agenda item that is addressed by one of the other committees be addressed during the consideration of that item in the relevant committee. The Legal Affairs Committee has not met since January 2017. Staff recommends that the Legal Affairs Committee be disbanded.

The other five committees are independent and do not overlap in jurisdiction. They also serve the purpose of allowing Board members to consider topics in more detail than is typically possible during a regular Board meeting, thereby allowing items considered by committees to be addressed by the Board as consent calendar items during a regular Board meeting.

Staff has developed the proposed charters that are presented in the attachment. These charters have been considered and approved by each of the committees except for the Legal Affairs Committee, which has not met since staff began developing the charters. Staff recommends that the Board approve the charters for each committee.

Attachments:

2018 Board Committees



Board of Directors – Standing Committee Charters 2018

Engineering Committee Charter

Chair: Dan Rich
Vice Chair: Ted Costa
Alternate: Marty Hanneman

The purpose of the Engineering Committee is to discuss and make recommendations to the Board on matters related to the District's Capital Improvement Program, other facilities related projects, water treatment and distribution operations, property related topics, and review and recommend approval of contracts associated with these topics. The Board President may assign additional topics as needed. This committee generally meets as needed.

Finance Committee Charter

Chair: Ken Miller
Vice Chair: Marty Hanneman
Alternate: Dan Rich

The purpose of the Finance Committee is to discuss and make recommendations to the Board on matters related to the District's finances such as rates, fiscal policies, debt issuance, District budget, and review and recommend approval of contracts associated with these topics. The Board President may assign additional topics as needed. The committee serves as the Audit Oversight Committee for purposes of the annual audit. This committee generally meets monthly on the Tuesday before the Board meeting at 4:00 p.m.

Personnel Committee Charter

Chair: Marty Hanneman
Vice Chair: Ted Costa
Alternate: Pam Tobin

The purpose of the Personnel Committee is to discuss and make recommendations to the Board on all matters related to the District's human resource management at the District including employee compensation and staffing levels. The Board President may assign additional topics as needed. This committee generally meets as needed.

Public Information Committee Charter

Chair: Marty Hanneman
Vice Chair: Pam Tobin
Alternate: Ken Miller

The purpose of the Public Information Committee is to discuss and make recommendations to the Board on all matters related to the District's communications planning and public outreach. The Board President may assign additional topics as needed. This committee generally meets as needed.

Water Supply & Reliability Committee Charter

Chair: Pam Tobin
Vice Chair: Dan Rich
Alternate: Ted Costa

The purpose of the Water Supply & Reliability Committee is to discuss and make recommendations to the Board on matters related to water supply issues such as water rights, contracts, water transfers, groundwater, water use efficiency activities, the Urban Water Management Plan, and water resources management. The Board President may assign additional topics as needed. This committee generally meets as needed.

Legal Affairs Committee

Chair: Ted Costa
Vice Chair: Ken Miller
Alternate: Vacant

No charter defined

STAFF REPORT

To: Board of Directors
 From: Paul Helliker, General Manager
 Date: July 25, 2018
 Subject: FOWD 2x2 Committee Discussions

RECOMMENDED ACTION

Discussion

BACKGROUND

The Ad Hoc 2x2 Committee composed of Board members from San Juan and Fair Oaks Water Districts met on July 11, to discuss the wholesale water supply contract, and changes proposed by FOWD. The first of these changes would be to establish a minimum purchase quantity for FOWD. The 1991 contract included a provision requiring FOWD to purchase 15,000 AF of water supply annually. This provision was not included in the 2008 contract. Excerpts from those contracts are included in the attachment.

FOWD requested information about the relative cost of water using a take or pay approach, and we provided the following table.

| Water Revenue and Deliveries - Sales to FOWD | | | | | | |
|---|------------------|------------------|------------------|------------------|------------------|------------------|
| | 4/30/2018 | | | | | |
| | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 |
| Usage Rate (\$/AF) | 102.20 | 81.14 | 81.14 | 81.14 | 81.14 | 81.14 |
| Quarterly Service Charge (O, M & R) | 102,172 | 213,956 | 260,987 | 313,972 | 274,973 | 311,264 |
| Quarterly Debt Service | | | | | | |
| 2009 COPs | 70,427 | 70,475 | 70,538 | 70,538 | 70,450 | 70,735 |
| 2012 Refunded Revenue Bonds | 40,451 | 40,388 | 40,313 | 40,300 | 40,400 | 40,475 |
| 2019 COPs | | | | | 96,313 | 96,255 |
| Total Wholesale Plan Planned Revenue (Take or Pay Revenue) | 1,639,447 | 2,049,334 | 2,274,572 | 2,522,486 | 2,787,898 | 2,938,814 |
| Wholesale Plan Projected Deliveries (AF) | 7,703 | 9,244 | 9,702 | 10,146 | 10,591 | 10,647 |
| Unit Cost (\$/AF) | 213 | 222 | 234 | 249 | 263 | 276 |
| Actual Deliveries (AF) | 7,703 | 6,187 | | | | |
| Actual Revenues | 1,639,447 | 1,801,289 | | | | |
| Actual Unit Cost (\$/AF) | 213 | 291 | | | | |
| Deliveries at 90% Surface Water (AF) | 7,831 | 8,618 | | | | |
| Revenues at 90% Surface Water | 1,652,528 | 1,998,541 | | | | |
| 90% Surf. Wat. Actual Unit Cost (\$/AF) | 211 | 232 | | | | |
| Take or pay deliveries (minimum AF) | | | 9,000 | 9,000 | 9,000 | 9,000 |
| Take or pay cost (\$/AF) | | | 253 | 280 | 310 | 327 |

FOWD also proposed changing the term of the contract to terminate in 2022. One potential impact of changing the term in such a manner is that it might affect our credit rating or our debt obligations. Staff is researching this issue further.

Finally, FOWD Board representatives stated that they wanted to rescind San Juan's ability to set rates without FOWD's approval. Staff is researching the ratesetting provisions of wholesale water sales contracts, to determine how the existing process in the San Juan wholesale water supply contract compares.

Attachments:

Contract Excerpts

Excerpts from 1991 Wholesale Water Supply Agreement:

NOW, THEREFORE, the parties hereto agree that "CUSTOMER" agrees to purchase from "DISTRICT" a minimum of 15,000 acre feet of water per annum.

"DISTRICT" agrees with "CUSTOMER" that in the event the "DISTRICT" cannot provide the minimum 15,000 acre feet per annum, "DISTRICT" will collect for payment for actual deliveries into "CUSTOMER" system. The rate to be charged to "CUSTOMER" for deliveries of wholesale water for the year said water is delivered shall be the current rate set by the "DISTRICT" Board of Directors.

Excerpts from the 2008 Wholesale Water Supply Agreement:

5. E. Annual Water Supplies To Be Made Available by San Juan to Fair Oaks.

During each calendar year throughout the term of this Agreement, consistent with San Juan's Water Rights and Entitlements and subject to the terms of this Agreement (including subsections G and H of this section), San Juan will make available to Fair Oaks the supplies of treated water at the Point of Delivery that are scheduled by Fair Oaks. Fair Oaks will make reasonable and beneficial use of the water supplies provided to Fair Oaks by San Juan, in a manner that is consistent with the terms of San Juan's Water Rights and Entitlements.

5. G. Water Shortages and Interruptions in Water Deliveries. San Juan will use all reasonable means to ensure against: (1) conditions of shortage in the water supplies available under San Juan's Water Rights and Entitlements; and (2) interruptions in San Juan's ability to use San Juan's Water Treatment and Conveyance Facilities in making water supplies available to Fair Oaks at the Point of Delivery, where such conditions or interruptions could result in reductions or interruptions in water service to Fair Oaks under this Agreement. San Juan may temporarily discontinue or reduce the water supplies made available to Fair Oaks under this Agreement for the purposes of investigation, inspection, maintenance, repair, replacement or improvement of any of San Juan's Water Treatment and Conveyance Facilities, but to the extent practicable, San Juan will: (1) consult with Fair Oaks and consider Fair Oaks' water supply needs concerning a planned or unplanned interruption in water deliveries; (2) provide Fair Oaks reasonable prior notice of any such interruption in water deliveries; and (3) use its best efforts to limit the duration of such conditions of shortage and interruption in water deliveries. San Juan will allocate available water supplies to Fair Oaks and the other Member Agencies in accordance with San Juan's Surface Water Supply and Water Shortage Management Plan.

5. H. Water Allocations During Conditions of Shortage. To the extent that: (1) the water supplies available in any year under San Juan's Water Rights and Entitlements, and/or (2) the availability of use of San Juan's Water Treatment and Conveyance Facilities, are insufficient to make available the full water supplies requested or

scheduled by Fair Oaks and other agencies who contract for wholesale water supplies from San Juan, San Juan will allocate its available water supplies to Fair Oaks and the other Member Agencies in accordance with San Juan's Surface Water Supply and Water Shortage Management Plan.

11. A. Wholesale Water Rates and Charges. San Juan will set wholesale water rates and charges from time to time for making treated water supplies available to Fair Oaks, and other agencies that contract for wholesale water supplies from San Juan, to recover San Juan's costs of making treated water supplies available, including without limitation, the cost of untreated water under San Juan's Water Rights and Water Entitlements, and the cost of operation, maintenance, repair, replacement of, and capital improvements to, San Juan's Water Treatment and Conveyance Facilities. San Juan's wholesale water rates and charges will include the melded cost of water from San Juan's Water Rights and Water Entitlements. San Juan's wholesale water rates and charges will include interest and penalties for delinquent payments, as appropriate. San Juan will determine its wholesale water rates and charges based on cost-of-service principles and other applicable provisions of law. San Juan will ensure that revenues collected by San Juan from Fair Oaks and other Member Agencies for wholesale water service are equitably used for the benefit of such wholesale water customers. San Juan will provide Fair Oaks with 150 days' advance written notice of proposed changes in water rates and charges under this Agreement, provide Fair Oaks an opportunity to comment on such proposed changes prior to adoption of changes by San Juan, and account for Fair Oaks' comments in making its determination. Changes in water rates and charges will typically be effective as of January 1 of the calendar year following adoption by San Juan.

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: July 25, 2018
Subject: FY 18-19 Operations Plan

RECOMMENDED ACTION

Discussion

BACKGROUND

The Board of Directors adopted the District's Strategic Plan in March of this year, setting the District's Goals and Strategic Objectives for the next 3-5 years. As described in that plan, the District will prepare an annual Operations Plan, to translate the Strategic Plan's goals and objectives into specific projects and tasks that will be accomplished during that fiscal year. These projects and tasks are a subset of the District's full range of work that will be accomplished during Fiscal Year 18-19, but they represent the elements that will be specifically tracked and on which progress will be reported quarterly to the Board of Directors.

Attachments:

2018-19 Operations Plan

OPERATIONS PLAN

FY 2018-19



SAN JUAN WATER DISTRICT

Granite Bay, California

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FOREWORD

This document composes the Operations Plan for the San Juan Water District for Fiscal Year 2018-19. It defines the major actions that we plan to undertake during this coming fiscal year, to achieve the goals and strategic objectives laid out in the District's Strategic Plan. The Strategic Plan encompasses our mission, vision and values, and outlines the goals and objectives that we will pursue to meet our mission and achieve our vision. The Strategic Plan incorporates the principles of fiscal responsibility, customer service and operational excellence.

This Operations Plan is organized in sections that correspond to the District's different functional groups. The actions are not in priority order, but the Goals and Strategic Objectives in the Strategic Plan that are related to these actions are noted. A target date for accomplishing the action is also listed, and District staff will be reporting regularly on the status of completing each action.

ADMINISTRATION/WATER RESOURCES/IT

| Task | Strategic Plan Goal | Strategic Plan Objective | Target Date | Completion Date |
|---|---------------------|--------------------------|---|-----------------|
| Coordinate and complete a groundwater substitution transfer from the San Juan Water District, the Fair Oaks Water District and the Citrus Heights Water District to a water agency(s) south of the Delta | A | 2 | 9/30/18 | |
| Water Fix – represent the American River region agencies in negotiating a settlement agreement between DWR and Reclamation, to prevent or mitigate impacts from WaterFix | A | 5 | 9/30/18 | |
| WaterFix – oversee the management of the District’s litigation on the WaterFix CEQA documents | A | 5 | 6/30/19 | |
| Water Quality Control Plan – lead the effort to secure approval of conserved water transfers as a central component of the region’s proposed settlement agreement, and participate in the negotiations with the Administration on such an agreement | A | 5 | 9/30/18 | |
| Organize and conduct deliberations concerning joint efforts to improve water supply reliability and potential reorganization with SSWD | A | 3 | 6/30/19 | |
| Prepare annual water rights reports to SWRCB and submit estimated schedule of deliveries of PCWA and CVP supplies to Reclamation | A | All | Post-14 > 4/1/19 Pre-14 > 6/30/19 Reclamation > 3/31/19 | |
| Provide Monthly summary reports to Reclamation showing usage of water rights, PCWA, and CVP supplies, as well as treatment of SSWD’s PCWA deliveries | A | All | The 10 th of the following month | Monthly |

ADMINISTRATION/WATER RESOURCES/IT (con't)

| Task | Strategic Plan Goal | Strategic Plan Objective | Target Date | Completion Date |
|---|---------------------|--------------------------|------------------|-----------------|
| Complete Letter of Interest for WIFIA Low Interest financing for up to 49% of Hinkle & Kokila project cost | A | 7 | 7/31/18 | |
| Complete State SRF application for low interest financing for Hinkle & Kokila project | A | 7 | Work in Progress | |
| Complete joint WaterSmart grant application through RWA for intertie projects | A | 7 | 10/1/18 | |
| Assist with the implementation of the Geographic Information System (GIS) | B | 2 | 6/30/19 | |
| Complete a Supervisory Control and Data Acquisition (SCADA) Master Plan | B | 1, 2 | 4/1/19 | |
| Implement improvements to the Wonderware Software System. | B | 2 | 1/1/19 | |
| Guide candidates and potential candidates through the 2018 General Election process for three seats on the Board of Directors | C | 5 | 8/15/2018 | |
| Hold an open house for retail and wholesale customers in October 2018 | C | 1 & 7 | 10/6/2018 | |

FINANCE

| Task | Strategic Plan Goal | Strategic Plan Objective | Target Date | Completion Date |
|---|---------------------|-----------------------------|-------------|-----------------|
| Implement the Governmental Accounting Standards Board (GASB) Pronouncement's 74 and 75 pertaining to accounting for Other Post Employment Benefits (OPEB) | D | N/A – technical requirement | 12/31/2018 | |
| Complete the outsourcing of payroll processing and implement the use of electronic timesheets | D | 5 | 07/01/2018 | |
| Complete an overhaul of the Employee Manual, updating District ordinances and policies as necessary | E | 3 | 03/31/2019 | |
| Replace electric panels in the Administration Building for improved performance and safety | E | 1 | 5/2018 | |
| Complete Disaster Preparedness Planning and Documentation for Business Continuity | B | 8 | 06/30/2019 | |
| Identify and begin preliminary planning for debt issuance for Hinkle and Kokila cover and lining replacement projects | D | 3 a. | 06/30/2019 | |
| Propose updates to District's Reserve Policy | D | 5 | 12/31/2018 | |
| Propose updates to District's Record Retention Policy | C | 1 | 09/30/2018 | |
| Complete a Capital Facility Fee Study and recommend fee changes as identified in the study | D | 4 | 12/31/2018 | |
| Complete a Master Fee Study and recommend fee changes as identified in the study | D | 4 | 12/31/2018 | |
| Complete a Compensation Study and identify the desired market position. Adjust compensation if necessary | D | 5 | 06/30/2019 | |

CONSERVATION

| Task | Strategic Plan Goal | Strategic Plan Objective | Target Date | Completion Date |
|---|---------------------|--------------------------|-------------|-----------------|
| Rehabilitate outdated sections of the demonstration WEL (Water Efficient Landscape) Garden (wholesale) | C | 2, 7 | 10/5/18 | |
| Provide 4 educational customer workshops and an annual mulch give-a-way event (wholesale) | C | 2, 7 | 6/30/19 | |
| Implement rebate incentive programs and provide on-site assistance to 100 customers to support State mandated water use reductions requirements | C | 1, 2, 5 | 6/30/19 | |
| Conduct a student art calendar contest to be distributed to all wholesale agencies | C | 2, 7 | 6/30/19 | |

CUSTOMER SERVICE

| Task | Strategic Plan Goal | Strategic Plan Objective | Target Date | Completion Date |
|--|---------------------|--------------------------|-------------|-----------------|
| Cross train customer service staff to be proficient in all customer service related functions to build redundancy to accommodate vacations, illnesses and staff turnover | C | 3 | 6/30/19 | |
| Work with Field Service staff to update manually read meters with radio or touch read meters to improve reading efficiency | C | 3 | 6/30/19 | |
| Work with Field Service staff to diagnose customer meter problems and repair promptly | C | 2,3 | 6/30/19 | |
| Incorporate any recommendations from 2018 Customer Satisfaction Survey results into Customer Service processes to improve customer interaction | C | 1, 5, 6 | 9/28/18 | |

DISTRIBUTION (Field Services)

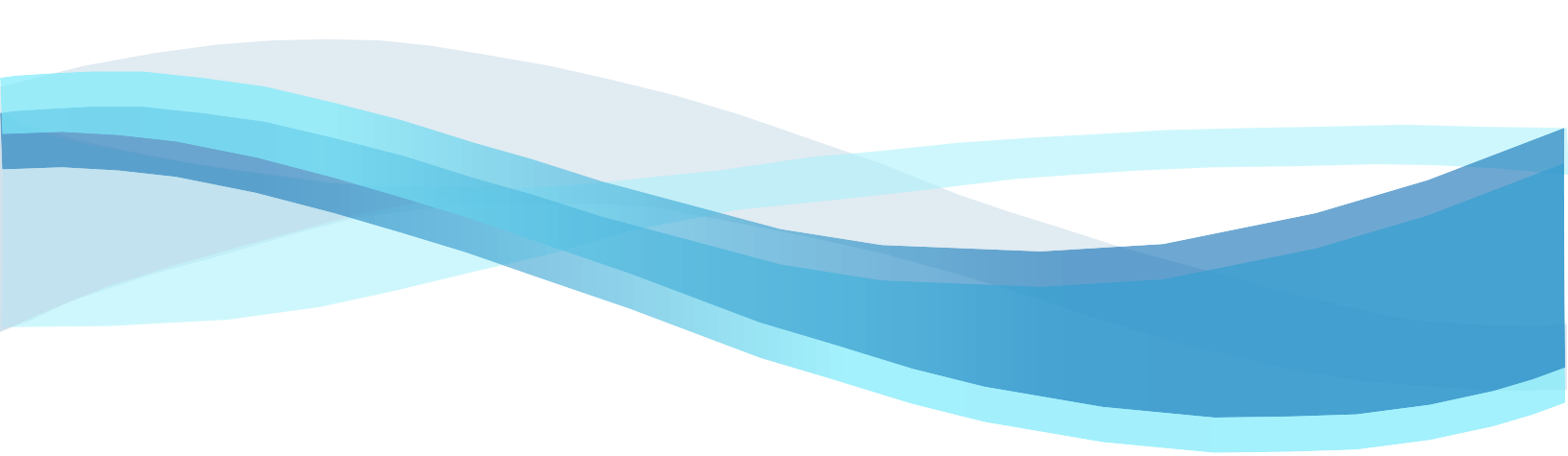
| Task | Strategic Plan Goal | Strategic Plan Objective | Target Date | Completion Date |
|---|---------------------|--------------------------|-------------------------|-----------------|
| Replace 20+ large commercial meters | B | 2 | 12/2018 | |
| Complete the backflow testing program for 2018 (100% Tested) and define and implement plan for 2019 testing operations. | B | 2 | 12/2018 | |
| Achieve Air/Vacuum relief valve maintenance goal for 2018 and define and Implement plan for 2019 operations. | B | 2 | 12/2018 | |
| Evaluate the CMMS program to determine if it can be modified to meet District needs or needs replacement | B | 2 | 9/2018 | |
| Complete the corrosion protection system evaluation and calibration | B | 2 | 9/2018 | |
| Conduct evaluations of the Booster Pump Stations to identify improvements needed | B | 2 | 10/2018 | |
| Lower, then re-raise the infrastructure in Oak Avenue, between Hazel and Main, to accommodate the Sacramento County's road rehabilitation project | B | 2 | Sac County to determine | |
| Replace the HVAC units at two pump stations | B | 2 | 9/2018 | |
| Complete the Hydrant Maintenance program for 2018 and define and implement plan for 2019 testing operations. | B | 2 | 12/2018 | |
| Complete a meter replacement study in conjunction with the Citrus Heights Water District, with participation of other regional partners. | B | 1, 6 | 9/2019 | |
| Complete an evaluation of the District's Comprehensive Safety Program | B E | 5 1 | 12/2018 | |
| Install nine electrical service disconnects to allow for safer operations. | E | 1 | 5/2019 | |

ENGINEERING SERVICES

| Task | Strategic Plan Goal | Strategic Plan Objective | Target Date | Completion Date |
|---|---------------------|--------------------------|-------------|-----------------|
| Complete the design, permitting and construction of FY 2018-19 Wholesale and Retail Capital Improvement Projects. | B | 3 | 6/30/19 | |
| Complete an ADA Transition plan and pre-design analysis to determine the costs for a new building and existing building improvements as identified in the Facility Needs Assessment work done in fiscal year 2017-18. | B E | 1 1 | 1/31/19 | |
| Implementation of a replacement Geographic Information System (GIS) | B | 2 | 6/30/19 | |
| Complete an update of the Ordinance sections related to service connections and development | B D | 1 5 | 12/31/18 | |
| Complete an update of the Retail Master Plan | B | 1 | 6/30/19 | |
| Update the e-based System Map and Hydraulic Model | B | 1 | 6/30/19 | |

WATER TREATMENT

| Task | Strategic Plan Goal | Strategic Plan Objective | Target Date | Completion Date |
|--|---------------------|--------------------------|-------------|-----------------|
| Install external and internal chlorine reading displays | B | 3 | 9/2018 | |
| Complete a study of compliance solids residuals disposal | B | 5, 7 | 7/2018 | |
| Evaluate a potential conversion from chlorine to hypochlorite | B | 1 | 11/2018 | |
| Evaluate the CMMS program to determine if it can be modified to meet District needs or needs replacement | B D | 2 5 | 3/2018 | |
| Complete the corrosion protection system evaluation and calibration | B | 2 | 6/2019 | |
| Replace the Lime Feed system electric panel | B | 3 | 3/2019 | |
| Replace/repair the Flocculation/Sedimentation Basin drive chain | B | 3 | 4/2019 | |
| Complete repairs, replacement and painting of perimeter security fencing | B | 3 | 11/2018 | |
| Evaluate the safety program and identify improvements needed | B E | 5 1 | 12/2018 | |
| Install window in office at the Water Treatment Plant | E | 3 | 6/2019 | |
| Complete clarifier wall/lining leakage repair | B | 3 | 5/2019 | |
| WTP site paving, slurry seal, and re-stripe | B | 3 | 6/2019 | |
| 10 year replacement of chlorine gas pressure piping | B | 3 | 4/2019 | |



9935 Auburn Folsom Road | Granite Bay, CA 95746

916-791-0115

www.sjwd.org

STAFF REPORT

To: Board of Directors
 From: Paul Helliker, General Manager
 Date: July 25, 2018
 Subject: General Manager's Monthly Report (June)

RECOMMENDED ACTION

For information only, no action requested.

TREATMENT PLANT OPERATIONS

Water Production for June

| Item | 2018 | 2017 | Difference |
|-----------------------|-----------|-----------|------------|
| Monthly Production AF | 5,070.22 | 4,573.02 | 10.9% |
| Daily Average MG | 53.29 | 48.07 | 10.9% |
| Annual Production AF | 11,266.82 | 12,571.20 | -10.4% |

Water Turbidity

| Item | June 2018 | May 2018 | Difference |
|--|-----------|----------|------------|
| Raw Water Turbidity NTU | 4.04 | 4.04 | -68% |
| Treated Water Turbidity NTU | 0.027 | 0.027 | 4% |
| Monthly Turbidity Percentage Reduction | 99.32% | 99.32% | |

*Folsom Lake Reservoir Storage Level AF**

| Item | 2018 | 2017 | Difference |
|----------------|---------|---------|------------|
| Lake Volume AF | 873,808 | 936,872 | -7% |

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

* Total Reservoir Capacity: 977,000 AF

Other Items of Interest:

- None to report

SYSTEM OPERATIONS

Distribution Operations:

| Item | June 2018 | May 2018 | Difference |
|------------------------|-----------|----------|------------|
| Leaks and Repairs | 7 | 13 | -6 |
| Mains Flushed | 89 | 15 | +74 |
| Valves Exercised | 54 | 64 | -10 |
| Back Flows Tested | 12 | 30 | -18 |
| Customer Service Calls | 44 | 76 | -32 |

Distribution System Water Quality:

| Water Quality Samples Taken | # Failed Samples | Supporting Information |
|-----------------------------|------------------|---|
| 43 Lab | 1 | One sample had a "Total Coliform" positive. Repeat samples were taken as required and the additional 3 were negative. Positive sample was most likely due to sampler error. |
| 17 In-House | 0 | |

Other Items of Interest:

- Douglas Blvd. Mainline Replacement Project started, FS staff needed for shut downs and support for Engineering.

CUSTOMER SERVICE ACTIVITIES

Billing Information for Month of June

| Total Number of Bills Issued | Total Number of Reminders Mailed | Total Number of Shut-off Notices Delivered | Total Number of Disconnections |
|------------------------------|----------------------------------|--|--------------------------------|
| 5312 | 1595 | 459 | 27 |

Conservation Activities

| Water Waste Complaints Received | Number of Customers Contacted for High Usage (potential leaks) | Number of Rebates Processed | Number of Meters Tested/Repaired (non-reads) |
|---------------------------------|--|-----------------------------|--|
| 20 | 32 | 22 | N/A |

Other Activities

- Staff signed up 982 customers for recurring payment since April and another 3,168 have self-enrolled using the District's website.
- The number of 48-hour notices issued should decrease with the August bills as all billing cycles will now have received 2 bills under the new system. Staff is still removing customers from the shut off list who have not re-enrolled in autopay. If, after two billing cycles, these customers maintain a delinquent status because they have not re-enrolled in auto pay or paid their last two bills, staff will need to disconnect service.
- Home sales in the retail service area remain high. Staff processed 61 manual bills to be included in the title company escrow process.

ENGINEERING - NEW URBAN DEVELOPMENTS (SJWD Retail Service Area)

| Project Title | Description | Status | Issues |
|---|--|--------------------------------------|--|
| Ali Minor Subdivision | 3-Lot Subdivision | Approved for Construction | |
| Barton Ranch | 10-Lot Subdivision | Approved for Construction | |
| Chula Acres | 4-Lot Minor Subdivision | Approved for Construction | |
| Colina Estates | 10-Lot Subdivision | In Design Review | |
| Eureka at GB (former Micherra Place Proj.) | 28 Condominium Units | In Design Review | |
| GB Memory Care | Commercial Business | In Design Review | |
| Granite Rock Estates | 16-Lot Subdivision | In Design Review | Annexation process will be required for SJWD to supply |
| Greyhawk III | 44 high-density, and 28 single family Lots | In Design Review | |
| Ovation Senior Living | Commercial Business (114-Unit 2-story Assisted Living Facility) | In Design Review | |
| Placer County Retirement Residence | Commercial Business (145-Unit Multi-story Assisted Living Facility) | In Design Review | |
| Pond View | Commercial Business | Approved for Construction | |
| SPFD Station 15 | Fire Station Bldg Improvements, with water service upgrades | In Design Review | |
| Quarry Ridge Prof. Office Park | Commercial Business (4 parcels to develop four general/medical office buildings) | In Design Review | |
| Rancho Del Oro | 89 Lot Subdivision | Approved for Construction | On hold pending County Approvals |
| Rolling Greens | 9 Lot Subdivision | Construction is complete | Closing out |
| Self Parcel Split (3600 & 3630 Allison Ave) | 4 Lot Minor Subdivision (on a new street "Laura Lane", off Allison Dr.) | In Construction | Waiting for contract and submittals. |
| The Park at Granite Bay | 56 lot Subdivision | In Design Review, ready for approval | Two west side distribution system tie-ins needed |
| The Residences at GB | 4-Lot Minor Subdivision | In Design Review | |
| Ventura of GB | 33-Lot Subdivision | In Design Review | |
| Whitehawk I | 24-Lot Subdivision | In Design Review | |
| Whitehawk II | 56-Lot Subdivision | In Design Review | |

ENGINEERING - CAPITAL PROJECTS

Current Retail Projects

| Project Title | Description | Status | Issues |
|--------------------------------------|---|-----------------------|-----------------|
| 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. | In Construction Phase | Public Outreach |
| Dambacher Drive Services Replacement | Replacement of ±19 aged, corroded steel service taps with new bronze saddle taps to reduce potential for failures and leaks | In Construction Phase | None |
| Main Ave Main Replacement | Replacement of ±900-LF and on Main Ave between Lake Natoma Dr and Twin Lakes Ave. The new 12-in pipe will be sliplined into the old existing 20-in and 16-in pipe | Construction Complete | In Closeout |
| Oak Ave Main Replacement | Replacement of ±1,465-LF of aged steel pipeline with new 12-in C900 pipeline between Filbert Ave and address 9219 Oak Ave. The new 12-in pipe will be sliplined into the old existing 24-in pipe. | Construction Complete | In Closeout |
| ARC North/South PRS | Construction of a new Pressure Reducing Station (PRV) located at the intersection of American River Canyon Dr. and Oak Ave. | Construction Complete | In Closeout |
| Cavitt Stallman PRS | Construction of a new Pressure Reducing Station (PRV) located, on Cavitt Stallman Rd west of Hidden Valley Place | Construction Complete | In Closeout |
| Olive Ranch PRS | Construction of a new Pressure Reducing Station (PRV) located near the intersection of Ramsgate Dr. and Olive Ranch Rd. | Construction Complete | In Closeout |
| Lou Place Main Replacement | Replacement of approximately 460-LF of aged main on Lou Place between Troy Way and Crown Point Vista | In Design | |
| 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 Design | |
| UGB & LGB Low Flow Pumps | Installation of two new low flow pumps, one each at the Lower and Upper Granite Bay pump stations | In Design | |

Retail CIP - Project Specifics

- None to Report

Current Wholesale Projects

| Project Title | Description | Status (% Complete) | Issues |
|-------------------------------------|--|--|---------------|
| WTP Improvements | Replacement of aged mechanical flocculators and sludge collection equipment, construction of a new settled water channel and a new overflow weir structure, electrical and piping improvements, and other miscellaneous work | Construction is Complete. NOC was recorded with Placer Co. | In Closeout |
| FO-40 T-Main Relining | Relining of the existing ±11,000 foot long steel pipeline | In Construction | |
| Lime System Improvements | Improvements for the WTP's lime system control and feeder system | In Construction | |
| Hinkle Res. Monitoring Level Probes | Installation of level probes into the monitoring wells to provide consistent monitoring data for DSOD reporting | In Construction | |

Wholesale CIP - Project Specifics

- None to Report

SAFETY & REGULATORY TRAINING – JUNE 2018

| Training Course | Staff |
|-------------------------------------|----------------------------------|
| Cal OSHA Multi-Employer Rule | FS/Eng./Treatment Managers/Leads |
| Fire Extinguisher Hands On Training | Misc Staff |
| Hazardous Material Business Plan | FS/Treatment/Engineering |
| Universal Waste | All Staff |
| | |
| | |

FINANCE/BUDGET

See attached.



San Juan Water District, CA

Wholesale Operating Income Statement

Group Summary

For Fiscal: 2017-2018 Period Ending: 06/30/2018

| Account | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|---|--------------------------|-------------------------|---------------------|----------------------|----------------------|
| Fund: 010 - WHOLESALE | | | | | |
| Revenue | | | | | |
| 41000 - Water Sales | 10,385,100.00 | 10,385,100.00 | 1,433,826.36 | 10,492,471.57 | -107,371.57 |
| 43000 - Rebate | 1,100.00 | 1,100.00 | 0.00 | 1,642.10 | -542.10 |
| 45000 - Other Operating Revenue | 0.00 | 0.00 | 0.00 | -13,063.98 | 13,063.98 |
| 49000 - Other Non-Operating Revenue | 149,400.00 | 149,400.00 | 83.55 | 130,240.66 | 19,159.34 |
| Revenue Total: | 10,535,600.00 | 10,535,600.00 | 1,433,909.91 | 10,611,290.35 | -75,690.35 |
| Expense | | | | | |
| 51000 - Salaries and Benefits | 4,615,900.00 | 4,615,900.00 | 349,913.74 | 4,261,435.43 | 354,464.57 |
| 52000 - Debt Service Expense | 939,800.00 | 939,800.00 | 0.00 | 578,613.49 | 361,186.51 |
| 53000 - Source of Supply | 1,296,300.00 | 1,296,300.00 | 20,026.86 | 1,095,950.02 | 200,349.98 |
| 54000 - Professional Services | 638,400.00 | 638,400.00 | 4,319.62 | 515,122.14 | 123,277.86 |
| 55000 - Maintenance | 508,500.00 | 508,500.00 | 74,462.07 | 423,547.19 | 84,952.81 |
| 56000 - Utilities | 79,400.00 | 79,400.00 | 909.98 | 93,616.43 | -14,216.43 |
| 57000 - Materials and Supplies | 569,500.00 | 569,500.00 | 58,928.62 | 457,623.02 | 111,876.98 |
| 58000 - Public Outreach | 38,900.00 | 38,900.00 | 0.00 | 18,819.17 | 20,080.83 |
| 59000 - Other Operating Expenses | 385,000.00 | 385,000.00 | 7,924.17 | 325,593.76 | 59,406.24 |
| 69000 - Other Non-Operating Expenses | 2,800.00 | 2,800.00 | 0.00 | 1,903.20 | 896.80 |
| 69900 - Transfers Out | 169,300.00 | 169,300.00 | 0.00 | 0.00 | 169,300.00 |
| Expense Total: | 9,243,800.00 | 9,243,800.00 | 516,485.06 | 7,772,223.85 | 1,471,576.15 |
| Fund: 010 - WHOLESALE Surplus (Deficit): | 1,291,800.00 | 1,291,800.00 | 917,424.85 | 2,839,066.50 | -1,547,266.50 |
| Total Surplus (Deficit): | 1,291,800.00 | 1,291,800.00 | 917,424.85 | 2,839,066.50 | -1,547,266.50 |

Fund Summary

| Fund | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|---------------------------------|--------------------------|-------------------------|-------------------|---------------------|----------------------|
| 010 - WHOLESALE | 1,291,800.00 | 1,291,800.00 | 917,424.85 | 2,839,066.50 | -1,547,266.50 |
| Total Surplus (Deficit): | 1,291,800.00 | 1,291,800.00 | 917,424.85 | 2,839,066.50 | -1,547,266.50 |



San Juan Water District, CA

Wholesale Capital Income Statement

Group Summary

For Fiscal: 2017-2018 Period Ending: 06/30/2018

| Account | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|--|--------------------------|-------------------------|-------------------|---------------------|---------------------|
| Fund: 011 - Wholesale Capital Outlay | | | | | |
| Revenue | | | | | |
| 42000 - Taxes & Assessments | 1,090,000.00 | 1,090,000.00 | 877.55 | 1,019,638.13 | 70,361.87 |
| 44000 - Connection Fees | 35,000.00 | 35,000.00 | 686.00 | 152,351.33 | -117,351.33 |
| 44500 - Capital Contributions - Revenue | 2,172,400.00 | 2,172,400.00 | 0.00 | 380,702.00 | 1,791,698.00 |
| 49000 - Other Non-Operating Revenue | 60,000.00 | 60,000.00 | 0.00 | 16,621.23 | 43,378.77 |
| 49990 - Transfer In | 169,300.00 | 169,300.00 | 0.00 | 0.00 | 169,300.00 |
| Revenue Total: | 3,526,700.00 | 3,526,700.00 | 1,563.55 | 1,569,312.69 | 1,957,387.31 |
| Expense | | | | | |
| 55000 - Maintenance | 2,253,500.00 | 2,253,500.00 | 0.00 | 218,205.26 | 2,035,294.74 |
| 61000 - Capital Outlay | 1,018,600.00 | 1,018,600.00 | 21,684.76 | 297,752.14 | 720,847.86 |
| 63000 - Contributions to Others | 0.00 | 0.00 | 0.00 | -23,477.00 | 23,477.00 |
| Expense Total: | 3,272,100.00 | 3,272,100.00 | 21,684.76 | 492,480.40 | 2,779,619.60 |
| Fund: 011 - Wholesale Capital Outlay Surplus (Deficit): | 254,600.00 | 254,600.00 | -20,121.21 | 1,076,832.29 | -822,232.29 |
| Total Surplus (Deficit): | 254,600.00 | 254,600.00 | -20,121.21 | 1,076,832.29 | -822,232.29 |

Fund Summary

| Fund | Original | Current | MTD Activity | YTD Activity | Budget |
|---------------------------------|-------------------|-------------------|-------------------|---------------------|--------------------|
| | Total Budget | Total Budget | | | Remaining |
| 011 - Wholesale Capital Outlay | 254,600.00 | 254,600.00 | -20,121.21 | 1,076,832.29 | -822,232.29 |
| Total Surplus (Deficit): | 254,600.00 | 254,600.00 | -20,121.21 | 1,076,832.29 | -822,232.29 |



San Juan Water District, CA

Retail Operating Income Statement

Group Summary

For Fiscal: 2017-2018 Period Ending: 06/30/2018

| Account | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|--|--------------------------|-------------------------|-------------------|----------------------|---------------------|
| Fund: 050 - RETAIL | | | | | |
| Revenue | | | | | |
| 41000 - Water Sales | 10,716,800.00 | 10,716,800.00 | 707,395.93 | 8,656,543.92 | 2,060,256.08 |
| 45000 - Other Operating Revenue | 427,100.00 | 427,100.00 | 40,328.15 | 275,519.20 | 151,580.80 |
| 49000 - Other Non-Operating Revenue | 112,300.00 | 112,300.00 | 320.47 | 102,141.65 | 10,158.35 |
| 49990 - Transfer In | 1,394,700.00 | 1,394,700.00 | 0.00 | 0.00 | 1,394,700.00 |
| Revenue Total: | 12,650,900.00 | 12,650,900.00 | 748,044.55 | 9,034,204.77 | 3,616,695.23 |
| Expense | | | | | |
| 51000 - Salaries and Benefits | 6,021,200.00 | 6,021,200.00 | 455,315.71 | 5,728,641.01 | 292,558.99 |
| 52000 - Debt Service Expense | 522,300.00 | 522,300.00 | 0.00 | 321,720.26 | 200,579.74 |
| 53000 - Source of Supply | 3,080,600.00 | 3,080,600.00 | 260,400.98 | 3,016,275.08 | 64,324.92 |
| 54000 - Professional Services | 717,800.00 | 717,800.00 | 23,946.98 | 598,743.15 | 119,056.85 |
| 55000 - Maintenance | 255,100.00 | 255,100.00 | 31,045.90 | 223,812.19 | 31,287.81 |
| 56000 - Utilities | 254,200.00 | 254,200.00 | 21,202.31 | 254,567.06 | -367.06 |
| 57000 - Materials and Supplies | 279,300.00 | 279,300.00 | 12,054.29 | 252,804.59 | 26,495.41 |
| 58000 - Public Outreach | 163,100.00 | 163,100.00 | 0.00 | 57,012.92 | 106,087.08 |
| 59000 - Other Operating Expenses | 535,800.00 | 535,800.00 | 31,841.32 | 390,738.05 | 145,061.95 |
| 69000 - Other Non-Operating Expenses | 3,400.00 | 3,400.00 | 0.00 | 1,733.80 | 1,666.20 |
| Expense Total: | 11,832,800.00 | 11,832,800.00 | 835,807.49 | 10,846,048.11 | 986,751.89 |
| Fund: 050 - RETAIL Surplus (Deficit): | 818,100.00 | 818,100.00 | -87,762.94 | -1,811,843.34 | 2,629,943.34 |
| Total Surplus (Deficit): | 818,100.00 | 818,100.00 | -87,762.94 | -1,811,843.34 | 2,629,943.34 |

Fund Summary

| Fund | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|---------------------------------|----------------------------------|---------------------------------|---------------------|----------------------|-----------------------------|
| 050 - RETAIL | 818,100.00 | 818,100.00 | -87,762.94 | -1,811,843.34 | 2,629,943.34 |
| Total Surplus (Deficit): | 818,100.00 | 818,100.00 | -87,762.94 | -1,811,843.34 | 2,629,943.34 |



San Juan Water District, CA

Retail Capital Income Statement

Group Summary

For Fiscal: 2017-2018 Period Ending: 06/30/2018

| Account | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|---|--------------------------|-------------------------|-------------------|---------------------|----------------------|
| Fund: 055 - Retail Capital Outlay | | | | | |
| Revenue | | | | | |
| 42000 - Taxes & Assessments | 1,090,000.00 | 1,090,000.00 | 877.54 | 1,019,638.12 | 70,361.88 |
| 44000 - Connection Fees | 450,000.00 | 450,000.00 | 6,162.60 | 245,317.51 | 204,682.49 |
| 44500 - Capital Contributions - Revenue | 0.00 | 0.00 | 0.00 | -3,750.00 | 3,750.00 |
| 49000 - Other Non-Operating Revenue | 60,000.00 | 60,000.00 | 6.23 | 30,791.00 | 29,209.00 |
| Revenue Total: | 1,600,000.00 | 1,600,000.00 | 7,046.37 | 1,291,996.63 | 308,003.37 |
| Expense | | | | | |
| 54000 - Professional Services | 66,000.00 | 66,000.00 | 0.00 | 896.92 | 65,103.08 |
| 55000 - Maintenance | 155,000.00 | 155,000.00 | 0.00 | 40,943.42 | 114,056.58 |
| 61000 - Capital Outlay | 5,428,000.00 | 5,428,000.00 | 70,869.95 | 1,230,426.38 | 4,197,573.62 |
| 69900 - Transfers Out | 1,394,700.00 | 1,394,700.00 | 0.00 | 0.00 | 1,394,700.00 |
| Expense Total: | 7,043,700.00 | 7,043,700.00 | 70,869.95 | 1,272,266.72 | 5,771,433.28 |
| Fund: 055 - Retail Capital Outlay Surplus (Deficit): | -5,443,700.00 | -5,443,700.00 | -63,823.58 | 19,729.91 | -5,463,429.91 |
| Total Surplus (Deficit): | -5,443,700.00 | -5,443,700.00 | -63,823.58 | 19,729.91 | -5,463,429.91 |

Fund Summary

| Fund | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|---------------------------------|----------------------------------|---------------------------------|---------------------|---------------------|-----------------------------|
| 055 - Retail Capital Outlay | -5,443,700.00 | -5,443,700.00 | -63,823.58 | 19,729.91 | -5,463,429.91 |
| Total Surplus (Deficit): | -5,443,700.00 | -5,443,700.00 | -63,823.58 | 19,729.91 | -5,463,429.91 |

Summary

Project Summary

| Project Number | Project Name | Total Revenue | Total Expense | Revenue Over/ (Under) Expenses |
|------------------------|---|---------------|---------------------|-----------------------------------|
| 121965 | Oak Avenue - American River Canyon I | 0.00 | 99,985.98 | -99,985.98 |
| 141043 | 2014 Drought Response - SSWD Antel | 0.00 | -23,477.00 | 23,477.00 |
| 161100 | Floc-Sed Basins & Settle Water Chann | 0.00 | 426,569.89 | -426,569.89 |
| 161502 | ARC Flash Assessment and Improve | 0.00 | 143.30 | -143.30 |
| 165508 | Los Lagos Tank Recoating | 0.00 | 17,811.40 | -17,811.40 |
| 171101 | In-Plant Pump Station Improvements | 0.00 | 294.15 | -294.15 |
| 171105 | Baldwin Reservoir Raw Water Supply I | 0.00 | 7,305.66 | -7,305.66 |
| 171107 | FO 40 Transmission Pipeline Re-Lining | 0.00 | 153,934.10 | -153,934.10 |
| 171109 | GIS Assessment and Implementation | 0.00 | 15,547.50 | -15,547.50 |
| 175105 | 6690-7767 Douglas Boulevard & Assor | 0.00 | 63,755.13 | -63,755.13 |
| 175107 | 5700-5708 & 5640-5682 Main Avenue | 0.00 | 292,362.66 | -292,362.66 |
| 175109 | 9151-9219 Oak Avenue Main Replacer | 0.00 | 295,155.05 | -295,155.05 |
| 175111 | Orangevale Avenue Bridge | 0.00 | -3,166.66 | 3,166.66 |
| 175113 | 7225-7355 Dambacher Drive | 0.00 | 650.85 | -650.85 |
| 175115 | Bacon Pump Station Intrusion Alarm | 0.00 | 249.57 | -249.57 |
| 175117 | Bacon Pressure Zone - Olive Ranch PR: | 0.00 | 119,696.29 | -119,696.29 |
| 175119 | Bacon Pressure Zone - Cavitt Stallman | 0.00 | 92,897.97 | -92,897.97 |
| 181105 | Lime System Control & Feeder System | 0.00 | 484.51 | -484.51 |
| 181110 | Alum Feed Pumps Replacement | 0.00 | 58,820.38 | -58,820.38 |
| 181115 | Flocculator Mix Motor Disconnect | 0.00 | 12,533.08 | -12,533.08 |
| 181120 | Lime Grit Containment - Curbing and C | 0.00 | 4,301.18 | -4,301.18 |
| 181130 | Hinkle Reservoir Monitoring Wells Lev | 0.00 | 21,561.90 | -21,561.90 |
| 181135 | Baldwin Reservoir Outlet Trashrack | 0.00 | 14,329.42 | -14,329.42 |
| 181140 | SCADA Expansion - Hinkle Und, Alum, | 0.00 | 7,230.00 | -7,230.00 |
| 185115 | Lou Place 8" Tray Way to Crown Point | 0.00 | 1,125.00 | -1,125.00 |
| 185135 | Upper & Lower GB Pump Stn Low Flov | 0.00 | 14,095.71 | -14,095.71 |
| 185150 | Utility Billing Software Replacement | 0.00 | 75,546.33 | -75,546.33 |
| 185165 | Field Services/Engineering Building (Sf | 0.00 | 2,078.09 | -2,078.09 |
| 185175 | Los Lagos Tank Overflow Air Gap and C | 0.00 | 2,557.61 | -2,557.61 |
| 185180 | Cavitt Stallman Main - Mystery Crk to | 0.00 | 4,560.00 | -4,560.00 |
| 185185 | Edward Court Mainline - South of Lou | 0.00 | 1,125.00 | -1,125.00 |
| Project Totals: | | 0.00 | 1,780,064.05 | -1,780,064.05 |

Group Summary

| Group | Total Revenue | Total Expense | Revenue Over/ (Under) Expenses |
|----------------------------|---------------|---------------------|-----------------------------------|
| CIP - Asset | 0.00 | 1,641,863.84 | -1,641,863.84 |
| CIP - Capital Contribution | 0.00 | -23,477.00 | 23,477.00 |
| CIP - Expense | 0.00 | 154,371.55 | -154,371.55 |
| Unplanned CIP | 0.00 | 7,305.66 | -7,305.66 |
| Group Totals: | 0.00 | 1,780,064.05 | -1,780,064.05 |

Type Summary

| Type | Total Revenue | Total Expense | Revenue Over/ (Under) Expenses |
|------------------------|---------------|---------------------|-----------------------------------|
| Administration | 0.00 | 403,092.89 | -403,092.89 |
| Engineering | 0.00 | 1,063,502.20 | -1,063,502.20 |
| Field Services | 0.00 | 249.57 | -249.57 |
| Information Technology | 0.00 | 75,546.33 | -75,546.33 |
| Water Treatment Plant | 0.00 | 237,673.06 | -237,673.06 |
| Type Totals: | 0.00 | 1,780,064.05 | -1,780,064.05 |

GL Account Summary

| GL Account Number | GL Account Name | Total Revenue | Total Expense | Revenue Over/ (Under) Expenses |
|-------------------|--------------------|---------------|---------------|-----------------------------------|
| 011-20030 | Retentions Payable | 0.00 | 301,175.75 | 301,175.75 |

GL Account Summary

| GL Account Number | GL Account Name | Total Revenue | Total Expense | Revenue Over/ (Under) Expenses |
|-------------------|------------------------------------|---------------|---------------------|-----------------------------------|
| 011-700-57120 | Maintenance - Facility | 0.00 | 154,534.12 | 154,534.12 |
| 011-700-61145 | Capital Outlay - WTP & Improv... | 0.00 | 201,370.72 | 201,370.72 |
| 011-700-61150 | Capital Outlay - Mains/Pipeline... | 0.00 | 7,305.66 | 7,305.66 |
| 011-700-61155 | Capital Outlay - Reservoirs & I... | 0.00 | 35,891.32 | 35,891.32 |
| 011-700-61180 | Capital Outlay - Software | 0.00 | 13,449.00 | 13,449.00 |
| 011-700-74090 | Contributions to Others | 0.00 | -23,477.00 | -23,477.00 |
| 050-210-57120 | Maintenance - Facility | 0.00 | 1,145.00 | 1,145.00 |
| 050-300-56310 | Reg Compliance / Sampling / I... | 0.00 | 12.00 | 12.00 |
| 055-20030 | Retentions Payable | 0.00 | -32,175.73 | -32,175.73 |
| 055-700-61135 | Capital Outlay - Pump Stations... | 0.00 | 343,352.02 | 343,352.02 |
| 055-700-61140 | Capital Outlay - Buildings & Im... | 0.00 | 933.09 | 933.09 |
| 055-700-61150 | Capital Outlay - Mains/Pipeline... | 0.00 | 689,115.66 | 689,115.66 |
| 055-700-61155 | Capital Outlay - Reservoirs & I... | 0.00 | 2,557.61 | 2,557.61 |
| 055-700-61180 | Capital Outlay - Software | 0.00 | 84,874.83 | 84,874.83 |
| | GL Account Totals: | 0.00 | 1,780,064.05 | 1,780,064.05 |



San Juan Water District, CA

Balance Sheet

Account Summary

As Of 06/30/2018

| Account | 010 - WHOLESALE | 011 - Wholesale Capital Outlay | 050 - RETAIL | 055 - Retail Capital Outlay | Total |
|---|----------------------|-----------------------------------|----------------------|--------------------------------|-----------------------|
| Asset | | | | | |
| Type: 1000 - Assets | | | | | |
| 10010 - Cash and Investments | 4,245,618.19 | 7,804,220.31 | 1,578,328.83 | 6,627,821.46 | 20,255,988.79 |
| 10510 - Accounts Receivable | 1,294,864.39 | 1.60 | 234,116.58 | 0.82 | 1,528,983.39 |
| 11000 - Inventory | 0.00 | 0.00 | 130,847.51 | 0.00 | 130,847.51 |
| 12000 - Prepaid Expense | 29,920.00 | 0.00 | 29,920.00 | 0.00 | 59,840.00 |
| 14010 - Deferred Outflows | 3,807,198.73 | 0.00 | 4,338,875.61 | 0.00 | 8,146,074.34 |
| 17010 - Capital Assets - Work in Progress | 7,215,473.32 | 0.00 | 180,843.87 | 0.00 | 7,396,317.19 |
| 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 | 75,884.80 | 0.00 | 889,990.39 |
| 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 | 28,346,992.84 | 0.00 | 16,000.00 | 0.00 | 28,362,992.84 |
| 17400 - Capital Assets - Mains/Pipelines & Improvements | 29,233,857.10 | 0.00 | 42,354,004.73 | 0.00 | 71,587,861.83 |
| 17500 - Capital Assets - Reservoirs & Improvements | 2,862,601.82 | 0.00 | 2,492,422.47 | 0.00 | 5,355,024.29 |
| 17700 - Capital Assets - Equipment & Furniture | 13,612,154.78 | 0.00 | 1,041,601.61 | 0.00 | 14,653,756.39 |
| 17750 - Capital Assets - Vehicles | 331,446.00 | 0.00 | 461,103.88 | 0.00 | 792,549.88 |
| 17800 - Capital Assets - Software | 434,195.88 | 0.00 | 549,200.37 | 0.00 | 983,396.25 |
| 17850 - Capital Assets - Intangible | 666,196.00 | 0.00 | 0.00 | 0.00 | 666,196.00 |
| 17900 - Less Accumulated Depreciation | -33,510,353.32 | 0.00 | -26,750,260.74 | 0.00 | -60,260,614.06 |
| 19015 - 2012 Premiums on Refunding Bonds | -617,056.22 | 0.00 | -335,044.10 | 0.00 | -952,100.32 |
| Total Type 1000 - Assets: | 67,209,066.02 | 7,804,221.91 | 32,147,033.14 | 6,627,822.28 | 113,788,143.35 |
| Total Asset: | 67,209,066.02 | 7,804,221.91 | 32,147,033.14 | 6,627,822.28 | 113,788,143.35 |
| Liability | | | | | |
| Type: 1000 - Assets | | | | | |
| 10510 - Accounts Receivable | 119,556.54 | 0.00 | 84,535.55 | 0.00 | 204,092.09 |
| Total Type 1000 - Assets: | 119,556.54 | 0.00 | 84,535.55 | 0.00 | 204,092.09 |
| Type: 2000 - Liabilities | | | | | |
| 20010 - Accounts Payable | 44,751.46 | 19,035.55 | 121,701.41 | 109,954.10 | 295,442.52 |
| 20100 - Retentions Payable | 0.00 | 0.10 | 0.00 | 53,885.24 | 53,885.34 |
| 21200 - Salaries & Benefits Payable | 30,217.88 | 0.00 | 48,466.02 | 0.00 | 78,683.90 |
| 21250 - Payroll Taxes Payable | 25,372.61 | 0.00 | 30,301.07 | 0.00 | 55,673.68 |
| 21300 - Compensated Absences | 261,729.13 | 0.00 | 418,831.09 | 0.00 | 680,560.22 |
| 21500 - Premium on Issuance of Bonds Series 2017 | 1,450,091.81 | 0.00 | 815,676.64 | 0.00 | 2,265,768.45 |
| 21600 - OPEB Liability | 100,396.44 | 0.00 | 127,509.04 | 0.00 | 227,905.48 |

Balance Sheet

As Of 06/30/2018

| Account | 010 - WHOLESALE | 011 - Wholesale Capital Outlay | 050 - RETAIL | 055 - Retail Capital Outlay | Total |
|---|------------------------|---|----------------------|--|-----------------------|
| 21700 - Pension Liability | 3,346,571.65 | 0.00 | 4,621,457.65 | 0.00 | 7,968,029.30 |
| 22010 - Deferred Income | 0.00 | 0.00 | 55,669.76 | 0.00 | 55,669.76 |
| 22050 - Deferred Inflows | 260,874.00 | 0.00 | 360,252.00 | 0.00 | 621,126.00 |
| 24000 - Current Bonds Payables | 301,366.50 | 0.00 | 163,633.50 | 0.00 | 465,000.00 |
| 24200 - 2012 Bonds Payable | 6,095,921.23 | 0.00 | 3,309,913.11 | 0.00 | 9,405,834.34 |
| 24250 - Bonds Payable 2017 Refunding | 16,115,200.00 | 0.00 | 9,064,800.00 | 0.00 | 25,180,000.00 |
| Total Type 2000 - Liabilities: | 28,032,492.71 | 19,035.65 | 19,138,211.29 | 163,839.34 | 47,353,578.99 |
| Total Liability: | 28,152,049.25 | 19,035.65 | 19,222,746.84 | 163,839.34 | 47,557,671.08 |
| Equity | | | | | |
| Type: 3000 - Equity | | | | | |
| 30100 - Investment in Capital Assets | 34,085,186.41 | 0.00 | 12,608,477.99 | 0.00 | 46,693,664.40 |
| 30500 - Designated Reserves | 2,132,763.86 | 6,708,353.97 | 2,127,651.65 | 6,444,253.03 | 17,413,022.51 |
| Total Type 3000 - Equity: | 36,217,950.27 | 6,708,353.97 | 14,736,129.64 | 6,444,253.03 | 64,106,686.91 |
| Total Total Beginning Equity: | 36,217,950.27 | 6,708,353.97 | 14,736,129.64 | 6,444,253.03 | 64,106,686.91 |
| Total Revenue | 10,611,290.35 | 1,569,312.69 | 9,034,204.77 | 1,291,996.63 | 22,506,804.44 |
| Total Expense | 7,772,223.85 | 492,480.40 | 10,846,048.11 | 1,272,266.72 | 20,383,019.08 |
| Revenues Over/Under Expenses | 2,839,066.50 | 1,076,832.29 | -1,811,843.34 | 19,729.91 | 2,123,785.36 |
| Total Equity and Current Surplus (Deficit): | 39,057,016.77 | 7,785,186.26 | 12,924,286.30 | 6,463,982.94 | 66,230,472.27 |
| Total Liabilities, Equity and Current Surplus (Deficit): | 67,209,066.02 | 7,804,221.91 | 32,147,033.14 | 6,627,822.28 | 113,788,143.35 |



San Juan Water District, CA

Check Report

By Check Number

Date Range: 06/01/2018 - 06/30/2018

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|-------------------------------|--|--------------|--------------|-----------------|----------------|--------|
| Bank Code: APBNK-APBNK | | | | | | |
| 01017 | Aba Daba Rents, Inc. | 06/05/2018 | Regular | 0.00 | 685.44 | 52806 |
| 01041 | Afman, Todd R | 06/05/2018 | Regular | 0.00 | 401.57 | 52807 |
| 01138 | AT&T Mobility II LLC | 06/05/2018 | Regular | 0.00 | 62.51 | 52808 |
| 01423 | County of Sacramento | 06/05/2018 | Regular | 0.00 | 112.00 | 52809 |
| 03548 | Digital Deployment, Inc. | 06/05/2018 | Regular | 0.00 | 400.00 | 52810 |
| 01554 | Electrical Equipment Co | 06/05/2018 | Regular | 0.00 | 5,129.37 | 52811 |
| 03633 | Elliott Homes, Inc | 06/05/2018 | Regular | 0.00 | 101,882.00 | 52812 |
| 01609 | Federal Express Corporation | 06/05/2018 | Regular | 0.00 | 52.31 | 52813 |
| 01634 | Folsom Lake Ford, Inc. | 06/05/2018 | Regular | 0.00 | 94.27 | 52814 |
| 01068 | Glenn C. Walker | 06/05/2018 | Regular | 0.00 | 1,010.40 | 52815 |
| 03091 | Granite Bay Ace Hardware | 06/05/2018 | Regular | 0.00 | 174.67 | 52816 |
| 01710 | Greenback Equipment Rentals, Inc. | 06/05/2018 | Regular | 0.00 | 440.80 | 52817 |
| 01733 | Harris Industrial Gases | 06/05/2018 | Regular | 0.00 | 414.08 | 52818 |
| 03235 | HD Supply Construction Supply LTD | 06/05/2018 | Regular | 0.00 | 44.37 | 52819 |
| 03502 | Helliker, Paul | 06/05/2018 | Regular | 0.00 | 22.00 | 52820 |
| 03647 | K & T Truck Repair | 06/05/2018 | Regular | 0.00 | 3,363.28 | 52821 |
| 03360 | Nathaniel Lee Medlar | 06/05/2018 | Regular | 0.00 | 5,500.00 | 52822 |
| 02131 | Office Depot, Inc. | 06/05/2018 | Regular | 0.00 | 54.12 | 52823 |
| 02150 | Pace Supply Corp | 06/05/2018 | Regular | 0.00 | 1,322.39 | 52824 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 06/05/2018 | Regular | 0.00 | 6,514.25 | 52825 |
| 02292 | Rexel, Inc. | 06/05/2018 | Regular | 0.00 | 56.91 | 52826 |
| 02302 | Riebes Auto Parts, LLC | 06/05/2018 | Regular | 0.00 | 10.54 | 52827 |
| 03183 | River City Printers LLC | 06/05/2018 | Regular | 0.00 | 15,811.45 | 52828 |
| 02452 | Sierra National Construction, Inc. | 06/05/2018 | Regular | 0.00 | 9,358.74 | 52829 |
| 02334 | Strohmaier, Rose | 06/05/2018 | Regular | 0.00 | 94.19 | 52830 |
| 02638 | Tyler Technologies, Inc. | 06/05/2018 | Regular | 0.00 | 9,427.19 | 52831 |
| 03406 | Alpha Analytical Laboratories Inc. | 06/12/2018 | Regular | 0.00 | 518.00 | 52834 |
| 01073 | Amarjeet Singh Garcha | 06/12/2018 | Regular | 0.00 | 1,500.00 | 52835 |
| 03594 | Borges & Mahoney, Inc. | 06/12/2018 | Regular | 0.00 | 1,102.35 | 52836 |
| 01437 | California Utilities Emergency Association | 06/12/2018 | Regular | 0.00 | 500.00 | 52837 |
| 01316 | Carbonite Filter Corporation | 06/12/2018 | Regular | 0.00 | 6,552.76 | 52838 |
| 01378 | Clark Pest Control of Stockton | 06/12/2018 | Regular | 0.00 | 1,267.00 | 52839 |
| 03376 | Del Paso Pipe & Steel Inc. | 06/12/2018 | Regular | 0.00 | 173.85 | 52840 |
| 01554 | Electrical Equipment Co | 06/12/2018 | Regular | 0.00 | 134.30 | 52841 |
| 01681 | Golden State Flow Measurements, Inc. | 06/12/2018 | Regular | 0.00 | 16,886.99 | 52842 |
| 03091 | Granite Bay Ace Hardware | 06/12/2018 | Regular | 0.00 | 25.24 | 52843 |
| 01710 | Greenback Equipment Rentals, Inc. | 06/12/2018 | Regular | 0.00 | 118.31 | 52844 |
| 01733 | Harris Industrial Gases | 06/12/2018 | Regular | 0.00 | 56.79 | 52845 |
| 01763 | Holt of California | 06/12/2018 | Regular | 0.00 | 697.50 | 52846 |
| 03072 | HUNT & SONS INC. | 06/12/2018 | Regular | 0.00 | 680.34 | 52847 |
| 03360 | Nathaniel Lee Medlar | 06/12/2018 | Regular | 0.00 | 5,000.00 | 52848 |
| 02131 | Office Depot, Inc. | 06/12/2018 | Regular | 0.00 | 1,531.09 | 52849 |
| 02150 | Pace Supply Corp | 06/12/2018 | Regular | 0.00 | 1,290.44 | 52850 |
| 02221 | Placer Waterworks, Inc. | 06/12/2018 | Regular | 0.00 | 2,919.75 | 52851 |
| 02281 | Ray A Morgan Company Inc | 06/12/2018 | Regular | 0.00 | 61.22 | 52852 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 06/12/2018 | Regular | 0.00 | 1,415.88 | 52853 |
| 02328 | Rocklin Windustrial Co | 06/12/2018 | Regular | 0.00 | 20.61 | 52854 |
| 02459 | Sierra Safety Company | 06/12/2018 | Regular | 0.00 | 220.08 | 52855 |
| 01411 | SureWest Telephone | 06/12/2018 | Regular | 0.00 | 1,617.47 | 52856 |
| 02540 | Sutter Medical Foundation | 06/12/2018 | Regular | 0.00 | 142.00 | 52857 |
| 02651 | United Parcel Service Inc | 06/12/2018 | Regular | 0.00 | 135.95 | 52858 |
| 03642 | Zenner Performance Meters, Inc. | 06/12/2018 | Regular | 0.00 | 4,885.48 | 52859 |
| 03445 | Zlotnick, Greg | 06/12/2018 | Regular | 0.00 | 156.98 | 52860 |
| 03406 | Alpha Analytical Laboratories Inc. | 06/18/2018 | Regular | 0.00 | 510.00 | 52861 |

Check Report

Date Range: 06/01/2018 - 06/30/2018

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------|--|--------------|--------------|-----------------|----------------|--------|
| 01244 | Burkett's Office Supplies | 06/18/2018 | Regular | 0.00 | 417.20 | 52862 |
| 01372 | City of Folsom | 06/18/2018 | Regular | 0.00 | 30.24 | 52863 |
| 01494 | Dewey Services Inc. | 06/18/2018 | Regular | 0.00 | 85.00 | 52864 |
| 03502 | Helliker, Paul | 06/18/2018 | Regular | 0.00 | 18.75 | 52865 |
| 01916 | Miller, Ken | 06/18/2018 | Regular | 0.00 | 132.84 | 52866 |
| 03402 | Normac, Inc | 06/18/2018 | Regular | 0.00 | 828.32 | 52867 |
| 02150 | Pace Supply Corp | 06/18/2018 | Regular | 0.00 | 557.70 | 52868 |
| 02146 | PG&E | 06/18/2018 | Regular | 0.00 | 2,063.37 | 52869 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52870 |
| 02283 | Recology Auburn Placer | 06/18/2018 | Regular | 0.00 | 640.70 | 52871 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 06/18/2018 | Regular | 0.00 | 4,021.47 | 52872 |
| 03092 | Rich, Dan | 06/18/2018 | Regular | 0.00 | 45.00 | 52873 |
| 02580 | The Eidam Corporation | 06/18/2018 | Regular | 0.00 | 12,109.45 | 52874 |
| 02463 | The New AnswerNet | 06/18/2018 | Regular | 0.00 | 344.38 | 52875 |
| 03644 | Tully & Young, Inc. | 06/18/2018 | Regular | 0.00 | 2,497.50 | 52876 |
| 02638 | Tyler Technologies, Inc. | 06/18/2018 | Regular | 0.00 | 12,872.20 | 52877 |
| 02651 | United Parcel Service Inc | 06/18/2018 | Regular | 0.00 | 45.30 | 52878 |
| 02667 | US Bank Corporate Payments Sys (CalCard) | 06/18/2018 | Regular | 0.00 | 12,135.53 | 52879 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52880 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52881 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52882 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52883 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52884 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52885 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52886 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52887 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52888 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52889 |
| 02690 | Verizon Wireless | 06/18/2018 | Regular | 0.00 | 1,545.44 | 52890 |
| 02700 | Viking Shred LLC | 06/18/2018 | Regular | 0.00 | 50.00 | 52891 |
| 03406 | Alpha Analytical Laboratories Inc. | 06/25/2018 | Regular | 0.00 | 646.00 | 52901 |
| 01026 | American River Ace Hardware, Inc. | 06/25/2018 | Regular | 0.00 | 29.06 | 52902 |
| 03594 | Borges & Mahoney, Inc. | 06/25/2018 | Regular | 0.00 | 10,813.71 | 52903 |
| 02214 | County of Placer Engineering & Surveying | 06/25/2018 | Regular | 0.00 | 612.00 | 52904 |
| 03147 | EDGES ELECTRICAL GROUP LLC | 06/25/2018 | Regular | 0.00 | 643.50 | 52905 |
| 01554 | Electrical Equipment Co | 06/25/2018 | Regular | 0.00 | 1,240.87 | 52906 |
| 01634 | Folsom Lake Ford, Inc. | 06/25/2018 | Regular | 0.00 | 327.87 | 52907 |
| 03091 | Granite Bay Ace Hardware | 06/25/2018 | Regular | 0.00 | 157.42 | 52908 |
| 01706 | Graymont Western US Inc. | 06/25/2018 | Regular | 0.00 | 6,216.24 | 52909 |
| 01710 | Greenback Equipment Rentals, Inc. | 06/25/2018 | Regular | 0.00 | 213.86 | 52910 |
| 02024 | MCI WORLDCOM | 06/25/2018 | Regular | 0.00 | 74.35 | 52911 |
| 03300 | Meyers Fozi, LLP | 06/25/2018 | Regular | 0.00 | 425.00 | 52912 |
| 02649 | MUFG Union Bank, N.A. | 06/25/2018 | Regular | 0.00 | 750,306.71 | 52913 |
| 02131 | Office Depot, Inc. | 06/25/2018 | Regular | 0.00 | 799.26 | 52914 |
| 02150 | Pace Supply Corp | 06/25/2018 | Regular | 0.00 | 1,305.50 | 52915 |
| 02146 | PG&E | 06/25/2018 | Regular | 0.00 | 10.00 | 52916 |
| 03532 | Quincy Engineering Inc | 06/25/2018 | Regular | 0.00 | 30,303.75 | 52917 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 06/25/2018 | Regular | 0.00 | 2,739.87 | 52918 |
| 02357 | Sacramento Municipal Utility District (SMUD) | 06/25/2018 | Regular | 0.00 | 12,633.99 | 52919 |
| 02460 | Sierra Stripping, Inc. | 06/25/2018 | Regular | 0.00 | 16,995.00 | 52920 |
| 02651 | United Parcel Service Inc | 06/25/2018 | Regular | 0.00 | 42.06 | 52921 |
| 01687 | W. W. Grainger, Inc. | 06/25/2018 | Regular | 0.00 | 170.16 | 52922 |
| 01244 | Burkett's Office Supplies | 06/05/2018 | EFT | 0.00 | 417.20 | 405441 |
| 01244 | Burkett's Office Supplies | 06/14/2018 | EFT | 0.00 | -417.20 | 405441 |
| 01365 | Cisco Air Systems, Inc. | 06/05/2018 | EFT | 0.00 | 93.65 | 405442 |
| 01486 | Department of Energy | 06/05/2018 | EFT | 0.00 | 2,446.66 | 405443 |
| 01611 | Ferguson Enterprises, Inc | 06/05/2018 | EFT | 0.00 | 575.72 | 405444 |
| 02367 | McClatchy Newspapers, Inc. | 06/05/2018 | EFT | 0.00 | 1,424.86 | 405445 |
| 02027 | McMaster-Carr Supply Company | 06/05/2018 | EFT | 0.00 | 766.03 | 405446 |
| 02308 | River City Staffing, Inc. | 06/05/2018 | EFT | 0.00 | 917.20 | 405447 |
| 03387 | WageWorks, Inc | 06/05/2018 | EFT | 0.00 | 351.15 | 405448 |

Check Report

Date Range: 06/01/2018 - 06/30/2018

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------|---|--------------|--------------|-----------------|----------------|---------------|
| 03221 | Chemtrade Chemicals Corporation | 06/12/2018 | EFT | 0.00 | 8,019.27 | 405449 |
| 01574 | Endress + Huaser, Inc. | 06/12/2018 | EFT | 0.00 | 1,131.41 | 405450 |
| 01611 | Ferguson Enterprises, Inc | 06/12/2018 | EFT | 0.00 | 270.46 | 405451 |
| 01721 | Hach Company | 06/12/2018 | EFT | 0.00 | 105.37 | 405452 |
| 02027 | Mcmaster-Carr Supply Company | 06/12/2018 | EFT | 0.00 | 11.81 | 405453 |
| 02308 | River City Staffing, Inc. | 06/12/2018 | EFT | 0.00 | 914.34 | 405454 |
| 03385 | S.J. Electro Systems, Inc | 06/12/2018 | EFT | 0.00 | 1,160.00 | 405455 |
| 03220 | Solenis LLP | 06/12/2018 | EFT | 0.00 | 3,745.17 | 405456 |
| 02572 | Thatcher Company of California, Inc. | 06/12/2018 | EFT | 0.00 | 4,104.00 | 405457 |
| 03298 | United Rentals (North America), Inc. | 06/12/2018 | EFT | 0.00 | 4,700.38 | 405458 |
| 01521 | DataProse, LLC | 06/18/2018 | EFT | 0.00 | 5,015.37 | 405459 |
| 01486 | Department of Energy | 06/18/2018 | EFT | 0.00 | 348.89 | 405460 |
| 03523 | Eckersall, Scott V. | 06/18/2018 | EFT | 0.00 | 825.00 | 405461 |
| 01589 | Eurofins Eaton Analytical, Inc | 06/18/2018 | EFT | 0.00 | 269.00 | 405462 |
| 01917 | Kennedy/Jenks Consultants, Inc. | 06/18/2018 | EFT | 0.00 | 2,272.50 | 405463 |
| 03543 | Mailroom Finance, Inc. | 06/18/2018 | EFT | 0.00 | 1,000.00 | 405464 |
| 02308 | River City Staffing, Inc. | 06/18/2018 | EFT | 0.00 | 733.76 | 405465 |
| 02162 | Tobin, Pamela | 06/18/2018 | EFT | 0.00 | 252.98 | 405466 |
| 03387 | WageWorks, Inc | 06/18/2018 | EFT | 0.00 | 351.15 | 405467 |
| 01070 | Alpha Omega Wireless, Inc. | 06/25/2018 | EFT | 0.00 | 13,500.00 | 405468 |
| 01328 | Association of California Water Agencies / Joint Po | 06/25/2018 | EFT | 0.00 | 7,882.13 | 405469 |
| | **Void** | 06/25/2018 | EFT | 0.00 | 0.00 | 405470 |
| 01898 | Association of California Water Agencies / JPIA | 06/25/2018 | EFT | 0.00 | 45,835.00 | 405471 |
| 01166 | Badger Daylighting Corp | 06/25/2018 | EFT | 0.00 | 2,280.00 | 405472 |
| 01232 | Brower Mechanical, Inc. | 06/25/2018 | EFT | 0.00 | 2,211.70 | 405473 |
| 03221 | Chemtrade Chemicals Corporation | 06/25/2018 | EFT | 0.00 | 7,889.14 | 405474 |
| 01611 | Ferguson Enterprises, Inc | 06/25/2018 | EFT | 0.00 | 40.65 | 405475 |
| 01721 | Hach Company | 06/25/2018 | EFT | 0.00 | 465.87 | 405476 |
| 01955 | Layfield USA Corporation | 06/25/2018 | EFT | 0.00 | 66,969.39 | 405477 |
| 02367 | McClatchy Newspapers, Inc. | 06/25/2018 | EFT | 0.00 | 2,336.60 | 405478 |
| 03450 | Mouser Electronics, Inc. | 06/25/2018 | EFT | 0.00 | 4,178.34 | 405479 |
| 02158 | Pacific Storage Company | 06/25/2018 | EFT | 0.00 | 63.21 | 405480 |
| 02308 | River City Staffing, Inc. | 06/25/2018 | EFT | 0.00 | 1,834.40 | 405481 |
| 03180 | SAC ICE LLC | 06/25/2018 | EFT | 0.00 | 402.90 | 405482 |
| 02504 | Starr Consulting | 06/25/2018 | EFT | 0.00 | 870.00 | 405483 |
| 02531 | SunPower Corporation, Systems | 06/25/2018 | EFT | 0.00 | 19,493.50 | 405484 |
| 03298 | United Rentals (North America), Inc. | 06/25/2018 | EFT | 0.00 | 622.24 | 405485 |
| 02730 | Western Area Power Administration | 06/25/2018 | EFT | 0.00 | 7,421.69 | 405486 |
| 03077 | VALIC | 06/01/2018 | Bank Draft | 0.00 | 4,635.67 | 0007467413 |
| 03077 | VALIC | 06/15/2018 | Bank Draft | 0.00 | 4,635.67 | 0007480767 |
| 03077 | VALIC | 06/29/2018 | Bank Draft | 0.00 | 4,635.67 | 0007494701 |
| 01641 | Sun Life Assurance Company of Canada | 06/03/2018 | Bank Draft | 0.00 | 9,720.71 | 100426246 |
| 03130 | CalPERS Retirement | 06/01/2018 | Bank Draft | 0.00 | 32,426.06 | 1001087033 |
| 01366 | Citistreet/CalPERS 457 | 06/01/2018 | Bank Draft | 0.00 | 2,790.77 | 1001087037 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 37,256.43 | 1001087045 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 125.58 | 1001087045 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 265.70 | 1001087045 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 39,341.95 | 1001087045 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 39,341.95 | 1001087045 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 1,830.30 | 1001087045 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 0.20 | 1001087045 |
| 03130 | CalPERS Retirement | 06/15/2018 | Bank Draft | 0.00 | 32,457.92 | 1001096432 |
| 01366 | Citistreet/CalPERS 457 | 06/15/2018 | Bank Draft | 0.00 | 2,770.29 | 1001096436 |
| 03130 | CalPERS Retirement | 06/29/2018 | Bank Draft | 0.00 | 33,523.35 | 1001106320 |
| 03130 | CalPERS Retirement | 06/29/2018 | Bank Draft | 0.00 | 592.67 | 1001106320 |
| 01366 | Citistreet/CalPERS 457 | 06/29/2018 | Bank Draft | 0.00 | 2,794.35 | 1001106326 |
| 03080 | California State Disbursement Unit | 06/29/2018 | Bank Draft | 0.00 | 750.92 | 70BSSYT6657 |
| 03080 | California State Disbursement Unit | 06/14/2018 | Bank Draft | 0.00 | 750.92 | 7E0F5V26659 |
| 03163 | Economic Development Department | 06/15/2018 | Bank Draft | 0.00 | 7,927.98 | 1-780-708-928 |
| 03163 | Economic Development Department | 06/01/2018 | Bank Draft | 0.00 | 7,816.66 | 1-951-217-216 |
| 03163 | Economic Development Department | 06/01/2018 | Bank Draft | 0.00 | 36.89 | 1-951-217-216 |

Check Report

Date Range: 06/01/2018 - 06/30/2018

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------|--|--------------|--------------|-----------------|----------------|----------------|
| 01039 | American Family Life Assurance Company of Colu | 06/19/2018 | Bank Draft | 0.00 | 567.84 | Q3869 6-19-18 |
| 01039 | American Family Life Assurance Company of Colu | 06/19/2018 | Bank Draft | 0.00 | 567.84 | Q3869 06-19-18 |
| 03164 | Internal Revenue Service | 06/01/2018 | Bank Draft | 0.00 | 45,771.80 | 2708552348817 |
| 03164 | Internal Revenue Service | 06/01/2018 | Bank Draft | 0.00 | 519.30 | 2708552348817 |
| 03164 | Internal Revenue Service | 06/15/2018 | Bank Draft | 0.00 | 46,650.80 | 2708566300373 |

Bank Code APBNK Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|---------------------|
| Regular Checks | 157 | 95 | 0.00 | 1,099,705.80 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 11 | 0.00 | 0.00 |
| Bank Drafts | 28 | 28 | 0.00 | 360,506.19 |
| EFT's | 76 | 47 | 0.00 | 226,102.89 |
| | 261 | 181 | 0.00 | 1,686,314.88 |

All Bank Codes Check Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|---------------------|
| Regular Checks | 157 | 95 | 0.00 | 1,099,705.80 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 11 | 0.00 | 0.00 |
| Bank Drafts | 28 | 28 | 0.00 | 360,506.19 |
| EFT's | 76 | 47 | 0.00 | 226,102.89 |
| | 261 | 181 | 0.00 | 1,686,314.88 |

Fund Summary

| Fund | Name | Period | Amount |
|------|--------------|--------|---------------------|
| 999 | INTERCOMPANY | 6/2018 | 1,686,314.88 |
| | | | 1,686,314.88 |



San Juan Water District, CA

Vendor History Report

By Vendor Name

Posting Date Range 07/01/2017 - 06/30/2018

Payment Date Range -

| 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 | | | | | |
| Vendor Set: 01 - Vendor Set 01 | | | | | | | | | | | |
| 02556 - Costa, Ted | | | | | | | | | | | |
| Exp Reimb 03-2018 | Mileage Reimbursement 3-2018-Various Me | 3/28/2018 | | 52599 | 4/17/2018 | 492.88 | 0.00 | 0.00 | 0.00 | 492.88 | 492.88 |
| Mileage Reimbursement | 0.00 | 0.00 | 37.06 | 010-010-52110 | Training - Meetings, Education & Trai | 37.06 | 0.00 | 0.00 | 0.00 | 37.06 | 37.06 |
| | | | | 050-210-52110 | Training - Meetings, Education & Trai | 18.53 | | | | | |
| | | | | | Training - Meetings, Education & Trai | 18.53 | | | | | |
| Mileage Reimb 11-2017 | ACWA Fall Conference-Mileage Reimburse | 11/30/2017 | | 52171 | 12/18/2017 | 455.82 | 0.00 | 0.00 | 0.00 | 455.82 | 455.82 |
| ACWA Fall Conference-M | 0.00 | 0.00 | 455.82 | 010-010-52110 | Training - Meetings, Education & Trai | 455.82 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 227.91 | | | | | |
| | | | | | Training - Meetings, Education & Trai | 227.91 | | | | | |
| 01916 - Miller, Ken | | | | | | | | | | | |
| Exp Reimb 03-2018 | Mileage Expense Reimb 3-2018-Various Mee | 3/31/2018 | | 52606 | 4/17/2018 | 622.76 | 0.00 | 0.00 | 0.00 | 622.76 | 622.76 |
| Mileage Expense Reimb 3 | 0.00 | 0.00 | 21.26 | 010-010-52110 | Training - Meetings, Education & Trai | 21.26 | 0.00 | 0.00 | 0.00 | 21.26 | 21.26 |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 10.63 | | | | | |
| | | | | | Training - Meetings, Education & Trai | 10.63 | | | | | |
| Exp Reimb 05-2018 | Mileage & Parking Reimb-Variou Mtngs&AC | 5/10/2018 | | 52866 | 6/18/2018 | 132.84 | 0.00 | 0.00 | 0.00 | 132.84 | 132.84 |
| Mileage & Parking Reimb | 0.00 | 0.00 | 132.84 | 010-010-52110 | Training - Meetings, Education & Trai | 132.84 | 0.00 | 0.00 | 0.00 | 132.84 | 132.84 |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 66.42 | | | | | |
| | | | | | Training - Meetings, Education & Trai | 66.42 | | | | | |
| Mileage Reimb 11-2017 | Mileage-ACWA Fall Conferemce | 11/30/2017 | | 52153 | 12/12/2017 | 468.66 | 0.00 | 0.00 | 0.00 | 468.66 | 468.66 |
| Mileage-ACWA Fall Confe | 0.00 | 0.00 | 468.66 | 010-010-52110 | Training - Meetings, Education & Trai | 468.66 | 0.00 | 0.00 | 0.00 | 468.66 | 468.66 |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 234.33 | | | | | |
| | | | | | Training - Meetings, Education & Trai | 234.33 | | | | | |
| 03092 - Rich, Dan | | | | | | | | | | | |
| Exp Reimb 03-2018 | Exp Reimb 03-2018-Mileage RWASymposium | 3/29/2018 | | 52568 | 4/2/2018 | 146.88 | 0.00 | 0.00 | 0.00 | 146.88 | 146.88 |
| Exp Reimb 03-2018-Mile | 0.00 | 0.00 | 21.80 | 010-010-52110 | Training - Meetings, Education & Trai | 21.80 | 0.00 | 0.00 | 0.00 | 21.80 | 21.80 |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 10.90 | | | | | |
| | | | | | Training - Meetings, Education & Trai | 10.90 | | | | | |
| Exp Reimb 04-2018 | Mileage Expense Reimbursement 04-2018 | 4/30/2018 | | 52703 | 5/8/2018 | 9.81 | 0.00 | 0.00 | 0.00 | 9.81 | 9.81 |
| Mileage Expense Reimbu | 0.00 | 0.00 | 9.81 | 010-010-52110 | Training - Meetings, Education & Trai | 9.81 | 0.00 | 0.00 | 0.00 | 9.81 | 9.81 |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 4.90 | | | | | |
| | | | | | Training - Meetings, Education & Trai | 4.91 | | | | | |
| Exp Reimb 05-2018 | Parking Reimbursement-ACWA Spring Confer | 5/10/2018 | | 52873 | 6/18/2018 | 45.00 | 0.00 | 0.00 | 0.00 | 45.00 | 45.00 |
| Parking Reimbursement- | 0.00 | 0.00 | 45.00 | 010-010-52110 | Training - Meetings, Education & Trai | 45.00 | 0.00 | 0.00 | 0.00 | 45.00 | 45.00 |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 22.50 | | | | | |
| | | | | | Training - Meetings, Education & Trai | 22.50 | | | | | |
| Exp Reimb 11-2017 | ACWA Fall Conference-Uber Expense Reimb | 12/4/2017 | | 52240 | 1/5/2018 | 70.27 | 0.00 | 0.00 | 0.00 | 70.27 | 70.27 |
| ACWA Fall Conference-U | 0.00 | 0.00 | 70.27 | 010-010-52110 | Training - Meetings, Education & Trai | 70.27 | 0.00 | 0.00 | 0.00 | 70.27 | 70.27 |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 35.14 | | | | | |
| | | | | | Training - Meetings, Education & Trai | 35.13 | | | | | |

Vendor History Report

Posting Date Range 07/01/2017 - 06/30/2018

| 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 | | | | | | 1,639.32 | 0.00 | 0.00 | 0.00 | 1,639.32 | 1,639.32 |
| Exp 06-2018 | Mileage Expense Reimb 06-2018-Various Me | 6/30/2018 | | 405506 | 7/9/2018 | 55.59 | 0.00 | 0.00 | 0.00 | 55.59 | 55.59 |
| Mileage Expense Reimb C | 0.00 | 0.00 | 55.59 | 010-010-52110 | Training - Meetings, Education & Trai | 27.80 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 27.79 | | | | | |
| Exp Reimb 01-2018 | ACWA, RWA,Mtng w/M.Hanneman-Mileage | 1/31/2018 | | 405275 | 2/12/2018 | 83.12 | 0.00 | 0.00 | 0.00 | 83.12 | 83.12 |
| ACWA, RWA,Mtng w/M.H | 0.00 | 0.00 | 83.12 | 010-010-52110 | Training - Meetings, Education & Trai | 41.56 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 41.56 | | | | | |
| Exp Reimb 02-2018 | ACWA Conf & Mtngs- Mileage,Meals&Cab | 2/28/2018 | | 405314 | 3/12/2018 | 330.82 | 0.00 | 0.00 | 0.00 | 330.82 | 330.82 |
| ACWA Conf & Mtngs- Mile | 0.00 | 0.00 | 330.82 | 010-010-52110 | Training - Meetings, Education & Trai | 165.41 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 165.41 | | | | | |
| Exp Reimb 03-2018 | Mileage & Exp Reimb 03-2018-Various Meeti | 3/31/2018 | | 405350 | 4/9/2018 | 202.58 | 0.00 | 0.00 | 0.00 | 202.58 | 202.58 |
| Mileage & Exp Reimb 03- | 0.00 | 0.00 | 202.58 | 010-010-52110 | Training - Meetings, Education & Trai | 101.29 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 101.29 | | | | | |
| Exp Reimb 04-2018 | Mileage Expense 04-2018-Various Meetings | 4/30/2018 | | 405398 | 5/8/2018 | 40.33 | 0.00 | 0.00 | 0.00 | 40.33 | 40.33 |
| Mileage Expense 04-2018 | 0.00 | 0.00 | 40.33 | 010-010-52110 | Training - Meetings, Education & Trai | 20.16 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 20.17 | | | | | |
| Exp Reimb 05-2018 | Mileage&Parking-Various Meetings & ACWA | 5/10/2018 | | 405466 | 6/18/2018 | 252.98 | 0.00 | 0.00 | 0.00 | 252.98 | 252.98 |
| Mileage&Parking-Various | 0.00 | 0.00 | 252.98 | 010-010-52110 | Training - Meetings, Education & Trai | 126.49 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 126.49 | | | | | |
| Exp Reimb 08-2017 | Exp Reimb 08-2017-Lunch w/M. Hanneman | 8/31/2017 | | 405072 | 9/14/2017 | 55.04 | 0.00 | 0.00 | 0.00 | 55.04 | 55.04 |
| Exp Reimb 08-2017-Lunch | 0.00 | 0.00 | 55.04 | 010-010-52110 | Training - Meetings, Education & Trai | 27.52 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 27.52 | | | | | |
| Exp Reimb 09-2017 | Mileage&Meal Reimbursement 09-2017 | 9/30/2017 | | 405125 | 10/20/2017 | 100.55 | 0.00 | 0.00 | 0.00 | 100.55 | 100.55 |
| Mileage&Meal Reimburs | 0.00 | 0.00 | 100.55 | 010-010-52110 | Training - Meetings, Education & Trai | 50.28 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 50.27 | | | | | |
| Exp Reimb 11-2017 | Mileage&ExpenseReimb-ACWA Fall Conferen | 11/30/2017 | | 405195 | 12/12/2017 | 340.26 | 0.00 | 0.00 | 0.00 | 340.26 | 340.26 |
| Mileage&ExpenseReimb- | 0.00 | 0.00 | 340.26 | 010-010-52110 | Training - Meetings, Education & Trai | 170.13 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 170.13 | | | | | |
| Exp Reimb 12-2017 | ACWA Fall Conf-Mileage & Parking Reimburs | 12/29/2017 | | 405240 | 1/16/2018 | 91.26 | 0.00 | 0.00 | 0.00 | 91.26 | 91.26 |
| ACWA Fall Conf-Mileage | 0.00 | 0.00 | 91.26 | 010-010-52110 | Training - Meetings, Education & Trai | 45.63 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 45.63 | | | | | |
| Mileage & Parking 07-2017 | Mileage&Prkng07-2017-CapitolHearingRubio | 7/31/2017 | | 405072 | 9/14/2017 | 41.31 | 0.00 | 0.00 | 0.00 | 41.31 | 41.31 |
| Mileage&Prkng07-2017-C | 0.00 | 0.00 | 41.31 | 010-010-52110 | Training - Meetings, Education & Trai | 20.66 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 20.65 | | | | | |
| Mileage Reimb 10-2017 | Mileage Reimbursement 10-2017 | 10/30/2017 | | 405144 | 11/6/2017 | 45.48 | 0.00 | 0.00 | 0.00 | 45.48 | 45.48 |

Vendor History Report

Posting Date Range 07/01/2017 - 06/30/2018

| 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 | | | | | | | |
| Mileage-M. Emerson Mtr | 0.00 | 0.00 | 45.48 | 010-010-52110 | Training - Meetings, Education & Trai | 22.74 | | | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 22.74 | | | | | | | |
| Vendors: (4) | | | | | | Total 01 - Vendor Set 01: | 2,901.84 | 0.00 | 0.00 | 0.00 | 2,901.84 | 2,901.84 | |
| | | | | | | Vendors: (4) | Report Total: | 2,901.84 | 0.00 | 0.00 | 0.00 | 2,901.84 | 2,901.84 |



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 | 8 | 112.00 | 7,000.00 |
| | | | 0690 - Costa Total: | 112.00 | 7,000.00 |
| 1028 | Hanneman, Martin | Reg - Regular Hours | 8 | 74.00 | 4,625.00 |
| | | | 1028 - Hanneman Total: | 74.00 | 4,625.00 |
| 0670 | Miller, Ken | Reg - Regular Hours | 12 | 126.00 | 7,875.00 |
| | | | 0670 - Miller Total: | 126.00 | 7,875.00 |
| 1003 | Rich, Daniel | Reg - Regular Hours | 6 | 82.00 | 5,125.00 |
| | | | 1003 - Rich Total: | 82.00 | 5,125.00 |
| 0650 | Tobin, Pamela | Reg - Regular Hours | 12 | 196.00 | 12,250.00 |
| | | | 0650 - Tobin Total: | 196.00 | 12,250.00 |
| | | | Report Total: | 590.00 | 36,875.00 |



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 | 295.00 | 18,437.50 |
| | 010 - WHOLESALE Total: | 295.00 | 18,437.50 |
| 050-010-58110 | Director - Stipend | 295.00 | 18,437.50 |
| | 050 - RETAIL Total: | 295.00 | 18,437.50 |
| | Report Total: | 590.00 | 36,875.00 |



Pay Code Report

Pay Code Summary

7/1/2017 - 6/30/2018

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 | 46 | 590.00 | 36,875.00 |
| | | Report Total: | 590.00 | 36,875.00 |

2017/18 Actual Deliveries and Revenue - By Wholesale Customer Agency

| July 2017 - June 2018 | | | | | | | | |
|-------------------------------|---------------------|----------------------|-------------------|----------------------|-------------------|---------------|-------------------|-------------|
| | Budgeted Deliveries | Budgeted Revenue | Actual Deliveries | Actual Revenue | Delivery Variance | | Revenue Variance | |
| San Juan Retail | 12,312.37 | 2,849,955 | 11,520.25 | \$ 2,785,683 | (792.12) | -6.4% | \$ (64,272) | -2.3% |
| Citrus Heights Water District | 11,000.00 | \$ 2,833,128 | 11,201.70 | \$ 2,849,494 | 201.70 | 1.8% | \$ 16,366 | 0.6% |
| Fair Oaks Water District | 8,617.94 | \$ 2,092,573 | 6,399.68 | \$ 1,912,584 | (2,218.26) | -25.7% | \$ (179,989) | -8.6% |
| Orange Vale Water Co. | 4,250.00 | \$ 974,375 | 3,949.80 | \$ 950,017 | (300.20) | -7.1% | \$ (24,358) | -2.5% |
| City of Folsom | 1,050.00 | \$ 267,757 | 1,132.42 | \$ 274,445 | 82.42 | 7.8% | \$ 6,687 | 2.5% |
| Granite Bay Golf Course | 300.00 | \$ 11,805 | 306.21 | \$ 12,531 | 6.21 | 2.1% | \$ 726 | 6.1% |
| Sac Suburban Water District | 7,500.00 | \$ 1,354,986 | 10,769.40 | \$ 1,796,605 | 3,269.40 | 43.6% | \$ 441,619 | 32.6% |
| TOTAL | 45,030.30 | \$ 10,384,580 | 45,279.46 | \$ 10,581,358 | 249.16 | 0.6% | \$ 196,778 | 1.9% |

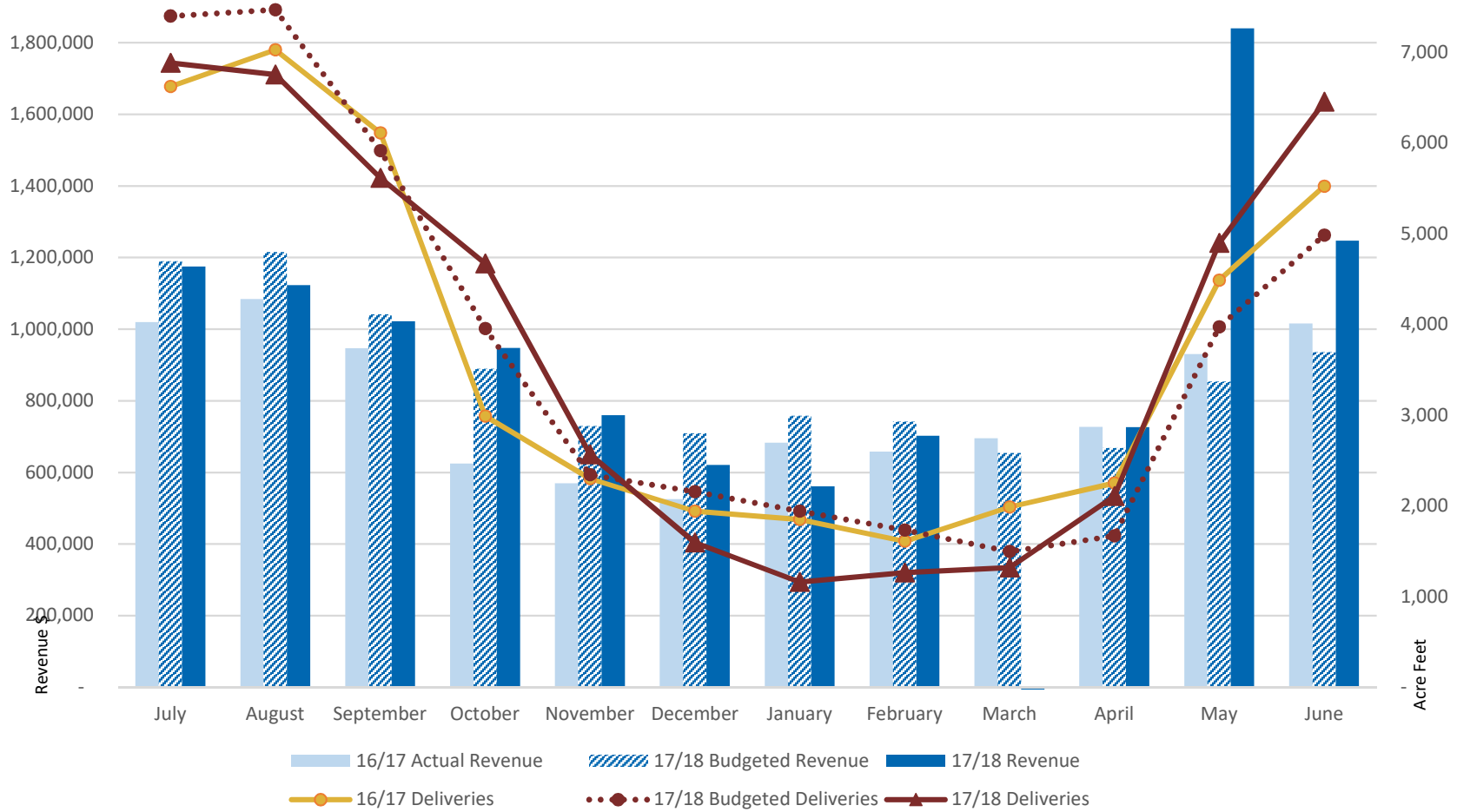
| | |
|---------------------|-----------|
| Budgeted Deliveries | 45,030.30 |
| Actual Deliveries | 45,279.46 |
| Difference | 249.16 |
| | 0.6% |

| | |
|-----------------------------|---------------|
| Budgeted Water Sale Revenue | \$ 10,384,580 |
| Actual Water Sale Revenue | \$ 10,581,358 |
| Difference | \$ 196,778 |
| | 1.9% |

Conclusion:

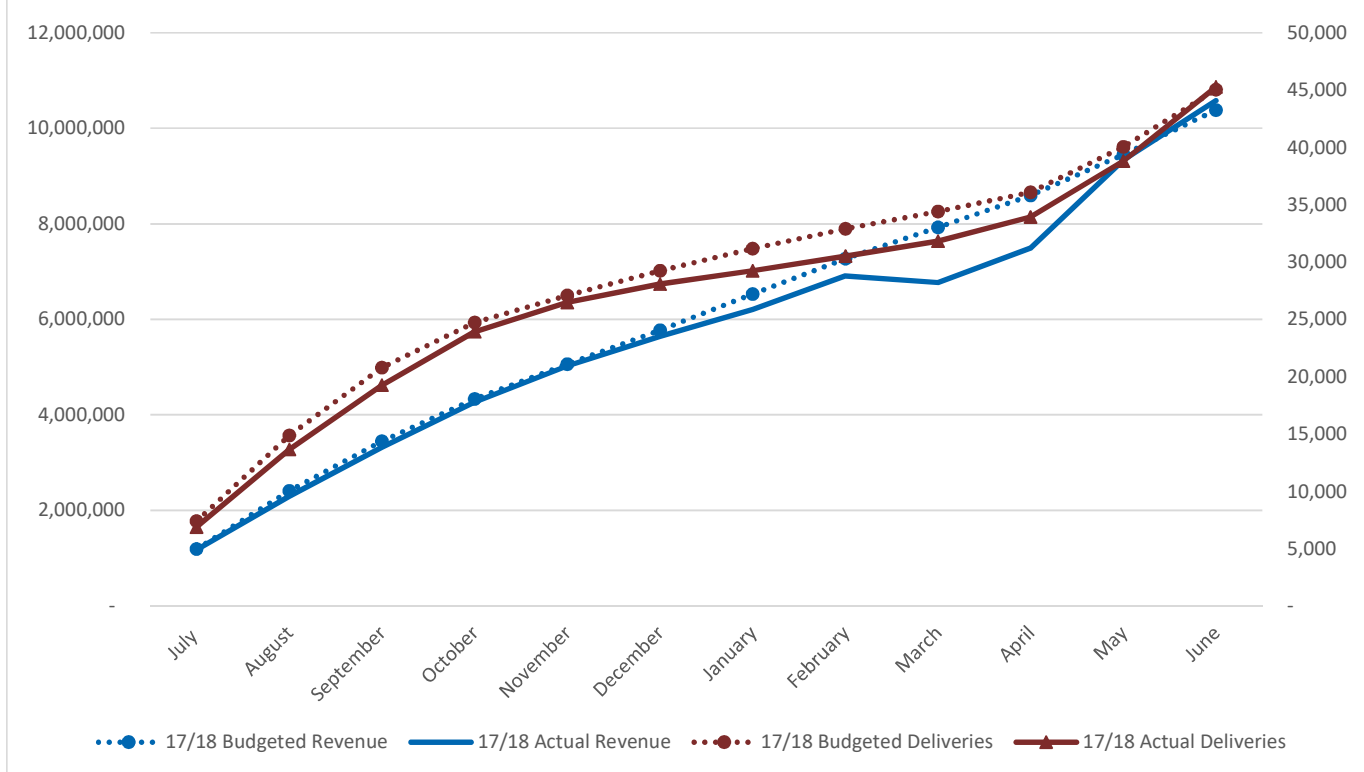
Total deliveries, which had been lagging the budgeted deliveries throughout the year, ended the year slightly above the budgeted amount due to higher than expected May and June deliveries. Total deliveries for the year ended .6% higher than budgeted with revenues coming in 1.9% higher than expected. This favorable result is primarily attributable to the Sacramento Suburban Water District taking more PCWA water than anticipated, which offset the lessor amount taken by the Fair Oaks Water District.

Comparison of Fiscal Year 2016/2017 Actual to 2017/2018 Projections of Deliveries and Revenue



| | Deliveries | | Revenues | |
|-----------------|------------|------|---------------|-----|
| FY 17-18 Budget | 45,030 | | \$ 10,384,580 | |
| FY 16/17 | 44,697 | | \$ 9,477,538 | |
| Difference | 333 | 0.7% | \$ 907,042 | 10% |

Cumulative Water Deliveries and Revenues FY 2017-18



AGENDA ITEM VII-2

DIRECTOR TOBIN'S REPORT FOR 7/25/2018

RWA

Exec Committee Meeting 6/27/2018

March Emmerson, Director of Carmichael Water District presented information regarding license fees that are currently being charged by the drinking water program passed by the State Water Resources Control Board to restructure how drinking water fees are calculated. Fee have gone up for a number of agencies and Mark believes that they should be more accountable and efficient in the way they determine these fees. It was suggested a conversation with SWRCB may be beneficial in requesting documents informally before a request for public records is sent.

HR services: Regional Government Services Authority is being retained to provide Hr services. It's a not to exceed \$40K for the 1st year and is in this year's budget. Total budget is \$150,000 and work will begin July 1.

The work includes:

- Updating the employee handbook to comply with current state and federal laws
- provide support for the Exec Directors evaluation process including compensation discussions and the compensation studies.
- Support RWA staff and the board in recruitment, hiring and onboarding of new staff
- evaluate organization needs and make succession planning recommendations
- assist in consideration of alternatives for merit based bonus program
- evaluate alternative for employee and retiree health benefits and/or retiree health benefit vesting schedule to reduce long term costs.

OPEB Funding Policy

Changes to the Policy 500.10 Other Post Employment Benefits Funding Policy were passed by the board. GASB 75 required RWA to make changes. The CPA, Nicole Krotoski said that terminology changes occurred because OPEB standards have changed, such as the actuarial determined contribution (ADC) replacing the term actuarially required contribution (ARC). The amortization changed from an open 10 yr amortization, to a closed 10 yr amortization. A closed 10 yr period amortizes the unfunded liability over a period whereas as the open 10 yr period continually re-set at 10 yrs every time a new valuation was conducted. Another change includes some flexibility in the funding the implicit subsidy if the expected value of assets exceeds the expected costs of future benefits that include future employees services. And lastly it outlines that RWA may modify the discount rate to provide for a margin for adverse deviation. Explicit subsidy is the actual health premiums required for retirees. Implicit subsidy results when health care premiums for retirees don't necessarily cover the expected costs of the retirees' health care use. This subsidy occurs when premiums are blended rates across all age groups of both active and retired employees, as with the CalPERS Health Plans. The valuation report reflects a cash ADC for FY 19 of Approx. \$58,400 which is within the approved budges of \$83,200. The \$58,400 will fund both the implicit and explicit subsidy.

INTEGRATED Regional Water Management Plan Update.

Rob Swartz, gave an update on the American River Basin Integrated Regional Water Management Plan and said it's nearing completion. The comment period closed on May 25, 2018 and staff has address the final comments. Stantec will finalize pdf forms of each section and will upload to the RWA website by July 3rd

Water Tax

The attempt to get the water tax passed through a trailer bill failed and doesn't seem to be making progress. AB2649 is designed to make it easier for agencies to take surface water to recharge groundwater. ACWA has taken a position policy position that groundwater recharge should be a beneficial use of water. The bill is try to streamline the permitting process for recharge projects during times of high stream flows and extend the time period for agencies that do put water in the ground to take it back out of storage.

RWA Exec Meeting 7/25/2018

Update of Policy 400.2 Employee Compensation

RWA conducted a compensation survey in 2017. Proposed salary schedules derived from the study were very contentious when considered for approval by the RWA Board. Both the proposed salaries and the methodology of the survey were questioned. After modification and additional discussion at the exec committee the salary schedules were approved by the board in Nov 2017. Exec Committee agreed to revisit Policy 400.2 and consider changes to the process for compensation surveys in the future

Subcommittee updates

The Conference Subcommittee met on July 11, 2018 and agreed to plan for an event covering implementation of new water efficiency legislation in March 2019 ad to convene a Delta update workshop following the November Board meeting

The Membership Subcommittee met on July 9th to strategize outreach activities to potential members, associates and affiliates. I was asked to chair that subcommittee because Robert Dugan is having difficulty attending the meeting. EID, the City of Lincoln and Woodland Davis have been identified as just a few of the potential candidates for membership.

Bill AB 2649 is a work in progress to streamline the administrative process identifying up to the 90 percentile to pull surplus water from streams and put into ground water in wet times.

Prop 1 Bond Funding has identified two projects in the local area to receive funding:

- 1) Regional Sand – S. County Water is a project that will bring water to the Ag communities and will receive \$280Million.
- 2) Sites Reservoir will be receiving \$800Million and Rsvl, PCWA and City and County of Sacramento have a seat at the table on this project.

ACWA has a BOD 2019 Budget Workshop tomorrow July 26th

ACWA BOD Meeting is Friday, July 27th

Public Information Committee Meeting Minutes
San Juan Water District
July 16, 2018
10:00 a.m.

Committee Members: Marty Hanneman (Chair)
Pam Tobin, Member

District Staff & Consultants: Paul Helliker, General Manager
Lisa Brown, Customer Service Manager
Teri Grant, Board Secretary/Administrative Assistant
Lucy Eidam-Crocker, Crocker & Crocker

Topics: Public Outreach Contract (W & R)
Other Public Information Matters
Public Comment

1. Public Outreach Contract (W & R)

Ms. Brown informed the committee that the annual public outreach contract was ready for review and recommendation for approval to the Board. Mr. Helliker explained that the expense level was above his authorization level and needs Board approval. In addition, he reviewed the scope of work with the committee and informed them that a wholesale outreach mailer is proposed for release in the summer/fall timeframe. A copy of the contract and scope of work will be attached to the meeting minutes.

The committee inquired about the recent retail customer phone survey. Ms. Brown explained that there are some expenses in the FY 2018-19 contract for Crocker & Crocker to help review the results of the survey and that the committee will receive a presentation from FM3 regarding the survey at the August committee meeting. Mr. Helliker explained that the committee will review the survey results and discuss the next steps at that meeting.

The committee discussed public outreach and the need to keep the public informed of capital improvement projects, especially providing information before and after a rate adjustment. Mr. Helliker informed the committee that this type of information will be highlighted in billing inserts and e-blasts, with more information included regarding District savings, rate comparisons and where rate dollars are spent.

The Public Information Committee recommends that the Board approve the Crocker & Crocker contract for FY 2018-19.

2. Other Public Information Matters

Mr. Helliker informed the committee that he will be speaking at the Fair Oaks Rotary Club and other places as he continues his public outreach for the District on a monthly basis. In addition, he informed the committee that the October 6th Open House

preparations are underway and will be mentioned in the next two billing inserts. Ms. Brown informed the committee that e-blasts will be generated at a later date regarding the Open House.

2.1 Next Meeting Date

The committee set the next meeting for August 13, 2018 at 4:00 pm.

3. Public Comment

There was no public comment.

The meeting adjourned at 10:37 am.

**Engineering Committee Meeting Minutes
San Juan Water District
July 17, 2018
11:30 a.m.**

Committee Members: Dan Rich, Chair
Ted Costa, Director

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

Topics: Fair Oaks 40-Inch Pipeline Relining Project, Construction Management and Inspection Services (W & R)
Asbestos and Lead Building Inspection/Survey Report (W & R)
Douglas Main Replacement Project Status Update (R)
Other Engineering Matters
Public Comment

1. Fair Oaks 40-Inch Pipeline Relining Project, Construction Management and Inspection Services (W & R)

Mr. Barela provided the committee with a staff report which will be attached to the meeting minutes. He explained that the construction management and inspection services contract is ready for Phase 2 of the Fair Oaks 40-Inch Pipeline Relining Project. He explained that ICM Group, Inc., was included as a sub-contractor under the Quincy Engineering proposal which was approved by the Board last year; however, the District will work directly with ICM Group, Inc., as discussed among the three parties.

In response to Director Costa's question, the Board Secretary informed the committee that Fair Oaks Water District was included in the email that was sent out last week which contained the agenda including this topic.

The Engineering Committee recommends consideration of a motion to approve the award for Construction Management/Inspection Services related to the FO-40" Pipeline Relining Project to ICM Group, Inc. in the amount of \$180,680, with a total approved budget of \$195,140

2. Asbestos and Lead Building Inspection/Survey Report (W & R)

Mr. Barela informed the committee that, at the request of the Board, an Asbestos and Lead Assessment was performed by National Analytical Laboratories on the District's Administration Building, Field Services/Engineering Building, and WTP Operations Building. He conducted a brief presentation which will be attached to the meeting minutes. The results show that there are no lead issues and, out of 73 asbestos samples, there were three found to contain asbestos containing construction materials (ACCM) in the tiles and mastic in all 3 buildings.

Mr. Barela informed the committee that the asbestos is contained and non-friable, and would require a Certified Asbestos Abatement Contractor if disturbed. In addition, he reported that there are rodent droppings above the ceiling tiles in the Administration Building; therefore, PPE is required for work in that area. He explained that the rodent issue was abated last year and plans will be made to clean the area.

Director Costa suggested that staff look into when the tiles floors were installed and make a claim against the contractor, if possible, for abatement of the issue. Mr. Barela will look into this.

3. Douglas Main Replacement Project Status Update (R)

Mr. Watson provided an update of the Douglas Main Replacement Project. He informed the committee that Phase 1 of the project was delayed when the contractor found that the existing pipeline had a bend in the section where the trenchless insertion pipeline work would be performed. He explained that the bend was not indicated in the As-Built plans and was discovered when the contractor inspected the existing pipeline during preparation for installation of the replacement pipeline. Therefore, the contractor has moved to Phase 2 of the project while staff determines the best cost-effective solution for Phase 1.

Mr. Watson informed the committee that there are three options to consider for Phase 1:

1. Re-connect the old pipeline and leave replacement of this section for later
2. Open trench construction across the AFR/Douglas intersection
3. Implement another type of trenchless technology

Mr. Watson explained that there is no recommendation at this time since staff is still waiting for cost estimates for the trenchless and open cut options. An update of this information will be brought back to the committee at the next meeting.

Mr. Watson informed the committee that staff are working directly with businesses and customers to keep them informed, the General Manager sent an e-mail to the board members about the Phase 1 item on July 10th, revisions and updates have been made to the website, and an e-blast was sent on July 13th.

For information only; no action requested.

4. Other Engineering Matters

Mr. Barela provided a Distribution Leak Update to the committee. He explained that staff tracks leaks in the distribution system, looking for trends and other indicators that can help them with preventative maintenance. He informed the committee that July of this year is tracking higher than in recent years. He explained that leak detection is scheduled and planned out in advance, and during those times, the number of leaks is higher. However, for most leaks, the District receives notification from customers. In addition, he mentioned that more saddle failures are being found.

So, staff is noting where saddle leaks are occurring and using this information to determine where a more widespread issue may exist in the system.

Mr. Barela informed the committee that replacing saddles in groupings will be challenging, since customers will need to be notified that there will be a water service shut down over multiple days while the saddles are switched out. He explained that these service replacement projects significantly impact Field Operations and Engineering staff resources because of the customer notifications and coordination, and multiple shutdowns that are required over concurrent days. Mr. Watson commented that there are several factors to the saddle failures which include age, materials and soil type. In addition, Mr. Watson informed the committee that the CIP for FY 2018-19 does include some service replacements in proactive response to the recent failure trend identified by Operations.

In response to Director Rich's question, Mr. Barela informed the committee that Citrus Heights Water District has been working on the RFP for the meter project. There is a meeting scheduled next week and he anticipates that the RFP will be finalized.

4.1 Next Meeting Date

The committee scheduled the next committee meeting for Tuesday, August 14th at 4:00 pm.

5. Public Comment

There were no public comments.

The meeting was adjourned at 12:12 p.m.

Facilities Hazard Asbestos and Lead Assessment

Engineering Committee

July 17, 2018



Asbestos and Lead Building Inspection/Survey

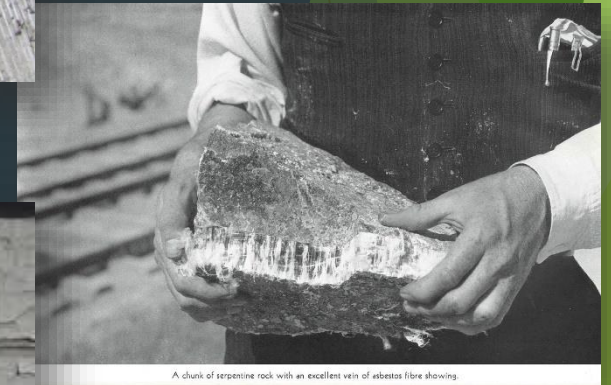
- ▶ Contracted with National Analytical Laboratories (N.A.L.)

- ▶ Buildings Inspected:

- ▶ Administration Building
- ▶ Field Services/Engineering Building
- ▶ WTP Operations Building

- ▶ Samples Taken

- ▶ 73 Possible Asbestos Samples
- ▶ 7 Possible Lead Samples



Results

- ▶ Lead Samples

- ▶ 7 Samples Analyzed
- ▶ 0 Found Lead

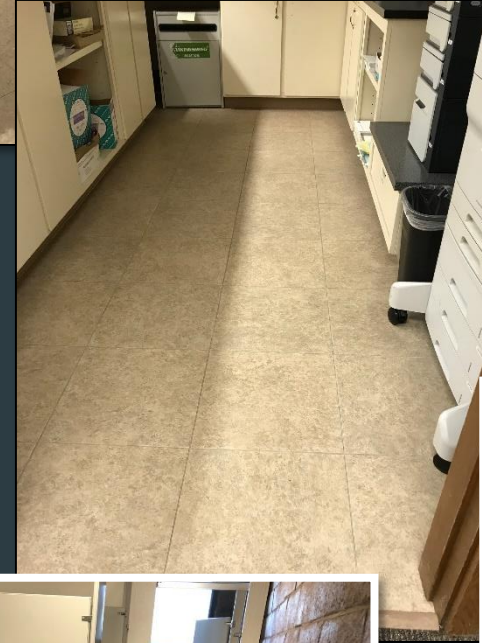
- ▶ Asbestos Samples

- ▶ 73 Samples Analyzed
- ▶ 3 found to contain asbestos containing construction materials (ACCM)
- ▶ Tiles and Mastic in all 3 Buildings

Asbestos Areas

- ▶ 12” Tan-Brown Streaked Floor Tile/Black Mastic
 - ▶ Admin and WTP
- ▶ 12” Off White and Gray-White Streaked Floor Tile/Black Mastic
 - ▶ FS/Eng Building

**** Assumption:** All Areas of homogeneous materials are considered to be asbestos containing materials.



Conclusions

- ▶ Asbestos
 - ▶ Asbestos is Contained and Non-Friable
 - ▶ Certified Asbestos Abatement Contractor Required if Disturbed
- ▶ Lead
 - ▶ No Restrictions
- ▶ Administration Building
 - ▶ Rodent Droppings above Ceiling Tiles
 - ▶ PPE Required for work in that area



Questions?



**Finance Committee Meeting Minutes
San Juan Water District
July 24, 2018
4:00 p.m.**

Committee Members: Ken Miller, Director (Chair)
Marty Hanneman, President

District Staff: Donna Silva, Director of Finance

Topics: Review General Manager Reimbursements (W & R)
Review Check Register from June 2018 (W & R)
Other Finance Matters
Public Comment

- 1. Review General Manager Reimbursements (W & R)**
There was no reimbursement request from the General Manager.
- 2. Review Check Register from May 2018 (W & R)**
The committee reviewed the June 2018 check register from the July 25th Board meeting packet and found it to be in order.
- 3. Other Finance Matters (W & R)**
There were no other items discussed.
- 4. Public Comment**
There were no public comments.

The meeting was adjourned at 4:15 p.m.



San Juan Water District, CA

Check Report

By Check Number

Date Range: 06/01/2018 - 06/30/2018

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|-------------------------------|--|--------------|--------------|-----------------|----------------|--------|
| Bank Code: APBNK-APBNK | | | | | | |
| 01017 | Aba Daba Rents, Inc. | 06/05/2018 | Regular | 0.00 | 685.44 | 52806 |
| 01041 | Afman, Todd R | 06/05/2018 | Regular | 0.00 | 401.57 | 52807 |
| 01138 | AT&T Mobility II LLC | 06/05/2018 | Regular | 0.00 | 62.51 | 52808 |
| 01423 | County of Sacramento | 06/05/2018 | Regular | 0.00 | 112.00 | 52809 |
| 03548 | Digital Deployment, Inc. | 06/05/2018 | Regular | 0.00 | 400.00 | 52810 |
| 01554 | Electrical Equipment Co | 06/05/2018 | Regular | 0.00 | 5,129.37 | 52811 |
| 03633 | Elliott Homes, Inc | 06/05/2018 | Regular | 0.00 | 101,882.00 | 52812 |
| 01609 | Federal Express Corporation | 06/05/2018 | Regular | 0.00 | 52.31 | 52813 |
| 01634 | Folsom Lake Ford, Inc. | 06/05/2018 | Regular | 0.00 | 94.27 | 52814 |
| 01068 | Glenn C. Walker | 06/05/2018 | Regular | 0.00 | 1,010.40 | 52815 |
| 03091 | Granite Bay Ace Hardware | 06/05/2018 | Regular | 0.00 | 174.67 | 52816 |
| 01710 | Greenback Equipment Rentals, Inc. | 06/05/2018 | Regular | 0.00 | 440.80 | 52817 |
| 01733 | Harris Industrial Gases | 06/05/2018 | Regular | 0.00 | 414.08 | 52818 |
| 03235 | HD Supply Construction Supply LTD | 06/05/2018 | Regular | 0.00 | 44.37 | 52819 |
| 03502 | Helliker, Paul | 06/05/2018 | Regular | 0.00 | 22.00 | 52820 |
| 03647 | K & T Truck Repair | 06/05/2018 | Regular | 0.00 | 3,363.28 | 52821 |
| 03360 | Nathaniel Lee Medlar | 06/05/2018 | Regular | 0.00 | 5,500.00 | 52822 |
| 02131 | Office Depot, Inc. | 06/05/2018 | Regular | 0.00 | 54.12 | 52823 |
| 02150 | Pace Supply Corp | 06/05/2018 | Regular | 0.00 | 1,322.39 | 52824 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 06/05/2018 | Regular | 0.00 | 6,514.25 | 52825 |
| 02292 | Rexel, Inc. | 06/05/2018 | Regular | 0.00 | 56.91 | 52826 |
| 02302 | Riebes Auto Parts, LLC | 06/05/2018 | Regular | 0.00 | 10.54 | 52827 |
| 03183 | River City Printers LLC | 06/05/2018 | Regular | 0.00 | 15,811.45 | 52828 |
| 02452 | Sierra National Construction, Inc. | 06/05/2018 | Regular | 0.00 | 9,358.74 | 52829 |
| 02334 | Strohmaier, Rose | 06/05/2018 | Regular | 0.00 | 94.19 | 52830 |
| 02638 | Tyler Technologies, Inc. | 06/05/2018 | Regular | 0.00 | 9,427.19 | 52831 |
| 03406 | Alpha Analytical Laboratories Inc. | 06/12/2018 | Regular | 0.00 | 518.00 | 52834 |
| 01073 | Amarjeet Singh Garcha | 06/12/2018 | Regular | 0.00 | 1,500.00 | 52835 |
| 03594 | Borges & Mahoney, Inc. | 06/12/2018 | Regular | 0.00 | 1,102.35 | 52836 |
| 01437 | California Utilities Emergency Association | 06/12/2018 | Regular | 0.00 | 500.00 | 52837 |
| 01316 | Carbonite Filter Corporation | 06/12/2018 | Regular | 0.00 | 6,552.76 | 52838 |
| 01378 | Clark Pest Control of Stockton | 06/12/2018 | Regular | 0.00 | 1,267.00 | 52839 |
| 03376 | Del Paso Pipe & Steel Inc. | 06/12/2018 | Regular | 0.00 | 173.85 | 52840 |
| 01554 | Electrical Equipment Co | 06/12/2018 | Regular | 0.00 | 134.30 | 52841 |
| 01681 | Golden State Flow Measurements, Inc. | 06/12/2018 | Regular | 0.00 | 16,886.99 | 52842 |
| 03091 | Granite Bay Ace Hardware | 06/12/2018 | Regular | 0.00 | 25.24 | 52843 |
| 01710 | Greenback Equipment Rentals, Inc. | 06/12/2018 | Regular | 0.00 | 118.31 | 52844 |
| 01733 | Harris Industrial Gases | 06/12/2018 | Regular | 0.00 | 56.79 | 52845 |
| 01763 | Holt of California | 06/12/2018 | Regular | 0.00 | 697.50 | 52846 |
| 03072 | HUNT & SONS INC. | 06/12/2018 | Regular | 0.00 | 680.34 | 52847 |
| 03360 | Nathaniel Lee Medlar | 06/12/2018 | Regular | 0.00 | 5,000.00 | 52848 |
| 02131 | Office Depot, Inc. | 06/12/2018 | Regular | 0.00 | 1,531.09 | 52849 |
| 02150 | Pace Supply Corp | 06/12/2018 | Regular | 0.00 | 1,290.44 | 52850 |
| 02221 | Placer Waterworks, Inc. | 06/12/2018 | Regular | 0.00 | 2,919.75 | 52851 |
| 02281 | Ray A Morgan Company Inc | 06/12/2018 | Regular | 0.00 | 61.22 | 52852 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 06/12/2018 | Regular | 0.00 | 1,415.88 | 52853 |
| 02328 | Rocklin Windustrial Co | 06/12/2018 | Regular | 0.00 | 20.61 | 52854 |
| 02459 | Sierra Safety Company | 06/12/2018 | Regular | 0.00 | 220.08 | 52855 |
| 01411 | SureWest Telephone | 06/12/2018 | Regular | 0.00 | 1,617.47 | 52856 |
| 02540 | Sutter Medical Foundation | 06/12/2018 | Regular | 0.00 | 142.00 | 52857 |
| 02651 | United Parcel Service Inc | 06/12/2018 | Regular | 0.00 | 135.95 | 52858 |
| 03642 | Zenner Performance Meters, Inc. | 06/12/2018 | Regular | 0.00 | 4,885.48 | 52859 |
| 03445 | Zlotnick, Greg | 06/12/2018 | Regular | 0.00 | 156.98 | 52860 |
| 03406 | Alpha Analytical Laboratories Inc. | 06/18/2018 | Regular | 0.00 | 510.00 | 52861 |

Check Report

Date Range: 06/01/2018 - 06/30/2018

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------|--|--------------|--------------|-----------------|----------------|--------|
| 01244 | Burkett's Office Supplies | 06/18/2018 | Regular | 0.00 | 417.20 | 52862 |
| 01372 | City of Folsom | 06/18/2018 | Regular | 0.00 | 30.24 | 52863 |
| 01494 | Dewey Services Inc. | 06/18/2018 | Regular | 0.00 | 85.00 | 52864 |
| 03502 | Helliker, Paul | 06/18/2018 | Regular | 0.00 | 18.75 | 52865 |
| 01916 | Miller, Ken | 06/18/2018 | Regular | 0.00 | 132.84 | 52866 |
| 03402 | Normac, Inc | 06/18/2018 | Regular | 0.00 | 828.32 | 52867 |
| 02150 | Pace Supply Corp | 06/18/2018 | Regular | 0.00 | 557.70 | 52868 |
| 02146 | PG&E | 06/18/2018 | Regular | 0.00 | 2,063.37 | 52869 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52870 |
| 02283 | Recology Auburn Placer | 06/18/2018 | Regular | 0.00 | 640.70 | 52871 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 06/18/2018 | Regular | 0.00 | 4,021.47 | 52872 |
| 03092 | Rich, Dan | 06/18/2018 | Regular | 0.00 | 45.00 | 52873 |
| 02580 | The Eidam Corporation | 06/18/2018 | Regular | 0.00 | 12,109.45 | 52874 |
| 02463 | The New AnswerNet | 06/18/2018 | Regular | 0.00 | 344.38 | 52875 |
| 03644 | Tully & Young, Inc. | 06/18/2018 | Regular | 0.00 | 2,497.50 | 52876 |
| 02638 | Tyler Technologies, Inc. | 06/18/2018 | Regular | 0.00 | 12,872.20 | 52877 |
| 02651 | United Parcel Service Inc | 06/18/2018 | Regular | 0.00 | 45.30 | 52878 |
| 02667 | US Bank Corporate Payments Sys (CalCard) | 06/18/2018 | Regular | 0.00 | 12,135.53 | 52879 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52880 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52881 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52882 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52883 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52884 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52885 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52886 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52887 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52888 |
| | **Void** | 06/18/2018 | Regular | 0.00 | 0.00 | 52889 |
| 02690 | Verizon Wireless | 06/18/2018 | Regular | 0.00 | 1,545.44 | 52890 |
| 02700 | Viking Shred LLC | 06/18/2018 | Regular | 0.00 | 50.00 | 52891 |
| 03406 | Alpha Analytical Laboratories Inc. | 06/25/2018 | Regular | 0.00 | 646.00 | 52901 |
| 01026 | American River Ace Hardware, Inc. | 06/25/2018 | Regular | 0.00 | 29.06 | 52902 |
| 03594 | Borges & Mahoney, Inc. | 06/25/2018 | Regular | 0.00 | 10,813.71 | 52903 |
| 02214 | County of Placer Engineering & Surveying | 06/25/2018 | Regular | 0.00 | 612.00 | 52904 |
| 03147 | EDGES ELECTRICAL GROUP LLC | 06/25/2018 | Regular | 0.00 | 643.50 | 52905 |
| 01554 | Electrical Equipment Co | 06/25/2018 | Regular | 0.00 | 1,240.87 | 52906 |
| 01634 | Folsom Lake Ford, Inc. | 06/25/2018 | Regular | 0.00 | 327.87 | 52907 |
| 03091 | Granite Bay Ace Hardware | 06/25/2018 | Regular | 0.00 | 157.42 | 52908 |
| 01706 | Graymont Western US Inc. | 06/25/2018 | Regular | 0.00 | 6,216.24 | 52909 |
| 01710 | Greenback Equipment Rentals, Inc. | 06/25/2018 | Regular | 0.00 | 213.86 | 52910 |
| 02024 | MCI WORLDCOM | 06/25/2018 | Regular | 0.00 | 74.35 | 52911 |
| 03300 | Meyers Fozi, LLP | 06/25/2018 | Regular | 0.00 | 425.00 | 52912 |
| 02649 | MUFG Union Bank, N.A. | 06/25/2018 | Regular | 0.00 | 750,306.71 | 52913 |
| 02131 | Office Depot, Inc. | 06/25/2018 | Regular | 0.00 | 799.26 | 52914 |
| 02150 | Pace Supply Corp | 06/25/2018 | Regular | 0.00 | 1,305.50 | 52915 |
| 02146 | PG&E | 06/25/2018 | Regular | 0.00 | 10.00 | 52916 |
| 03532 | Quincy Engineering Inc | 06/25/2018 | Regular | 0.00 | 30,303.75 | 52917 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 06/25/2018 | Regular | 0.00 | 2,739.87 | 52918 |
| 02357 | Sacramento Municipal Utility District (SMUD) | 06/25/2018 | Regular | 0.00 | 12,633.99 | 52919 |
| 02460 | Sierra Stripping, Inc. | 06/25/2018 | Regular | 0.00 | 16,995.00 | 52920 |
| 02651 | United Parcel Service Inc | 06/25/2018 | Regular | 0.00 | 42.06 | 52921 |
| 01687 | W. W. Grainger, Inc. | 06/25/2018 | Regular | 0.00 | 170.16 | 52922 |
| 01244 | Burkett's Office Supplies | 06/05/2018 | EFT | 0.00 | 417.20 | 405441 |
| 01244 | Burkett's Office Supplies | 06/14/2018 | EFT | 0.00 | -417.20 | 405441 |
| 01365 | Cisco Air Systems, Inc. | 06/05/2018 | EFT | 0.00 | 93.65 | 405442 |
| 01486 | Department of Energy | 06/05/2018 | EFT | 0.00 | 2,446.66 | 405443 |
| 01611 | Ferguson Enterprises, Inc | 06/05/2018 | EFT | 0.00 | 575.72 | 405444 |
| 02367 | McClatchy Newspapers, Inc. | 06/05/2018 | EFT | 0.00 | 1,424.86 | 405445 |
| 02027 | Mcmaster-Carr Supply Company | 06/05/2018 | EFT | 0.00 | 766.03 | 405446 |
| 02308 | River City Staffing, Inc. | 06/05/2018 | EFT | 0.00 | 917.20 | 405447 |
| 03387 | WageWorks, Inc | 06/05/2018 | EFT | 0.00 | 351.15 | 405448 |

Check Report

Date Range: 06/01/2018 - 06/30/2018

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------|---|--------------|--------------|-----------------|----------------|---------------|
| 03221 | Chemtrade Chemicals Corporation | 06/12/2018 | EFT | 0.00 | 8,019.27 | 405449 |
| 01574 | Endress + Huaser, Inc. | 06/12/2018 | EFT | 0.00 | 1,131.41 | 405450 |
| 01611 | Ferguson Enterprises, Inc | 06/12/2018 | EFT | 0.00 | 270.46 | 405451 |
| 01721 | Hach Company | 06/12/2018 | EFT | 0.00 | 105.37 | 405452 |
| 02027 | Mcmaster-Carr Supply Company | 06/12/2018 | EFT | 0.00 | 11.81 | 405453 |
| 02308 | River City Staffing, Inc. | 06/12/2018 | EFT | 0.00 | 914.34 | 405454 |
| 03385 | S.J. Electro Systems, Inc | 06/12/2018 | EFT | 0.00 | 1,160.00 | 405455 |
| 03220 | Solenis LLP | 06/12/2018 | EFT | 0.00 | 3,745.17 | 405456 |
| 02572 | Thatcher Company of California, Inc. | 06/12/2018 | EFT | 0.00 | 4,104.00 | 405457 |
| 03298 | United Rentals (North America), Inc. | 06/12/2018 | EFT | 0.00 | 4,700.38 | 405458 |
| 01521 | DataProse, LLC | 06/18/2018 | EFT | 0.00 | 5,015.37 | 405459 |
| 01486 | Department of Energy | 06/18/2018 | EFT | 0.00 | 348.89 | 405460 |
| 03523 | Eckersall, Scott V. | 06/18/2018 | EFT | 0.00 | 825.00 | 405461 |
| 01589 | Eurofins Eaton Analytical, Inc | 06/18/2018 | EFT | 0.00 | 269.00 | 405462 |
| 01917 | Kennedy/Jenks Consultants, Inc. | 06/18/2018 | EFT | 0.00 | 2,272.50 | 405463 |
| 03543 | Mailroom Finance, Inc. | 06/18/2018 | EFT | 0.00 | 1,000.00 | 405464 |
| 02308 | River City Staffing, Inc. | 06/18/2018 | EFT | 0.00 | 733.76 | 405465 |
| 02162 | Tobin, Pamela | 06/18/2018 | EFT | 0.00 | 252.98 | 405466 |
| 03387 | WageWorks, Inc | 06/18/2018 | EFT | 0.00 | 351.15 | 405467 |
| 01070 | Alpha Omega Wireless, Inc. | 06/25/2018 | EFT | 0.00 | 13,500.00 | 405468 |
| 01328 | Association of California Water Agencies / Joint Po | 06/25/2018 | EFT | 0.00 | 7,882.13 | 405469 |
| | **Void** | 06/25/2018 | EFT | 0.00 | 0.00 | 405470 |
| 01898 | Association of California Water Agencies / JPIA | 06/25/2018 | EFT | 0.00 | 45,835.00 | 405471 |
| 01166 | Badger Daylighting Corp | 06/25/2018 | EFT | 0.00 | 2,280.00 | 405472 |
| 01232 | Brower Mechanical, Inc. | 06/25/2018 | EFT | 0.00 | 2,211.70 | 405473 |
| 03221 | Chemtrade Chemicals Corporation | 06/25/2018 | EFT | 0.00 | 7,889.14 | 405474 |
| 01611 | Ferguson Enterprises, Inc | 06/25/2018 | EFT | 0.00 | 40.65 | 405475 |
| 01721 | Hach Company | 06/25/2018 | EFT | 0.00 | 465.87 | 405476 |
| 01955 | Layfield USA Corporation | 06/25/2018 | EFT | 0.00 | 66,969.39 | 405477 |
| 02367 | McClatchy Newspapers, Inc. | 06/25/2018 | EFT | 0.00 | 2,336.60 | 405478 |
| 03450 | Mouser Electronics, Inc. | 06/25/2018 | EFT | 0.00 | 4,178.34 | 405479 |
| 02158 | Pacific Storage Company | 06/25/2018 | EFT | 0.00 | 63.21 | 405480 |
| 02308 | River City Staffing, Inc. | 06/25/2018 | EFT | 0.00 | 1,834.40 | 405481 |
| 03180 | SAC ICE LLC | 06/25/2018 | EFT | 0.00 | 402.90 | 405482 |
| 02504 | Starr Consulting | 06/25/2018 | EFT | 0.00 | 870.00 | 405483 |
| 02531 | SunPower Corporation, Systems | 06/25/2018 | EFT | 0.00 | 19,493.50 | 405484 |
| 03298 | United Rentals (North America), Inc. | 06/25/2018 | EFT | 0.00 | 622.24 | 405485 |
| 02730 | Western Area Power Administration | 06/25/2018 | EFT | 0.00 | 7,421.69 | 405486 |
| 03077 | VALIC | 06/01/2018 | Bank Draft | 0.00 | 4,635.67 | 0007467413 |
| 03077 | VALIC | 06/15/2018 | Bank Draft | 0.00 | 4,635.67 | 0007480767 |
| 03077 | VALIC | 06/29/2018 | Bank Draft | 0.00 | 4,635.67 | 0007494701 |
| 01641 | Sun Life Assurance Company of Canada | 06/03/2018 | Bank Draft | 0.00 | 9,720.71 | 100426246 |
| 03130 | CalPERS Retirement | 06/01/2018 | Bank Draft | 0.00 | 32,426.06 | 1001087033 |
| 01366 | Citistreet/CalPERS 457 | 06/01/2018 | Bank Draft | 0.00 | 2,790.77 | 1001087037 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 37,256.43 | 1001087045 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 125.58 | 1001087045 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 265.70 | 1001087045 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 39,341.95 | 1001087045 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 39,341.95 | 1001087045 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 1,830.30 | 1001087045 |
| 03078 | CalPERS Health | 06/01/2018 | Bank Draft | 0.00 | 0.20 | 1001087045 |
| 03130 | CalPERS Retirement | 06/15/2018 | Bank Draft | 0.00 | 32,457.92 | 1001096432 |
| 01366 | Citistreet/CalPERS 457 | 06/15/2018 | Bank Draft | 0.00 | 2,770.29 | 1001096436 |
| 03130 | CalPERS Retirement | 06/29/2018 | Bank Draft | 0.00 | 33,523.35 | 1001106320 |
| 03130 | CalPERS Retirement | 06/29/2018 | Bank Draft | 0.00 | 592.67 | 1001106320 |
| 01366 | Citistreet/CalPERS 457 | 06/29/2018 | Bank Draft | 0.00 | 2,794.35 | 1001106326 |
| 03080 | California State Disbursement Unit | 06/29/2018 | Bank Draft | 0.00 | 750.92 | 70BSSYT6657 |
| 03080 | California State Disbursement Unit | 06/14/2018 | Bank Draft | 0.00 | 750.92 | 7E0F5V26659 |
| 03163 | Economic Development Department | 06/15/2018 | Bank Draft | 0.00 | 7,927.98 | 1-780-708-928 |
| 03163 | Economic Development Department | 06/01/2018 | Bank Draft | 0.00 | 7,816.66 | 1-951-217-216 |
| 03163 | Economic Development Department | 06/01/2018 | Bank Draft | 0.00 | 36.89 | 1-951-217-216 |

Check Report

Date Range: 06/01/2018 - 06/30/2018

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------|--|--------------|--------------|-----------------|----------------|----------------|
| 01039 | American Family Life Assurance Company of Colu | 06/19/2018 | Bank Draft | 0.00 | 567.84 | Q3869 6-19-18 |
| 01039 | American Family Life Assurance Company of Colu | 06/19/2018 | Bank Draft | 0.00 | 567.84 | Q3869 06-19-18 |
| 03164 | Internal Revenue Service | 06/01/2018 | Bank Draft | 0.00 | 45,771.80 | 2708552348817 |
| 03164 | Internal Revenue Service | 06/01/2018 | Bank Draft | 0.00 | 519.30 | 2708552348817 |
| 03164 | Internal Revenue Service | 06/15/2018 | Bank Draft | 0.00 | 46,650.80 | 2708566300373 |

Bank Code APBNK Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|---------------------|
| Regular Checks | 157 | 95 | 0.00 | 1,099,705.80 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 11 | 0.00 | 0.00 |
| Bank Drafts | 28 | 28 | 0.00 | 360,506.19 |
| EFT's | 76 | 47 | 0.00 | 226,102.89 |
| | 261 | 181 | 0.00 | 1,686,314.88 |

All Bank Codes Check Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|---------------------|
| Regular Checks | 157 | 95 | 0.00 | 1,099,705.80 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 11 | 0.00 | 0.00 |
| Bank Drafts | 28 | 28 | 0.00 | 360,506.19 |
| EFT's | 76 | 47 | 0.00 | 226,102.89 |
| | 261 | 181 | 0.00 | 1,686,314.88 |

Fund Summary

| Fund | Name | Period | Amount |
|------|--------------|--------|---------------------|
| 999 | INTERCOMPANY | 6/2018 | 1,686,314.88 |
| | | | 1,686,314.88 |