

**SAN JUAN WATER DISTRICT
BOARD MEETING AGENDA
9935 Auburn Folsom Road
Granite Bay, CA 95746**

**December 8, 2021
6:00 p.m.**

This Board meeting will be conducted both in-person at the District's Boardroom at the address above, and via videoconference. Due to State guidelines on physical distancing in public gatherings, the Boardroom can accommodate a maximum of 10 members of the public at one time. All attendees of the Board meeting in the boardroom must wear masks. The District recommends that members of the public participate in Board meetings via videoconference per the instructions below. Persons who do plan to attend the meeting in person are urged to contact the Board Secretary prior to the meeting. The contact information for the Board Secretary is:

**Teri Grant
(916) 791-6905
tgrant@sjwd.org**

To attend via videoconference, please use the following link:

Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/132559997>

This meeting is locked with a password: SJWD2021

You can also dial in using your phone.

United States: [+1 \(646\) 749-3122](tel:+16467493122)

Access Code: 132-559-997

Please mute your line.

Whether attending via videoconference or in person, the public is invited to listen, observe, and provide comments during the meeting. The Board President will call for public comment on each agenda item at the appropriate time and all votes will be taken by roll call.

*****Important Notice: For any meetings that include a closed session, the videoconference will be terminated when the Board adjourns into closed session. Members of the public who would like to receive the report out from closed session and time of adjournment from closed session into open session and adjournment of the meeting should provide a valid email address to the District's Board Secretary, Teri Grant, at: tgrant@sjwd.org, before or during the meeting. No other business will be conducted after the Board adjourns from closed session into open session. Promptly after the meeting, the Secretary will email the written report to all persons timely requesting this information.**

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

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

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

If you are an individual with a disability and need assistance or accommodation to participate in this Board meeting, please call Teri Grant, Board Secretary, at 916-791-0115, or email Ms. Grant at tgrant@sjwd.org.

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

I. ROLL CALL

II. PUBLIC FORUM AND COMMENTS

This is the opportunity for members of the public to comment on any item(s) that do not appear on the agenda. During the Public Forum, the Board may ask District staff for clarification, refer the matter to District staff or ask District staff to report back at a future meeting. The Board will not take action on any matter raised during the Public Forum, unless the Board first makes the determination to add the matter to the agenda.

III. CONSENT CALENDAR

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

1. Minutes of the Board of Directors Meeting, October 27, 2021 (W & R)
Recommendation: Approve draft minutes
2. Determination of State of Emergency for Remote Meetings (W & R)
Recommendation: Declare making the Legally Required Findings to Authorize the Conduct of Remote “Telephonic” Meetings During the State of Emergency
3. PCWA Kokila SJWD/ Intertie Project (R)
Recommendation: For authorization and approval of a construction contract amendment with Flowline Contractors, Inc. for the Kokila SJWD/PCWA Intertie Project
4. Esri Small Utility Enterprise Agreement Renewal (W & R)
Recommendation: For authorization and approval of the renewal of a three-year Small Utility Enterprise Agreement with Esri for the District’s Graphical Information System
5. Treasurer’s Report – Quarter Ending June 30, 2021 (W & R)
Recommendation: Receive and file

IV. NEW BUSINESS

1. 2022 Board Officers
Action: Elect the Board President and Vice President

V. OLD BUSINESS

1. 2021 Hydrology and Operations Update (W & R)
Discussion
2. District COVID Plan (W & R)
Action: Consider a motion to require any new employee to be vaccinated against COVID-19
Action: Consider a motion to require by January 1, 2022, that existing employees either (1) demonstrate proof of vaccination against COVID-19 or (2) submit to weekly testing for COVID-19

3. Second Water Supply Agreement with Carmichael Water District (W)
 - Action:** **Consider a motion to make a finding that the up to 3,000 acre-feet of pre-14 water rights water contemplated to be potentially sold to Carmichael Water District is surplus to the supplies available to the District and necessary to meet Wholesale Customer Agency demands**
 - Action:** **Consider a motion to approve the Notice of Exemption pertaining to the proposed Second Water Delivery Agreement between San Juan Water District and Carmichael Water District for the Purchase and Sale of Water Rights Water based upon both categorical and common sense exemptions**
 - Action:** **Consider a motion to approve the proposed Second Water Delivery Agreement between San Juan Water District and Carmichael Water District for the Purchase and Sale of Water Rights Water**
4. Fiscal Year 2020-2021 Results of Operations – Budget to Actual
Discussion

VI. INFORMATION ITEMS

1. General Manager's Report
 - 1.1 General Manager's Monthly Report (W & R)
Staff Report on District Operations
 - 1.2 Miscellaneous District Issues and Correspondence
2. Director of Finance's Report
 - 2.1 Fiscal Year 2020-2021 Results of Operations – Budget to Actual (W & R)
 - 2.2 Miscellaneous District Issues and Correspondence
3. Operations Manager's Report
 - 3.1 Miscellaneous District Issues and Correspondence
4. Engineering Services Manager's Report
 - 4.1 Miscellaneous District Issues and Correspondence
5. Legal Counsel's Report
 - 5.1 Legal Matters

VII. DIRECTORS' REPORTS

1. Sacramento Groundwater Authority (SGA) – T. Costa
2. Regional Water Authority (RWA) – D. Rich
3. Association of California Water Agencies (ACWA)
 - 3.1 ACWA – P. Tobin
 - 3.2 Joint Powers Insurance Authority (JPIA) – P. Tobin
 - 3.3 Energy Committee – T. Costa
4. Central Valley Project (CVP) Water Association – T. Costa
5. Other Reports, Correspondence, Comments, Ideas and Suggestions

VIII. COMMITTEE MEETINGS

1. Engineering Committee – November 30, 2021
2. Finance Committee – December 7, 2021

IX. UPCOMING EVENTS

1. RWA/SGA Holiday Social
December 9, 2021
Blue Line Arts Gallery, Roseville

President Tobin to call for Closed Session

X. CLOSED SESSION

1. Conference with legal counsel – existing litigation (Government Code § 54956.9(d)(1), (d)(4)) - *California Natural Resources Agency v. Raimondo*, Eastern District of California case no. 1:20-cv-00426 and *Pacific Coast Fed'n of Fishermen's Assn. v. Raimondo*, Eastern District of California case no. 1:20-cv-00430.
2. Conference with legal counsel – existing litigation (Government Code § 54956.9(d)(1), (d)(4)) - *Center for Biological Diversity, et al. v. U.S. Bureau of Reclamation*, Eastern District of California case no. 1:20-cv-00706.

XI. OPEN SESSION

1. Report from Closed Session

XII. ADJOURN

UPCOMING MEETING DATES

December 6, 2021 - Workshop
December 15, 2021 - Workshop
January 12, 2022 - Special Meeting
January 26, 2022 - Regular Meeting
February 23, 2022 - Regular Meeting

I declare under penalty of perjury that the foregoing agenda for the December 8, 2021 regular meeting of the Board of Directors of San Juan Water District was posted by December 3, 2021, on the outdoor bulletin boards at the District Office Building, 9935 Auburn Folsom Road, Granite Bay, California, and on the District's website at sjwd.org, and was freely accessible to the public.

Teri Grant, Board Secretary

SAN JUAN WATER DISTRICT

Board of Director's Board Meeting Minutes
October 27, 2021 – 6:00 p.m.

Conducted via Videoconference & In-Person

BOARD OF DIRECTORS

Pam Tobin	President via videoconference
Ken Miller	Vice President
Ted Costa	Director
Marty Hanneman	Director via videoconference
Dan Rich	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
Adam Larsen	Field Services Manager
Andrew Pierson	Engineering Services Manager
Greg Turner	WTP Manager
Greg Zlotnick	Water Resources Manager
Mike Spencer	Chief Operator
Teri Grant	Board Secretary/Administrative Assistant
Ryan Jones	General Counsel

OTHER ATTENDEES

Joanna Gin	Citrus Heights Water District Legal Counsel
Sandra Harris	Customer
Mark Hildebrand	Hildebrand Consulting

AGENDA ITEMS

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

President Tobin 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 in-person: Ted Costa, Ken Miller and Dan Rich. The following directors were present via teleconference: Marty Hanneman 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, September 22, 2021 (W & R)**
Recommendation: Approve draft minutes
2. **Minutes of the Board of Directors Special Meeting, October 13, 2021 (W & R)**
Recommendation: Approve draft minutes
3. **Hydrant and Valve Maintenance FY 21/22 (R)**
Recommendation: Award a professional services contract to Wachs Water Services (WWS) for professional services related to the inspection and maintenance of the District's hydrants and valves for the fiscal year 21/22
4. **Ridgeview Mobile Home Park Pipeline Easement Grant to SJWD (R)**
Recommendation: Adopt Resolution 21-16 accepting a dedicated waterline easement for the installation of a future pipeline within the Ridgeview Mobile Home Park and authorize staff to accept and process the documents from the property owner
5. **ACWA President and Vice President Elections (W & R)**
Recommendation: Authorize the designee to cast the District's vote for Pam Tobin as ACWA president and Cathy Green as ACWA Vice President

Director Hanneman moved to approve the Consent Calendar. Director Rich seconded the motion and it carried with the following roll call vote:

Ayes: Directors Costa, Hanneman, Miller, Rich and Tobin
Noes: None
Abstain: None

IV. EMPLOYEE TRANSITIONS

Mr. Barela informed the Board that Chris Mayer is retiring after 30 years with the District. He conducted a brief presentation recognizing Mr. Mayer's accomplishments. Mr. Mayer thanked the District and the Board thanked him for his contributions to the District and wished him well.

GM Helliker informed the Board that Mike Stemple, Purchasing Agent, left the District and there is also a Distribution Operator II position open. Ms. Silva stated that there are now three open positions at the District.

V. OLD BUSINESS

1. 2021 Hydrology and Operations Update (W & R)

GM Helliker informed the Board that the Sacramento Valley is at 12.4 inches of precipitation for the start of this water year which is higher than the wettest year on record (2017). He reviewed data on Folsom Reservoir, which included the current storage level at 31% of capacity and 70% of historical average, data on releases, temperature information and storage projections.

GM Helliker reported that Reclamation's projections of Folsom Reservoir storage in the October forecast was 208 TAF for October; however, with the recent precipitation, the reservoir is at 305 TAF, which then makes the forecasts for the other months incorrect. Staff is expecting that there would not be a need for Reclamation to use the emergency pumps.

GM Helliker reviewed the State Water Board's data on the progress towards the Governor's 15% voluntary conservation request, which showed a statewide reduction of 1.9% in July and 5% in August. In addition, he reviewed a chart that showed conservation targets in the region from agencies taking water from the American and Sacramento rivers.

2. Groundwater Banking Activities (W & R)

GM Helliker reported that he and Mr. Zlotnick met with most of the local water agencies regarding groundwater banking. He provided a staff report which will be attached to the meeting minutes. He informed the Board that Sacramento Suburban Water District has reported a decline in production capacity in their North Service Area (the portion of their total service area that is directly connected to the Antelope Transmission Pipeline and the Cooperative Transmission Pipeline); therefore, there is concern regarding the availability of water from groundwater supplies in SSWD for delivery to Orangevale, Folsom and our retail area via the Antelope Pump Station. Mr. Barela stated that he is working closely with SSWD operations team to update the District's operation plan. GM Helliker discussed the possibility of funding to invest in some groundwater production capacity in the SSWD North Service Area.

GM Helliker reported that he and Mr. Zlotnick were requested by CHWD, FOWD, Orangevale and Folsom to put together an outline of all the agreements,

accounting methodologies and other documents needed to get a groundwater bank established in the Eastern Area of SGA (our wholesale service area). He explained that once that is complete then it would need to go to SGA for approval to be incorporated in the overall groundwater management plan for the SGA area.

3. District COVID Plan (W & R)

GM Helliker reported that there was a minor modification made to the District's COVID Plan to ensure that the correct leave process was in place. In response to Director Miller's question from the last Board meeting regarding the requirement of masks indoors when Placer County doesn't require that, GM Helliker informed the Board that the District's plan follows the recommendations from CDC and from the California Department of Public Health and is an extra step to help guarantee people are protected, even if vaccinated.

GM Helliker reviewed the COVID data for the nation which shows California as the third best place in regards to the number of COVID cases. In addition, he reviewed data for Sacramento County and Placer County.

Director Hanneman moved that starting December 1, 2021, all employees show proof of COVID vaccination or show negative testing.

General Counsel Jones informed the Board that this item was a discussion item and suggested that his action item be placed on the next Board agenda. President Tobin requested that it be placed on the next Board agenda.

4. FY 2021-22 Operations Plan Report Card (W & R)

GM Helliker reported that everything is on track for the 1st quarter FY 2021-22 Operations Plan Report Card.

5. Retail Financial Plan (R)

Ms. Silva reviewed the action from the last Board meeting regarding the Retail Financial Plan. She reminded the Board that they requested that staff evaluate the possibility of moving a project sooner in order to take advantage of lower interest rates, and to build in some flexibility in some of the projects. She explained that staff evaluated that request and determined that it isn't feasible to move the project sooner due to staff capacity. In addition, the resultant timing of the project would not guarantee that the project would be able to be financed at a lower interest rate. She explained that in the process of reviewing the CIP, several errors were identified and corrected. The errors stemmed from changes to the CIP during the budget process, which was subsequent to providing the CIP to the consultant. Ms. Silva provided a detailed staff report which will be attached to the meeting minutes.

Mr. Hildebrand conducted a presentation which will be attached to the meeting minutes. He reviewed the Capital Program Modifications and the New Capital Spending. He then provided four scenarios for the Board to review: (1) Near-term debt only, includes Groundwater Production Facility Project (GFPF), (2)

Near-term debt only, excludes GPPF, (3) Multiple debt issues, includes GPPF, and (4) Multiple debt issues, excludes GPPF.

Mr. Hildebrand reviewed the Water Bill Comparison chart and showed where the District falls compared to other California water agencies, the Proposed Rate Schedule, and a chart on Bimonthly Bill Impacts for a Sampling of Customers. In addition, he reviewed a recommended Drought Surcharge Policy.

Mr. Hildebrand reviewed the Next Steps which include holding customer workshops, preparing and sending the Prop 218 Notice (requires 45 day waiting period), conducting a Public Hearing on January 12th, approving the rates at January 26th Board meeting, and implementing the new rates on February 1, 2022.

The Board discussed the recommended Drought Surcharge Policy and the scenarios including staff's recommendation of the Near-term debt only, includes Groundwater Production Facility Project (GPPF).

GM Helliker informed the Board that Director Hanneman had to leave the meeting.

Director Rich moved to accept staff's recommendation of the Near-term debt only, includes Groundwater Production Facility Project (GPPF) for the Retail Financial Plan, without the Drought Surcharge Policy. Director Costa seconded the motion and it carried with the following roll call vote:

Ayes: Directors Costa, Miller, Rich and Tobin

Noes: None

Absent: Hanneman

President Tobin requested that staff bring more information regarding ASR wells to a future Board meeting.

Mr. Hildebrand commented that he thought that the Drought Surcharge Policy was already in place from action by the Board in 2015 with the rate study conducted at that time. Ms. Silva will research whether or not there is still a Drought Surcharge Policy in place and will report back to the Board.

VI. NEW BUSINESS

1. Sacramento LAFCO Elections (W & R)

Director Costa informed the Board that the Sacramento LAFCo is holding elections for the Commissioner seat and he would appreciate that the Board vote for him on the ballot.

Vice President Miller moved to cast a vote for Ted Costa for the Office No. 7 Commissioner. President Tobin seconded the motion and it carried with the following roll call vote:

Ayes: *Directors Costa, Miller, Rich and Tobin*
Noes: *None*
Absent: *Hanneman*

The Board did not vote for the Offices No. 6 & 7 Alternate Commissioner.

2. 2020 Census Data and Election Divisions (W & R)

Director Costa commended staff for the work they performed which will save the District money since the division boundaries do not need to be redrawn.

Director Costa moved to adopt Resolution 21-17 Confirming No Change in District Election Boundaries is Necessary. Director Miller seconded the motion and it carried with the following roll call vote:

Ayes: *Directors Costa, Miller, Rich and Tobin*
Noes: *None*
Absent: *Hanneman*

VII. INFORMATION ITEMS

1. GENERAL MANAGER'S REPORT

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

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

1.2 Miscellaneous District Issues and Correspondence

GM Helliker informed the Board that the comment period for the Groundwater Sustainability Plan ends this week and it is expected that the plan will be adopted by the end of January. He reported that the 2018 water conservation legislation authorized the State Water Board to adopt outdoor standards for 2022; however, the DWR thinks that the Board has the authority to establish a more stringent standard in 2030, which the statute does not state.

GM Helliker reported that the Water Forum workgroups will be starting again to see if any progress can be made on the agreement update, and they will be addressing a modeling analysis that the environmental caucus wanted, concerning water supply and demand in 2050.

GM Helliker informed the Board that staff will be bringing ordinances for review by the Board over the course of several meetings once the Legal Affairs Committee reviews them.

2. DIRECTOR OF FINANCE'S REPORT

2.1 Miscellaneous District Issues and Correspondence

No report.

3. OPERATIONS MANAGER'S REPORT

3.1 Miscellaneous District Issues and Correspondence

Mr. Barela informed the Board that leaks on service laterals are increasing, and once the Retail Financial Plan is approved then the program will start to replace 85 laterals per year. He reported that the District's time of use rate schedule with PG&E is changing, which shifts the cost of peak power from noon to 6pm to 4-9pm. He explained that our rate schedule is very complicated and it is difficult to determine what the impact will be; however, some operations will be adjusted to accommodate the new time of use schedule.

Mr. Barela reported that after the last storm the treatment plant processing was fine; however, they are starting to see the turbidity increasing, which will actually help the treatment plant process. In addition, he reported that he participated as a panelist on an EPA roundtable discussion on the water sector related to Covid and Covid response. He informed the Board that the District's response to the Covid pandemic is similar to other water agencies nationwide.

4. ENGINEERING SERVICES MANAGER'S REPORT

4.1 Miscellaneous District Issues and Correspondence

No report.

5. LEGAL COUNSEL'S REPORT

5.1 Legal Matters

No report.

VIII. DIRECTORS' REPORTS

1. SACRAMENTO GROUNDWATER AUTHORITY (SGA)

Director Costa reported that there will be an open position for Vice Chair and he is encouraging Mr. Nelson from Carmichael Water District to run for that position. In addition, he is still seeking discussions on governance.

2. REGIONAL WATER AUTHORITY (RWA)

Director Rich requested input from the Board for the upcoming RWA Board meeting regarding the Executive Director's contract renewal and compensation. He explained that he does not support the recommendation that came from the RWA Executive Committee. He stated that the recommendation is a 5% increase each year for three years in addition to a COLA each year and a potential for a performance related annual bonus between 5-20%. Since the salary increase will affect the District's RWA membership dues, Director Rich is seeking the Board's direction on how to vote at the next meeting.

The Board discussed the topic. President Tobin stated that she didn't have enough information to provide an opinion. Director Costa commented that he is concerned about pension spiking. Director Miller does not agree with the 5%

increase in a contract for three years which is not based on performance. GM Helliker commented that the Executive Director's salary should fall within the median range of the association's membership similar to the mechanism used by ACWA and other regional bodies like RWA in their own salary-setting processes. President Tobin suggested that this be tabled until all the information is provided. Director Rich explained that the RWA meeting to vote on this topic is next week and he will obtain the information and forward it to the Board and request their opinion prior to the meeting. General Counsel Jones stated that since this is an RWA item and not a District item, it should be fine that he get this feedback from the Board.

President Tobin voiced concern that the District cannot get other agencies to work together on groundwater wells and why the wholesale customer agencies are going to other agencies to move water instead of the District. GM Helliker stated that the wholesale customer agencies are not buying water from other wholesale providers, which President Tobin disagreed with.

3. ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)

3.1 ACWA - Pam Tobin

President Tobin reported that she provided a report that was included in the Board packet.

3.2 Joint Powers Insurance Authority (JPIA) - Pam Tobin

President Tobin reported that there will be a special board meeting to elect a Vice President, and they are meeting on November 30th.

3.3 Energy Committee - Ted Costa

No report.

4. CVP WATER USERS ASSOCIATION

Mr. Greg Zlotnick reported that the association is conducting the evaluation of their Executive Director.

5. OTHER REPORTS, CORRESPONDENCE, COMMENTS, IDEAS AND SUGGESTIONS

There were no other matters discussed.

IX. COMMITTEE MEETINGS

1. Finance Committee – October 26, 2021

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

X. UPCOMING EVENTS

1. 2021 ACWA Fall Conference

November 30 - December 2, 2021
Pasadena, CA and Virtually

GM Helliker informed the Board that the Closed Session was not needed and these two Closed Session items will be standing agenda items at Water Counsel's request.

XI. CLOSED SESSION

1. Conference with legal counsel – existing litigation (Government Code § 54956.9(d)(1), (d)(4)) - California Natural Resources Agency v. Raimondo, Eastern District of California case no. 1:20-cv-00426 and Pacific Coast Fed'n of Fishermen's Assn. v. Raimondo, Eastern District of California case no. 1:20-cv-00430.
2. Conference with legal counsel – existing litigation (Government Code § 54956.9(d)(1), (d)(4)) - Center for Biological Diversity, et al. v. U.S. Bureau of Reclamation, Eastern District of California case no. 1:20-cv-00706.

XII. OPEN SESSION

There was no reportable action since there was no Closed Session.

XIII. ADJOURN

The meeting was adjourned at 8:38 p.m.

ATTEST:

PAMELA TOBIN, President
Board of Directors
San Juan Water District

TERI GRANT, Board Secretary

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

STAFF REPORT

To: Board of Directors
From: Andrew Pierson, Engineering Services Manager
Date: December 8, 2021
Subject: Kokila SJWD/PCWA Intertie Project – Construction Contract Amendment

RECOMMENDED ACTION

Staff requests a Board motion to approve a construction contract budget increase of \$55,222.62 to the construction contract with Flowline Contractors, Inc. for the completion of construction of the Kokila SJWD/PCWA Intertie Project. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

BACKGROUND

This Kokila SJWD/PCWA Intertie project involves the construction of an emergency water supply intertie between the District and Placer County Water Agency (PCWA). The proposed intertie would allow emergency potable water supplies of up to 2 million gallons per day to be delivered to SJWD's distribution system from PCWA, when available and if needed. The project includes the installation of approximately 975 lineal-feet of 12-inch diameter ductile iron pipe, a pressure reducing and pressure sustaining control valve station, a 12-inch flow meter, and other ancillaries, located at the District's Kokila Reservoir property.

During construction of the pipeline, several unanticipated field conditions were encountered which directly resulted in additional time, labor, and material costs for the Contractor. The total sum of all the additive costs incurred by the Contractor exceeded the construction contingency balance for the project.

These unexpected additive costs mostly include additional hard rock excavation. During trench excavation, the Contractor encountered hard rock that limited the installation of the new pipeline to approximately 40 lineal feet per day or less. Per the original contract, if the Contractor was unable to install 70 lineal feet of pipeline per day with the equipment specified, then additional compensation would be justified. Additionally, because the excavated trench material consisted of hard rock, it was determined to be unsuitable and could not be used as backfill material which was allowed per the original contract.

In order to expedite installation of the pipeline and limit the additional costs, the Contractor mobilized a rock trencher to the site, which reduced the pipeline installation time by an estimated two weeks. Additionally, the other benefit of utilizing the rock trencher was it allowed the Contractor to use the excavated material as backfill because the trencher grinds the hard rock into a fine, suitable material that could be compacted per specifications.

BUDGET IMPACT

The original construction contract approved by the Board was for \$349,588 with a construction contingency of \$34,960 (10%), for a total construction budget of \$384,548. Based on the extra work that resulted from the unanticipated field conditions, Staff is recommending increasing the construction contingency balance by \$55,222.62, for a total construction budget of \$439,770.62. The Project is partially funded with a federal grant, and additional funding would be provided from Retail reserves.

STAFF REPORT

To: Board of Directors
From: Andrew Pierson, Engineering Services Manager
Date: December 8, 2021
Subject: Esri Small Utility Enterprise Agreement (SUEA) Renewal

RECOMMENDED ACTION

Staff requests a Board motion to approve executing a three-year Small Utility Enterprise Agreement (SUEA) with Esri, the software firm that provides the licensed software for the District's Geographic Information System (GIS), in the amount of \$25,000 per year for a total authorized agreement amount of \$75,000. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

BACKGROUND

During the conceptual and scoping phases of the District's 2017/18 GIS Improvements Project, the decision was made to choose Esri as the licensed software provider that would power the District's then new GIS system. Other software options were considered, however, it was concluded that Esri provided the best long-term solution that would be supported well into the future.

When the GIS was ready for implementation, at the beginning of 2019 the District executed a three-year SUEA with Esri as the least-cost option to employ the GIS software application. That original SUEA is now up for renewal. The annual SUEA license cost in 2019 was \$24,500 per year and the 2022 annual cost will be \$25,000 per year for the three-year term. This represents a 2% cost increase after 3 years.

In order to continue to be granted access to the Esri term licensed software, the District must renew the three-year Small Utility Enterprise Agreement (SUEA) that was originally executed on January 16, 2019. The current SUEA will expire on January 16, 2022 and the renewal would extend the license to use the GIS enterprise software until January of 2025.

BUDGET IMPACT

The Esri software license renewal is a yearly cost to the District however, under the SUEA it is renewed with a single payment covering a three-year period. Renewal of the SUEA was not budgeted for in FY 21/22. Staff is recommending that the Board approve the three-year agreement amount of \$75,000. Because the GIS supports both divisions, funding would be provided from both Wholesale (25%) and Retail (75%) operating revenues. The expense will be prorated over the service period: \$12,500 in FY 21/22, \$25,000 in FY 22/23, \$25,000 in FY 23/24, and \$12,500 in FY 24/25. While not budgeted in the current year, it is anticipated that the current year expense of \$12,500 will be offset by savings in other budget line items.

AGENDA ITEM III-5

STAFF REPORT

To: Finance Committee
From: Donna Silva, Director of Finance
Date: December 7, 2021
Subject: Treasurer's Report – Quarter Ending September 30, 2021

RECOMMENDED ACTION

This report is for information only and will be filed with the meeting minutes.

BACKGROUND

The purpose of the treasurer's report is to update the Board and the public on the status of the District's cash balances and investments, and highlight material changes from one period to another. The scope of this report covers the first quarter of fiscal year 2021-2022, ending September 30, 2021.

The District's investment objectives are established by the Board approved Investment Policy. The Investment Policy is guided and constrained by the California Government Code. The Board periodically reviews and adjusts the Investment Policy to ensure ongoing compliance with the government code and to maximize investment flexibility as permitted. The current Investment Policy has the following objectives for the portfolio:

1. Safety
2. Liquidity
3. Yield

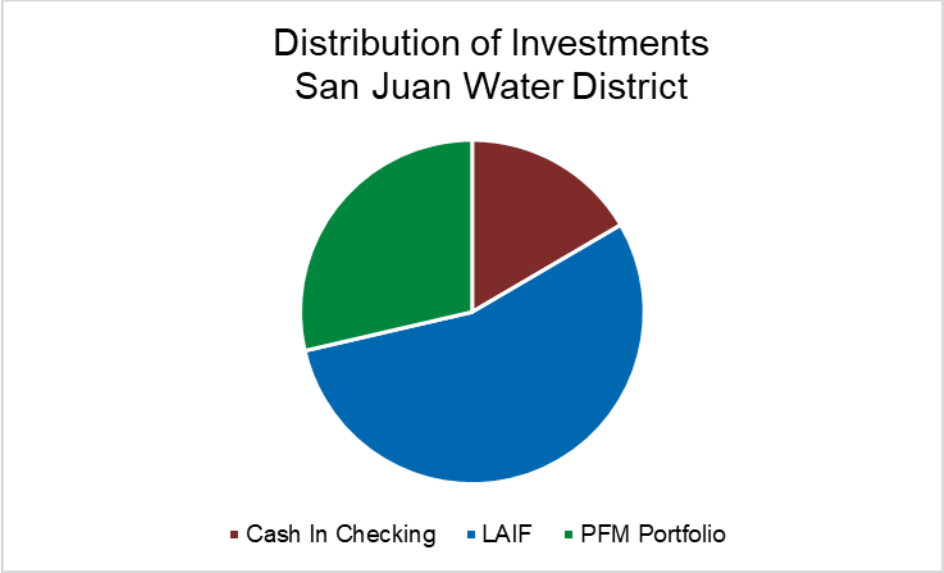
Attached is the quarterly Treasurer's Report for the three months ended September 30, 2021.

At June 31, 2021, the end of the previous quarter, the value of the District's total portfolio was \$31.8 million. Since that time, the value of the District's portfolio increased by \$2.7 million for an ending balance of \$34.5 million as of September 30, 2021. Cash and short-term investments increased by \$2.8. Medium term investments decreased by \$108,289 and long-term investments increased by \$3,270.

The funds are currently held as follows:

Cash at Banking Institutions	\$ 5,717,975
Local Agency Investment Fund (LAIF)	18,925,891
PFM Managed Investment Portfolio	<u>9,882,790</u>
	<u>\$ 34,526,656</u>

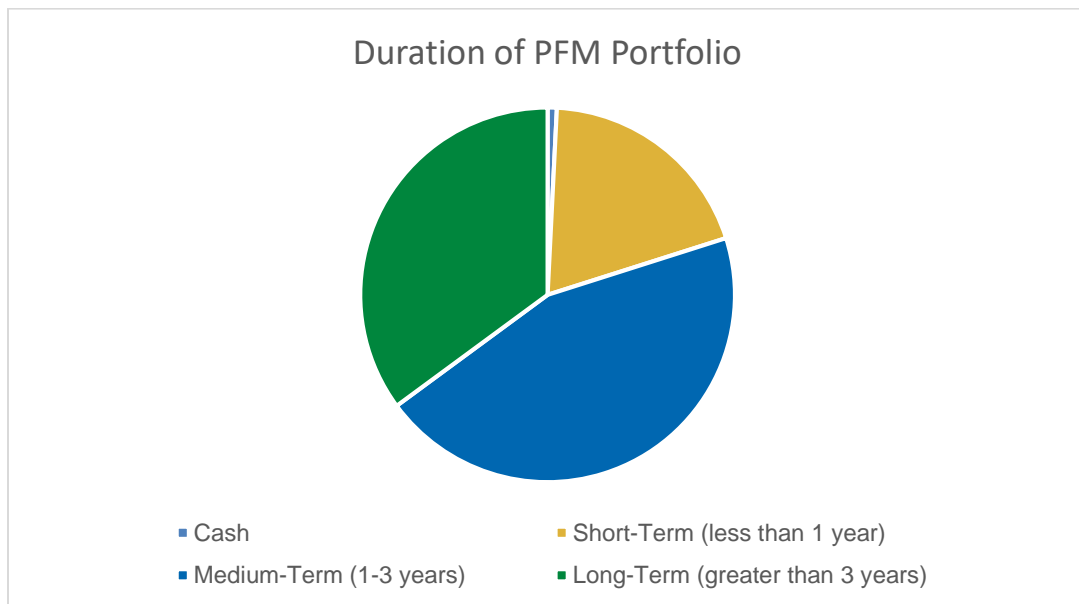
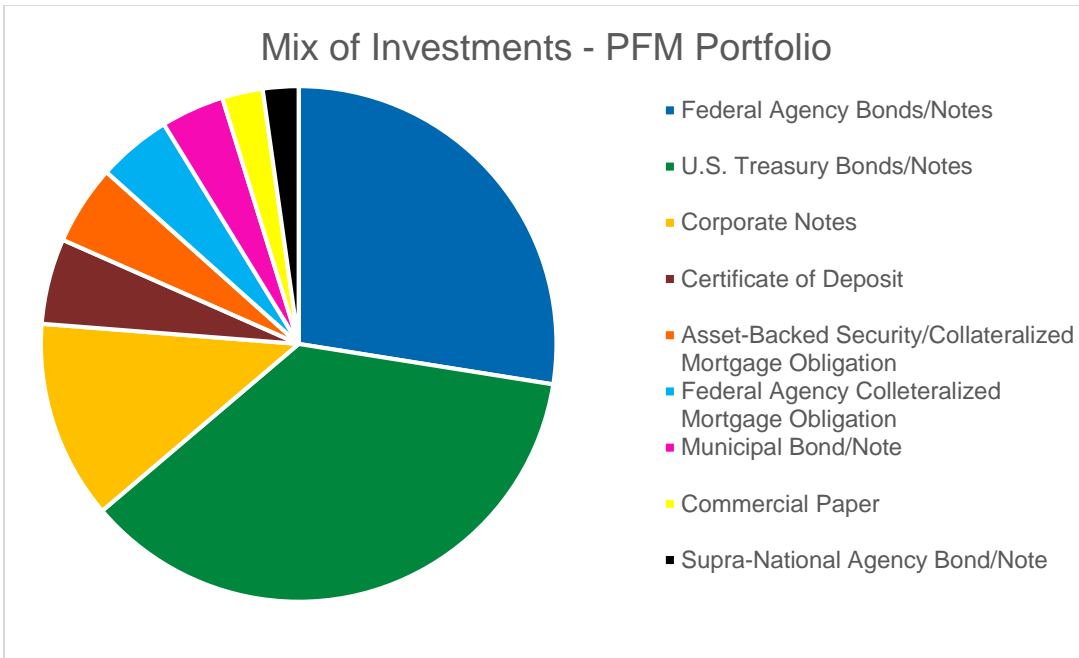
Distribution of Investments
San Juan Water District



The overall portfolio is diversified with 29% invested in marketable securities (PFM Portfolio), 55% invested in short-term investments that are considered liquid (LAIF) and 17% on deposit with US Bank. Staff, in conjunction with your financial advisors, periodically review the mix of liquid and long-term investments and adjusts the portfolio according to the market conditions and the District’s short term cash needs. A transfer of \$4 million out of the checking account into LAIF was processed subsequent to the date of this report.

All securities held are in conformance with those permitted by the District’s Investment Policy. There are sufficient funds to meet the District’s expenditure requirements for the next six months.

The mix and duration of investments are displayed in the following charts:



Economic growth continued over the quarter but was impacted by a myriad of conditions including COVID-19, inflation, supply chain issues and indications from the Fed of plans to accelerate the pace of asset purchase tapering. Our portfolio manager is proceeding with cautious optimism while maintaining the portfolio's neutral duration position relative to the benchmark.

The portfolio is still performing well and continues to outperform the benchmark (Bank of America Merrill Lynch "BAML" 0-5 year Treasury Index) on an historical basis.

Total Returns – period ending September 30, 2021

	Duration (years)	Quarter Ending 9/30/2021	Past Year	Since Inception
San Juan Water District	2.13	.04%	.05%	1.93%
BAML 0-5 Year Treasury Index	2.13	.00%	-.28%	1.64%

**San Juan Water District
Treasurer's Report
September 30, 2021**

	Yield %	Par Value	Cost	Current Market Value	Maturity Date
CASH & DEMAND DEPOSITS - US Bank:	na	5,717,974.98	5,717,974.98	5,717,974.98	na
LOCAL AGENCY INVESTMENT FUND (LAIF)	0.685%	18,925,890.76	18,925,890.76	18,925,890.76	na
PFM MONEY MARKET ACCOUNT	na	78,292.05	78,292.05	78,292.05	na
LONG-TERM INVESTMENTS (PFM Investment Portfolio):					
<i>U.S. Treasury Bonds/Notes:</i>					
US Treasury Notes	1.78%	150,000.00	150,591.80	150,890.63	1/31/2022
US Treasury Notes	2.82%	85,000.00	82,210.94	85,757.03	3/31/2022
US Treasury Notes	2.75%	250,000.00	242,626.95	252,226.55	3/31/2022
US Treasury Notes	1.83%	150,000.00	152,044.92	152,296.88	6/30/2022
US Treasury Notes	1.74%	250,000.00	253,095.70	253,945.30	7/31/2022
US Treasury Notes	0.12%	565,000.00	565,044.14	564,911.75	12/31/2022
US Treasury Notes	2.44%	155,000.00	149,290.43	158,051.56	3/31/2023
US Treasury Notes	2.28%	95,000.00	90,977.34	96,736.72	7/31/2023
US Treasury Notes	2.44%	160,000.00	151,993.75	162,924.99	7/31/2023
US Treasury Notes	2.25%	45,000.00	46,183.01	47,313.28	9/30/2023
US Treasury Notes	2.52%	150,000.00	151,517.58	157,734.38	11/15/2023
US Treasury Notes	2.52%	155,000.00	152,226.95	161,030.46	11/30/2023
US Treasury Notes	2.56%	15,000.00	15,044.53	15,764.06	12/31/2023
US Treasury Notes	0.35%	34,000.00	35,751.80	35,625.63	2/29/2024
US Treasury Notes	0.34%	150,000.00	149,619.14	149,484.38	3/15/2024
US Treasury Notes	1.90%	125,000.00	125,566.41	130,078.13	4/30/2024
US Treasury Notes	1.78%	150,000.00	151,546.88	156,304.68	6/30/2024
US Treasury Notes	1.39%	15,000.00	15,525.59	15,693.75	7/31/2024
US Treasury Notes	0.33%	30,000.00	31,327.73	30,881.25	10/31/2024
US Treasury Notes	0.64%	120,000.00	118,715.63	118,687.50	4/30/2025
US Treasury Notes	0.67%	145,000.00	142,564.45	141,918.75	9/30/2025
US Treasury Notes	0.77%	125,000.00	122,753.91	122,500.00	12/31/2025
US Treasury Notes	0.81%	200,000.00	199,367.19	198,312.50	5/31/2026
US Treasury Notes	0.79%	200,000.00	199,562.50	198,312.50	5/31/2026
Subtotal		3,519,000.00	3,495,149.27	3,557,382.66	
<i>Supra-National Agency Bond/Note</i>					
Int'l Bk Recon & Develop Corp Notes	0.32%	75,000.00	74,838.75	74,857.43	11/24/2023
Inter-American Devel Bk Notes	0.52%	145,000.00	144,892.70	144,768.15	9/23/2024
Subtotal		220,000.00	219,731.45	219,625.58	

continued next page.....

...continued	Yield %	Par Value	Cost	Current Market Value	Maturity Date
<i>Municipal Bonds/Notes</i>					
CA ST Taxable GO Bonds	1.87%	100,000.00	102,001.00	104,281.00	10/1/2023
Mississippi St-A-Txbl Municipal Bonds	0.57%	100,000.00	100,000.00	99,487.00	11/1/2024
OR ST Dept Trans Txbl Rev Bonds	0.57%	70,000.00	70,000.00	69,846.70	11/15/2024
FL ST Board of Admin Txbl Rev Bonds	1.11%	20,000.00	20,141.40	20,212.60	7/1/2025
FL ST Board of Admin Txbl Rev Bonds	1.26%	55,000.00	55,000.00	55,584.65	7/1/2025
Los Angeles CCD, CA Taxable GO Bonds	0.77%	40,000.00	40,000.00	39,808.00	8/1/2025
Subtotal		385,000.00	387,142.40	389,219.95	
<i>Federal Agency Colleateralized Mortgage Obligation</i>					
FHLMC Multifamily Structured P	2.54%	74,249.11	747,143.17	74,504.90	1/1/2022
FHLMC Multifamily Structured P	2.63%	95,911.02	96,150.80	96,815.37	6/1/2022
FHLMC Series K721 A2	2.88%	95,228.71	96,039.64	96,650.79	8/1/2022
Fannie Mae - ACES	2.14%	74,914.84	78,555.23	79,340.42	3/1/2024
FHMS K043 A2	1.95%	100,000.00	104,953.13	106,529.15	12/1/2024
Subtotal		440,303.68	1,122,841.97	453,840.63	
<i>Federal Agency Bonds/Notes:</i>					
Federal Home Loan Bank Notes	1.44%	130,000.00	129,760.80	132,101.84	2/17/2023
Fannie Mae Notes	0.35%	145,000.00	144,563.55	145,049.30	5/22/2023
Freddie Mac Notes	0.35%	80,000.00	79,766.40	80,014.88	6/26/2023
Fannie Mae Notes	0.32%	135,000.00	134,709.75	135,013.50	7/10/2023
Freddie Mac Notes	0.28%	90,000.00	89,908.20	89,975.52	8/24/2023
Fannie Mae Notes	2.98%	260,000.00	258,770.20	273,070.20	9/12/2023
Fannie Mae Notes (Callable)	0.31%	125,000.00	124,987.50	124,778.38	11/16/2023
Fannie Mae Notes	0.20%	100,000.00	100,152.00	99,840.40	11/27/2023
Freddie Mac Notes	0.28%	45,000.00	45,955.45	44,908.07	12/4/2023
Federal Home Loan Bank Notes	2.72%	50,000.00	51,485.00	53,297.25	12/8/2023
Freddie Mac Notes	1.52%	250,000.00	249,807.50	257,444.50	2/12/2025
Federal Home Loan Bank Notes	0.60%	100,000.00	99,504.00	99,426.50	4/14/2025
Fannie Mae Notes	0.67%	125,000.00	124,742.50	124,827.25	4/22/2025
Fannie Mae Notes	0.61%	160,000.00	160,118.40	159,778.88	4/22/2025
Fannie Mae Notes	0.54%	145,000.00	144,699.85	143,916.27	6/17/2025
Freddie Mac Notes	0.48%	90,000.00	89,551.80	88,621.74	7/21/2025
Fannie Mae Notes	0.47%	100,000.00	99,532.00	98,507.30	8/25/2025
Fannie Mae Notes	0.49%	135,000.00	134,269.65	132,984.86	8/25/2025
Freddie Mac Notes	0.44%	140,000.00	139,578.60	137,814.88	9/23/2025
Freddie Mac Notes	0.47%	175,000.00	174,177.50	172,268.60	9/23/2025
Fannie Mae Notes	0.51%	105,000.00	104,960.10	103,462.70	11/7/2025
Subtotal		2,685,000.00	2,681,000.75	2,697,102.82	
<i>Corporate Notes:</i>					
Citigroup Inc Corp (Callable) Note	2.72%	40,000.00	40,273.20	40,099.08	12/8/2021
Apple Inc Bonds	3.01%	130,000.00	128,070.80	130,813.15	2/9/2022

continued next page.....

...continued	Yield %	Par Value	Cost	Current Market Value	Maturity Date
American Express Credit (Callable) Notes	3.29%	100,000.00	97,840.00	100,811.70	3/3/2022
Adobe Inc. Corp Note	1.75%	100,000.00	99,863.00	101,880.70	2/1/2023
Amazon.com Inc. Bonds	2.66%	100,000.00	99,037.00	102,778.10	2/22/2023
American Honda Finance	1.96%	100,000.00	99,963.00	102,371.40	5/10/2023
Morgan Stanley Corp Notes	0.73%	10,000.00	10,000.00	10,025.63	4/5/2024
Morgan Stanley Corp Notes	0.69%	40,000.00	40,050.40	40,102.52	4/5/2024
Bank of America Corp Note	0.81%	75,000.00	75,000.00	75,288.98	10/24/2024
Johnson & Johnson Corp Notes	1.50%	185,000.00	194,640.35	195,212.00	1/15/2025
Toyota Motor Credit Corp Corp Notes	1.58%	30,000.00	30,293.10	30,786.00	2/13/2025
Toyota Motor Credit Corp Corp Notes	1.58%	45,000.00	45,439.65	46,179.00	2/13/2025
Citigroup Inc Corp (Callable) Notes	0.98%	25,000.00	25,000.00	25,060.48	5/1/2025
Citigroup Inc Corp (Callable) Notes	0.91%	25,000.00	25,066.25	25,060.47	5/1/2025
Goldman Sachs Group Inc. Corp Notes	0.94%	65,000.00	72,616.70	70,304.07	5/22/2025
JP Morgan Chase & Co. Corp Notes	0.77%	90,000.00	90,000.00	89,671.86	8/9/2025
Bristol-Myers Squibb Co Corporate Notes	0.98%	35,000.00	34,651.40	34,553.86	11/13/2025
Subtotal		1,195,000.00	1,207,804.85	1,220,999.00	
Commercial Paper					
Natixis NY Branch Comm Paper	0.20%	250,000.00	249,686.11	249,963.50	12/16/2021
Subtotal		250,000.00	249,686.11	249,963.50	
<i>Certificate of Deposit:</i>					
Societe Generale NY Cert Depos	1.80%	100,000.00	100,000.00	100,553.00	2/14/2022
Sumitomo Mitsui Bank NY Cert Depos	0.70%	75,000.00	75,000.00	75,289.43	7/8/2022
Nordea Bank ABP New York	1.84%	135,000.00	135,000.00	136,992.47	8/26/2022
Skandinav Enskilda Bank LT	1.85%	140,000.00	140,000.00	142,078.86	8/26/2022
DNB Bank ASA/NY LT CD	2.03%	70,000.00	70,000.00	71,482.18	12/02/2022
Subtotal		520,000.00	520,000.00	526,395.94	
<i>Asset-Backed Security/Collateralized Mortgage Obligation:</i>					
Harot 2019-1 A3	2.83%	37,032.11	37,031.12	37,335.76	3/20/2023
Hyundai Auto Receivalbes Trust	2.66%	14,810.95	14,809.01	14,918.12	6/15/2023
Narot 2019-2 A3	2.52%	51,344.96	51,343.04	51,836.79	6/21/2023
Narot 2019-A A3	2.90%	27,186.51	27,182.39	27,441.03	10/15/2023
Copar 2019-1 A3	2.51%	46,978.15	46,968.63	47,400.92	11/15/2023
Narot 2019-B A3	2.51%	54,686.42	54,674.05	55,221.88	11/15/2023
Taot 2020-A A3	1.66%	100,000.00	99,992.78	100,963.42	5/15/2024
Harot 2021-I A3	0.27%	25,000.00	24,999.54	24,967.68	4/21/2025
Hart 2021-A A3	0.38%	20,000.00	19,997.90	19,987.36	9/15/2025
Carmx 2021-1 A3	0.34%	15,000.00	14,997.04	14,966.44	12/15/2025
TAOT 2021-C A3	0.43%	35,000.00	34,997.21	34,956.97	1/15/2026
Carmx 2021-2 A3	0.52%	30,000.00	29,993.54	30,047.83	2/17/2026
DCENT 2021-A1 A1	0.58%	30,000.00	29,993.58	29,923.18	9/15/2026
Subtotal		487,039.10	486,979.83	489,967.38	
TOTAL LONG TERM INVESTMENTS		9,701,342.78	10,370,336.63	9,804,497.46	
TOTAL CASH & INVESTMENTS AT 09/30/2021		34,423,500.57	35,092,494.42	34,526,655.25	

AGENDA ITEM IV-1

San Juan Water District President and Vice President History

Year	President	Vice President
2025	Ted Costa	Pam Tobin
2024	Dan Rich	Ted Costa
2023	Marty Hanneman	Dan Rich
2022	Ken Miller	Marty Hanneman
2021	Pam Tobin	Ken Miller
2020	Ted Costa	Pam Tobin
2019	Dan Rich	Ted Costa
2018	Marty Hanneman	Dan Rich
2017	Ken Miller	Bob Walters/Dan Rich
2016	Pam Tobin	Ken Miller
2015	Ted Costa	Pam Tobin
2014	Bob Walters	Dave Peterson
2013	Ken Miller	Bob Walters
2012	Pam Tobin	Ken Miller
2011	Ted Costa	Pam Tobin
2010	Dave Peterson	Ted Costa
2009	Bob Walters	Dave Peterson
2008	Ken Miller	Bob Walters
2007	Pam Tobin	Ken Miller
2006	Ted Costa	Pam Tobin
2005	Dave Peterson	Ted Costa

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: December 8, 2021
Subject: Covid Vaccination Program

RECOMMENDED ACTION

1. Consider a motion to require any new employee to be vaccinated against COVID-19
2. Consider a motion to require by January 1, 2022, that existing employees either (1) demonstrate proof of vaccination against COVID-19 or (2) submit to weekly testing for COVID-19

BACKGROUND

At the September 22, 2021, Board meeting, Director Hanneman made a motion to require that District employees either be vaccinated against Covid-19 by November 1 or submit to weekly testing. Upon advice of counsel, Director Hanneman revised his motion to direct staff to bring to the October Board meeting for Board consideration a policy concerning such a vaccine or test program. The motion did not pass. At the October 27, 2021, Board meeting, Director Hanneman made a motion to direct staff to show, by December 1, 2021, evidence of a Covid vaccination, or submit to weekly testing. President Tobin requested that this item be continued to the next Board meeting, where it could be properly noticed.

Director Hanneman has requested that two proposed action items be placed on the December 8, 2021, Board agenda, as described above in "Recommended Action." Staff has conducted some initial assessments of the potential cost of conducting a testing program for the current number of employees who have not indicated that they are vaccinated (23), which range from \$27,000 per year using the Binax rapid test to \$93,000 per year for a mobile test unit that would visit the San Juan campus each week. Other options that would fall within these cost boundaries would include employees taking paid time to go to their health care provider or to a pharmacy to be tested. Depending on the option used, there may be a need to hire additional contract support to manage records, organize testing, etc. California Department of Industrial Relations regulations require that all of these costs be borne by the employer, i.e., the District.

At the Board meeting, staff will also provide the latest information about similar requirements in local water districts or municipalities, as well as a status report on Covid infection rates and vaccine requirements proposed by the State of California and the Biden Administration.

STAFF REPORT

To: Board of Directors

From: Greg Zlotnick
Water Resources Manager

Date: December 8, 2021

Subject: SECOND AGREEMENT TO SELL PRE-14 WATER RIGHTS WATER TO CARMICHAEL
WATER DISTRICT IF ITS WATER RIGHTS ARE CURTAILED

Recommended Actions

[1] Make a finding that the up to 3,000 acre-feet of pre-14 water rights water contemplated to be potentially sold to Carmichael Water District (CWD) is surplus to the supplies available to the District to meet Wholesale Customer Agency (WCA) demands;

[2] Approve the Notice of Exemption (NOE, attached) pertaining to the proposed Second Water Delivery Agreement between San Juan Water District and Carmichael Water District for the Purchase and Sale of Water Rights Water based upon both statutory and common sense exemptions;

[3] Approve the proposed Second Water Delivery Agreement between San Juan Water District and Carmichael Water District for the Purchase and Sale of Water Rights Water (attached).

Background

As the Board is aware, to ameliorate serious impacts to its customers, CWD approached staff to inquire about San Juan's ability, on a curtailment contingent basis, to provide substitute/supplemental surface water supplies to augment CWD's relatively limited groundwater supplies. As a consequence of the District's supply/demand balance, it was determined that the District could help CWD and the Board approved an Agreement to do so last May.

Staff is recommending the Board provide CWD with the same potential aid, should they be curtailed again, through a new Agreement that would run through July 2022, with a maximum provision of 3,000 AF of water.

Staff has determined that the potential 3,000 acre-feet (AF) of water to be sold to CWD is surplus to the supplies available to the District to meet the demands of the WCAs. However, it is highly unlikely that this maximum amount would be reached as CWD's water right is currently not curtailed and it is unlikely to be curtailed at least for the next few months. Moreover, the Agreement includes halting the availability of supplies to CWD should it be determined the District requires those supplies to meet the needs of the WCAs.

STAFF REPORT

*Proposed Renewal of Water Delivery Agreement between
San Juan Water District and Carmichael Water District
for the Purchase and Sale of Water Rights Water
Greg Zlotnick, Water Resources Manager*

For the prior sale, Reclamation approved up to 12 AF per day as a maximum potential diversion by CWD. This limitation would remain under the new Agreement. With winter demands being what they are, CWD is unlikely to need much water at least until the spring, notwithstanding the drought.

Earlier this year, when its water right was curtailed, CWD diversions of San Juan water were 82 AF in June, 190 AF in July, and 126 AF in August. During the height of summer, these diversions totaled only 398 AF when a maximum of over 1100 AF could have been diverted. CWD's water right curtailment was lifted at the beginning of September, consequently it has not diverted any San Juan water since then.

As before, the District's water destined for CWD will bypass Reclamation's M&I intake at Folsom Dam and delivery will be made at the base of the dam. Staff is working with Reclamation on securing the renewal of the necessary approval for delivering the CWD water to base of Folsom dam for the period under consideration here.

The District will charge CWD \$100/AF delivered to the base of the dam, with any calculated in-river losses absorbed by CWD. This \$100/AF charge will cover the District's costs of providing alternative water supplies to our WCAs if necessary, as well as internal administrative costs.

CWD will also reimburse San Juan for any and all permitting and external costs associated with this Agreement, e.g. the costs of filing the NOE.

It is notable that this is a sale of water and not a transfer of water. This distinction is an important one. An historical analysis undertaken by CWD determined that the North Fork Ditch Company (the District's predecessor in interest) delivered surface water to much of CWD's present day service area in the 19th and early 20th Centuries. Therefore, pursuant to this Agreement, the District's pre-14 water right water will be delivered to part of its original place of use.

Budget Impact

To provide any specific budget impact would be speculative at best. Payments from CWD will more than cover the District's potential costs. Moreover, the District will also be reimbursed for any external costs (e.g. filing fees, administrative charges from Reclamation) associated with carrying out the transfer.

NOTICE OF EXEMPTION

To: County Clerk
County of Sacramento
600 8th Street
Sacramento, CA 95814

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

Project Title: Sale of Pre-1914 Water Right Water to Carmichael Water District

Project Location: In Sacramento County, released into the lower American River from the United States Bureau of Reclamation’s Folsom Dam, and conveyed approximately 12 miles in the lower American River to Carmichael Water District’s (CWD) diversion facilities, where it would be rediverted, treated and distributed to CWD’s retail customers within a portion of its service area historically served by this water right. See attached map.

Description of Nature, Purpose and Beneficiaries of Project: San Juan Water District (San Juan) will sell up to 375 acre-feet per month (AFM), but not more than a cumulative 3,000 AF, from December 2021 through July 2022, of its pre-1914 water right water supplies to Carmichael Water District. This sale would occur only if and when CWD’s post-1914 water right is curtailed by the State Water Resources Control Board. San Juan has previously conserved more than this volume of water through various conservation efforts, including primarily the improved water use efficiency of its customers. San Juan’s historic place of use of its pre-1914 water right includes a majority of CWD’s service area, so this sale would not involve a change in place of use. The water also would be put to its existing uses. The project does not involve the construction of any new facilities or the modification or expansion of capacity of existing facilities. San Juan will benefit from the project as a result of being able to utilize the surface water supplies it has available to provide supplemental water supplies to CWD to ensure public health and safety if CWD’s surface water rights are curtailed. San Juan would benefit by receiving revenue to improve its wholesale enterprise’s financial position, reducing upward pressure on potential future rate increases, while placing conserved water supplies to actual beneficial use by a neighboring agency’s customers. Receipt of San Juan’s surface supplies in a curtailment condition would provide the further benefit of reducing CWD’s need to pump additional groundwater to meet demands and therefore reduce potential impacts to its groundwater basin and regional groundwater sustainability.

Name of Public Agency Approving Project: San Juan Water District

Name of Person or Agency Carrying Out Project: San Juan Water District

Exempt Status: (Check One)

- Ministerial
- Declared Emergency (Sec. 15071(a))
- Emergency Project (Sec. 15071(a) and (c))
- Categorical Exemption: Class 1 Exemption, CEQA Guidelines section 15301
- Other: Common Sense Exception, CEQA Guidelines section 15061(b)(3)

Reasons why project is exempt:

This project does not involve the construction of any new facilities or modification or expansion of capacity of existing facilities, and involves pre-1914 water right water supplies that have historically been consumptively used by San Juan prior to conservation and that were historically served within CWD's service area. It therefore can be seen with certainty that the project will not have a significant effect on the environment.

Contact Person

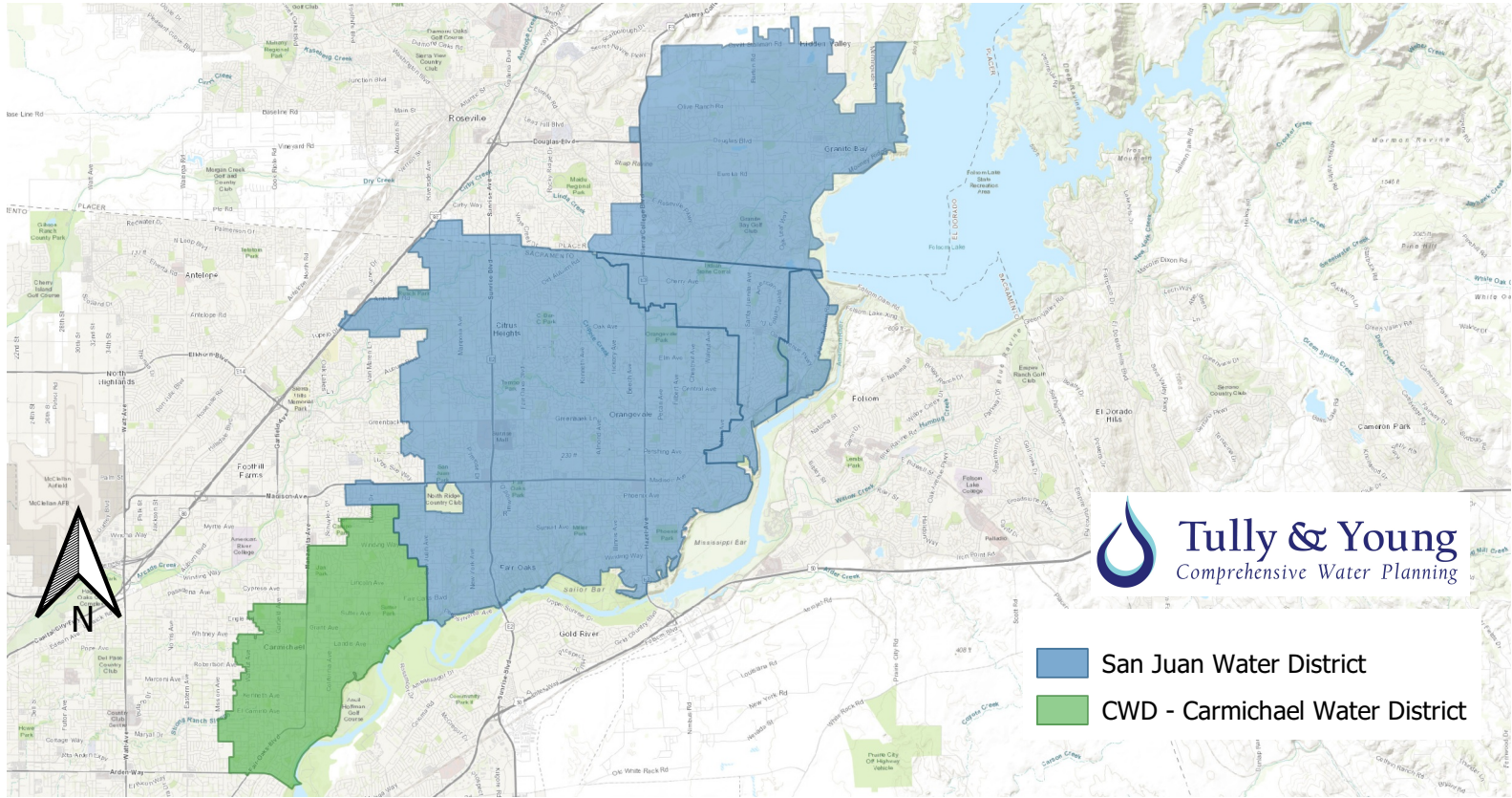
Paul Helliker, General Manager



Area Code/Telephone/Extension

(916) 791-0115

Date Received by Clerk for Filing

Paul Helliker, General Manager



-  San Juan Water District
-  CWD - Carmichael Water District

**SECOND WATER DELIVERY AGREEMENT BETWEEN
SAN JUAN WATER DISTRICT AND CARMICHAEL WATER DISTRICT FOR
THE PURCHASE AND SALE OF WATER RIGHTS WATER**

This Agreement is entered into and effective this ____ day of December 2021, by and between SAN JUAN WATER DISTRICT (“Seller”) and CARMICHAEL WATER DISTRICT (“Buyer”).

RECITALS

- A. Seller holds a pre-1914 appropriative water right to 28,418 acre-feet (AF) of water from the North Fork American River (“Water Rights Water”). Water Rights Water is diverted to Seller from Folsom Reservoir pursuant to a 1954 Settlement Agreement with the United States Bureau of Reclamation, which requires Reclamation to deliver the Water Rights Water in perpetuity and without reduction from Folsom Reservoir to Seller’s Hinkle Reservoir.
- B. Seller owns and operates facilities for (a) receiving water diverted from Folsom Reservoir, (b) treatment of water to meet health and safety standards for potable use, and (c) conveyance and delivery of treated water to its customers. San Juan's customers include its Wholesale Customer Agencies (WCAs), namely, San Juan Water District – Retail, the City of Folsom (Ashland area), Citrus Heights Water District, Fair Oaks Water District, and Orange Vale Water Company, in Sacramento and Placer Counties.
- C. Buyer is a public agency located in northern Sacramento County, authorized to acquire water entitlements to provide water service within its service area.
- D. The place of use for the Water Rights Water includes areas within Buyer’s service area where Water Rights Water was historically delivered by Seller’s predecessor and used for beneficial purposes, as confirmed by historical analysis.
- E. Buyer’s primary water supplies are comprised of the following three appropriative water rights that provide for diversion of water from the American River: License 1387 (A000138), License 8731 (A004743), Permit 7356 (A012367).
- F. Buyer anticipates that its appropriative water rights may be curtailed by the State Water Resources Control Board in 2021 and 2022 due to dry hydrologic conditions and insufficient natural flow to satisfy its water right priorities.
- G. Buyer, therefore, should such curtailment occur, desires to obtain a supplemental water supply in 2021 and 2022 to ensure it can meet its customers’ demands.
- H. Seller anticipates having Water Rights Water available in excess of the demands of its WCAs for 2021 and 2022, and consequently is willing and able to sell Water Rights Water to Buyer.
- I. Seller is willing to deliver to Buyer, and Buyer is willing to pay Seller for, water delivered by Seller under the terms and conditions set forth in this Agreement.

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- J. The parties find that the approval of this Agreement, and implementation of the activities to be undertaken as a result, are categorically exempt from environmental documentation requirements of the California Environmental Quality Act.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

1. **Recitals Incorporated.** The foregoing recitals are incorporated herein by this reference and made a part hereof for all purposes.
2. **Definitions.**
 - (a) **Exigent Circumstances** means an emergency situation requiring swift action to prevent imminent danger to public health and safety, including, but are not limited to, a pump outage or failure of Buyer's wells.
 - (b) **Point of Delivery** is the American River at the base of Folsom Dam.
 - (c) **Point of Diversion** means Buyer's existing American River diversion facility at Rossmoor Bar, upstream of Ancil Hoffman Park.
 - (d) **Service Area** means the portion of Buyer's service area included within the place of use for the Water Rights Water, as confirmed by historical analysis.
 - (e) **Water Rights Water** means water to which Seller holds a pre-1914 appropriative water right.
 - (f) **Wholesale Customer Agencies** means San Juan Water District – Retail, the City of Folsom (Ashland area), Citrus Heights Water District, Fair Oaks Water District, and Orange Vale Water Company.
3. **Term of Agreement.** The Agreement shall become effective upon execution and shall remain in effect until July 31, 2022.
4. **Water Sale.** If any of Buyer's appropriative water rights are curtailed by the State Water Resources Control Board, and Buyer requests Seller to do so, Seller will sell and deliver Water Rights Water to Buyer at the Point of Delivery for reasonable and beneficial uses within the Service Area during the period of such curtailment. The amount and timing of the delivery of the Water Rights Water is set forth in Appendix A to this Agreement. The schedule in Appendix A may be modified by concurrence of the parties' General Managers without amendment to this Agreement, however, the volume shall not exceed 375 AF/month without approval of Seller's Board of Directors.

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5. **Exigent Circumstances.** In the event Exigent Circumstances arise, and Buyer experiences water supply shortages, the parties agree that Appendix A to the Agreement may be amended to approve increased deliveries by written consent of the parties' General Managers, and such an amendment will not require approval by the parties' Boards of Directors.
6. **Delivery/Losses.** Buyer will divert Water Rights Water at the Point of Diversion. Buyer will be responsible for any losses between the Point of Delivery and the Point of Diversion.
7. **Payment.** Buyer will pay Seller for each acre-foot of Water Rights Water delivered by Seller to the Point of Delivery at the rate specified in Appendix A to the Agreement.
8. **Accounting and Invoicing.** Buyer shall verify and inform Seller of the quantity of Water Rights Water diverted (including any lost water between the Point of Delivery and the Point of Diversion) on a monthly basis. Seller shall invoice Buyer based on the quantity of Water Rights Water delivered to the Point of Delivery in each month multiplied by the payment rate specified in Appendix A. Seller will invoice Buyer no less frequently than quarterly, and Buyer will pay each invoice within 30 days of receipt of the invoice.
9. **Resale or Lease.** Buyer will only use the Water Rights Water within the Service Area, and Buyer may not sell, lease, transfer, or assign the Water Rights Water for use outside the Service Area.
10. **Water Rights.** The parties agree that receipt and use of the Water Rights Water under the Agreement will not establish any right in Buyer in and to the Water Rights Water beyond those use rights established in the Agreement to any Water Rights Water that the Seller delivers. The parties agree that Buyer will not attempt to obtain any such further rights in any forum.

11. Water Shortage.

- (a) Deliveries to Buyer shall be subject to temporary reduction or elimination should Seller notify Buyer that Seller has determined it must take such action to ensure the availability of sufficient water supplies to meet the needs of its Wholesale Customer Agencies. Such notification shall be provided at the earliest date feasible.
- (b) If Seller determines that it does not have a sufficient volume of Water Rights Water available to meet the needs of its Wholesale Customer Agencies and its short-and long-term contractual commitments for water deliveries to parties other than its Wholesale Customer Agencies, Buyer will receive first priority to any Water Rights Water available for Seller's

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contractual commitments for water deliveries to parties other than its Wholesale Customer Agencies.

- (c) In the event that Seller reduces or eliminates deliveries of Water Rights Water, Buyer shall be solely responsible for supplying water to meet its customers' needs, and no liability shall accrue against Seller or any of its directors, officers, agents, or employees for any damage, direct or indirect, arising from such decision by Seller to reduce or eliminate deliveries to meet its Wholesale Customer Agencies' needs.

12. Environmental Review.

- (a) It is a condition precedent to the obligations of the parties specified in this Agreement that environmental review, as appropriate under the California Environmental Quality Act (CEQA), be completed prior to water delivery occurring. Seller will be the lead agency for purposes of CEQA with respect to the delivery of Water Rights Water. Seller will file a Notice of Exemption (NOE) based on the statutory exemptions for Existing Facilities and Common Sense with the appropriate County Clerk(s).
- (b) Seller will prepare any necessary documentation to ensure the delivery of Water Rights Water complies with the National Environmental Policy Act (NEPA), and work with the United States Bureau of Reclamation (Reclamation) to secure any necessary approvals.
- (c) Any third-party expenses incurred by Seller associated with environmental review and approval for Seller to provide Water Right Water to Buyer will be paid entirely by Buyer.

- 13. External Costs.** Buyer will reimburse Seller for any costs associated with obtaining any necessary approvals for delivery of the Water Rights Water, including, but not limited to, fees incurred in obtaining Reclamation's approval of the proposed delivery of the Water Rights Water.

14. Litigation.

- (a) In the event of litigation or an administrative challenge (litigation/challenge) related to the Agreement, the parties will promptly meet and confer to perform a risk assessment of the litigation/challenge. Either party may elect to terminate the Agreement due to any litigation/challenge. Buyer shall pay for any litigation expenses in having the proceeding dismissed or otherwise resolved.
- (b) Regardless of whether this Agreement is terminated, if litigation is pending, Buyer shall have primary responsibility for defending against such

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litigation on behalf of both parties, either as a defendant, respondent, real party in interest or intervenor. Seller shall participate in defending against such litigation to the extent it deems necessary or appropriate, in Seller's sole discretion. Buyer shall bear its own costs of litigation and shall pay any monetary award, the costs of any remedial actions, and any award of challenger's attorney fees, whether levied against Buyer or Seller. Buyer shall also reimburse 100 percent of Seller's actual out-of-pocket expenses Seller incurs defending this Agreement and in any related litigation.

- (c) As to claims solely challenging Seller's conduct in Seller's service area, Seller shall have primary responsibility for defending such claims on behalf of both parties, and Buyer shall participate in defending against such claims to the extent it deems necessary or appropriate, in Seller's sole discretion. Buyer shall bear its own fees and costs of defending against such claims. Except as provided in Section 14.b. regarding general cost reimbursement, Seller shall bear its own fees and costs of defending against such claims. Seller shall pay all monetary awards associated with claims challenging Seller's conduct in Seller's service area.
- (d) To the extent litigation includes multiple claims, the parties agree to meet and confer in good faith to determine whether or not the action includes claims described under Sections 14.b. and 14.c. The parties agree that any claim identified as subject to Section 14.c. shall be defended as provided in Section 14.c. and the balance of such claims shall be defended as provided in Section 14.b.

- 15. Responsibilities for Delivery and Distribution of Water.** Neither Seller nor its directors, officers, agents or employees shall be liable for the control, carriage, handling, use, disposal or distribution of Water Rights Water furnished to Buyer at the Point of Delivery, nor for claims of damages of any nature whatsoever, including, but not limited to, property damage, personal injury or death, arising out of or connected with the control, carriage, handling, use, disposal or distribution of such water beyond the Point of Delivery, and Buyer shall indemnify and hold harmless San Juan and its directors, officers, agents and employees from any such damages or claims of damages.
- 16. Obligation of Buyer to Make Payments.** The obligations of Buyer arising out of or pursuant to this Agreement shall constitute general obligations of Buyer, and Buyer shall use all the powers and resources available to it under the law to collect the funds necessary for and to pay its obligations to Seller under this Agreement. Buyer is obligated to pay Seller the payments coming due under this Agreement, notwithstanding any individual default by its water users, constituents or others in the payment to Buyer of assessments, taxes, tolls or other charges levied by Buyer.

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17. **Remedies Not Exclusive.** The use by either party of any remedy specified for the enforcement of this Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.
18. **Waiver of Rights.** Any waiver at any time by either party of its rights with respect to a breach or default, or any other matter arising in connection with this Agreement, shall not be deemed to be a waiver with respect to any other breach, default or matter.
19. **Assignment.** The provisions of this Agreement shall apply to and bind the successors and assigns of the respective parties, but no assignment or transfer of this Agreement, or any part hereof or interest herein, shall be valid until and unless approved by Seller.
20. **Opinions and Determinations.** Where the terms of this Agreement provide for action to be based upon judgment, approval, review or determination of either party, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review or determination to be arbitrary, capricious or unreasonable.
21. **Notices.** All notices that are required either expressly or by implication to be given by any party to the other under this Agreement shall be signed for Seller and for Buyer by such officers as they may from time to time authorize to so act. Any notices to parties required by this Agreement shall be delivered or mailed, U.S. first-class postage prepaid, addressed as follows:

To SELLER:

General Manager
San Juan Water District
P.O. Box 2157
Granite Bay, CA 95746

To BUYER:

General Manager
Carmichael Water District
7837 Fair Oaks Blvd.
Sacramento, CA 95608

Either party may change its address for notice by sending notice of such change to the other party.

22. **Inspection of Books and Records.** Authorized officers or agents of Buyer shall have full and free access at all reasonable times to the account books and official records of Seller in so far as the same pertain to the matters and things provided for in this Agreement, with the right at any time during office hours to make copies thereof at Buyer's expense, and the proper representative of Seller shall have similar rights with respect to the account books and records of Buyer.

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- 23. Integration.** This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.
- 24. Construction and Interpretation.** It is agreed and acknowledged by the parties that this Agreement has been arrived at through negotiation, and that each party has had a full and fair opportunity to revise the terms of this Agreement. Consequently, the normal rule of construction that any ambiguities are to be resolved against the drafting party shall not apply in construing or interpreting this Agreement.
- 25. Amendment.** This Agreement may be modified or amended only by a subsequent written agreement approved by both parties.
- 26. Attorney Fees.** In any action brought by either party to enforce or construe this Agreement, the prevailing party shall be entitled to an award of reasonable attorney fees, expert witness and consulting fees, litigation costs and costs of suit.
- 27. Counterparts.** This Agreement may be executed in counterparts. Buyer shall deliver its counterpart to Seller, which shall deliver a fully conformed counterpart to Buyer.
- 28. Termination.** This Agreement may be terminated by either party with notice to the other party provided 30 business days prior to the termination date.
- 29. Obligations Prior to Termination.** The obligations of the parties incurred pursuant to this Agreement prior to the termination of this Agreement shall survive the termination.
- 30. Supporting Resolutions.** Each party represents that it has legal authority to enter into this Agreement and to perform its obligations hereunder, and shall submit to the other party concurrent with execution of this Agreement a duly-authorized resolution or other document evidencing the authority and authorizing the person executing this Agreement to do so.
- 31. General Indemnity.** To the extent, and only to the extent, it is determined to be responsible, each party shall defend, indemnify and hold harmless the other party, its directors, officers, agents, employees and consultants from and against any and all losses, claims, liens, demands and causes of action of every kind and character, without limitation by enumeration, occurring or in any wise incident to, connected with, or arising directly or indirectly out of the negligence or willful misconduct of the indemnifying party hereunder.
- 32. Severability.** The invalidity, illegality, or unenforceability of any provision of this Agreement shall not render the other provisions unenforceable, invalid or illegal.

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- 33. No Third-Party Beneficiaries.** This Agreement shall not be construed to create any third-party beneficiaries. This Agreement is for the sole benefit of the parties, their respective successors and permitted transferees and assigns, and no other person or entity shall be entitled to rely upon or receive any benefit from this Agreement or any of its terms.

- 34. Relationship of Parties.** Nothing in this Agreement shall be construed to create an association, joint venture, trust or partnership, or to impose a trust or partnership covenant, obligation or liability on or with regard to anyone or more of the parties.

- 35. Additional Documents.** Each party agrees to make, execute, acknowledge, and deliver any and all documents reasonably required to implement this Agreement.

The foregoing is hereby agreed to by the parties.

SAN JUAN WATER DISTRICT:

By: _____
Paul Helliker, General Manager

CARMICHAEL WATER DISTRICT:

By: _____
Cathy Lee, General Manager

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APPENDIX A

WATER QUANTITIES TO BE DELIVERED BY BUYER TO SELLER IN ACRE-FEET

Seller and Buyer have agreed to the following up-to amount on a monthly delivery schedule, including a maximum diversion rate of 12 acre-feet per day, per Reclamation's limitation.

December	375
January	375
February	375
March	375
April	375
May	375
June	375
July	375
August	
September	
October	
November	
Up-To Total	3,000

RATE TO BE PAID BY BUYER TO SELLER PER ACRE-FOOT PROVIDED AT POINT OF DELIVERY

\$100/AF

DRAFT STAFF REPORT

To: Board of Directors
From: Donna Silva, Director of Finance
Date: December 8, 2021
Subject: Fiscal Year 2020-2021 Results of Operations – Budget to Actual

RECOMMENDED ACTION

Receive report.

BACKGROUND

The Board of Directors adopted the Fiscal Year 2020-2021 Operating and Capital Budget on June 24, 2020. The Board of Directors received monthly budget to actual reports at each Board meeting during the fiscal year and a mid-year budget review was provided to the Board on March 24, 2021. The Finance Department has performed all the year-end accounting and the audit is underway with no adjustments to the books expected, as of the date of this report. The auditors will present the financial statements and the results of their audit to the Finance Committee in December.

The purpose of this report is to provide an in depth analysis to the Board of Directors on the actual activity of the District's four funds (Wholesale Operations, Wholesale Capital, Retail Operations and Retail Capital), on the budgetary basis of accounting, for Fiscal Year 2020-2021.

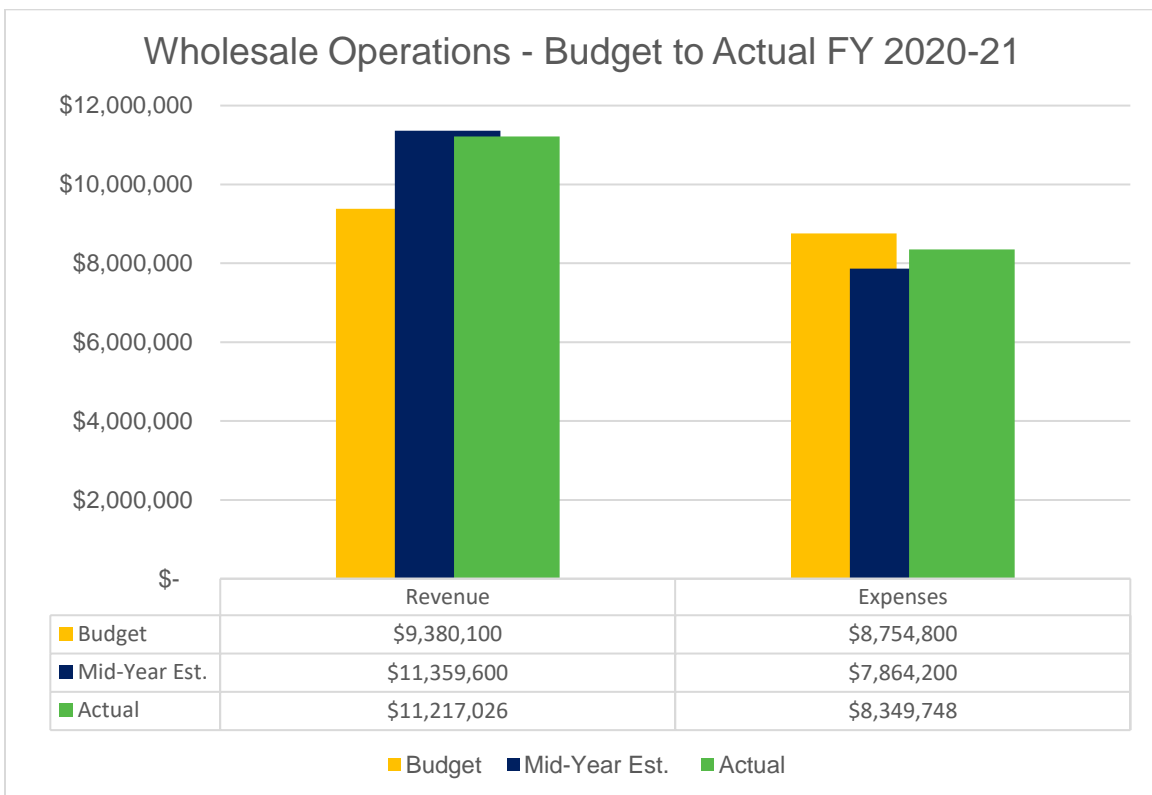
Wholesale Operations:

As illustrated in the graph below, wholesale operating revenues came in 19.6% greater than anticipated in the original budget, but 2% less than anticipated at mid-year. The additional \$1.8 million of revenues is the result of revenues from the Sacramento Suburban Water District, which was not anticipated in the budget. Due to hydrologic conditions, they stopped taking water in May, instead of June, resulting in revenues slightly less than anticipated in the mid-year estimate.

Expenses came in \$405,052 or 4.6% *below* the original budget and 6.3% more than estimated during the mid-year budget review. The largest variances came from Salaries and Benefits, Source of Supply, Professional Services and Materials and Supplies, although all expense categories except Source of Supply came in under budget.

- Salaries and Benefits came in 6.5% or \$263,797 under budget, due to pay increases awarded through COLA's or merit increases being less than anticipated by CalPERS. Incentive Awards were not utilized in the fiscal year.
- Source of Supply (the cost of raw water), was \$326,694 more than budgeted. The budgeted was based on the sale of 31,940 acre feet of water. By years end wholesale had sold 42,787 acre feet of water. Also, the budget assumed a rate of \$21.11 per acre foot for PCWA water. The rate increased mid-year to \$34.55.

- Professional Service costs came in under budget by \$229,371 due to numerous projects that did not occur such as the wholesale financial plan, the inspections of the Hinkle to Baldwin 72” pipeline and the Twin 54” pipelines that run from the Bacon Pump Station to the Penstocks, all were pushed to the current year. Additionally, the cost of SCADA work was significantly less than budgeted and there were many consulting activities budgeted in Engineering Operations that ended up being part of capital projects.
- Materials and Supplies came in about \$142,000 less than anticipated due in part to lower than expected chemical costs.

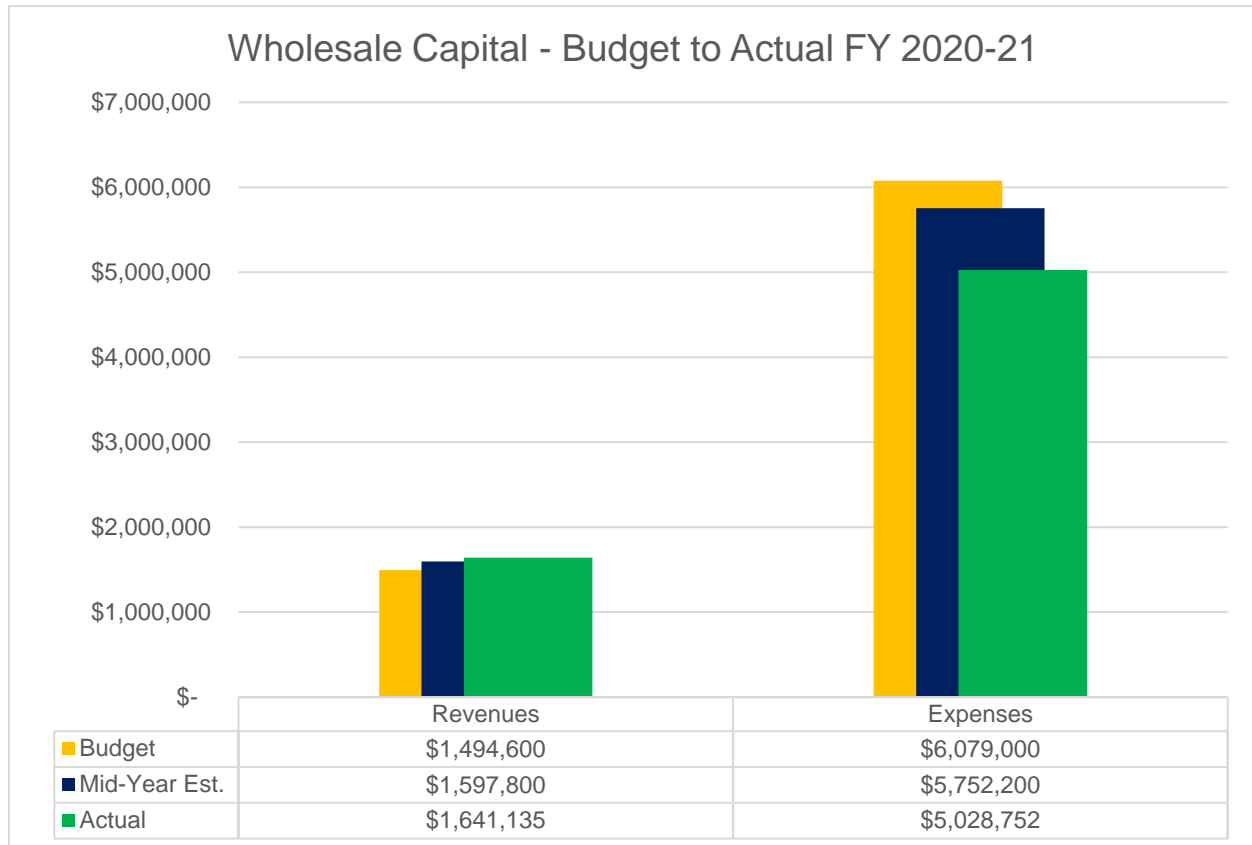


As a result of the increased revenues and lower than anticipated expenses staff was able to transfer \$2,778,914 into the capital reserve, \$2,161,414 more than expected. With annual depreciation expense of \$2,388,866, this transfer funds current year depreciation and helps make up lost ground from prior years.

At the end of the fiscal year, Wholesale Operating fund had an available reserve balance of \$1,822,120, which is in conformance with the Board’s Reserve Policy.

Wholesale Capital:

Wholesale Capital revenues exceeded the budget by \$146,535 or 9.1%. They were 2.7 % higher than the mid-year estimate. The increase in revenues stems primarily from an increase in Capital Facility Fees, which came in \$193,649 over budget.



Wholesale Capital expenditures were originally budgeted for \$6,079,000. At year end, the District had spent \$5,028,752, 17.3% less than anticipated (12.6% less than anticipated in the mid-year budget review). During the mid-year budget review process it was decided to push certain projects to future years, in order to focus on the Hinkle Reservoir related projects.

Of the remaining projects significant progress was made with the exception of the following items/projects:

- Land Acquisition: Property boundary adjustment south of Hinkle Reservoir \$50,000, delays caused by the US Bureau of Reclamation
- New Gate for the WTP: \$25,000, not started
- Replacement of Vehicle #8 2005 Ford F-450: \$90,000 due to supply chain issues
- Wholesale Master Plan Update: \$25,000, did not commence until FY 2021-22

Favorable wholesale operating results led to a transfer in to the capital fund of \$2,778,914, instead of the \$617,500 anticipated in the budget. As a result of increased revenues, decreased expenses and a large transfer in, the ending wholesale capital reserve balance is \$16,281,430, \$4.4 million more than anticipated in the budget.

Retail Operations:

The graph on the next page depicts Retail Operating revenues and expenses as compared to the original budget and the mid-year review.

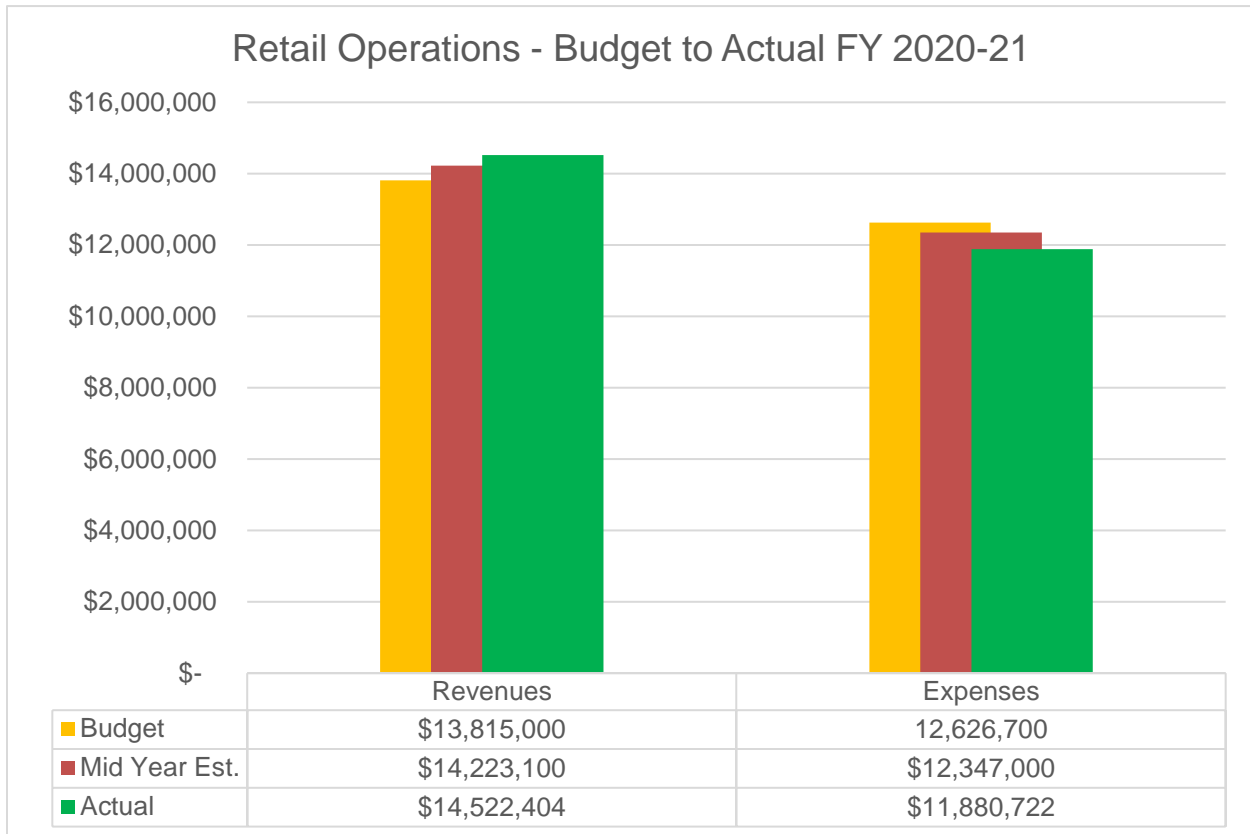
Retail Operating revenues were 5.1% greater than the original budget, and were greater than the mid-year estimate by 2.1%. The excess revenues of \$707,404 were due to increased water sales. The budget had anticipated a 10% decline in water sales due to the pandemic. In reality, water sales increased by close to 30%.

Retail Operating expenses came in \$745,977 less than the original budget, a variance of -5.91% and 3.8% below the mid-year estimate. All categories of expense came in under budget, with the exception of Source of Supply, which exceeded the budget due to the increase in water sales. The largest share of the variance comes from Professional Services, which was \$370,333 below the budget. Causes for this variance include:

- From Engineering: While the ARC Flash testing took place implementation of the recommendations did not occur by year end. There were many other services that were budgeted in operations that ended up being part of a capital project.
- From Field Services: the budget included \$30,000 for an inspection on the Bacon manifold which didn't happen, nor did the corrosion protection work budgeted for \$10,000. Maintenance on the SCADA system cost \$27,000 less than budgeted and the meter study came in \$43,000 less than budgeted. They had budgeted \$20,000 for pipeline clearing and tree removal which didn't happen by year's end due to easement issues. Finally, a significant portion of the monies budgeted for service lateral replacements ended up qualifying as a capital asset and were expensed in the retail capital fund, instead of the operating fund.
- From Customer Service: meter box clearing was budgeted for \$15,000, but we only spent \$500. Utility bill preparation services were budgeted at \$72,000 but only cost \$14,000, and the \$3,000 budgeted for the landscape pilot didn't happen by the end of the year.
- From Finance: the budget assumed the Retail Capital Facility Fee Study would be completed by year end, but it was not. Also, not as much of the work on the Retail Financial Plan came in prior to June 30th as the budget anticipated.

With the COVID-19 pandemic continuing through the fiscal year, opportunities to attend live training and conferences were severely limited. As a result, the staff training budget exceeded actual expenses by approximately \$104,000.

The remainder of the variance was due to a general decline in all expense categories.

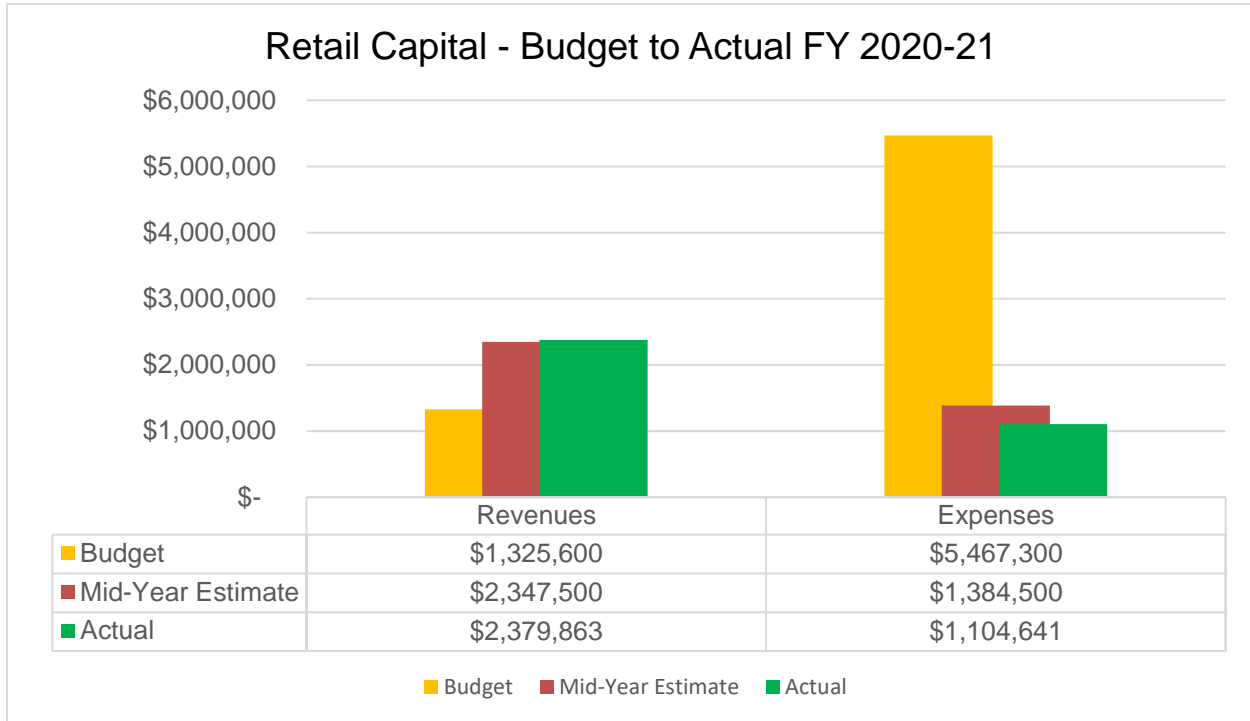


The budget anticipated a transfer out to capital reserves of \$592,400. As a result of favorable operations, the transfer was actually \$2,475,925.

At \$2,691,098 the Retail Operating Reserve is in conformance with the District’s Reserve Policy.

Retail Capital:

Retail Capital Fund revenues came in at \$2,379,863, which was \$1,054,263 or 79.5% greater than budget, but only -2% off from the mid-year estimate. The increase in revenues is attributable to higher than expected capital facility fees. We budgeted for \$100,000 of connection fees and received \$1,082,998. Property Taxes came in slightly higher as did investment income.



Retail Capital expenditures came in at \$1,104,641, which was 80% below the budget of \$5,467,300. This was anticipated after the mid-year budget review where it was communicated to the Board that many of the budgeted projects would not kick off until May or June of the fiscal year. Actual expenses were 20% below the mid-year estimate. \$95,000 of the variance from the mid-year estimate was due to a vehicle purchase that is still on backorder, due to supply chain issues. The remainder stems from pipeline replacement projects that did get underway by year’s end, but not the extent anticipated in the mid-year review.

With many projects not completed, higher revenues and a larger than anticipated transfer in from operations, the Retail Capital Fund ended the year with \$11,778,997 in reserves. Given that most of the projects still need to be completed, the increased reserve balance will fund those projects when they commence.

STAFF REPORT

AGENDA ITEM VI-1.1

To: Board of Directors
From: Paul Helliker, General Manager
Date: December 8, 2021
Subject: General Manager's Monthly Report (October and November)

RECOMMENDED ACTION

For information only, no action requested.

TREATMENT PLANT OPERATIONS

Water Production

Item	2021	2020	Difference
Monthly Production AF	2,482.94	4,662.03	-46.7%
Daily Average MG	26.10	49.00	-46.7%
Annual Production AF	32,947.25	38,312.10	-14.0%

Water Turbidity

Item	October 2021	September 2021	Difference
Raw Water Turbidity NTU	7.92	3.31	139%
Treated Water Turbidity NTU	0.022	0.022	0%
Monthly Turbidity Percentage Reduction	99.73%	99.32%	

*Folsom Lake Reservoir Storage Level AF**

Item	2021	2020	Difference
Lake Volume AF	318,577	351,720	-9%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

* Total Reservoir Capacity: 977,000 AF

Other Items of Interest:

- Perform annual chlorine system maintenance.
- Perform Non-Destructive Testing to chlorine piping to assess chlorine piping thickness and predictive lifespan.
- Repair damaged WTP pedestrian gate.
- Clean and perform bi-annual sed basin maintenance.
- 10/25/21 Storm Event bringing 5.5" or rain in 24 hours.
- Complete Task Order #4 for SCADA modifications and screen improvements.

SYSTEM OPERATIONS

Distribution Operations:

Item	November 2021	October 2021	Difference
Leaks and Repairs	16	10	+6
Mains Flushed	0	0	0
Valves Exercised	0	0	0
Hydrants Maintenance	0	0	0
Back Flows Tested	47	29	+18
Customer Service Calls	35	34	+1

Distribution System Water Quality:

Water Quality Samples Taken	# Failed Samples	Supporting Information
50 Lab	0	
28 In-House	0	

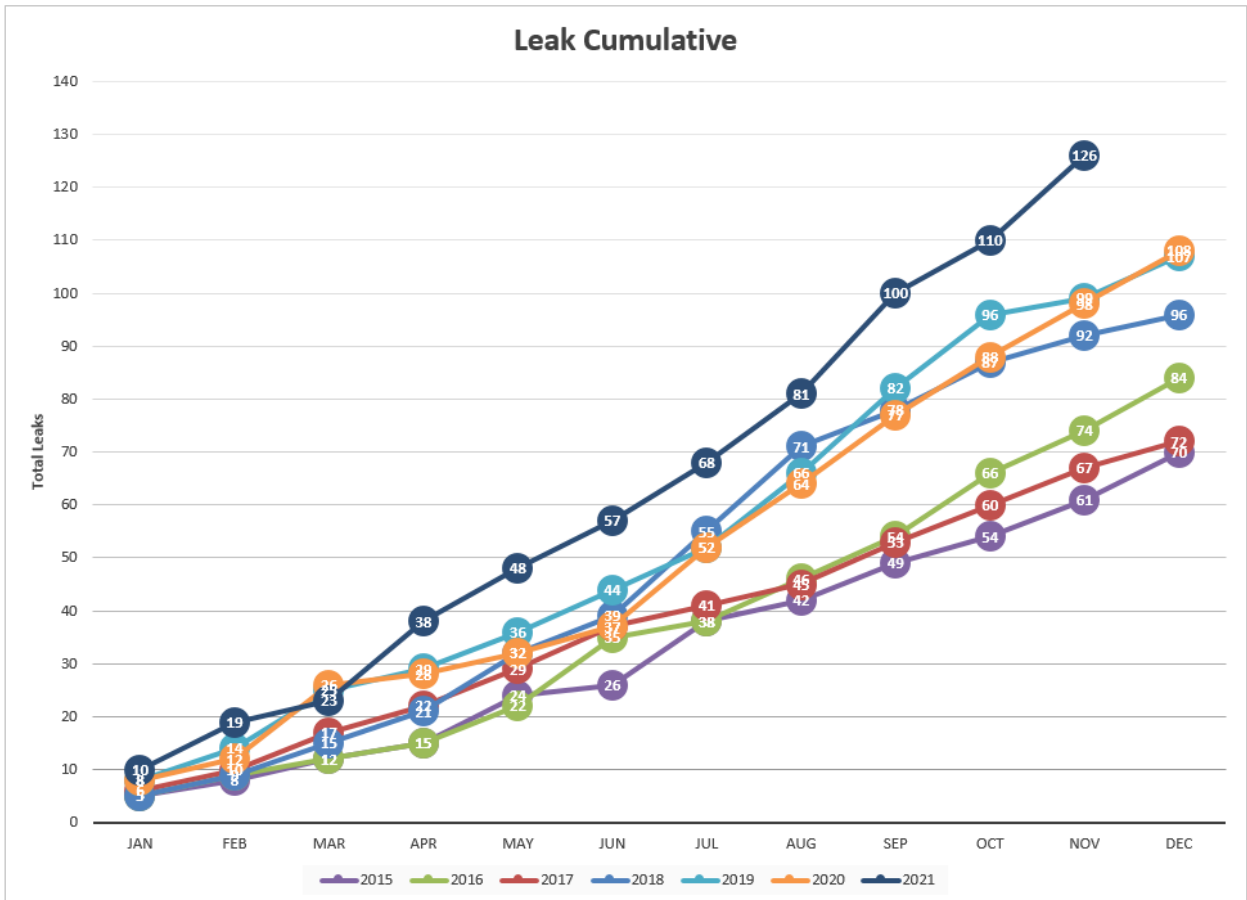


Figure 1: Annual Distribution System Leaks

Other Items of Interest:

- There are more leaks at this time than year-end totals for prior years.
- Three mainline leaks in November due to contractor operations.

CUSTOMER SERVICE ACTIVITIES

Billing Information for Month of October

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
5383	633	0	0

Water Efficiency Activities for October

Water Waste Complaints Received	Number of Customers Contacted for High Usage (potential leaks)	Number of Rebates Processed	Number of Meters Tested/Repaired (non-reads)
23	166	0	128

Other Activities

- None

ENGINEERING - NEW URBAN DEVELOPMENTS (SJWD Retail Service Area)

Project Title	Description	Status	Issues / Notes
Chula Acres	4-Lot Minor Subdivision (8149 Excelsior Ave)	In Construction	Water main installed. Construction in process.
GB Memory Care	Commercial Business (6400 Douglas Blvd)	In Design Review	Planning to begin construction in 2022.
Premier Soleil (formerly Granite Bay Townhomes)	52-Lot Subdivision (Douglas, east of Auburn Folsom)	Construction complete	In project close-out.
Greenside Parcel Split (5640 Macargo)	Minor parcel split of 2.0-Ac parcel into 3 lots	Approved for Construction	Design approved.
Placer County Retirement Residence (3905 Old Auburn)	Commercial Business (145-Unit Multi-story Assisted Living Facility; 3865 Old Auburn Rd)	In Construction	Construction started October 2021.
Pond View	Commercial Business (5620 5630 5640 Douglas Blvd)	Approved for Construction	Planning to begin construction in 2022.
The Park at Granite Bay	56 lot Subdivision (SCB south of Annabelle)	Approved for Construction	Mass grading done. Re-start in 2022.
The Residences at GB	4-Lot Minor Subdivision (NW Cor. Barton & E Rsvl Pkwy)	In Design Review	Project on hold.
Ventura of GB	33-Lot High Density Subdivision (6832 Eureka Rd)	In Construction	Initially will only have one source of supply connection, planning for a future 2 nd connection.
Whitehawk II	56-Lot Subdivision (Douglas, west of Barton)	Approved for Construction	Planning to begin construction in 2022.
Rancho Del Oro Estates	89-Lot Subdivision (Olive Ranch Rd, east of Cavitt Stallman)	In Construction	Construction started June 2020.
Canyon Terrace Apartments	Apartment Complex (7 new buildings; 1600 Canyon Terrace Lane)	In Design Review	Design submitted, under review now

ENGINEERING - CAPITAL PROJECTS

Status Update for Current Retail Projects

Project Title	Description	Status	Issues / Notes
Eureka Rd Transmission Main Replacement	Replace approximately 3,925 LF of aged steel transmission pipeline.	In Design	Construction in FY 21/22
SCADA Radio Replacements – North Phase	Replace outdated 900 MHz radios with 173 MHz equipment	In Construction	Radio router issues have now been resolved
Spahn Ranch Rd. Main Extension	Install new pipeline; provides looped distribution network	In Design	Construction in FY 24/25
Cavitt Stallman 12" (Mystery Cr to Oak Pines)	Install new pipeline on Cavitt Stallman between Mystery Creek Ln and Oak Pines Ln.	In Construction	Construction in FY 21/22
Woodminister Circle & Margo Drive Services Replacements	Replace 26 aged residential services and 2 commercial services	Complete	In project close-out
Kokila (SJWD/PCWA) 12-Inch Intertie Pipeline	Interconnection with PCWA	In Construction	Partial funding with RWA grant. Construction in FY 21/22
Kokila Reservoir Replacement	Replace existing hypalon lined and covered reservoir with a new concrete tank.	In Design	Applying for SRF funding. Construction in FY 22/23
Canyon Falls Village PRS Replacement	Rehabilitation of an existing Pressure Reducing Station (PRV) located near the intersection of Canyon Falls Drive and Santa Juanita Ave.	East PRS is now completed, doing design for West PRS	Construction in FY 22/23
UGB & LGB Low Flow Pumps and LGB/CP MOV	Installation of two new low flow pumps, one each at the Lower and Upper Granite Bay pump stations	Complete	In project close-out
Upper Granite Bay Pump Station Generator Replacement	Replacing generator at Upper Granite Bay Pump Station	In Construction	Construction in FY 21/22
Bacon Pump Station Generator Replacement	Replacing generators at Bacon Pump Station	In Design	Construction in FY 22/23

Status Update for Current Wholesale Projects

Project Title	Description	Status (% Complete)	Issues/ Notes
WTP Filters Improvements	R&R Filter Materials, nozzles, and resurface spalled filter floor and wall areas	Complete	In project close-out
Hinkle Liner & Cover Repl'mt	Replace both the hypalon cover and liner.	Project postponed	Applying for SRF funding. Project postponed due to drought.
Lime System Improvements	Improvements for the WTP's lime system control and feeder system	In Design	
Baldwin Chnl Lining and Solar Field Culvert Replacement Project	Lining the Baldwin Ditch on the main campus to minimize costs for maintenance within the ditch and the replacement of the Solar Field Culvert to provide emergency discharge capacity to Baldwin Reservoir	Design and Environmental Underway	

SAFETY & REGULATORY TRAINING – October and November 2021

Training Course	Staff
Hazardous Materials Business Plan Update	Operations Staff
Hearing Conservation Annual	Operations Staff
Respiratory Protection Annual	Operations Staff
Anti-Harassment Prevention Training SB 1343	All Staff

FINANCE/BUDGET

See attached



San Juan Water District, CA

Wholesale Operating Income Statement

Group Summary

For Fiscal: 2021-2022 Period Ending: 10/31/2021

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 010 - WHOLESALE					
Revenue					
41000 - Water Sales	10,043,600.00	9,802,000.00	1,761,523.50	4,601,024.28	5,200,975.72
43000 - Rebate	1,500.00	1,500.00	0.00	233.83	1,266.17
45000 - Other Operating Revenue	29,800.00	29,800.00	1.19	4.76	29,795.24
49000 - Other Non-Operating Revenue	109,800.00	109,800.00	0.00	1,296.19	108,503.81
Revenue Total:	10,184,700.00	9,943,100.00	1,761,524.69	4,602,559.06	5,340,540.94
Expense					
51000 - Salaries and Benefits	4,184,300.00	4,184,300.00	380,571.26	1,241,740.63	2,942,559.37
52000 - Debt Service Expense	756,800.00	756,800.00	0.00	73,097.10	683,702.90
53000 - Source of Supply	912,700.00	912,700.00	4,246.69	90,807.21	821,892.79
54000 - Professional Services	609,400.00	609,400.00	17,556.24	87,459.56	521,940.44
55000 - Maintenance	555,400.00	555,400.00	11,270.53	104,273.98	451,126.02
56000 - Utilities	179,700.00	179,700.00	3,080.34	24,045.26	155,654.74
57000 - Materials and Supplies	616,600.00	616,600.00	2,472.55	147,779.13	468,820.87
58000 - Public Outreach	52,400.00	52,400.00	1,750.00	1,750.00	50,650.00
59000 - Other Operating Expenses	478,900.00	478,900.00	62,441.37	250,899.20	228,000.80
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	0.00	1,500.00
69900 - Transfers Out	968,000.00	726,400.00	0.00	0.00	726,400.00
Expense Total:	9,315,700.00	9,074,100.00	483,388.98	2,021,852.07	7,052,247.93
Fund: 010 - WHOLESALE Surplus (Deficit):	869,000.00	869,000.00	1,278,135.71	2,580,706.99	-1,711,706.99
Total Surplus (Deficit):	869,000.00	869,000.00	1,278,135.71	2,580,706.99	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESALE	869,000.00	869,000.00	1,278,135.71	2,580,706.99	-1,711,706.99
Total Surplus (Deficit):	869,000.00	869,000.00	1,278,135.71	2,580,706.99	



San Juan Water District, CA

Wholesale Capital Income Statement

Group Summary

For Fiscal: 2021-2022 Period Ending: 10/31/2021

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 011 - Wholesale Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,248,000.00	1,248,000.00	12,886.73	13,201.33	1,234,798.67
44000 - Connection Fees	75,000.00	75,000.00	15,596.00	178,350.00	-103,350.00
49000 - Other Non-Operating Revenue	150,000.00	150,000.00	0.00	15,790.80	134,209.20
49990 - Transfer In	968,000.00	726,400.00	0.00	0.00	726,400.00
Revenue Total:	2,441,000.00	2,199,400.00	28,482.73	207,342.13	1,992,057.87
Expense					
55000 - Maintenance	343,200.00	343,200.00	0.00	31,815.50	311,384.50
61000 - Capital Outlay	1,546,800.00	1,546,800.00	8,440.00	93,050.92	1,453,749.08
Expense Total:	1,890,000.00	1,890,000.00	8,440.00	124,866.42	1,765,133.58
Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):	551,000.00	309,400.00	20,042.73	82,475.71	226,924.29
Total Surplus (Deficit):	551,000.00	309,400.00	20,042.73	82,475.71	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
011 - Wholesale Capital Outlay	551,000.00	309,400.00	20,042.73	82,475.71	226,924.29
Total Surplus (Deficit):	551,000.00	309,400.00	20,042.73	82,475.71	



San Juan Water District, CA

Retail Operating Income Statement

Group Summary

For Fiscal: 2021-2022 Period Ending: 10/31/2021

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 050 - RETAIL					
Revenue					
41000 - Water Sales	13,816,000.00	13,816,000.00	1,280,960.94	2,775,860.49	11,040,139.51
45000 - Other Operating Revenue	466,500.00	466,500.00	29,524.22	78,711.06	387,788.94
49000 - Other Non-Operating Revenue	154,200.00	154,200.00	21,488.00	43,501.89	110,698.11
Revenue Total:	14,436,700.00	14,436,700.00	1,331,973.16	2,898,073.44	11,538,626.56
Expense					
41000 - Water Sales	0.00	0.00	0.00	778.72	-778.72
51000 - Salaries and Benefits	5,406,500.00	5,406,500.00	559,960.49	1,713,965.67	3,692,534.33
52000 - Debt Service Expense	480,300.00	480,300.00	0.00	40,673.06	439,626.94
53000 - Source of Supply	3,314,300.00	3,314,300.00	566,188.84	1,566,308.72	1,747,991.28
54000 - Professional Services	1,499,800.00	1,499,800.00	19,821.42	253,460.88	1,246,339.12
55000 - Maintenance	349,300.00	349,300.00	14,182.29	74,294.78	275,005.22
56000 - Utilities	416,100.00	416,100.00	24,132.26	122,474.75	293,625.25
57000 - Materials and Supplies	782,900.00	782,900.00	29,299.75	139,000.09	643,899.91
58000 - Public Outreach	113,000.00	113,000.00	7,395.50	19,562.35	93,437.65
59000 - Other Operating Expenses	669,700.00	669,700.00	81,403.11	245,091.96	424,608.04
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	0.00	1,500.00
69900 - Transfers Out	757,200.00	757,200.00	0.00	0.00	757,200.00
Expense Total:	13,790,600.00	13,790,600.00	1,302,383.66	4,175,610.98	9,614,989.02
Fund: 050 - RETAIL Surplus (Deficit):	646,100.00	646,100.00	29,589.50	-1,277,537.54	1,923,637.54
Total Surplus (Deficit):	646,100.00	646,100.00	29,589.50	-1,277,537.54	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	646,100.00	646,100.00	29,589.50	-1,277,537.54	1,923,637.54
Total Surplus (Deficit):	646,100.00	646,100.00	29,589.50	-1,277,537.54	



San Juan Water District, CA

Retail Capital Income Statement

Group Summary

For Fiscal: 2021-2022 Period Ending: 10/31/2021

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 055 - Retail Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,248,000.00	1,248,000.00	12,886.74	13,201.34	1,234,798.66
44000 - Connection Fees	50,000.00	50,000.00	30,734.00	1,223,552.45	-1,173,552.45
49000 - Other Non-Operating Revenue	83,200.00	83,200.00	0.00	11,052.38	72,147.62
49990 - Transfer In	757,200.00	757,200.00	0.00	0.00	757,200.00
Revenue Total:	2,138,400.00	2,138,400.00	43,620.74	1,247,806.17	890,593.83
Expense					
54000 - Professional Services	210,000.00	210,000.00	0.00	0.00	210,000.00
61000 - Capital Outlay	8,374,300.00	8,374,300.00	303,878.23	902,241.08	7,472,058.92
Expense Total:	8,584,300.00	8,584,300.00	303,878.23	902,241.08	7,682,058.92
Fund: 055 - Retail Capital Outlay Surplus (Deficit):	-6,445,900.00	-6,445,900.00	-260,257.49	345,565.09	-6,791,465.09
Total Surplus (Deficit):	-6,445,900.00	-6,445,900.00	-260,257.49	345,565.09	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
055 - Retail Capital Outlay	-6,445,900.00	-6,445,900.00	-260,257.49	345,565.09	-6,791,465.09
Total Surplus (Deficit):	-6,445,900.00	-6,445,900.00	-260,257.49	345,565.09	

Summary

Project Summary

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
185135	U&L GB Pump Stn Low Flow Pumps wi	1,259.25	40,441.77	-39,182.52
185180	Cavitt Stallman Main - Mystery Crk & (0.00	305.00	-305.00
191235	Solar Site Access Culvert Replacement	0.00	725.54	-725.54
191255	WTP Filter Basins Rehab Project	0.00	26,553.41	-26,553.41
191275	Clarifier Wall Lining & Leakage Repairs	0.00	575.50	-575.50
191280	Hinkle Reservoir Cover	0.00	17,801.75	-17,801.75
195225	Kokila SJWD/PCWA Intertie	10,223.60	307,356.53	-297,132.93
195240	Woodminister 18 Service Replacemen	7,174.40	143,488.00	-136,313.60
195255	Bacon Pump Station Security Improve	5,066.13	0.00	5,066.13
195265	Douglas Booster Pump Station Electric	0.00	357.58	-357.58
201111	Hinkle Reservoir Overflow Channel Lin	0.00	725.55	-725.55
201144	Hinkle Reservoir Temporary Tanks anc	0.00	37,131.68	-37,131.68
205111	Margo Ln Services Replacements (8 Sh	7,274.30	146,366.00	-139,091.70
205114	AFR 6 inch Main Extension Replaceme	0.00	305.00	-305.00
215105	Eureka Road 18" T-main Design	0.00	69,258.97	-69,258.97
215114	Bacon Pump Station Generator Repla	0.00	22,509.89	-22,509.89
215117	Upper Granite Bay Pump Station Gene	0.00	4,134.35	-4,134.35
215120	Kokila Reservoir (Replace Hypalon wlt	0.00	66,284.16	-66,284.16
225133	Field Services 3-Sided Parts Shelter	0.00	6,417.50	-6,417.50
225162	Sierra #1 and #4 VFD Replacement	0.00	25,739.89	-25,739.89
Project Totals:		30,997.68	916,478.07	-885,480.39

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	30,997.68	915,902.57	-884,904.89
CIP - Expense	0.00	575.50	-575.50
Group Totals:	30,997.68	916,478.07	-885,480.39

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	30,997.68	838,664.48	-807,666.80
Field Services	0.00	32,157.39	-32,157.39
Water Treatment Plant	0.00	45,656.20	-45,656.20
Type Totals:	30,997.68	916,478.07	-885,480.39

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
		0.00	202.79	202.79
011-700-57120	Maintenance - Facility	0.00	575.50	575.50
011-700-61120	Capital Outlay - Improvements...	0.00	725.54	725.54
011-700-61145	Capital Outlay - WTP & Improv...	0.00	26,553.41	26,553.41
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	55,658.98	55,658.98
050-20030	Retentions Payable	-7,274.30	0.00	-7,274.30
050-300-50010	Salaries and Wages	0.00	1,359.24	1,359.24
055-20030	Retentions Payable	-23,723.38	0.00	-23,723.38
055-700-61135	Capital Outlay - Pump Stations...	0.00	93,183.48	93,183.48
055-700-61140	Capital Outlay - Buildings & Im...	0.00	6,417.50	6,417.50
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	665,517.47	665,517.47
055-700-61155	Capital Outlay - Reservoirs & I...	0.00	66,284.16	66,284.16
GL Account Totals:		-30,997.68	916,478.07	885,480.39



San Juan Water District, CA

Balance Sheet

Account Summary

As Of 10/31/2021

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
Asset					
Type: 1000 - Assets					
10010 - Cash and Investments	3,116,150.59	16,605,366.12	1,990,616.59	12,518,457.70	34,230,591.00
10510 - Accounts Receivable	1,858,783.02	0.01	626,992.05	-0.01	2,485,775.07
11000 - Inventory	4,720.31	0.00	163,755.32	0.00	168,475.63
12000 - Prepaid Expense	107,375.06	0.00	38,023.98	0.00	145,399.04
14010 - Deferred Outflows	2,397,243.03	0.00	2,408,775.55	0.00	4,806,018.58
17010 - Capital Assets - Work in Progress	8,687,115.48	0.00	871,592.42	0.00	9,558,707.90
17150 - Capital Assets - Land Non-depreciable	98,212.00	0.00	166,272.00	0.00	264,484.00
17160 - Capital Assets - Improvements Other Than Buildings	824,743.09	0.00	94,608.30	0.00	919,351.39
17200 - Capital Assets - Pump Stations & Improvements	7,047,178.00	0.00	6,345,246.76	0.00	13,392,424.76
17300 - Capital Assets - Buildings & Improvements	1,279,892.05	0.00	275,982.16	0.00	1,555,874.21
17350 - Capital Assets - Water Treatment Plant & Imp	35,721,515.04	0.00	16,000.00	0.00	35,737,515.04
17400 - Capital Assets - Mains/Pipelines & Improvements	28,195,288.95	0.00	46,485,787.92	0.00	74,681,076.87
17500 - Capital Assets - Reservoirs & Improvements	2,923,447.50	0.00	2,492,421.90	0.00	5,415,869.40
17700 - Capital Assets - Equipment & Furniture	13,701,788.65	0.00	1,120,712.36	0.00	14,822,501.01
17750 - Capital Assets - Vehicles	312,488.26	0.00	680,799.24	0.00	993,287.50
17800 - Capital Assets - Software	252,082.02	0.00	588,798.30	0.00	840,880.32
17850 - Capital Assets - Intangible	666,196.00	0.00	0.00	0.00	666,196.00
17900 - Less Accumulated Depreciation	-41,462,480.52	0.00	-30,651,966.16	0.00	-72,114,446.68
Total Type 1000 - Assets:	65,731,738.53	16,605,366.13	33,714,418.69	12,518,457.69	128,569,981.04
Total Asset:	65,731,738.53	16,605,366.13	33,714,418.69	12,518,457.69	128,569,981.04
Liability					
Type: 1000 - Assets					
10510 - Accounts Receivable	0.00	0.00	104,851.86	0.00	104,851.86
Total Type 1000 - Assets:	0.00	0.00	104,851.86	0.00	104,851.86
Type: 2000 - Liabilities					
20010 - Accounts Payable	25,682.12	7,580.00	140,969.31	359,899.93	534,131.36
20100 - Retentions Payable	0.00	233,880.34	7,274.30	33,996.55	275,151.19
20150 - Customer Deposits	882.90	0.00	0.00	0.00	882.90
21200 - Salaries & Benefits Payable	36,556.30	0.00	65,669.56	0.00	102,225.86
21250 - Payroll Taxes Payable	4,215.14	0.00	9,871.16	0.00	14,086.30
21300 - Compensated Absences	431,555.36	0.00	550,922.63	0.00	982,477.99
21500 - Premium on Issuance of Bonds Series 2017	1,556,168.70	0.00	868,025.18	0.00	2,424,193.88
21600 - OPEB Liability	1,304,245.49	0.00	1,681,681.61	0.00	2,985,927.10

Balance Sheet

As Of 10/31/2021

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
21700 - Pension Liability	1,428,545.00	0.00	1,893,652.00	0.00	3,322,197.00
22010 - Deferred Income	0.00	0.00	284,883.74	0.00	284,883.74
22050 - Deferred Inflows	851,929.18	0.00	1,135,692.82	0.00	1,987,622.00
24000 - Current Bonds Payables	762,895.50	0.00	422,104.50	0.00	1,185,000.00
24200 - 2012 Bonds Payable	5,217,205.00	0.00	2,832,795.00	0.00	8,050,000.00
24250 - Bonds Payable 2017 Refunding	14,588,800.00	0.00	8,206,200.00	0.00	22,795,000.00
Total Type 2000 - Liabilities:	26,208,680.69	241,460.34	18,099,741.81	393,896.48	44,943,779.32
Total Liability:	26,208,680.69	241,460.34	18,204,593.67	393,896.48	45,048,631.18
Equity					
Type: 3000 - Equity					
30100 - Investment in Capital Assets	37,134,927.67	0.00	16,724,765.17	0.00	53,859,692.84
30500 - Designated Reserves	-192,576.82	16,281,430.08	62,597.39	11,778,996.12	27,930,446.77
Total Type 3000 - Equity:	36,942,350.85	16,281,430.08	16,787,362.56	11,778,996.12	81,790,139.61
Total Total Beginning Equity:	36,942,350.85	16,281,430.08	16,787,362.56	11,778,996.12	81,790,139.61
Total Revenue	4,602,559.06	207,342.13	2,898,073.44	1,247,806.17	8,955,780.80
Total Expense	2,021,852.07	124,866.42	4,175,610.98	902,241.08	7,224,570.55
Revenues Over/Under Expenses	2,580,706.99	82,475.71	-1,277,537.54	345,565.09	1,731,210.25
Total Equity and Current Surplus (Deficit):	39,523,057.84	16,363,905.79	15,509,825.02	12,124,561.21	83,521,349.86
Total Liabilities, Equity and Current Surplus (Deficit):	65,731,738.53	16,605,366.13	33,714,418.69	12,518,457.69	128,569,981.04



San Juan Water District, CA

Check Report

By Vendor Name

Date Range: 10/01/2021 - 10/31/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
	Void	10/05/2021	Regular	0.00	0.00	57229
	Void	10/13/2021	Regular	0.00	0.00	57302
	Void	10/13/2021	Regular	0.00	0.00	57303
	Void	10/13/2021	Regular	0.00	0.00	57304
	Void	10/13/2021	Regular	0.00	0.00	57305
	Void	10/18/2021	Regular	0.00	0.00	57318
	Void	10/18/2021	Regular	0.00	0.00	57319
	Void	10/18/2021	Regular	0.00	0.00	57320
	Void	10/18/2021	Regular	0.00	0.00	57321
	Void	10/18/2021	Regular	0.00	0.00	57322
	Void	10/18/2021	Regular	0.00	0.00	57323
	Void	10/18/2021	Regular	0.00	0.00	57324
	Void	10/18/2021	Regular	0.00	0.00	57325
	Void	10/18/2021	Regular	0.00	0.00	57326
	Void	10/18/2021	Regular	0.00	0.00	57327
	Void	10/18/2021	Regular	0.00	0.00	57328
	Void	10/18/2021	Regular	0.00	0.00	57329
	Void	10/18/2021	Regular	0.00	0.00	57330
	Void	10/18/2021	Regular	0.00	0.00	57331
	Void	10/18/2021	Regular	0.00	0.00	57337
	Void	10/26/2021	Regular	0.00	0.00	57346
	Void	10/26/2021	Regular	0.00	0.00	57347
	Void	10/26/2021	Regular	0.00	0.00	57348
	Void	10/26/2021	Regular	0.00	0.00	57349
	Void	10/26/2021	Regular	0.00	0.00	57350
	Void	10/26/2021	Regular	0.00	0.00	57351
	Void	10/26/2021	Regular	0.00	0.00	57352
	Void	10/26/2021	Regular	0.00	0.00	57353
	Void	10/26/2021	Regular	0.00	0.00	57354
	Void	10/26/2021	Regular	0.00	0.00	57355
	Void	10/26/2021	Regular	0.00	0.00	57356
	Void	10/26/2021	Regular	0.00	0.00	57357
	Void	10/26/2021	Regular	0.00	0.00	57358
	Void	10/26/2021	Regular	0.00	0.00	57359
	Void	10/26/2021	Regular	0.00	0.00	57360
	Void	10/26/2021	Regular	0.00	0.00	57361
	Void	10/26/2021	Regular	0.00	0.00	57362
	Void	10/26/2021	EFT	0.00	0.00	407645
03406	Alpha Analytical Laboratories Inc.	10/05/2021	Regular	0.00	1,773.00	57215
03406	Alpha Analytical Laboratories Inc.	10/13/2021	Regular	0.00	1,126.00	57270
03406	Alpha Analytical Laboratories Inc.	10/18/2021	Regular	0.00	845.00	57332
03406	Alpha Analytical Laboratories Inc.	10/26/2021	Regular	0.00	423.00	57370
01073	Amarjeet Singh Garcha	10/13/2021	Regular	0.00	1,500.00	57271
01039	American Family Life Assurance Company of Colu	10/25/2021	Bank Draft	0.00	542.96	Q3869 10-25-21
01039	American Family Life Assurance Company of Colu	10/25/2021	Bank Draft	0.00	542.96	Q3869 10-25-21
01026	American River Ace Hardware, Inc.	10/05/2021	Regular	0.00	12.78	57216
01026	American River Ace Hardware, Inc.	10/13/2021	Regular	0.00	183.03	57272
01026	American River Ace Hardware, Inc.	10/26/2021	Regular	0.00	38.75	57371
03361	Applied Landscape Materials Inc dba NorCal Whol	10/05/2021	Regular	0.00	6,622.69	57217
03838	Aria Service Group	10/26/2021	Regular	0.00	1,382.00	57372
01328	Association of California Water Agencies / Joint P	10/26/2021	EFT	0.00	7,698.04	407644
01898	Association of California Water Agencies / JPIA	10/18/2021	EFT	0.00	110,654.00	407629
01027	Association of California Water Agencies	10/13/2021	Regular	0.00	23,705.00	57273
01138	AT&T Mobility II LLC	10/05/2021	Regular	0.00	63.24	57218

Check Report

Date Range: 10/01/2021 - 10/31/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01167	Badger Meter, Inc.	10/05/2021	EFT	0.00	2,086.02	407609
03758	Barry W. Leeder, Inc.	10/05/2021	EFT	0.00	165.96	407610
03758	Barry W. Leeder, Inc.	10/26/2021	EFT	0.00	130.00	407646
01182	Bartkiewicz, Kronick & Shanahan	10/13/2021	Regular	0.00	640.00	57274
01232	Brower Mechanical, Inc.	10/18/2021	EFT	0.00	1,499.00	407630
03649	Caggiano General Engineering, Inc.	10/05/2021	Regular	0.00	111,611.70	57219
03837	Caliber Holdings Corporation	10/05/2021	Regular	0.00	6,637.46	57220
03080	California State Disbursement Unit	10/01/2021	Bank Draft	0.00	1,358.76	PAY0000000003
03080	California State Disbursement Unit	10/15/2021	Bank Draft	0.00	1,358.76	PAY0000000003
03078	CalPERS Health	10/05/2021	Bank Draft	0.00	37,264.23	1001953117
03078	CalPERS Health	10/05/2021	Bank Draft	0.00	49,543.44	1001953117
03078	CalPERS Health	10/05/2021	Bank Draft	0.00	49,543.44	1001953117
03130	CalPERS Retirement	10/01/2021	Bank Draft	0.00	37,480.76	1001954414
03130	CalPERS Retirement	10/15/2021	Bank Draft	0.00	414.44	1001964979
03130	CalPERS Retirement	10/15/2021	Bank Draft	0.00	38,063.69	1001964979
03130	CalPERS Retirement	10/29/2021	Bank Draft	0.00	1,710.29	1001974245
03130	CalPERS Retirement	10/29/2021	Bank Draft	0.00	36,440.02	1001974245
03226	Capitol Sand and Gravel Co.	10/13/2021	Regular	0.00	3,130.81	57275
01330	CDW Government LLC	10/05/2021	EFT	0.00	2,294.00	407611
01330	CDW Government LLC	10/26/2021	EFT	0.00	987.24	407647
03221	Chemtrade Chemicals Corporation	10/18/2021	EFT	0.00	5,610.24	407631
01366	Citistreet/CalPERS 457	10/01/2021	Bank Draft	0.00	5,275.53	1001954417
01366	Citistreet/CalPERS 457	10/15/2021	Bank Draft	0.00	5,302.49	1001964982
01366	Citistreet/CalPERS 457	10/29/2021	Bank Draft	0.00	4,792.76	1001974248
01372	City of Folsom	10/13/2021	Regular	0.00	31.55	57276
01378	Clark Pest Control of Stockton	10/13/2021	Regular	0.00	187.00	57277
01378	Clark Pest Control of Stockton	10/18/2021	Regular	0.00	153.00	57333
03172	Cosens, Eric	10/26/2021	Regular	0.00	75.00	57373
03063	D&T Fiberglass, Inc.	10/26/2021	EFT	0.00	16,240.00	407648
01521	DataProse, LLC	10/13/2021	EFT	0.00	3,622.97	407617
01494	Dewey Services Inc.	10/26/2021	Regular	0.00	110.00	57374
01509	Domenichelli & Associates, Inc.	10/18/2021	EFT	0.00	14,174.13	407632
03163	Economic Development Department	10/12/2021	Bank Draft	0.00	433.01	0-058-309-536
03163	Economic Development Department	10/15/2021	Bank Draft	0.00	8,843.84	0-925-050-784
03163	Economic Development Department	10/01/2021	Bank Draft	0.00	8,748.53	1-165-413-280
03163	Economic Development Department	10/12/2021	Bank Draft	0.00	43.97	1-328-102-304
03163	Economic Development Department	10/12/2021	Bank Draft	0.00	1,971.70	1-328-102-304
03775	ECORP Consulting, Inc.	10/18/2021	Regular	0.00	1,451.09	57334
03147	EDGES ELECTRICAL GROUP LLC	10/13/2021	Regular	0.00	2,378.22	57278
03776	EETS Inc.	10/13/2021	EFT	0.00	13,305.00	407618
03749	Eide Bailly LLP	10/18/2021	EFT	0.00	4,335.00	407633
01554	Electrical Equipment Co	10/13/2021	Regular	0.00	4,783.64	57279
01566	Empire Safety & Supply	10/05/2021	Regular	0.00	320.85	57221
01575	Engineering Supply Company, Inc	10/05/2021	Regular	0.00	1,500.00	57222
01611	Ferguson Enterprises, Inc	10/05/2021	EFT	0.00	1,905.45	407612
01623	Fisher Scientific Company LLC	10/13/2021	Regular	0.00	990.12	57280
01623	Fisher Scientific Company LLC	10/18/2021	Regular	0.00	206.13	57335
03702	Flowline Contractors, Inc.	10/05/2021	EFT	0.00	13,847.00	407613
03702	Flowline Contractors, Inc.	10/13/2021	EFT	0.00	227,884.40	407619
03702	Flowline Contractors, Inc.	10/26/2021	EFT	0.00	52,682.00	407649
01634	Folsom Lake Ford, Inc.	10/13/2021	Regular	0.00	1,733.88	57281
01659	Gary Webb Trucking	10/13/2021	Regular	0.00	1,742.90	57282
03091	Granite Bay Ace Hardware	10/05/2021	Regular	0.00	862.28	57223
03091	Granite Bay Ace Hardware	10/13/2021	Regular	0.00	246.07	57283
03091	Granite Bay Ace Hardware	10/26/2021	Regular	0.00	33.54	57375
01721	Hach Company	10/13/2021	EFT	0.00	206.94	407620
01732	Harrington Industrial Plastics LLC	10/13/2021	Regular	0.00	437.46	57284
03235	HD Supply Construction Supply LTD	10/05/2021	Regular	0.00	1,136.43	57224
03810	Hildebrand Consulting, LLC	10/05/2021	Regular	0.00	15,960.00	57225
03810	Hildebrand Consulting, LLC	10/13/2021	Regular	0.00	1,260.00	57285
01768	Hopkins Technical Products, Inc.	10/13/2021	Regular	0.00	899.35	57286

Check Report

Date Range: 10/01/2021 - 10/31/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01416	ICONIX Waterworks (US) Inc.	10/13/2021	EFT	0.00	334.03	407621
03383	Inferrera Construction Management Group, Inc.	10/13/2021	Regular	0.00	1,485.00	57287
01796	Insomniac Productions Inc.	10/13/2021	Regular	0.00	160.88	57288
03164	Internal Revenue Service	10/01/2021	Bank Draft	0.00	49,706.78	2701674310608
03164	Internal Revenue Service	10/12/2021	Bank Draft	0.00	9,022.34	2701685723587
03164	Internal Revenue Service	10/12/2021	Bank Draft	0.00	691.99	2701685723587
03164	Internal Revenue Service	10/12/2021	Bank Draft	0.00	1,642.08	2701685951442
03164	Internal Revenue Service	10/15/2021	Bank Draft	0.00	49,111.49	2701688025891
03164	Internal Revenue Service	10/29/2021	Bank Draft	0.00	1,511.19	2701702713345
03164	Internal Revenue Service	10/29/2021	Bank Draft	0.00	2,490.97	2701702713345
03164	Internal Revenue Service	10/29/2021	Bank Draft	0.00	17,931.14	2701702713345
01890	Johnson Petroleum Construction, Inc.	10/26/2021	Regular	0.00	918.21	57376
03814	Kreisberg Law Firm	10/13/2021	Regular	0.00	390.00	57289
03679	L and D Landfill Limited Partnership	10/13/2021	Regular	0.00	4,338.88	57290
03628	Lees Automotive Repair Inc.	10/13/2021	EFT	0.00	1,655.84	407622
03628	Lees Automotive Repair Inc.	10/18/2021	EFT	0.00	149.76	407634
03628	Lees Automotive Repair Inc.	10/26/2021	EFT	0.00	1,265.71	407650
01982	Machado, George	10/26/2021	Regular	0.00	350.00	57377
02024	MCI WORLDCOM	10/26/2021	Regular	0.00	55.47	57378
02027	Mcmaster-Carr Supply Company	10/13/2021	EFT	0.00	172.63	407623
02027	Mcmaster-Carr Supply Company	10/18/2021	EFT	0.00	81.63	407635
01472	Mel Dawson, Inc.	10/13/2021	EFT	0.00	5,617.81	407624
03458	MSDSonline, Inc.	10/18/2021	EFT	0.00	3,599.00	407636
02093	NDS Solutions, Inc	10/13/2021	Regular	0.00	331.53	57291
02463	New AnswerNet Inc.	10/13/2021	EFT	0.00	260.18	407625
03826	Nocentini, Brett D	10/05/2021	Regular	0.00	100.00	57226
03826	Nocentini, Brett D	10/13/2021	Regular	0.00	30.57	57292
02320	Nush, Robert	10/26/2021	Regular	0.00	250.00	57379
02129	Occu-Med Ltd.	10/26/2021	Regular	0.00	2,000.00	57380
02131	Office Depot, Inc.	10/05/2021	Regular	0.00	697.98	57227
02131	Office Depot, Inc.	10/13/2021	Regular	0.00	498.56	57293
02150	Pace Supply Corp	10/05/2021	Regular	0.00	566.85	57228
02158	Pacific Storage Company	10/18/2021	EFT	0.00	62.90	407637
03178	Paul, Scott	10/26/2021	Regular	0.00	215.49	57387
03801	PeopleReady, Inc	10/05/2021	Regular	0.00	2,065.01	57230
03801	PeopleReady, Inc	10/26/2021	Regular	0.00	2,852.50	57381
02146	PG&E	10/18/2021	Regular	0.00	5,973.30	57336
02219	Placer County Tax Collector	10/13/2021	Regular	0.00	71.80	57294
02225	Polydyne, Inc	10/13/2021	EFT	0.00	4,276.06	407626
02275	Ramos Oil Recyclers Inc	10/05/2021	EFT	0.00	522.08	407614
02283	Recology Auburn Placer	10/18/2021	Regular	0.00	714.91	57338
02286	Regional Water Authority	10/18/2021	EFT	0.00	5,000.00	407638
02223	Rexel Inc (Platt - Rancho Cordova)	10/13/2021	Regular	0.00	241.04	57295
02223	Rexel Inc (Platt - Rancho Cordova)	10/26/2021	Regular	0.00	2,304.76	57382
02293	RFI Enterprises, Inc	10/13/2021	Regular	0.00	718.00	57296
02293	RFI Enterprises, Inc	10/18/2021	Regular	0.00	51.34	57339
02302	Riebes Auto Parts, LLC	10/05/2021	Regular	0.00	26.93	57231
02302	Riebes Auto Parts, LLC	10/13/2021	Regular	0.00	67.83	57297
02302	Riebes Auto Parts, LLC	10/26/2021	Regular	0.00	202.19	57383
03670	River City Painting, Inc.	10/26/2021	Regular	0.00	8,440.00	57384
02328	Rocklin Windustrial Co	10/18/2021	Regular	0.00	1,707.59	57340
02328	Rocklin Windustrial Co	10/18/2021	Regular	0.00	131.94	57341
02328	Rocklin Windustrial Co	10/26/2021	Regular	0.00	302.01	57385
03385	S J Electro Systems Inc	10/05/2021	EFT	0.00	1,055.00	407615
02369	Sacramento County	10/18/2021	Regular	0.00	13.48	57342
02357	Sacramento Municipal Utility District (SMUD)	10/18/2021	Regular	0.00	28,463.88	57343
03267	Silva, Donna	10/13/2021	Regular	0.00	250.00	57298
03830	Stoel Rives LLP	10/26/2021	Regular	0.00	30,703.14	57388
01641	Sun Life Assurance Company of Canada	10/20/2021	Bank Draft	0.00	10,844.99	641732
01411	SureWest Telephone	10/13/2021	Regular	0.00	3,580.06	57299
02581	The Ferguson Group, LLC	10/13/2021	EFT	0.00	6,000.00	407627

Check Report

Date Range: 10/01/2021 - 10/31/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03799	Thrikettle Corporation	10/13/2021	Regular	0.00	1,544.40	57300
02638	Tyler Technologies, Inc.	10/18/2021	Regular	0.00	8,181.25	57344
02667	US Bank Corporate Payments Sys (CalCard)	10/13/2021	Regular	0.00	20,964.05	57301
03077	VALIC	10/16/2021	Bank Draft	0.00	4,641.34	0004299933
02678	Valin Corporation	10/18/2021	EFT	0.00	226.51	407639
02690	Verizon Wireless	10/18/2021	Regular	0.00	2,026.67	57345
02700	Viking Shred LLC	10/05/2021	Regular	0.00	60.00	57232
01687	W. W. Grainger, Inc.	10/26/2021	Regular	0.00	19.49	57386
03387	WageWorks, Inc	10/05/2021	EFT	0.00	268.30	407616
03387	WageWorks, Inc	10/18/2021	EFT	0.00	268.30	407640
01068	Walker, Glenn C.	10/13/2021	Regular	0.00	1,299.79	57306
01486	WAPA - Department of Energy	10/18/2021	EFT	0.00	8,839.82	407641
03791	Water Systems Consulting, Inc.	10/13/2021	EFT	0.00	10,620.00	407628
03791	Water Systems Consulting, Inc.	10/18/2021	EFT	0.00	10,852.50	407642
03711	Western Electrical Services, Inc.	10/26/2021	Regular	0.00	10,112.99	57389
03711	Western Electrical Services, Inc.	10/18/2021	EFT	0.00	10,112.99	407643
03711	Western Electrical Services, Inc.	10/26/2021	EFT	0.00	-10,112.99	407643

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	131	83	0.00	341,672.74
Manual Checks	0	0	0.00	0.00
Voided Checks	0	37	0.00	0.00
Bank Drafts	30	30	0.00	437,269.89
EFT's	66	43	0.00	540,455.45
	227	193	0.00	1,319,398.08

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	131	83	0.00	341,672.74
Manual Checks	0	0	0.00	0.00
Voided Checks	0	37	0.00	0.00
Bank Drafts	30	30	0.00	437,269.89
EFT's	66	43	0.00	540,455.45
	227	193	0.00	1,319,398.08

Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	10/2021	1,319,398.08
			1,319,398.08



San Juan Water District, CA

Vendor History Report

By Vendor Name

Posting Date Range 07/01/2021 - 10/31/2021

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												
02162 - Tobin, Pamela												
Exp Reimb 08-2021	Mileage Reimbursement-Lunch Mtng Ryan Jc7/31/2021			407538	8/24/2021	41.18	0.00	0.00	0.00	41.18	41.18	
Mileage Reimbursement-	0.00	0.00	41.18	010-010-52110	Training - Meetings, Education & Trai	20.59						
				050-010-52110	Training - Meetings, Education & Trai	20.59						
Exp Reimb 10-2021	Mileage & Exp Reimb-Various Mtngs & Water10/31/2021			407688	11/15/2021	108.24	0.00	0.00	0.00	108.24	108.24	
Mileage & Exp Reimb-Var	0.00	0.00	108.24	010-010-52110	Training - Meetings, Education & Trai	54.12						
				050-010-52110	Training - Meetings, Education & Trai	54.12						
Vendors: (1)						Total 01 - Vendor Set 01:	149.42	0.00	0.00	0.00	149.42	149.42
Vendors: (1)						Report Total:	149.42	0.00	0.00	0.00	149.42	149.42

2021/22 Actual Deliveries and Revenue - By Wholesale Customer Agency

July - October 2021							
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance		Revenue Variance
San Juan Retail	6,518.78	\$ 1,283,854	6,388.04	\$ 1,273,245	(130.74)	-2.0%	\$ (10,608) -0.8%
Citrus Heights Water District	4,728.07	\$ 1,104,732	3,365.02	\$ 994,134	(1,363.05)	-28.8%	\$ (110,598) -10.0%
Fair Oaks Water District	3,431.25	\$ 779,081	2,954.03	\$ 740,360	(477.22)	-13.9%	\$ (38,722) -5.0%
Orange Vale Water Co.	1,975.90	\$ 409,656	1,830.43	\$ 397,853	(145.47)	-7.4%	\$ (11,803) -2.9%
City of Folsom	577.39	\$ 121,161	528.49	\$ 117,193	(48.90)	-8.5%	\$ (3,968) -3.3%
Granite Bay Golf Course	198.46	\$ 7,016	225.89	\$ 7,985	27.43	13.8%	\$ 970 13.8%
Sac Suburban Water District	-	\$ -	65.34	\$ 16,999	65.34		\$ 16,999
TOTAL	17,429.84	\$ 3,705,499	15,357.24	\$ 3,547,769	(2,072.60)	-11.9%	\$ (157,730) -4.3%

Budgeted Deliveries	17,429.84
Actual Deliveries	15,357.24
Difference	(2,072.60)
	-11.9%

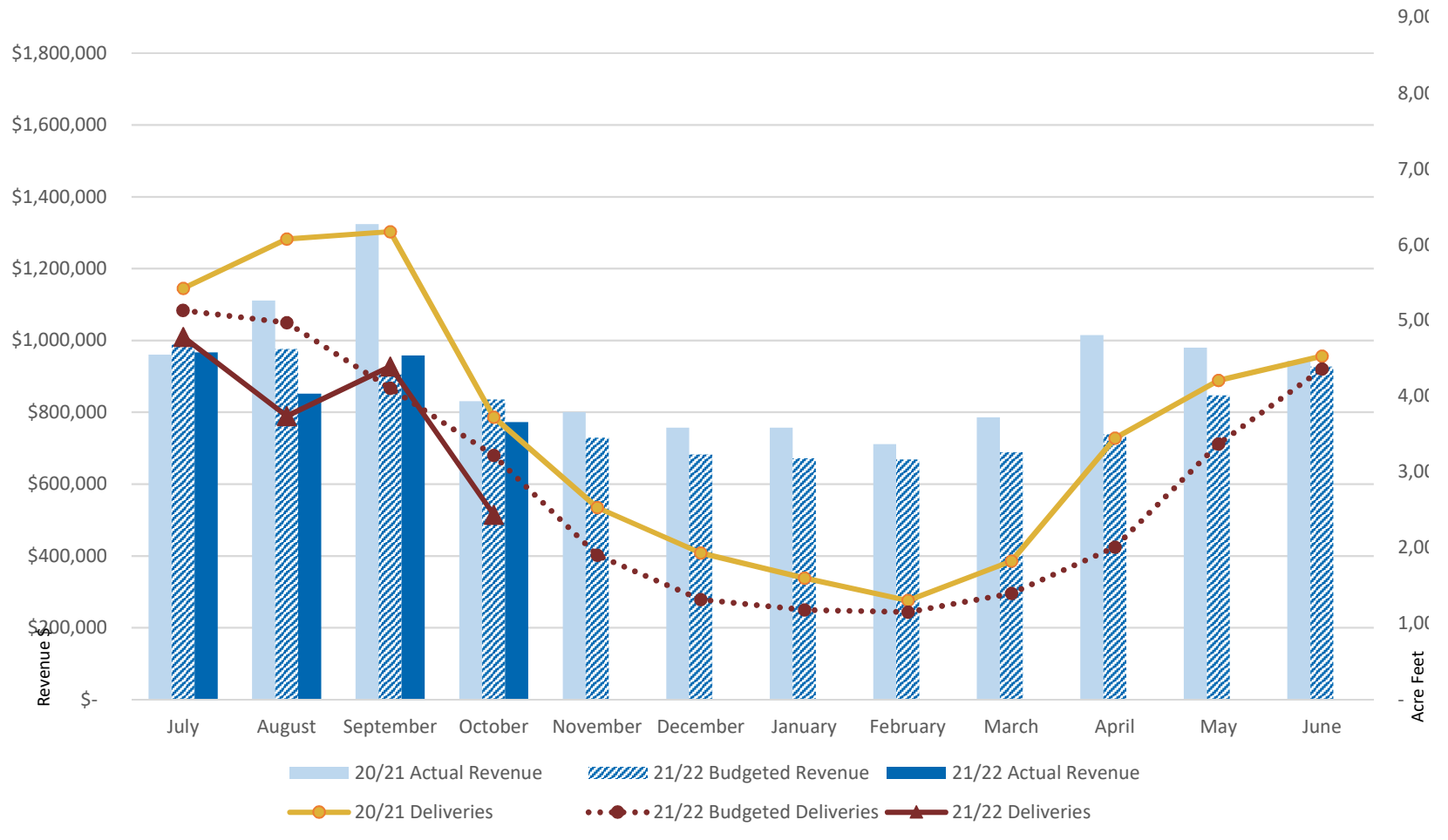
Budgeted Water Sale Revenue	\$ 3,705,499
Actual Water Sale Revenue	\$ 3,547,769
Difference	\$ (157,730)
	-4.3%

Conclusion:

October water deliveries were approximately 24% less than budgeted bringing the combined water deliveries for July - October to 11.9% less than budget. As shown in the numbers above, the main drivers of the variance are the Citrus Heights Water District and the Fair Oaks Water District, both taking less than anticipated in the budget. Because the majority of revenues come from the quarterly service charge, this equates to only a -4.3% variance in revenues.

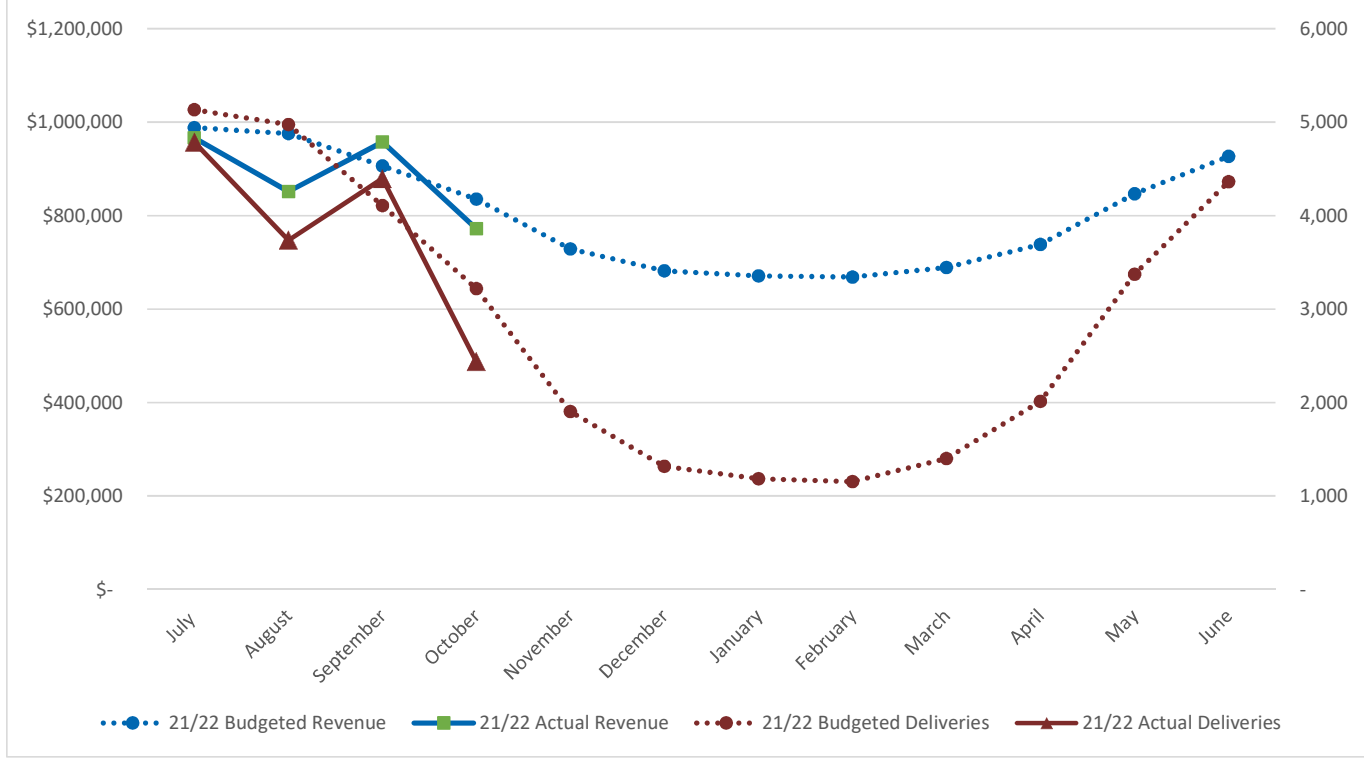
Excluding SSWD, deliveries were 3,838 acre feet less than the same time period last year, a 20% decline. The budget anticipated year over year decline of 7.25%.

Comparison of Fiscal Year 2020/2021 Actuals to 2021/2022 Projections and Actuals of Deliveries and Revenue





Cumulative Water Deliveries and Revenues FY 2021-22



ACWA UPDATE ON PRIORITY ISSUES

A high-level look at recent ACWA activity and initiatives.



AGENDA ITEM VII-3.1

NOVEMBER 2021

Infrastructure Bill

President Joe Biden signed a bipartisan, \$1.2 trillion physical-infrastructure package on Nov. 15 that includes \$8.3 billion for western water infrastructure, \$3.3 billion for wildfire, \$2.1 billion for ecosystem restoration and \$55 billion for clean drinking water. The Infrastructure Investment and Jobs Act comes after months of negotiations between Congress and the White House over spending, project types, priorities and timelines. Through the work of a national coalition of more than 200 agricultural, urban and municipal water entities, including ACWA, healthy investments can be found in the package to support drought relief in the Southwest, increase water infrastructure resilience, and combat and reduce the risk of catastrophic wildfire. ACWA distributed an advisory on Nov. 15 that includes more information and funding highlights. The advisory is available at www.acwa.com.

ACWA staff has consistently engaged in shaping the Infrastructure Investment and Jobs Act, as well as the Build Back Better Act, to ensure funding for a diversified water management portfolio that enhances water supply and quality for urban and environmental uses, while keeping water flowing to Western farms and rural communities. Much of the advocacy has been through the coordination of a diverse coalition of more than 200 agricultural, urban, and municipal water entities. Letters submitted to congress are available at www.acwa.com/resources.

STAFF CONTACT

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Drought Updates

Gov. Newsom on Oct. 19 issued a [proclamation](#) that expands the state's drought emergency statewide and urges Californians to increase their water conservation efforts. The proclamation helps local agencies access important resources and supports local planning efforts. It also directs local water suppliers to execute their urban Water Shortage Contingency Plans and agricultural Drought Plans based on local conditions that take into account the possibility of a third dry year. In addition, it provides the State Water Resources Control Board with the authority to adopt emergency regulations that prohibit specified wasteful water uses such as the use of potable washing for sidewalks and driveways. A full list of wasteful water uses is in the proclamation available at gov.ca.gov/category/proclamations.

ACWA continues to actively encourage members to help their customers reduce water use to, at a minimum, meet the Governor's voluntary water use reduction of 15% compared to 2020 levels. The Governor's conservation request was issued in a July 8 [Executive Order](#) and applies to residential, industrial, commercial, agricultural and institutional water users. The State Water Board continues to track and report monthly on the state's progress toward achieving a %15 reduction in statewide urban water use as compared to 2020 use. Urban retail water suppliers' October 2021 conservation numbers were presented at the State Water Board's Nov. 16 meeting. ACWA continues to encourage members to provide comments at the State Water Board meetings.

STAFF CONTACT

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Voluntary Agreements

On Oct. 20, the California Natural Resources Secretary Crowfoot and California Environmental Protection Secretary Blumenfeld sent a letter to Lower San Joaquin River Voluntary Agreement participants stating that the proposed voluntary actions by water agencies on the San Joaquin River tributaries have fallen short of needed flow and habitat improvements. In the letter, the Secretaries directed the State Water Board to resume all activities necessary to implement the flow objectives established by the 2018 Bay-Delta Plan for the Lower San Joaquin River and its three major tributaries, the Stanislaus, Tuolumne and Merced Rivers. ACWA will continue its advocacy in support of the Voluntary Agreements as the most effective way to achieve the coequal goals.

STAFF CONTACT

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COVID-19 Arrearages Funding

Community water systems may apply for funding through the California Water and Wastewater Arrearage Payment Program now through Dec. 6, 2021. The State Water Board held a public webinar training session Oct. 20 on how to complete the program application. The application information and attachments will be used to issue payments to community water systems for their arrearages. The training included an overview of the program, the purpose of the arrearage application, information on how to access the application, an overview of the application questions and attachments and how to access assistance to complete the application. A recording of the webinar is available at waterboards.ca.gov/arrearage_payment_program.

The State Water Board on Sept. 21 adopted the "California Water and Wastewater Arrearage Payment Program Guidelines: Water Arrearages." The guidelines establish the regulatory requirements for the distribution of the \$985 million in COVID-19 relief funding for water arrearages. ACWA participated in the State Water Board's Sept. 9 workshop and Sept. 21 board meeting and submitted written comments on the draft guidelines in consultation with ACWA's COVID-19 Relief Funding and LIRA Working Group. The comment letter is available at www.acwa.com/resources. The final guidelines are available at waterboards.ca.gov/arrearage_payment_program.

STAFF CONTACT

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Groundwater Update

The California Department of Water Resources (DWR) released the [2021 Draft SGM Program Guidelines](#) and [Proposal Solicitation Package \(PSP\)](#) for the Sustainable Groundwater Management (SGM) Grant Program's Sustainable Groundwater Management Act (SGMA) Implementation Funding. Public comments are due Nov. 29. Following the review and consideration of public comments, DWR will release the final guidelines and PSP and solicit proposals for Round 1, which will provide \$150 million in funding. The draft guidelines and PSP are available at water.ca.gov/sgmgrants.

DWR, in coordination with the State Water Board, also recently released the "[Draft Groundwater Management and Drinking Water Well Principles and Strategies](#)." The draft principles and strategies are intended to identify state actions to mitigate the impact of drought on drinking water wells and other groundwater management actions. ACWA submitted comments on the draft Oct. 6 that emphasized the need for local control and consistency with other state efforts, including SGMA. The final principles and strategies are expected to be released this year. The full comment letter is available at www.acwa.com/resources.

STAFF CONTACT

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PFAS Updates

The Environmental Protection Agency (EPA) on Oct. 18 released a comprehensive strategic roadmap to address PFAS contamination. The [PFAS Strategic Roadmap \(Roadmap\)](#) is a multi-year plan that guides the agency's current and future activities to research, restrict and remediate PFAS. The Roadmap is the product of the EPA Council on PFAS, established in April 2021, and includes regulatory, administrative, and enforcement approaches that EPA intends to take to address PFAS pollution. As a part of the Roadmap, the agency launched a new national testing strategy that requires PFAS manufacturers to provide EPA with toxicity data and information on categories of PFAS chemicals. More information on upcoming agency actions is available at www.acwa.com/newsroom.

EPA recently hosted national webinars on the PFAS Roadmap and is planning to host stakeholder listening sessions in the coming months. More information about the Roadmap can be found at epa.gov/pfas.

STAFF CONTACT

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Safe and Affordable Drinking Water

The State Water Board recently released the final FY 2021-'22 Fund Expenditure Plan for the Safe and Affordable Drinking Water. ACWA plans to attend the Safe and Affordable Funding for Equity and Resilience (SAFER) Program advisory meeting scheduled for Nov. 18. The group will discuss community engagement strategy, SAFER program updates, drinking water infrastructure funding and more. ACWA and the California Municipal Utilities Association submitted a joint comment letter recommending that the State Water Board prioritize known failing community water systems over at-risk systems in order to protect public health. The full comment letter is available at www.acwa.com/resources. The final funding plan is available at www.waterboards.ca.gov.

STAFF CONTACT

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Water Management Updates

DWR held a public workshop Oct. 15 to present the revised recommendation for an outdoor residential water use efficiency standard of a 0.8 evapotranspiration factor. DWR also held a workshop on Nov. 16 to present the final draft recommendations on the outdoor standard and the CII outdoor landscape area with dedicated irrigation meters standards.

In addition, DWR held a workshop on Nov. 16 to provide guidance on the Annual Water Supply and Demand Assessment (AWSDA). The AWSDA is the basis for the urban water supplier's annual water shortage assessment report to DWR. ACWA staff will continue to engage with DWR staff on these developments. More information is available at water.ca.gov.

STAFF CONTACT

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Microplastics Update

The State Water Board released the Draft Proposed Standardized Methods for Testing and the Testing Reporting Plan for Microplastics in Drinking Water on Nov. 10. Written comments are due Dec. 22, and ACWA plans to submit comments to reiterate that microplastics standards must be feasible for public water agencies. ACWA also recently met with State Water Board Staff to further discuss the Draft Microplastics Methodology ahead of the upcoming workshop. More information and the workshop agenda is available at waterboards.ca.gov.

STAFF CONTACT

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Upcoming Event - Visit www.acwa.com/events for more

- 2021 ACWA Fall Conference & Exhibition - **Nov. 30 - Dec. 2**

AGENDA ITEM VIII-1

DRAFT

Engineering Committee Meeting Minutes San Juan Water District November 15, 2021 3:00 p.m.

Committee Members: Marty Hanneman, Chair
Dan Rich, Member

District Staff: Paul Helliker, General Manager
Tony Barela, Operations Manager
Andrew Pierson, Engineering Services Manager
Adam Larsen, Field Services Manager
Lisa Brown, Customer Services Manager
Teri Grant, Board Secretary/Administrative Assistant

Members of the Public: Rebecca Scott, Citrus Heights Water District

Topics: Kokila SJWD/PCWA Intertie Project (R)
Esri Small Utility Enterprise Agreement Renewal (W & R)
Meter Replacement Program – Implementation Plan (R)
Other Engineering Matters
Public Comment

1. Kokila SJWD/PCWA Intertie Project (R)

Mr. Pierson provided the committee with a staff report which will be attached to the meeting minutes. The committee discussed the amendment to the contract.

The Engineering Committee recommends consideration of a motion for authorization and approval of a construction contract amendment with Flowline Contractors, Inc. for the Kokila SJWD/PCWA Intertie Project

2. Esri Small Utility Enterprise Agreement Renewal (W & R)

Mr. Pierson provided the committee with a staff report which will be attached to the meeting minutes. He explained that the company only does three-year agreements and this software is used in connection with the District's GIS software.

The Engineering Committee recommends consideration of a motion for authorization and approval of the renewal of a three-year Small Utility Enterprise Agreement with Esri for the District's Graphical Information System

3. Meter Replacement Program – Implementation Plan (R)

Mr. Barela provided the committee with a staff report and he conducted a presentation, both of which will be attached to the meeting minutes. He explained that the Meter Replacement Program planning document has been worked on over the last couple of years and is now complete with the recommendation to replace approximately 515 meters per year, which equates to a 20-year cycle. He reviewed the Main Program Components and Implementation Factors. In addition, he reviewed other workload issues affecting Department staff.

There are three options discussed by Mr. Barela: Option 1 - Contractor Installation Program; Option 2 - 2 Person Meter Team; and Option 3 - Hybrid Contractor and Staffing. He informed the committee that staff recommends Option 2, which is the 2-Person Meter Team, which includes a new meter technician position in the Field Services Department. The committee discussed the plan and suggested that staff make sure that the full Board is aware that the cost for a new position has already been projected in the budget, that staff's recommendation is supported by the Engineering Committee, and that the staff report going to the Board mentions that the Engineering Committee reviewed and approved the plan and includes a table of the options showing the total costs for each option.

The Engineering Committee supports staff's recommendation for Option 2 – 2-Person Meter Team under the Meter Replacement Program.

4. Other Engineering Matters

There were no other matters discussed.

5. Public Comment

There were no public comments.

The meeting was adjourned at 3:26 p.m.

STAFF REPORT

To: Engineering Committee

From: Tony Barela, Operations Manager
Paul Helliker, General Manager
Adam Larsen, Field Services Manager

Date: November 30, 2021

Subject: Retail Meter Replacement Program Implementation

RECOMMENDED ACTION

Staff is requesting a recommendation from the Engineering Committee to the Board of Directors for a new Meter Technician position in the Field Services Department for the implementation of the Meter Replacement Program, and to achieve goals identified in the Retail Master Plan related to maintenance of the Distribution System.

BACKGROUND

In June 2019, the District entered into an agreement with CHWD and multiple other agencies to complete a detailed evaluation of meter programs. The focus of the study is to examine numerous parts of the program, including the implementation of the meter replacement program. The results of the study and the replacement strategy were presented to the Engineering Committee on March 16, 2021.

Table 1 displays the proposed annual strategy for small, intermediate, and large meter replacements and testing.

Table 1: Meter Replacement and Testing Strategy

Meter Components	Small	Intermediate	Large
	1-inch & smaller	1.5 & 2-Inch	3-inch & Larger
Total Deployed	10,290	269	27
Annual Tests	371	27	15
Annual Replacements/Rebuilds*	515	27	TBD
End Point Replacements**	2,058	54	27

* Assumes a 20-Year replacement strategy

** Assumes a 5-Year replacement strategy

Staff has reviewed options for implementing the meter replacement and testing program. Understanding that this program is new and will require significant time and costs to complete on an annual basis, Staff has evaluated the differing options related to existing and future work tasks for the participating departments. Three implementation strategies were evaluated:

- Option 1 – Contractor Installation Contract
- Option 2 – Field Services Meter Team
- Option 3 – Hybrid Contractor and Staffing Option

Option 1 – Contractor Installation Contact: Under this option, all tasks that can be most efficiently assigned to an outside contractor are identified and will be contracted out for completion. Table 2 list the work tasks to be completed by the contractor and those to be completed by staff.

Table 2: Option 1 Meter Task Distribution

Contractor Tasks
Troubleshoot Meter Read Issues (~66 Meters Per Month)
Meter Replacement Plan
Meter Replacement Broken
Endpoint Replacement Plan
Endpoint Replacement Broken
Register Failure Replacement
Intermediate Meter Replacement
Staff Tasks
Contractor Management
Small/Intermediate/Large Meter Testing
Large Meter Rebuild
Meter Reading, Move In/Out Checks

The contract for the first five years would include replacing meters and end-points as defined in Table 1. Additionally, the contractor would be on-call to address meters and end-points that are identified as broken or in need of troubleshooting. The contractor would receive a list of meters/end-points identified by Customer Service for investigation and replacement as needed. This would require the contractor to be trained to complete these services and address problems at the meter location in the field. This option of using contractor services would require ongoing management from both the Field Services Department and Customer Service.

The contractor cost for the first five years would be approximately \$207K/year, declining to approximately \$145K in year six after the completion of the end-point replacements. Funding to cover these costs is included in the five-year financial plan.

Option 2 – Two Person Meter Team: Under this option, a single Meter Technician position would be added to the Field Services Department to be one of two operators assigned to the meter replacement program. For the first three to four years, the current meter reader employed in Customer Service would continue existing meter reading operations. As increasing numbers of end-points are replaced with Automated Meter Reading technology, the time required to read meters will decline, allowing the meter reader to dedicate more time to the meter replacement program. During the five-year phase-in of the new endpoints, this position would be moved to the Field Services Department, as the two-member Meter Team comes to full fruition. Table 3 displays the duties assigned to this team.

Table 3: Option 2 Meter Task Distribution

Staff Tasks:
Troubleshoot Meter Read Issues (~66 Meters Per Month) (WE)
Meter Replacement Plan (FS)
Meter Replacement Broken (FS)
Endpoint Replacement Plan (FS)
Endpoint Replacement Broken (WE)
Register Failure Replacement (WE)
Intermediate Meter Replacement (FS)

Residential, Intermediate, Large Meter Testing (FS)
Rebuilding Large Meters (Contract Management) (FS)
Meter Re-Reads/Move in/Out (WE)
Meter Reader

(FS) Field Services, (WE) Water Efficiency

This option provides the most control by Staff to complete the work and does not rely on contractor assistance, monitoring, or additional training. Similar to Option 1, the Meter Reader position will be transferred to the Field Services Department at year three or four. Prior to the transfer of the Meter Reader, assistance from existing Field Services and Water Efficiency Operators will be necessary to complete these tasks. During this time, some system and site maintenance and training goals will be impacted to complete the meter program. This impact is discussed in detail below.

Funding to cover the costs of this option is included in the five-year financial plan. Staff is proposing that the new position be limited to the Distribution Operator 2 salary range and that the operator hold a D2 Operator License. Annual cost for the new position will range from approximately \$130K to \$149K over a ten year period.

Option 3 – Hybrid Contractor and Staffing Option: Under this option, a single Meter Technician position would be added to the Field Services Department, ultimately to be one of two operators assigned to the meter replacement program. Additionally, for the first three to four years, contractor assistance would be used for the replacing meters and end-points only. Once the Meter Reader is available to move from Customer Service to Field Services, the contractor would be released and the remaining meter and end-point replacements would be completed by the two-person meter team. See Table 4 for assigned duties.

Table 4: Option 3 Meter Task Distribution

Contractor Tasks
Meter Replacement Plan
Endpoint Replacement Plan
Intermediate Meter Replacement
Staff Tasks
Troubleshoot Meter Read Issues (~66 Meters Per Month)
Contractor Management
Register Failure Replacement
Endpoint Replacement Broken
Meter Replacement Broken
Small/Intermediate/Large Meter Testing
Large Meter Rebuild
Meter Reading, Move In/Out Checks

Similar to Option 2, this option limits contractor management, monitoring, and training. Since the contractor is not responsible for troubleshooting meters and end-points, oversight from Customer Service is not necessary. Additionally, under this scenario, Water Efficiency would be released and all tasks aside from meter reading, would be transferred to Field Services immediately. The Meter Reader would be transferred to Field Services at year three or four.

Option 3 is not fully funded in the current five-year financial plan. The additional contractor assistance would add approximately \$100K to \$120K per year for the first three years in addition to the new Distribution Operator identified in Option 2 above.

Other Department Tasks

The Retail Master Plan was completed and presented to the Engineering Committee on February 10, 2021 and the Board of Directors on August 25, 2021. ARV and Service Lateral Replacements as defined in the Master Plan require additional Field Services staff time to complete. Although this work will be completed by contractors, staff time is required to manage these replacements. The Field Services team has tracked this additional effort over the last couple of years to fully understand the impact on the department.

Over the last three to four years, the department has developed a maintenance program to be more in alignment with AWWA standards for system operations. This focus extends the distribution system's life for the benefit of our customers. This change in focus resulted in the Field Services team revising its previous workload priorities, which has meant that some tasks not directly associated with these repair and maintenance projects have not been conducted. These include, but are not limited to staff training, site maintenance, some elements of basic system maintenance and maintaining the Baldwin Reservoir site. These are all items that are necessary on a day-to-day basis for District operations and for team succession planning.

The occurrence of service lateral leaks have steadily increased over the last 6 years. Currently for calendar year 2021, there have been more leaks to date than the total number of leaks for the last six years. In alignment with prior Board discussions, the Field Services team is relying on the on-call contractor to complete the majority of the repairs. However, the Field team is the first to respond to a leak when they occur. This commonly requires excavating and either temporarily or permanently fixing the leak. If the leak can wait for the on-call contractor, then the team addresses the immediate need and then prepares the site for the contractor. The number of leaks over the last year has had a significant impact on time to complete other maintenance items.

The proposed staffing option also offers increased coverage for emergency call-outs that occur after hours and on weekends. In the last two months, the Field team has had to call out staff from other departments to complete work afterhours and on weekends. The additional staff member and ultimately the meter team would provide additional resources for the Field team during emergency response.

RECOMMENDATION

Staff recommends moving forward with Option 2 – Field Services Meter Team. This option includes approving an additional position at Field Services and then transitioning the Meter Reader position to Field Services over a three to four year timeframe. This is the most cost effective option to complete the meter program, Retail Master Plan items and department workload needs.

This option, however, does rely on Water Efficiency to assist over the first three to four years for register and end-point replacements and troubleshooting operations. These tasks will be transferred to Field Services once the existing Meter Reader position is transferred to the department. Additionally, existing field operators will be required to assist in the program. The new Meter Tech position will have a salary range limited to the Distribution Operator 2 position.

FINANCIAL CONSIDERATIONS

Sufficient funds for Options 2 as defined above are included in recently adopted the five-year financial plan.

Meter Program Implementation

NOVEMBER 30, 2021



Meter Replacement Program

▶ Main Program Components

- ▶ Replace 515 Meters per Year Perpetually
- ▶ Replace 2118 End-Points over 5 Years
- ▶ Intermediate Meter Replacements over 10 Years
- ▶ Large Meter Testing and Rebuild Program
- ▶ Increased Meter Testing Program

▶ Implementation Factors

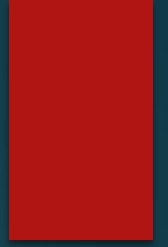
1. Determine the most advantageous mix of staff vs. contractor assistance
2. Release Water Efficiency Staff from Meter Program



Meter Program	Meters Replacement	Intermediate Meter Replacement	Large Meter Rebuilds	End-Points/Register	Small Meter Testing	Intermediate Meter Testing	Large Meter Testing
Current	220	0	0	505	120	0	15
Proposed	515	27	5	2118	371	27	15

Meter Program - Option 1

Contractor Installation Contract



- ▶ Contractor Tasks
 - ▶ Troubleshoot Meter Read Issues (~66 Meters Per Month)
 - ▶ Meter Replacement Plan
 - ▶ Meter Replacement Broken
 - ▶ Endpoint Replacement Plan
 - ▶ Endpoint Replacement Broken
 - ▶ Register Failure Replacement
 - ▶ Intermediate Meter Replacement
- ▶ Staff Tasks:
 - ▶ Contractor Management
 - ▶ Small/Intermediate/Large Meter Testing
 - ▶ Large Meter Rebuild
 - ▶ Meter Reading, Move In/Out Checks
 - ▶ **Estimated Hours: 1,000 to 2,100 Hrs/Year**
- ▶ **Contractor Cost:** ~\$207K/year First five years, declining to ~\$145K after the completion of the end-point replacements.

* All Staff Meter Tasks moved to FS by Year 4

Meter Program - Option 2

2 Person Meter Team

▶ Staff Tasks:

- ▶ Troubleshoot Meter Read Issues (~66 Meters Per Month) (WE)
- ▶ Meter Replacement Plan (FS)
- ▶ Meter Replacement Broken (FS)
- ▶ Endpoint Replacement Plan (FS)
- ▶ Endpoint Replacement Broken (WE)
- ▶ Register Failure Replacement (WE)
- ▶ Intermediate Meter Replacement (FS)
- ▶ Residential Meter Testing (FS)
- ▶ Intermediate Meter Testing (FS)
- ▶ Rebuilding Large Meters (Contract Management) (FS)
- ▶ Large Meter Testing (Contract Management) (FS)
- ▶ Meter Re-Reads/Move in/Out (WE)
- ▶ Meter Reader
- ▶ **Estimated Hours: 2,161 to 4,286 Hrs/Year**

- ▶ New Position Cost \$130K to \$149K/Yr
- ▶ Meter Reading Position transitions to FS in Year 4
- ▶ All Tasks moved to FS by Year 4

Meter Program - Option 3

Hybrid Contractor and Staffing Option

- ▶ Contractor Tasks
 - ▶ Meter Replacement Plan
 - ▶ Endpoint Replacement Plan
 - ▶ Intermediate Meter Replacement
- ▶ Staff Tasks:
 - ▶ Contractor Management
 - ▶ Small/Intermediate/Large Meter Testing
 - ▶ Large Meter Rebuild
 - ▶ Meter Replacement Broken
 - ▶ Endpoint Replacement Broken
 - ▶ Register Failure Replacement
 - ▶ Troubleshoot Meter Read Issues (~66 Meters Per Month)
 - ▶ Meter Reading, Move In/Out Checks
 - ▶ **Estimated Hours: 2,161 to 3,379 Hrs/Year**
- ▶ Annual cost \$130K to \$149K for New Position + ~\$100K to \$120K/yr for Contractor Assistance (3 Years)
- ▶ Not fully funded in financial plan
- ▶ All Staff Meter Tasks moved to FS by Year 4

Department Tasks Impacted

- ▶ Retail Master Plan Assistance
 - ▶ ARV Program (45/Yr)
 - ▶ Service Lateral Replacements (85/Yr)
 - ▶ Notification, shut down, flushing, and sampling
- ▶ Reestablish Training program
 - ▶ Distribution System Training
 - ▶ Equipment Training
 - ▶ Cross Training
- ▶ Backup Engineering Inspector
- ▶ Site/Vehicle Cleaning/Organizing
- ▶ Basic System and Baldwin Res. Maint.
- ▶ Increasing Service Lateral Leaks

Recommendation

- ▶ Option 2: Two Person Meter Team
 - ▶ Add One (1) New Staff Member to Field Services
 - ▶ Field to Provide One Operator to Complete Meter/Endpoint Replacement
 - ▶ Meter Reader Moved to Field Services Department after year 3
 - ▶ Transition to Meter Team Duties Over Time
- ▶ Water Efficiency Needed for First 3 Years
- ▶ Most Cost Effective Option
- ▶ Increases Field Services Emergency Response employee pool

**Finance Committee Meeting Minutes
San Juan Water District
December 7, 2021
4:00 p.m.**

Committee Members: Ted Costa, Director (Chair)
Marty Hanneman, Director

District Staff: Paul Helliker, General Manager
Donna Silva, Finance Director
Teri Grant, Board Secretary/Administrative Assistant

- 1. Review General Manager Reimbursements (W & R)**
There was no reimbursement request from the General Manager.
- 2. Review Check Register from October and November 2021 (W & R)**
The committee reviewed the October and November 2021 check register and found them to be in order.
- 3. Review Legal Bills (W & R)**
The committee reviewed the legal bills. GM Helliker informed the committee that he has reviewed the two invoices from BKS with Stoel Rives and Jones & Mayer. The invoices include billing for returning to San Juan the materials that the District owns (which will be housed by our new legal counsel). This is not an activity that is usually billed, so the new attorneys will be contacting BKS to discuss the rationale for the invoices.
- 4. Treasurer's Report – Quarter Ending September 30, 2021 (W & R)**
Ms. Silva provided a staff report which was included in the Board packet. She informed the committee that the overall portfolio increased by approximately \$2.7 million over the quarter which was normal for this time of year since capital project spending is usually lower in the winter months and the larger debt payments aren't due until February.
- 5. Other Finance Matters (W & R)**
Director Costa informed the committee that the RWA Executive Director's contract will be discussed at the SGA meeting on December 9th. The committee discussed the proposed contract changes and was of the opinion that the contract should not include automatic increases that are not merit based. GM Helliker reported that while the contract will be discussed at the SGA meeting, he is not certain that they will be voting on anything. GM Helliker stated that the item will be on the RWA Board agenda in January. In addition, Director Rich can provide an update at the December 8th SJWD Board meeting.
- 6. Public Comment**
There were no public comments.

The meeting was adjourned at 4:24 p.m.