

**SAN JUAN WATER DISTRICT
SPECIAL BOARD MEETING AGENDA
August 22, 2018
6:00 p.m.
9935 Auburn Folsom Road
Granite Bay, CA 95746**

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

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

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

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

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

I. ROLL CALL

II. PUBLIC FORUM

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

III. CONSENT CALENDAR

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

1. Minutes of the Board of Directors Meeting, July 25, 2018 (W & R)
Recommendation: Approve draft minutes
2. Fair Oaks 40-Inch Pipeline Relining Project, Quincy Engineering Contract Amendment No. 2 (W & R)
Recommendation: Approve Contract Amendment No. 2 for Quincy Engineering, Inc. related to Engineering Services during Construction in the amount of \$49,068 for a total authorized budget of \$243,100
3. Treasurer's Report - Quarter Ending June 30, 2018 (W & R)
Recommendation: Receive & File

IV. OLD BUSINESS

1. Legal Affairs Committee Charter (W & R)
Action: Consider motion to approve the Legal Affairs Committee charter

2. ADA Transition Plan & Option B Predesign Proposal Update (W & R)

Action: **Consider a motion to award the Accessibility Transition Plan & Facilities Expansion Predesign contract to MFDB Architects, Inc. (MFDB) for the amount of \$104,167 and authorizing a total budget of \$115,000 (includes a 10% contingency)**

V. NEW BUSINESS

1. Customer Satisfaction Survey Results (R)

Presentation of survey results

2. New Conservation Regulatory Program (AB 1668/SB 606) (W & R)

Discussion

3. Position on Proposition 3, Water Infrastructure and Watershed Conservation Bond Initiative (2018) (W & R)

Action: **Consider a motion to support, oppose, or take no position on Prop. 3, Water Infrastructure and Watershed Conservation Bond Initiative (2018)**

4. Proposed Amendment to Financial Audit Policy (W & R)

Action: **Consider a motion to approve the amended Financial Audit Policy**

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 Staff Recognition (W & R)

- 2.2 Miscellaneous District Issues and Correspondence

3. Operation Manager's Report

- 3.1 Miscellaneous District Issues and Correspondence

4. Legal Counsel's Report

- 4.1 Legal Matters

VII. DIRECTORS' REPORTS

1. SGA

2. RWA

3. ACWA

- 3.1 Local Government/Federal Affairs/Region 4 - Pam Tobin

- 3.2 JPIA – Pam Tobin

- 3.3 Energy Committee - Ted Costa

4. CVP Water Users Association

5. Other Reports, Correspondence, and Comments

VIII. COMMITTEE MEETINGS

1. Engineering Committee – August 13, 2018
2. Public Information Committee – August 14, 2018
3. Finance Committee – August 21, 2018

IX. UPCOMING EVENTS

1. Water Education Foundation – 2018 Water Summit
September 20, 2018
Sacramento, CA

President Hanneman to call for Closed Session

X. CLOSED SESSION

1. Conference with legal counsel--anticipated litigation; Government Code sections 54954.5(c) and 54956.9(d)(4); potential for litigation involving the State Water Resources Control Board's proceedings related to the California Water Fix and the Bay-Delta Water Quality Control Plan Update.

XI. OPEN SESSION

Report from closed session

XII. ADJOURN

UPCOMING MEETING DATES

September 26, 2018
October 24, 2018

I declare under penalty of perjury that the foregoing agenda for the August 22, 2018 special meeting of the Board of Directors of San Juan Water District was posted by August 21, 2018, on the outdoor bulletin boards at the District Office Building, 9935 Auburn Folsom Road, Granite Bay, California, and was freely accessible to the public.

Teri Grant, Board Secretary

SAN JUAN WATER DISTRICT

Board of Director's Meeting Minutes

July 25, 2018 – 6:00 p.m.

BOARD OF DIRECTORS

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

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

| | |
|----------------|--|
| Paul Helliker | General Manager |
| Donna Silva | Director of Finance |
| Tony Barela | Operations Manager |
| Lisa Brown | Customer Service Manager |
| George Machado | Field Services Manager |
| Greg Turner | Water Treatment Plant Superintendent |
| Rob Watson | Engineering Services Manager |
| Teri Grant | Board Secretary/Administrative Assistant |
| Ryan Bezerra | Legal Counsel |

OTHER ATTENDEES

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

AGENDA ITEMS

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

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

I. ROLL CALL

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

II. PUBLIC FORUM

There were no public comments.

III. CONSENT CALENDAR

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

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

Recommendation: Approve draft minutes

2. Public Outreach Contract (W & R)

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

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

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

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

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

IV. OLD BUSINESS

1. Committee Charters (W & R)

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

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

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

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

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

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

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

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

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

V. NEW BUSINESS

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

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

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

VI. INFORMATION ITEMS

1. GENERAL MANAGER'S REPORT

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

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

1.2 Miscellaneous District Issues and Correspondence

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

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

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

2. DIRECTOR OF FINANCE'S REPORT

2.1 Staff Recognition (W & R)

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

2.2 Miscellaneous District Issues and Correspondence

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

3. OPERATION MANAGER'S REPORT

3.1 Asbestos and Lead Building Inspection/Survey Report

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

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

3.2 Miscellaneous District Issues and Correspondence

There were no other issues discussed.

4. LEGAL COUNSEL'S REPORT

4.1 Legal Matters

No report.

VII. DIRECTORS' REPORTS

1. SGA

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

2. RWA

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

3. ACWA

3.1 Local/Federal Government/Region 4 - Pam Tobin

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

3.2 JPIA - Pam Tobin

No report.

3.3 Energy Committee - Ted Costa

No report.

4. CVP WATER USERS ASSOCIATION

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

5. OTHER REPORTS, CORRESPONDENCE AND COMMENTS

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

VIII. COMMITTEE MEETINGS

1. Public Information Committee – July 16, 2018

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

2. Engineering Committee – July 17, 2018

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

3. Finance Committee – July 24, 2018

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

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

IX. CLOSED SESSION

1. Conference with legal counsel--anticipated litigation; Government Code sections 54954.5(c) and 54956.9(d)(4); potential for litigation involving the State Water Resources Control Board's proceedings related to the California Water Fix and the Bay-Delta Water Quality Control Plan Update.

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

X. OPEN SESSION

There was no reportable action from the closed session.

XI. ADJOURN

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

ATTEST:

MARTIN HANNEMAN, President
Board of Directors
San Juan Water District

TERI GRANT, Board Secretary

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

STAFF REPORT

To: Board of Directors

From: Tony Barela, Operations Manager

Date: August 22, 2018

Subject: Fair Oaks 40" Pipeline Relining Project – Engineering Services during Construction – Contract Amendment

RECOMMENDED ACTION

Staff recommends a motion to approve Contract Amendment No. 2 for Quincy Engineering, Inc. (Quincy) related to Engineering Services during Construction for the Fair Oaks 40" Pipeline Relining Project in the amount of \$49,068.00. This change increases Quincy's authorized budget from \$179,540 to \$228,608. Including contingency, this increases the total Board approved budget from \$194,000 to \$243,100.

The recommendation was reviewed by the Engineering Committee on August 13, 2018, and the Committee recommended the contract Amendment be approved by the Board of Directors.

BACKGROUND

The Fair Oaks 40" (FO-40") Relining Project is considered Phase 2 of the overall rehabilitation of the FO-40" Transmission Pipeline. Phase 1 of the overall rehab included ARC Crossing Replacement Project, Cathodic Protection Project, and the Pipeline Rehabilitation Project.

Quincy is currently under contract for the design of the FO-40" Pipeline Relining Project. Quincy completed their contractual obligations related to design and bidding services in July, 2018. Under this proposed amendment, Quincy will provide engineering services during construction, including submittal, RFI and Change Order review and specialty inspection.

FINANCIAL CONSIDERATIONS

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

**AMENDMENT TO THE CONSULTING AGREEMENT
BETWEEN THE SAN JUAN WATER DISTRICT AND QUINCY ENGINEERING, INC.**

This is the second Amendment to the Consulting Agreement ("Agreement") that is made between the San Juan Water District ("District") and **Quincy Engineering, Inc.** ("Consultant") as of **August 22, 2018**. The District and Consultant are hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, The Parties entered into a Consulting Agreement dated May 25, 2017 for Engineering Services, for the District's **Fair Oak 40" Pipeline Relining Project**.

WHEREAS, this Amendment will cover Engineering services during construction of the Fair Oaks 40" Pipeline Relining Project.

WHEREAS, the Parties agree that changes to the term and services provided for the agreement are necessary in order for the District to continue receiving services by Consultant.

NOW, THEREFORE, the Parties hereto agree as follows:

AGREEMENT

1. Section 2.b of the Agreement, "Compensation," provides for the District to pay Consultant a sum not to exceed **\$179,540**. The Parties agree to amend Section 2.b of the Agreement in order to increase the compensation amount to pay Consultant for additional services. The first sentence of Section 2.b of the Agreement is amended to read as follows:

The total fee for the Work shall not exceed **\$228,608**. There shall be no compensation for extra or additional work or services by Consultant unless approved in advance in writing by District. Consultant's fee shall include all of Consultant's costs and expenses related to the Work.

2. The document entitled "Construction Services Scope of Work," attached hereto as **Exhibit A1**, shall be added to the Agreement **Exhibit A**.
3. The document entitled "Construction Services Compensation Schedule," attached hereto as **Exhibit B1**, shall be added to the Agreement **Exhibit B**.
4. All other terms and conditions in the Agreement shall remain in full force and effect to the extent they are not in conflict with this Amendment.
5. The signatures of the Parties to this Amendment may be executed and acknowledged on separate pages or in counterparts which, when attached to this Amendment, shall constitute one complete Amendment.

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

SAN JUAN WATER DISTRICT

By: _____
Paul Helliker
General Manager

QUINCY ENGINEERING, INC.

By: _____
[Name] _____
[Title] _____

EXHIBIT A1 - CONSTRUCTION SERVICES SCOPE OF WORK

Task 7 (Optional Additive) Construction Management, Engineering Services and Inspection Services

The Quincy Team understands the importance of providing quality inspection and construction oversight to ensure a completely functional and long-lasting result, as well as cost control.

~~Our optional scope assumes full-time construction inspection and part-time specialty inspection (for welding and coating) and contract administration and construction management.~~

The Quincy Team will perform the following tasks during the construction period:

- ~~• Provide project management and supplement District staff with administrative services.~~
- Review contractor submittals for conformance with the design drawings and specifications.
- ~~• Coordinate, attend, and distribute the minutes of the pre-construction meeting. The meeting will be attended by both the Project Manager and Construction Manager.~~
- ~~• Coordinate, attend and distribute the minutes of weekly construction meetings.~~
- ~~• Provide full-time construction inspection and QA/QC testing as needed.~~
- ~~• Take preconstruction photographs of all work areas.~~
- ~~• Verify that the lining material is installed properly and enter the pipeline to document the new lining condition. We will take mortar samples to verify the mortar has proper strength.~~
- ~~• Coordinate special inspections, materials testing, and special testing. Special inspections will include CWI welding inspection, NACE-certified coatings inspection. Material testing will include mortar strength testing.~~
- ~~• Monitor compliance with permit conditions on behalf of the District.~~
- Provide specialty inspection for the SWPPP/WPCP and NPDES. Periodic inspections including storm event visual inspections will be performed by the QSD, whereas daily visual inspections will be performed by the contractor under guidance and supervision of the QSD.
- Review contractor requests for information (RFI's), and provide written responses.
- Assist the District with the review and negotiation of change order requests with the contractor and provide recommendation to District staff for change order disposition.
- ~~• Resolve conflicts caused by varying site conditions or discrepancies in contract documents.~~
- ~~• The inspector will maintain a set of as-built drawings. At the time of each progress payment application, the inspector will verify the contractor is maintaining their set of as-built drawings.~~
- Prepare record drawings of the final project depicting as-constructed conditions. Provide one full size set, two half size sets, and an electronic AutoCAD copy and Adobe Acrobat (pdf) copy of the record drawings to the District.
- ~~• Assist in the coordination of the work with in and around homeowners and other agencies. We will take preconstruction photographs of the work areas and verify that site features are restored to preconstruction conditions. We will notify the District immediately of owner issues and contact with other agencies.~~

ASSUMPTIONS AND NOTES:

- ~~• Full-time inspection, with 10% time allocated to overtime.~~
- ~~• NTP November 20, 2017~~
- ~~• Assume end of construction on April 30, 2018 (historically, this date is when District water flows start to increase dramatically).~~

- ~~Inspection complies with prevailing wage requirements.~~
- The budget assumes up to 10 contractor RFIs will be submitted for review and comment.
- The budget assumes up to 10 contractor submittals will be submitted, reviewed and returned to the contractor.
- ~~The District will coordinate with the homeowners.~~

EXCLUSIONS:

- An apprentice inspector is not included in the budget
- An inspector field office not included
- Surveying is not included.
- Public Relations Professionals are not included in the scope of services
- Disinfection and dechlorination testing not included
- ICM will not operate District valves

Deliverables:

- ~~Photos~~
- ~~Final Inspection Report~~

Cost Proposal

EXHIBIT B1 - CONSTRUCTION SERVICES COMPENSATION SCHEDULE

| No. | TASKS | Principal Eng. | Senior PM | Senior Eng. | Senior Eng. | Environmental Mgr. | Senior Eng. Tech | Assist Eng. I | PM Asst | Quincy Total Hours | Quincy Total Net Labor Fees | Quincy Total Labor Dollars incl Escalation | ICM | KASL | Subconsultant Subtotal |
|-----|---------------------|----------------|-----------|-------------|-------------|--------------------|------------------|---------------|---------|--------------------|-----------------------------|--|-----|------|------------------------|
| | | TK | LSc | SJ | Dca | RW | CP | MH | ER | | Direct Labor | Escalation Multiplier | | | |
| | Initial Hourly Rate | \$250 | \$230 | \$215 | \$215 | \$190 | \$150 | \$125 | \$125 | | | | | | |
| | | | | | | | | | | | | 2.0% | | | |

| OPTIONAL TASK | | | | | | | | | | | | | | | | |
|---------------|--|-----------|----------|------------|----------|----------|-----------|-----------|-----------|--|------------|----------|----------|-----------|-----------|-----------|
| 7.0 | Construction Management, Engineering Services and Inspection Services | | | | | | | | | | | | | | \$212,738 | |
| 7.1 | Project Management and Coordination | 14 | | 14 | | | | | 4 | | 32 | \$7,010 | \$7,150 | | | |
| 7.2 | Pre-construction Meeting | 4 | | | | | | | | | 4 | \$1,000 | \$1,020 | | | |
| 7.3 | Submittal Review | 10 | | 40 | | | | | 10 | | 60 | \$12,350 | \$12,597 | | | |
| 7.4 | Specialty Inspection for SWPPP and NPDES | | | 12 | | | | 64 | | | 76 | \$10,580 | \$10,792 | | | |
| 7.5 | Drawing and Specification Clarification | 10 | | 40 | | | | | 10 | | 60 | \$12,350 | \$12,597 | | | |
| 7.6 | Record Drawings | 2 | | 8 | | | 16 | | | | 26 | \$4,620 | \$4,712 | | | |
| | Subtotal- Hours | 40 | 0 | 114 | 0 | 0 | 16 | 64 | 24 | | 258 | | | | | |
| | Other Direct Costs | | | | | | | | | | | | \$200 | \$24,404 | \$24,404 | |
| | Total Cost | \$10,000 | \$0 | \$24,510 | \$0 | \$0 | \$2,400 | \$8,000 | \$3,000 | | \$47,910 | \$47,910 | \$49,068 | \$237,142 | \$0 | \$237,142 |

STAFF REPORT

To: Board of Directors
 From: Donna Silva, Director of Finance
 Date: August 22, 2018
 Subject: Treasurer’s Report – Quarter Ending June 30, 2018

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 fourth quarter of fiscal year 2017-2018, ending June 30, 2018.

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

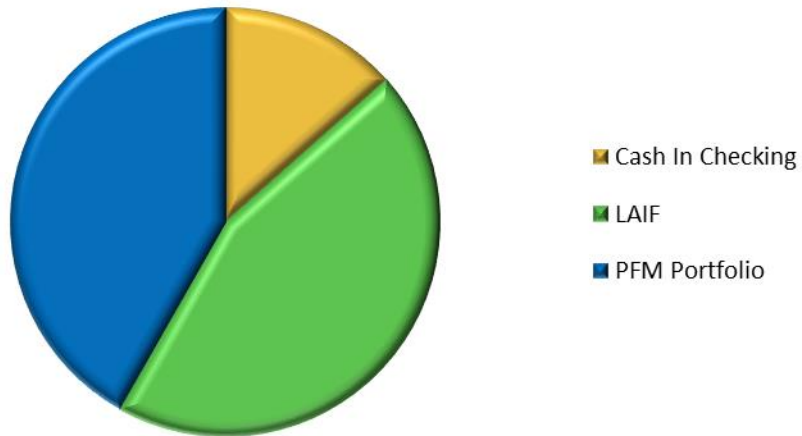
Attached is the quarterly Treasurer’s Report for the three months ended June 30, 2018.

At March 31, 2017, the end of the previous quarter, the value of the District’s total portfolio was \$21.44 million. Since that time, the value of the District’s portfolio decreased by \$1.38 million for an ending balance of \$20.06 million as of June 30, 2018, due in large part to the remittance to the trustee of the debt service payment due in early August (\$750,743.75). Cash and short-term investments decreased by \$739,900. Medium term investments decreased by \$664,300 and long-term investments increased by \$22,800.

The funds are currently held as follows:

| | |
|-------------------------------------|----------------------|
| Cash at Banking Institutions | \$ 2,150,258 |
| Local Agency Investment Fund (LAIF) | 8,925,812 |
| PFM Managed Investment Portfolio | 8,988,401 |
| | <u>\$ 20,064,472</u> |

Distribution of Investments - San Juan Water District

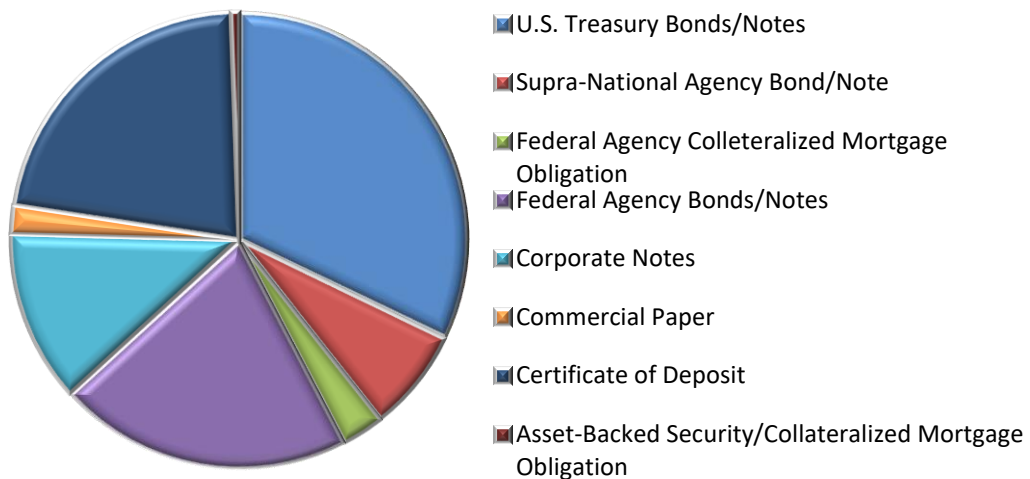


The overall portfolio is diversified with 45% invested in marketable securities (PFM Portfolio), 44% invested in short-term investments that are considered liquid (LAIF) and 11% on deposit with US Bank. Staff, in conjunction with your financial advisors, periodically review the mix of liquid and long-term investments and adjusts the portfolio according to the market conditions and the District’s short term cash needs. The distribution of investments is relatively unchanged from the last quarter.

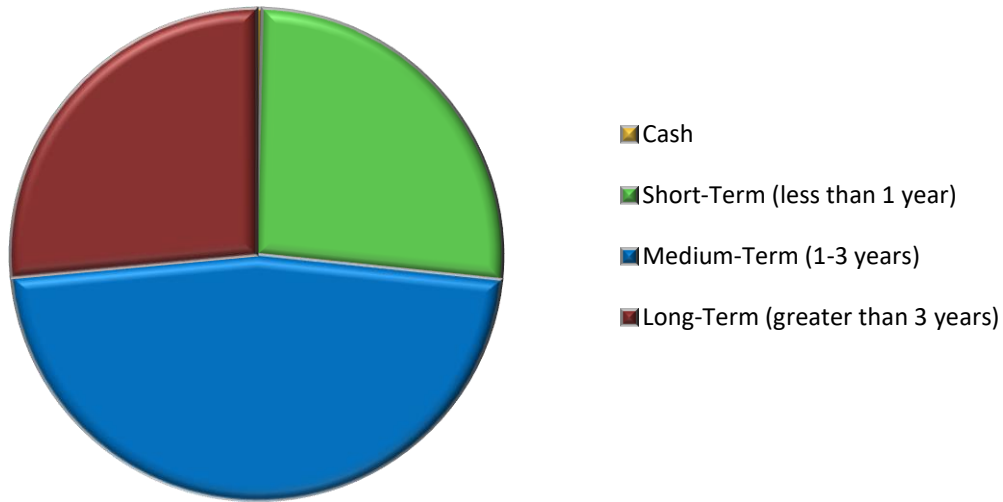
All securities held are in conformance with those permitted by the District’s Investment Policy. There are sufficient funds to meet the District’s expenditure requirements for the next six months.

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

Mix of Investments - PFM Portfolio



Duration of PFM Portfolio



With the economy experiencing strong growth, interest rates continued to rise over the quarter, they are still at very low levels. The Federal Open Market committee (FOMC) continued its steady rate hike plan by raising the federal funds target range another .25% in June 2018, following a similar increase in March 2018. Two more rate hikes are expected in the second half of 2018 and three more in 2019. The District’s portfolio managers will continue to strategically position the portfolio with a modestly defensive duration bias relative to the benchmark. With rates near multi-year highs they will selectively capture higher yields when rebalancing the portfolio to model the benchmark portfolio.

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

Total Returns – period ending June 30, 2018

| | Duration (years) | Quarter Ending 06/30/2018 | Past Year | Since Inception |
|------------------------------|------------------|---------------------------|-----------|-----------------|
| San Juan Water District | 2.01 | .36% | .22% | 1.07% |
| BAML 0-5 Year Treasury Index | 2.10 | .20% | .01% | .75% |

**San Juan Water District
Treasurer's Report
June 30, 2018**

| | Yield % | Par Value | Cost | Current Market Value | Maturity Date |
|--|---------|--------------|--------------|----------------------|---------------|
| CASH & DEMAND DEPOSITS - US Bank: | na | 2,150,258.50 | 2,150,258.50 | 2,150,258.50 | na |
| LOCAL AGENCY INVESTMENT FUND (LAIF) | 1.111% | 8,925,812.11 | 8,925,812.11 | 8,925,812.11 | na |
| PFM MONEY MARKET ACCOUNT | na | 35,131.51 | 35,131.51 | 35,131.51 | na |
| LONG-TERM INVESTMENTS (PFM Investment Portfolio): | | | | | |
| <i>U.S. Treasury Bonds/Notes:</i> | | | | | |
| US Treasury Notes | 1.91% | 435,000.00 | 432,909.96 | 432,519.20 | 3/31/2019 |
| US Treasury Notes | 1.23% | 140,000.00 | 142,324.20 | 137,364.08 | 7/31/2020 |
| US Treasury Notes | 1.42% | 130,000.00 | 137,261.72 | 130,167.57 | 8/15/2020 |
| US Treasury Notes | 1.15% | 170,000.00 | 176,189.06 | 167,350.38 | 2/28/2021 |
| US Treasury Notes | 1.85% | 50,000.00 | 49,005.86 | 48,314.45 | 4/30/2021 |
| US Treasury Notes | 1.81% | 110,000.00 | 108,225.37 | 106,154.29 | 5/31/2021 |
| US Treasury Notes | 1.67% | 400,000.00 | 395,671.88 | 386,015.60 | 5/31/2021 |
| US Treasury Notes | 1.71% | 150,000.00 | 146,642.58 | 143,332.05 | 7/31/2021 |
| US Treasury Notes | 1.75% | 150,000.00 | 146,947.27 | 143,308.65 | 10/31/2021 |
| US Treasury Notes | 1.78% | 150,000.00 | 150,591.80 | 145,921.80 | 1/31/2022 |
| US Treasury Notes | 2.10% | 190,000.00 | 188,226.70 | 184,544.91 | 3/31/2022 |
| US Treasury Notes | 1.83% | 150,000.00 | 152,044.92 | 146,759.70 | 6/30/2022 |
| US Treasury Notes | 1.74% | 250,000.00 | 253,095.70 | 243,222.75 | 7/31/2022 |
| US Treasury Notes | 2.76% | 225,000.00 | 215,815.43 | 216,413.10 | 9/30/2022 |
| US Treasury Notes | 2.80% | 250,000.00 | 241,660.16 | 242,744.25 | 10/31/2022 |
| Subtotal | | 2,950,000.00 | 2,936,612.61 | 2,874,132.78 | |
| <i>Supra-National Agency Bond/Note</i> | | | | | |
| Inter-American Development Bank | 1.10% | 125,000.00 | 124,625.00 | 123,378.13 | 5/13/2019 |
| Int'l Bank of Reconstruction & Dev Notes | 1.60% | 100,000.00 | 100,540.00 | 99,154.00 | 10/7/2019 |
| Int'l Bank of Reconstruction & Dev Notes | 1.64% | 180,000.00 | 179,568.00 | 175,527.00 | 9/12/2020 |
| Inter-American Development Bank | 1.81% | 175,000.00 | 176,622.09 | 172,646.25 | 11/9/2020 |
| International Finance Corp Note | 2.35% | 80,000.00 | 79,764.80 | 79,050.96 | 1/25/2021 |
| Subtotal | | 660,000.00 | 661,119.89 | 649,756.34 | |
| <i>Federal Agency Collateralized Mortgage Obligation</i> | | | | | |
| FHLMC Series KP03 A2 | 1.10% | 39,322.57 | 39,714.86 | 38,994.93 | 7/1/2019 |
| Fannie Mae Series 2015-M13 ASQ2 | 1.08% | 26,650.46 | 26,917.33 | 26,513.88 | 9/1/2019 |
| FNA 2018-M5 A2 | 2.27% | 100,000.00 | 101,989.10 | 101,414.01 | 9/25/2021 |
| FHLMC Multifamily Structured P Pool | 2.61% | 100,000.00 | 100,851.56 | 100,038.83 | 8/25/2022 |
| Subtotal | | 265,973.03 | 269,472.85 | 266,961.65 | |
| <i>Federal Agency Bonds/Notes:</i> | | | | | |
| Federal Home Loan Bank Agency Notes | 1.40% | 150,000.00 | 149,931.00 | 148,672.80 | 5/28/2019 |
| FNMA Notes | 1.69% | 470,000.00 | 471,193.80 | 467,098.69 | 6/20/2019 |
| FNMA Benchmark Notes | 0.93% | 260,000.00 | 259,563.20 | 255,678.54 | 8/2/2019 |
| FHLB Global Note | 0.94% | 240,000.00 | 239,539.20 | 235,963.92 | 8/5/2019 |
| FNMA Notes | 1.05% | 100,000.00 | 99,844.00 | 98,364.50 | 8/28/2019 |
| FJLB Notes | 1.38% | 135,000.00 | 134,968.95 | 132,990.93 | 11/15/2019 |
| FNMA Notes | 1.60% | 170,000.00 | 169,484.90 | 166,138.28 | 7/30/2020 |
| Fannie Mae Notes | 2.55% | 100,000.00 | 99,851.00 | 99,470.80 | 4/13/2021 |
| FNMA Notes | 1.32% | 60,000.00 | 59,794.74 | 57,406.80 | 8/17/2021 |
| FNMA Notes | 1.38% | 100,000.00 | 99,388.00 | 95,678.00 | 8/17/2021 |
| FNMA Notes | 1.33% | 120,000.00 | 119,514.00 | 114,813.60 | 8/17/2021 |
| Subtotal | | 1,905,000.00 | 1,903,072.79 | 1,872,276.86 | |

continued next page.....

| ...continued | Yield % | Par Value | Cost | Current Market Value | Maturity Date |
|--|---------|----------------------|----------------------|----------------------|---------------|
| <i>Corporate Notes:</i> | | | | | |
| Toyota Motor Credit Corp | 1.58% | 100,000.00 | 99,915.00 | 99,970.20 | 7/13/2018 |
| Apple Inc Bonds | 1.92% | 130,000.00 | 129,936.30 | 128,357.45 | 2/7/2020 |
| Cisco Systems Inc Corp Notes | 2.81% | 155,000.00 | 152,327.80 | 152,070.50 | 2/28/2021 |
| PEPSICO Inc. Corp (Callable) Note | 2.01% | 55,000.00 | 54,989.00 | 53,622.75 | 4/15/2021 |
| Bank of New Year Mellon Corp | 1.99% | 175,000.00 | 178,101.00 | 171,779.48 | 4/15/2021 |
| Bank of America Corp Note | 2.40% | 90,000.00 | 90,674.10 | 88,413.93 | 4/19/2021 |
| Goldman Sachs Group Corp Notes | 2.53% | 80,000.00 | 87,671.20 | 84,074.40 | 7/27/2021 |
| American Honda Finance Corp Notes | 1.84% | 130,000.00 | 129,112.10 | 124,547.54 | 9/9/2021 |
| Citigroup Inc Corp (Callable) Note | 2.72% | 90,000.00 | 90,614.70 | 88,166.25 | 12/8/2021 |
| American Express Credit (Callable) Notes | 3.29% | 100,000.00 | 97,840.00 | 97,629.20 | 3/3/2022 |
| Subtotal | | 1,105,000.00 | 1,111,181.20 | 1,088,631.70 | |
| <i>Commercial Paper</i> | | | | | |
| MUFG Bank LTD/NY Comm Paper | 1.90% | 180,000.00 | 178,298.60 | 179,831.16 | 7/16/2018 |
| Subtotal | | 180,000.00 | 178,298.60 | 179,831.16 | |
| <i>Certificate of Deposit:</i> | | | | | |
| Canadian Imperial Bank NY YCD | 1.78% | 250,000.00 | 249,805.00 | 249,346.50 | 11/30/2018 |
| Svenska Handelsbanken NY LT CD | 1.91% | 215,000.00 | 215,000.00 | 214,066.26 | 1/10/2019 |
| Bank of Montreal Chicago Cert Depos | 1.90% | 215,000.00 | 215,000.00 | 214,599.46 | 2/7/2019 |
| Bank of Nova Scotia Houstand LT CD | 1.91% | 60,000.00 | 60,000.00 | 59,651.52 | 4/5/2019 |
| Somitomo Mitsui Bank NY CD | 2.05% | 170,000.00 | 170,000.00 | 169,277.16 | 5/3/2019 |
| Skandinav Enskilda Banken NY CD | 1.85% | 215,000.00 | 214,916.15 | 213,145.20 | 8/2/2019 |
| MUFG Bank LTD/NY Cert Depos | 2.07% | 100,000.00 | 100,000.00 | 99,000.10 | 9/25/2019 |
| Credit Issue New York Cert Depos | 2.67% | 100,000.00 | 100,000.00 | 99,996.30 | 2/7/2020 |
| Nordea Bank AB NY CD | 2.72% | 135,000.00 | 135,000.00 | 134,287.88 | 2/20/2020 |
| Bank of Nova Scottia Houston CD | 3.10% | 150,000.00 | 149,943.00 | 150,832.35 | 6/5/2020 |
| Westpac Banking Corp NY CD | 2.05% | 195,000.00 | 195,000.00 | 191,913.93 | 8/3/2020 |
| Swedbank (New York) Cert Depos | 2.30% | 180,000.00 | 180,000.00 | 176,241.24 | 11/16/2020 |
| Subtotal | | 1,985,000.00 | 1,984,664.15 | 1,972,357.90 | |
| <i>Asset-Backed Security/Collateralized Mortgage Obligation:</i> | | | | | |
| Harot 2017-4 A3 | 2.06% | 50,000.00 | 49,992.96 | 49,321.60 | 11/21/2021 |
| Subtotal | | 50,000.00 | 49,992.96 | 49,321.60 | |
| TOTAL LONG TERM INVESTMENTS | | 9,100,973.03 | 9,094,415.05 | 8,953,269.99 | |
| TOTAL CASH & INVESTMENTS AT 03/31/2018 | | 20,212,175.15 | 20,205,617.17 | 20,064,472.11 | |

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: August 22, 2018
Subject: Legal Affairs Committee Charter

RECOMMENDED ACTION

Approve Committee Charter

BACKGROUND

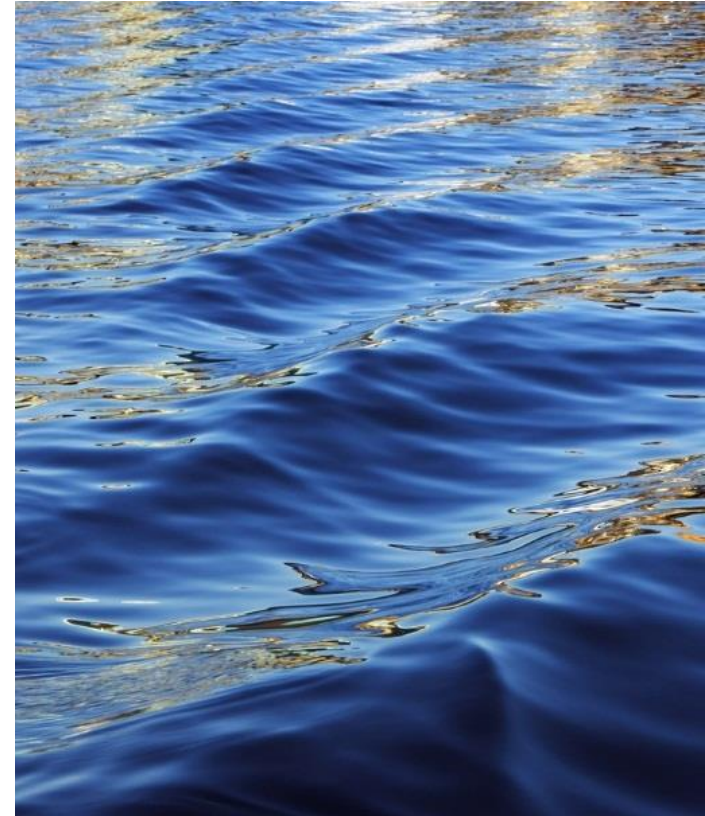
At the July 25, 2018 Board meeting charters for all committees except for the Legal Affairs Committee were adopted by the Board. The Legal Affairs Committee has not met since January 2017. Nevertheless, the Board decided to maintain the Legal Affairs Committee, and requested that a charter be developed for the committee.

Staff recommends that the Board approve the following charter for the Legal Affairs Committee:

“The purpose of the Legal Affairs Committee is to discuss and make recommendations to the Board on matters related to legal issues such as Board policies required by law or desired to improve District governance, proposed legislation or other state or federal actions impacting the District, key contracts and other legal documents affecting the District’s substantive legal rights or governance, and litigation in which the District is involved. The Board President may assign additional topics as needed. This committee generally meets only as needed.”

Making Water Conservation a California Way of Life

Impacts of AB1668/SB606



AGENDA ITEM V-2

AB 1668 & SB 606 signed by the Governor to make long-term improvements in water conservation and drought planning after the 20/2020 reduction goal.

Presentation focus:

- Four Primary Goals of Legislation
- Implementation Schedule
- Impacts on District

Four Primary Goals

- Use Water More Wisely
- Eliminate Water Waste
- Strengthen Local Drought Resilience
- Improve Agricultural Water Use Efficiency and Drought Planning

Use Water More Wisely

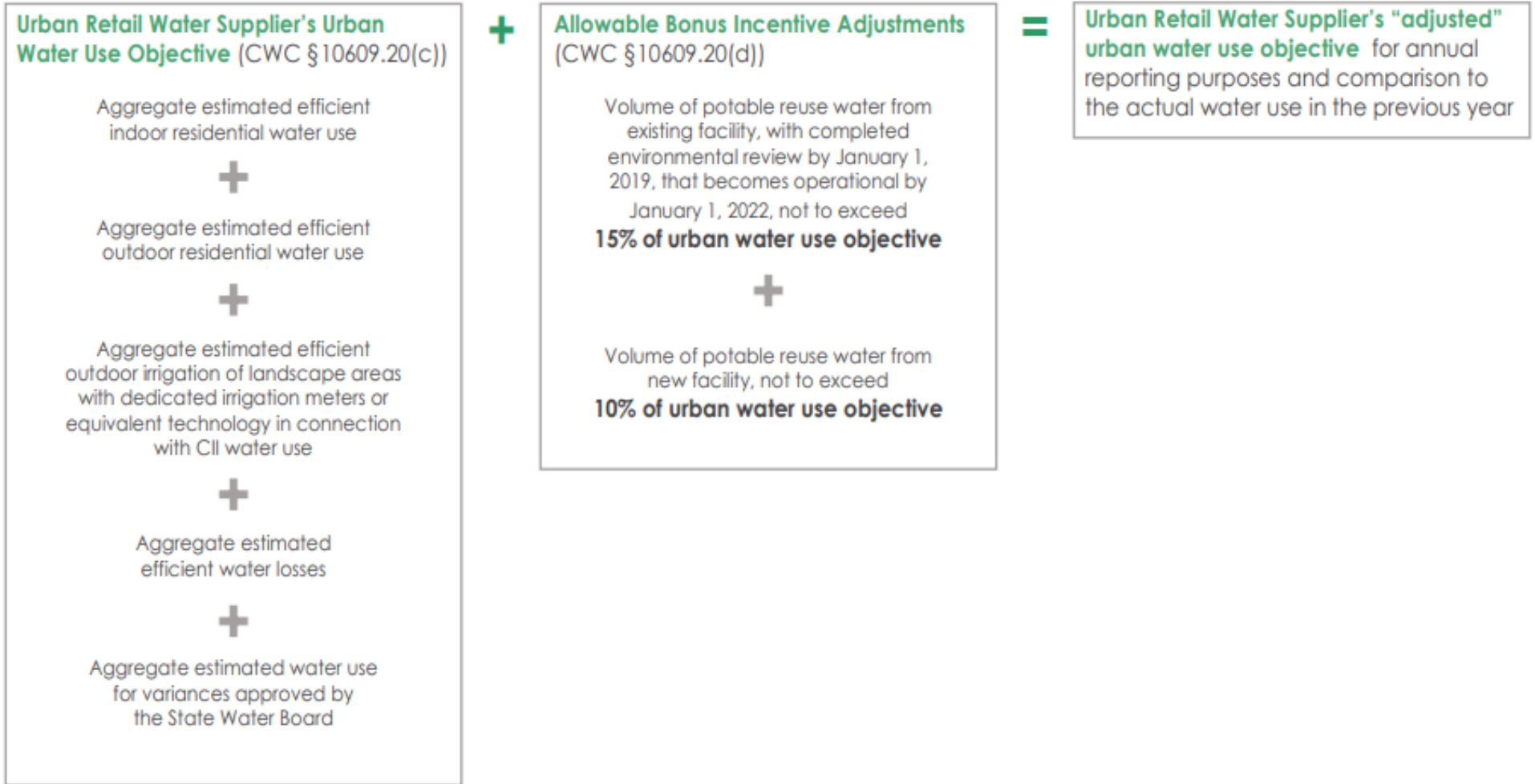
State to establish standards and practices for:

- Indoor residential water use
- Outdoor residential use
- Commercial, Industrial and Institutional use
- Water loss
- Appropriate variances for unique uses

Methodology: Establish aggregate water budget approach

The amount of water an urban water supplier would have delivered in the previous year if all that water had been used in compliance with adopted efficiency standards.

Summary of Urban Retail Water Supplier's Urban Water Use Objective Calculation



Eliminate Water Waste

SB 555 requires annual submission of system wide water loss report to DWR each October using the AWWA water loss software.

DWR to develop a water loss standard between 1/1/19 and 7/1/20.

Milestone Schedule: Eliminate Water Waste

| | |
|-------------|--|
| 2020 | Jan 1 – DWR submits to Legislature recommendation on feasibility of developing and enacting water loss reporting requirements for urban wholesale water suppliers. July 1 – State Water Board adopts rules requiring urban retail water suppliers to meet performance standards for the volume of water loss. |
| 2021 | July 1 – Water Suppliers adopt their 2020 UWMPs and show if they have met adopted water loss standard. |
| 2022 | June 30 – State Water Board adopts long-term standards for volume of water loss (satisfied by meeting existing requirement for adopting water loss standard in 2020). |



Strengthen Local Drought Resilience

- Requires supplier to prepare a Water Shortage Contingency Plan as part of the Urban Water Management Plan.
- Supplier to conduct a Drought Risk Assessment every 5 years in addition to an annual water supply and demand assessment.

Improve Agricultural Water Use Efficiency and Drought Planning




Required submission of Agricultural Water Management Plans

Note: This does not impact the District

SB 606 and AB 1668 Implementation Deadlines

| When | Who | What | Code Section |
|--|-------------------------------------|--|----------------|
| Beginning April 1, 2019, and annually thereafter | Agricultural water suppliers | Submit annual aggregated farm-gate delivery data reports for the prior year to DWR. | §531.10 (a)(1) |
| ★ June 1, 2019, and annually thereafter | Urban Water Supplier | Submit an annual water supply and demand (water shortage) assessment report to DWR. | §10632.1 |
| No later than January 1, 2020 | Department of Water Resources (DWR) | Coordinate with the State Water Resources Control Board (State Water Board) to identify small water suppliers and rural communities that may be at risk of drought and water shortage vulnerability. | §10609.42(a) |
| ★ By January 1, 2020 | DWR | Consult with the State Water Board to propose recommendations and guidance to the Governor and the Legislature relating to the development and implementation of countywide drought and water shortage contingency plans to address the planning needs of small water suppliers and rural communities. | §10609.42(b) |
| ★ By January 1, 2020 | DWR | Coordinate with the State Water Board to recommend to the Legislature the feasibility of developing and enacting water loss reporting requirements for urban wholesale water suppliers. | §10608.35(a) |
| ★ By January 1, 2021 | DWR | Coordinate with the State Water Board to conduct studies and investigations to report and recommend to the Legislature an alternative standard for indoor residential water use that more appropriately reflects best practices for indoor residential water use than the standard described in §10609.4(a). | §10609.4(b)(1) |
| By January 1, 2021 | DWR | Provide each urban retail water supplier with data regarding the area of residential irrigable lands. | §10609.6(c)(b) |

| | When | Who | What | Code Section |
|---|-------------------------------|------------------------------|---|----------------|
| | On or before April 1, 2021 | Agricultural water suppliers | Update agricultural water management plan (AWMP) and submit the AWMP to DWR every five years on or before April 1. | §10820(2)(A) |
| | No later than October 1, 2021 | State Water Board and DWR | Jointly conduct studies and investigations and recommend standards for outdoor residential use for adoption by the State Water Board. | §10609.6(a)(1) |
| ★ | No later than October 1, 2021 | DWR | Coordinate with the State Water Board to conduct studies and investigations and recommend standards for outdoor irrigation of landscape areas with dedicated irrigation meters or other means of calculating outdoor irrigation use in connection with CII water use for adoption by the State Water Board. | §10609.8(a) |
| ★ | No later than October 1, 2021 | DWR | Coordinate with the State Water Board to conduct studies and investigations and recommend performance measures for commercial, industrial, institutional (CII) and large landscape water use for adoption by the State Water Board. | §10609.10(a) |
| ★ | No later than October 1, 2021 | DWR | Coordinate with the State Water Board to conduct studies and investigations and recommend appropriate variances for unique uses for adoption by the State Water Board. | §10609.14(a) |
| ★ | No later than October 1, 2021 | DWR | Coordinate with the State Water Board to conduct studies and investigations and recommend guidelines and methodologies for the board to adopt that identify how an urban retail water supplier calculates its urban water use objective for adoption by the State Water Board. | §10609.16 |
| | On or before April 30, 2022 | DWR | Submit a report every five years that summarizes the status and evaluation of AWMP of agricultural water suppliers. | §10845(a) |
| | By May 30, 2022 | State Water Board | Identify the standards and potential effects on local wastewater management, developed and natural parklands, and urban tree health. | §10609.2(c) |
| ★ | On or before June 30, 2022* | State Water Board | Coordinate with DWR to adopt variances, guidelines, and methodologies pertaining to the calculation of an urban retail water supplier's urban water use objective. | §10609.2(e) |

| When | Who | What | Code Section |
|---|------------------------------|--|-----------------|
| On or before June 30, 2022 | State Water Board | Coordinate with DWR to adopt long-term standards for the efficient use of water. | §10609.2 (a) |
| On or before June 30, 2022 | State Water Board | Coordinate with DWR and adopt performance measures for CII water use. | §10609.10(d)(1) |
| July 1, 2022, and every five years thereafter | DWR | Submit a report summarizing the status of 2020 plans and water shortage contingency plans (WSCPs) to the Legislature. | §10644(c)(1)(A) |
|  By November 1, 2023, and annually thereafter | Urban Retail Water Suppliers | Deadline to calculate urban water use objective and report to DWR. | §10609.20(a) |
|  By November 1, 2023, and annually thereafter | Urban Retail Water Suppliers | Deadline to calculate the previous years' actual urban water use and report to DWR. | §10609.22(a) |
| On and after November 1, 2023 | State Water Board | Issue informational orders for water production, water use, and water conservation to urban retail water suppliers that do not meet their urban water use objectives. | §10609.26(a)(1) |
| On or before January 10, 2024 | Legislative Analyst's Office | Provide to the appropriate policy committees of both houses of the Legislature and the public a report evaluating the implementation of the water use efficiency standards and water use reporting. | §10609.30 |
| On and after November 1, 2024 | State Water Board | Issue written notices to urban retail water suppliers that do not meet their urban water use objectives. | §10609.26(b) |
|  By January 1, 2024 | Urban Retail Water Suppliers | Submit to DWR a supplement to the adopted 2020 plan with a narrative that describes the water demand management measures that the supplier plans to implement to achieve its urban water use objective by January 1, 2027. | §10621(f)(2) |



| When | Who | What | Code Section |
|-------------------------------|--|--|-------------------------------|
| Beginning January 1, 2025 | Urban Retail Water Suppliers | Abide by a standard for indoor residential water use of 52.5 gpcd. | §10609.4(a)(2) |
| On and after November 1, 2025 | State Water Board | Issue conservation orders to urban retail water suppliers that do not meet their urban water use objectives. | §10609.26(c)(1) |
| On or around January 1, 2026 | Chair, State Water Board & Director, DWR | Appear before the appropriate policy committees of both houses of the Legislature to report on the implementation of the water use efficiency standards and water use reporting. | §10609.32 |
| After November 1, 2027 | State Water Board | Impose fines for violations of long-term standards for efficient water use (from a minimum of \$1,000/day to a maximum of \$10,000/day in a drought emergency or critically dry year). | §1846.5(a)(1) & §1846.5(a)(2) |
| Beginning January 1, 2030 | Urban Retail Water Suppliers | Abide by a standard for indoor residential water use of 50 gpcd. | §10609.4(a)(3) |



*Presumed due date or action based on statute

District Impacts

Immediate Impacts

Staff time/resources to help direct DWR implementation strategy

(Greg, Paul, Lisa)

- Frequent meetings, calls, webinars (RWA, ACWA, DWR, SWRCB)
- Land use analysis
- Water use analysis

District Impacts

Best Case Scenario

DWR considers all developed land irrigable allowing the District a more generous budget able to comply with State requirements.

District action:

Create aggregate water budget using the following to calculate:

- Indoor use target of 55 gpp/day
- Outdoor use target following 1992, 2010, 2015 and 2020 WELO standards (GIS to inventory all developed irrigable land)
- CII water use standards (target to be created by DWR)
- Agency water loss standards (target to be created by DWR)

Submit annual report

District Impacts

Worst Case Scenario

DWR considers only irrigated land restricting the District's aggregate budget throwing the District out of compliance.

District action:

Create aggregate water budget using the following to calculate:

- Indoor use target of 55 gpp/day
- Outdoor use target following 1992, 2010, 2015 and 2020 WELO standards (GIS to inventory all developed irrigable land)
- CII water use standards (target to be created by DWR)
- Agency water loss standards (target to be created by DWR)

District Impacts

Worst Case Scenario

District action, continued:

Develop compliance plan which could contain:

- Individual water budgets
- Modified rate structure
- Monthly meter reading

Increased District effort to minimize water loss which could include:

- Advanced meter replacement program
- Proactive leak detection
- Annual meter testing program (meeting AWWA guidelines)

Submit annual report

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: August 22, 2018
Subject: Proposition 3 – Water Bond

RECOMMENDED ACTION

Approve a position on the Proposition

BACKGROUND

Proposition 3 on the November 2018 ballot would issue \$8.877 billion in general obligation bonds for water-related infrastructure and environmental projects. The state fiscal analyst said the bond would generate about \$8.4 billion in interest over a 40-year period, meaning the bond would cost the state a total of \$17.3 billion.

The largest amount of bond revenue - \$2.355 billion - would go toward conservancies and state parks to restore and protect watershed lands and nonprofits and local agencies for river parkways. The measure would also allocate \$640 million to groundwater sustainability agencies to implement their plans and \$500 million for public water system infrastructure improvements to meet safe drinking water standards, including the treatment of contaminants, or ensure affordable drinking water. The ballot initiative would require that \$1.398 billion be spent on projects benefitting what the state defines as disadvantaged communities and an additional \$2.637 billion be prioritized for disadvantaged communities.

A breakdown of the proposition is attached, and items that would provide potential funding to District programs is highlighted in yellow, while items that could provide funding for water-related projects in the American River watershed are highlighted in blue.

Water Infrastructure and Watershed Conservation Bond (2018)

| Amount | Dedication |
|---------------|--|
| \$750,000,000 | Grant to Friant Water Authority for water conveyance improvements, including the Madera and Friant-Kern canals and water conservation |
| \$640,000,000 | Groundwater sustainability agencies to implement plans |
| \$500,000,000 | Grants and loans for public water system infrastructure improvements to meet safe drinking water standards or ensure affordable drinking water, including treatment of contaminants |
| \$400,000,000 | Grants and loans for wastewater recycling projects |
| \$400,000,000 | Grants for desalination of brackish water (removing salt and other contaminants from groundwater or inland sources of water) |
| \$400,000,000 | Grants to counties and cities to capture and use urban dry weather runoff and stormwater runoff |
| \$400,000,000 | Restoration of Central Valley population of native fish, including salmon, and fish habitat |
| \$300,000,000 | Programs including residential turf removal, leak detection, toilet replacement, and water meters |
| \$300,000,000 | "Restoration and protection of watersheds of the Sacramento, Smith, Eel, and Klamath rivers and other rivers of Marin, Sonoma, Mendocino, Humboldt, and Del Norte counties, and the Carrizo Plain; protection of oak |

Water Infrastructure and Watershed Conservation Bond (2018)

| Amount | Dedication |
|---------------|--|
| | woodlands and rangelands; restoration of riparian habitat and fisheries; and assistance to farmers in integrating agricultural activities with watershed projects" |
| \$300,000,000 | Wildlife Conservation Board to acquire water from willing sellers and to acquire storage and delivery rights to improve stream, river, wetland, estuary, and wildlife refuge habitats |
| \$300,000,000 | Wildlife Conservation Board for coastal and Central Valley salmon and steelhead fisheries restoration projects |
| \$280,000,000 | Wildlife Conservation Board for projects to protect migratory birds |
| \$250,000,000 | Grants and loans for wastewater treatment projects |
| \$250,000,000 | Bay Area Regional Reliability Partnership for new facilities to provide surface water storage |
| \$200,000,000 | Central Valley Flood Protection Board for enlargement and environmental enhancement of existing floodways and improvement of flood control facilities, including \$50 million for existing dams in the Sacramento Valley |
| \$200,000,000 | San Francisco Bay Restoration Authority for flood management and wetlands restoration |
| \$200,000,000 | Sierra Nevada Conservancy for watershed conservation projects and research |

Water Infrastructure and Watershed Conservation Bond (2018)

| Amount | Dedication |
|---------------|--|
| \$200,000,000 | Salton Sea ecosystem restoration, air quality improvement, and economic development for severely disadvantaged communities |
| \$200,000,000 | Repair and reconstruction of Oroville Dam |
| \$180,000,000 | Conservancies in Los Angeles, Ventura, and Orange counties for watershed conservation projects |
| \$170,000,000 | Grants to nonprofits and local agencies for river parkways that provide habitat restoration, recreation, and water quality improvements (\$70 million general) |
| \$150,000,000 | Conservancies in watersheds of Sacramento and San Joaquin Rivers for watershed conservation projects (\$30 million to Lower American River Conservancy) |
| \$150,000,000 | Conservancies for projects to restore and protect the Los Angeles river and its tributaries |
| \$150,000,000 | Restoration and protection of watersheds within state parks |
| \$135,000,000 | State Coastal Conservancy for coastal watershed conservation projects |

Water Infrastructure and Watershed Conservation Bond (2018)

| Amount | Dedication |
|---------------|---|
| \$100,000,000 | Grants to local agencies to repair or reoperate reservoirs that provide flood control |
| \$100,000,000 | San Francisco Bay Area Conservancy Program for watershed conservation projects |
| \$100,000,000 | California Ocean Protection Council for projects to (a) reduce amount of pollutants that flow to beaches, bays, coastal estuaries, and near-shore ecosystems, and (b) protect coastal and near-shore resources from impact of rising sea levels and ocean acidification |
| \$100,000,000 | Grants to improve quality of rangelands, wildlands, meadows, wetlands, riparian areas, and aquatic areas to increase groundwater recharge |
| \$100,000,000 | Projects in the San Joaquin River settlement agreement |
| \$80,000,000 | Removal of Matilija Dam and related projects along the Ventura River |
| \$60,000,000 | California Tahoe Conservancy for watershed conservation projects |
| \$60,000,000 | Restoration of watersheds and other conservation projects on agricultural lands, rangelands, managed wetlands, and forested lands |

Water Infrastructure and Watershed Conservation Bond (2018)

| Amount | Dedication |
|--------------|--|
| \$50,000,000 | Grants to local agencies for agricultural water conservation projects |
| \$50,000,000 | Urban Streams Restoration Program, with 65 percent of funds to disadvantaged communities |
| \$50,000,000 | Sierra Nevada Conservancy for grants to reduce threat of wildfires which would negatively impact watersheds |
| \$50,000,000 | Department of Forestry and Fire Protection for grants to reduce threat of wildfires which would negatively impact watersheds |
| \$50,000,000 | Improving water quality conditions on private lands for fish and wildlife |
| \$40,000,000 | Santa Monica Mountains Conservancy to capture and use urban dry weather runoff and stormwater runoff |
| \$40,000,000 | San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy to capture and use urban dry weather runoff and stormwater runoff |
| \$40,000,000 | State Coastal Conservancy to capture and use urban dry weather runoff and stormwater runoff |

Water Infrastructure and Watershed Conservation Bond (2018)

| Amount | Dedication |
|--------------|--|
| \$40,000,000 | San Diego River Conservancy for watershed conservation projects |
| \$40,000,000 | Conservation Corps. to restore and protect watershed lands |
| \$35,000,000 | Borrego Water District to acquire land for groundwater |
| \$30,000,000 | California Tahoe Conservancy to capture and use urban dry weather runoff and stormwater runoff |
| \$25,000,000 | Coachella Valley Mountains Conservancy for restoration and protection of Coachella Valley watershed |
| \$25,000,000 | University of California for the Natural Reserve System to acquire land for research and training in aquatic ecosystems and conservation of wildlife resources |
| \$20,000,000 | Development and installation of water measuring equipment to improve estimates of water budgets, water allocations, drought management, groundwater management, and water rights |
| \$20,000,000 | Institutions of higher education for water resources and supplies development and research |

Water Infrastructure and Watershed Conservation Bond (2018)

| Amount | Dedication |
|--------------|---|
| \$20,000,000 | Urban forestry projects to capture stormwater, recharge local groundwater supplies, and manage erosion and water sediments |
| \$20,000,000 | Construction of Pacific Flyway Center near the Suisun Marsh |
| \$20,000,000 | Projects to provide river access for non-motorized recreation |
| \$15,000,000 | Deployment of innovative water and energy saving technologies |
| \$15,000,000 | Grants and loans for improving wastewater treatment in Delta legacy communities and at recreational facilities in the Delta |
| \$15,000,000 | Removing sediment from the Feather River between Live Oak and Verona |
| \$10,000,000 | Development of information systems, technologies, and data to improve the management of water rights |
| \$10,000,000 | Making water information interoperable |

Water Infrastructure and Watershed Conservation Bond (2018)

| Amount | Dedication |
|--------------|--|
| \$10,000,000 | Office of Sustainable Water Solutions to provide technical assistance to disadvantaged communities in developing groundwater sustainability plans |
| \$10,000,000 | Grants for American River basin projects to improve flow and temperature conditions, increase water use efficiency, and improve surface water and groundwater supplies |
| \$6,000,000 | Sutter Butte Flood Control Agency for projects at Oroville Wildlife Area to provide downstream flood control and ecosystem restoration |
| \$5,000,000 | Integrated Regional Water Management (IRWM) regional water management groups |
| \$5,000,000 | Delta Science Program |
| \$5,000,000 | Develop a plan for the diversion of water from the Sacramento River to the North Bay Aqueduct |
| \$1,000,000 | Butte County for emergency preparedness equipment |

STAFF REPORT

To: Board of Directors
From: Donna Silva, Finance Director
Date: August 22, 2018
Subject: Proposed Amendment to Financial Audit Policy

RECOMMENDED ACTION

Approve amended Financial Audit Policy.

BACKGROUND

The current Financial Audit Policy, attached, was approved by the Board on October 23, 2003.

Staff is currently in the process of reviewing ordinances and policies. After reviewing Ordinance 3000 “District Banking and Other Financial Matters”, in consultation with the Board’s legal counsel, it was determined that the Ordinance is unnecessary as it consists entirely of matters that are already covered under state law, are already covered by Board Policy and/or are better addressed in a policy.

In place of Ordinance 3000, staff will be proposing two new policies and amendments to the existing Financial Audit Policy. This staff report addresses the proposed amendments to the Financial Audit Policy. The proposal to rescind Ordinance 3000 and the proposed new policies will be brought to the Board in September and October 2018.

The proposed policy amendments are attached to this staff report. The recommended changes are as follows:

- Add the fiscal year to the policy as it need not be in an ordinance.
- Extend the time period for audit completion. The existing policy requires audit completion within 90 days of the end of the fiscal year. Given the complexity of District operations and new accounting policies, 90 days is not a reasonable time period for the District to finish its year end accounting work and have an audit completed. Staff suggests extending this requirement to 180 days (December 31st), which is the deadline for submittal of the audited financial statements to the Government Finance Officers Association for the Excellence in Financial Reporting award.
- Staff recommends the addition of a requirement to enter into a multi-year contract with the auditor of at least five years. A multi-year contract results in better outcomes as the auditors have a longer time period to gain a deep understanding of the District, improving the quality of their audits. Multi-year contracts also result in lower costs as the auditors are able to recover certain “startup” costs over several years, rather than over a single year.

- Staff recommends a requirement to conduct a procurement for auditing firms at the end of each multi-year contract.
- The proposed policy clarifies that while price is a consideration, it shall not serve as the sole criterion for the selection of an independent audit. The principal factor in the selection of an auditor should be the auditor's ability to perform a quality audit. Upon completion of the procurement, the Board may or may not chose to change audit firms.

Attachments:

Current Financial Audit Policy with proposed edits

Proposed Financial Audit Policy – clean version

Ordinance 3000

SAN JUAN WATER DISTRICT
POLICIES

POLICY TYPE: General Policies
POLICY TITLE: Financial Audit
POLICY NUMBER: 3800
DATE ADOPTED: October 23, 2003
DATES AMENDED:

3800.00 Financial Audit Policy

The fiscal year of the District shall be the period beginning July 1 of each calendar year through June 30 of the next calendar year.

An audit of the District's financial records will be made annually by a certified public accountant appointed by the Board of Directors. The Board desires the audit to be completed within 180 days of the District's fiscal year-end. The auditor will submit the annual audit within 90 days after the end of each fiscal year.

The purpose of the independent audit is to provide an objective, impartial assessment of the District's financial records. The audit will be conducted in accordance with generally-accepted accounting and financial auditing standards. The audit will serve to determine if, in the opinion of the auditor, the District's financial statements are free of material misstatement. The auditor will also examine evidence supporting the amounts and disclosures in the District's financial statements, annually review and report to the Board on the adequacy of the District's internal financial controls and assess the accounting principles used and significant financial estimates made by District management. The financial audit will be submitted to the County Auditor, and an annual report of financial transactions will be submitted to the State Controller.

The District will enter into a multi-year agreement of at least five years in duration when obtaining the services of independent auditors. Such agreements allow for great continuity and help to minimize the potential for disruption in connection with the independent audit. Multi-year agreements can also help to reduce audit costs by allowing auditors to recover certain "startup" costs over several years, rather than over a single year.

At the end of each five year contract the District will issue a Request for Proposals for independent auditing services. The current auditing firm will be invited to participate in the procurement. The audit procurement process will be structured so that the principal factor in the selection of an independent auditor is the auditor's ability to perform a quality audit. While price is a consideration, it shall not serve as the sole criterion for the selection of an independent auditor. Upon completion of the procurement, the Board may or may not choose to change audit firms at that time.

SAN JUAN WATER DISTRICT
POLICIES

POLICY TYPE: General Policies
POLICY TITLE: Financial Audit
POLICY NUMBER: 3800
DATE ADOPTED: October 23, 2003
DATES AMENDED:

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SAN JUAN WATER DISTRICT
CODE OF ORDINANCES

CODE TYPE : District Financial Matters
CODE SECTION : District Banking and Other Financial Matters
CODE NUMBER : 3000
DATE ADOPTED : July 28, 2006
DATES AMENDED :

3000.00 District Banking and Other Financial Matters

3000.01 Designation of Depository

The District has adopted the alternative depository of District money in accordance with Government Code Sections 61737.01-61737.09. The Board of Directors by resolution shall designate a depository or depositories to have custody of District funds, which depositories shall give the District sufficient bond to secure the District against possible loss as required by law. Only such Person or Persons authorized by the Board may sign checks to withdraw funds from any of such depositories.

The General Manager, Assistant General Manager, Secretary, Finance and Administrative Manager, Customer Service Manager and all other employees or assistants of the District who may be required to do so by the Board of Directors, shall give such fidelity or performance bonds to the District as the Board may from time to time require. The premium for such bonds shall be paid by the District.

3000.02 Deposit of Cash Receipts

All funds received by the District from any source whatsoever shall be promptly deposited in one of the time or demand bank accounts established by resolution of the Board of Directors. It shall be the responsibility of the General Manager of the District and Staff who have been or may be appointed by the Board, to assure such prompt deposit of funds.

3000.03 Types of Accounts and Investment Accounts

The following types of bank accounts and investment accounts shall be established and maintained for District funds as directed or approved by the Board of Directors.

3000.03.1 Demand-Deposit Accounts

All funds, when first received, shall be deposited in one of the demand deposit accounts established under Section 3000.02. However, the General Manager, or the designated agent, shall cause those funds for which an early demand is not foreseen to be transferred to a time-deposit account or to an investment account to produce an interest return as soon as practicable.

3000.03.2 Time-deposit Accounts

Funds for which an early demand is not foreseen shall be transferred from a demand-deposit account to a time-deposit account or invested in an investment authorized under 3000.03.3 of this Section.

3000.03.3 Investments

As an alternative to placing funds in a time-deposit account, funds may be invested in the form of securities authorized by the laws of the State of California. Such investments shall be held in safe keeping by the bank through which the District arranged for the investment.

3000.04 Classes of Bank Accounts

The following classes of accounts shall be established and maintained for the District.

3000.04.1 General Accounts

All District funds shall be placed in one or more of the types of accounts or investments listed under Section 3000.03. Such funds shall be designated "San Juan Water District, General Fund Account" except for funds that are to be placed in special accounts as may be directed by the Board of Directors or as otherwise authorized in the Section 3000.04. Such special accounts may be any one of the types listed in Section 3000.03.

3000.04.2 Payroll Account

One special demand-deposit account, designated "San Juan Water District, Payroll Account," shall be maintained at one bank for the sole purpose of paying wages and salaries to District employees. No funds shall be deposited in this account except funds withdrawn by check from a General Fund Account.

3000.04.3 Trust Account

Funds held in trust by the District for other Persons may be deposited in special Trust Accounts, which shall be established by resolution of the Board of Directors. Such accounts will include, but not be limited to, special accounts for Employee Funds, Improvement Act of 1911 bond collections, and similar funds.

3000.05 Transfer of Funds from One Account to Another

The General Manager of the District, or his designated agent, is authorized and is delegated the responsibility of directing banking institutions to transfer funds from one type of account to another type in a financial institution that has been approved by the Board of Directors. For the purpose of such transfers, the types of accounts designated "Demand Deposits," "Time-deposits," and "Investment Accounts" shall be interchangeable at the direction of the General Manager, or the designated agent, with after-the-fact approval of the Board. The transfer of funds from one "class" of account, as differentiated from "type" of account, however, is not authorized without prior approval of the Board.

3000.06 Withdrawal of Funds

3000.06.1 Funds may be withdrawn from any class of demand deposit only by issuance of a check or duly authorized electronic funds transfer.

3000.06.2 No check shall be issued until it shall have been signed by at least two Persons who have been authorized by the Board to sign such checks. In certain conditions, checks may be signed with a facsimile signature, the use of which has been authorized by the Board of Directors. The emergency checking account shall require only one signature.

3000.07 Directions Pertaining to Demand Deposits

Each demand-deposit account shall be established only by resolution, which shall contain directions therein as to the Persons who may sign checks on the account.

3000.08 Fiscal Year

The fiscal year of the District shall be the period beginning July 1 of each calendar year through June 30 of the next calendar year.

3000.09 Closing of Books of Account

Within 45 days after the last day of each fiscal year, the Finance and Administrative Manager shall cause all final entries for such fiscal year to be made in the District books of account, prepare them for examination by the external auditor, and notify the auditor that the books of account are ready for audit.

3000.10 Appointment of an Auditor for Annual Audit of Books of Account

The auditor for the District shall be appointed by the Board of Directors and shall serve thereafter until such time as the auditor may resign, the appointment may be revoked by the Board, or a successor has been appointed by the Board.

Within 90 days after the books of account have been prepared for the auditor's use, as provided in Section 3000.09, the auditor shall perform and submit the annual audit of said books of account to the District.

3000.11 Allocated Fund Policy

The District's net worth is invested in its physical assets and its ability to provide reliable water service to the public. These assets must be properly maintained and replaced over time to maintain the level and quality of service provided to the public. The District will consider future needs for all capital facilities, equipment and operations, and set aside appropriate funds to meet these needs. Additional reserve funds may be included as future circumstances warrant. All reserves should be retained for their original intended purpose. In this manner, funds will be available for future capital and equipment requirements in addition to provide funds to continue operations.

3000.11.1 Wholesale

Operating Fund

The operating reserve fund should provide sufficient funds for temporary operations of the District in the events of unforeseen events or irregular working capital needs.

The District will maintain in its Wholesale Operation Reserve Fund an amount equal to at least twenty percent of the annual operating expenditures.

Rate-Stabilization Fund

The rate-stabilization reserve fund should provide sufficient funds to ensure financial and rate stability for wholesale Customers in the event of fluctuating changes in wholesale water deliveries and reduced water supplies.

Capital-Improvement Fund

The capital-improvement reserve fund consists of a number of different reserve funds for different purposes. The different reserve funds are described as follows:

1. Hinkle Reservoir Lining Replacement Fund – a fund established to accumulate funds for the planned replacement of the lining and cover of Hinkle Reservoir. The replacement fund is funded annually in the amount of \$50,000.00 plus accrued interest earned on the existing fund balance. The life expectancy of the cover and lining (installed in July 1981) is 30 years.

2. Capital-Improvement Fund – a fund established to accumulate sufficient funds for use due to unexpected emergency expenditures for repair, replacement or rehabilitation of the water treatment plant facilities.

A fund established to fund capital projects to replace or rehabilitate and upgrade pumping stations, buildings, treatment plant facilities, equipment, water pipeline systems and other water-related system components.

3. Vehicle and Equipment Fund – a fund established to accumulate sufficient funds to replace vehicles and equipment on an annual basis, and larger equipment on an as-need basis.

The primary sources of revenue for the reserves are property taxes, interests, and revenues in excess of expenditures from wholesale Customers.

Restricted COP Debt Fund

A fund established to accumulate funds held in reserve by Union Bank of California for the final principal and interest payment on the 1993 Revenue Certificates of Participation. The final payment of principal and interest is due February 2014. The funds accumulated and held in reserve by Bank of America is for the semi-annual payments of principal and interest due in February and August, and debt service coverage paid by participating agencies.

Restricted-Employee Fund

A fund established to accumulate employee's pre-taxed monies will be held in trust by the District. A second party pays claims submitted by enrolled employees.

A fund established to accumulate funds for accrued employees vacation and sick leave time.

3000.11.2 Retail

Operating Fund

The operating reserve fund should provide sufficient funds for temporary operations of the District in the event of unforeseen events or irregular working capital needs.

The District will maintain in its Retail Operation Reserve Fund an amount equal to at least twenty percent of the annual operating expenditures.

Capital-Improvement Fund

The capital-improvement reserve fund consists of a number of different reserve funds for different purposes. The different reserve funds are described as follows:

1. Kokila Reservoir Lining Replacement Fund – a fund established to accumulate funds for eventual replacement of the lining and cover of Kokila Reservoir. The replacement fund is funded annually in the amount of \$10,000.00 plus accrued interest earned on the existing fund balance. The life expectancy of the cover and lining (installed in July 1984) is 30 years
2. Capital-Improvement Fund – a fund established to accumulate sufficient funds for use due to unforeseen and unexpected emergency expenditures for repair, replacement or rehabilitation of the District's water pipeline systems and pumping stations.
3. Capital Facilities Fees Fund – a separate fund established to accumulate Capital Facilities Fees collected to fund capital projects to replace, rehabilitate and upgrade District pumping stations, buildings, water pipeline systems and other water related systems components in the retail service area resulting from additional water services.
4. Vehicle and Equipment Fund - a fund established to accumulate sufficient funds to replace vehicles and equipment on an annual basis and larger equipment on an as need basis.

The primary sources of revenue for the allocated funds are property taxes, interest, capital facilities fees and revenues in excess of expenditures from retail Customers.

Restricted COP Debt Reserve

A fund established to accumulate funds held in reserve for the semi-annual payment of principal and interest on the 1993 Revenue Certificates of Participation. Annual debt service payments of principal and interest are made in February and August.

Restricted E.D.A. Loan Debt Reserve

A fund established to accumulate funds held in reserve for the annual payment of principal and interest on the E.D.A. Loan. Annual debt service payment is made in June.

Restricted-Employee Fund

A fund established to accumulate employee's pre-taxed monies held in trust by the District. A second party pays payments to enrolled employees.

A fund established to accumulate funds for accrued employees' vacation and sick leave time.

STAFF REPORT

To: Board of Directors
 From: Paul Helliker, General Manager
 Date: August 22, 2018
 Subject: General Manager's Monthly Report (July)

RECOMMENDED ACTION

For information only, no action requested.

TREATMENT PLANT OPERATIONS

Water Production for July

| Item | 2018 | 2017 | Difference |
|-----------------------|-----------|-----------|------------|
| Monthly Production AF | 7,203.28 | 7,095.86 | 1.5% |
| Daily Average MG | 75.72 | 74.59 | 1.5% |
| Annual Production AF | 25,151.62 | 25,409.42 | -1.0% |

Water Turbidity

| Item | July 2018 | June 2018 | Difference |
|--|-----------|-----------|------------|
| Raw Water Turbidity NTU | 1.66 | 2.25 | -26% |
| Treated Water Turbidity NTU | 0.023 | 0.026 | -12% |
| Monthly Turbidity Percentage Reduction | 98.64% | 99.32% | |

*Folsom Lake Reservoir Storage Level AF**

| Item | 2018 | 2017 | Difference |
|----------------|---------|---------|------------|
| Lake Volume AF | 836,113 | 953,497 | -12% |

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

* Total Reservoir Capacity: 977,000 AF

Other Items of Interest:

- None to Report

SYSTEM OPERATIONS

Distribution Operations:

| Item | July 2018 | June 2018 | Difference |
|------------------------|-----------|-----------|------------|
| Leaks and Repairs | 16 | 7 | +9 |
| Mains Flushed | 37 | 89 | -52 |
| Valves Exercised | 31 | 54 | -23 |
| Back Flows Tested | 4 | 12 | -8 |
| Customer Service Calls | 72 | 44 | +28 |

Distribution System Water Quality:

| Water Quality Samples Taken | # Failed Samples | Supporting Information |
|-----------------------------|------------------|------------------------|
| 40 Lab | 0 | |
| 11 In-House | 0 | |

Other Items of Interest:

- Back flow program is nearly completed, 3 devices left for retesting. Waiting on customers to finish repairs.
- July had the highest number of leaks for any month in the last four years. Leaks had a big impact on FS in July causing distribution maintenance items to be pushed.
- Experienced a 40% increase in customer service calls, 50% of which were after hours to the on-call operator.

CUSTOMER SERVICE ACTIVITIES

Billing Information for Month of July

| Total Number of Bills Issued | Total Number of Reminders Mailed | Total Number of Shut-off Notices Delivered | Total Number of Disconnections |
|------------------------------|----------------------------------|--|--------------------------------|
| 5611 | 857 | 334 | 28 |

Conservation Activities

| Water Waste Complaints Received | Number of Customers Contacted for High Usage (potential leaks) | Number of Rebates Processed | Number of Meters Tested/Repaired (non-reads) |
|---------------------------------|--|-----------------------------|--|
| 9 | 1114* | 14 | N/A |

Other Activities

- Staff has processed 1,042 payment transactions since April and 3,393 customers have self-enrolled using the District's website to pay their bills.
- Staff processed 62 manual bills to be included in the title company escrow process.
- Draft Customer Satisfaction Survey results are available and 88% were satisfied with the overall services provided by the District.
- *The process was modified from comparing the current bill to the last bill to comparing the current bill to the same bill cycle one year ago resulting in a significant rise in contacts made.

ENGINEERING - NEW URBAN DEVELOPMENTS (SJWD Retail Service Area)

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

ENGINEERING - CAPITAL PROJECTS

Current Retail Projects

| Project Title | Description | Status | Issues |
|---|---|-----------------------|--|
| Douglas Blvd Main Replacement | Replacement of ±4,125-LF of old steel main with new 16-in and 12-in pipeline between Auburn Folsom Rd and Hidden Lakes Dr. | In Construction Phase | Public Outreach and notification is being maintained |
| Dambacher Drive Services Replacement | Replacement of ±19 aged, corroded steel service taps with new bronze saddle taps to reduce potential for failures and leaks | In Construction Phase | None |
| Lou Place Main Replacement | Replacement of approximately 460-LF of aged main and 4 services on Lou Place between Troy Way and Crown Point Vista | In Design | |
| Edward Ct Main Replacement | Replacement of approximately 300-LF of aged main and 3 services on between Lou Place and the south end of Edward Court | In Design | |
| Spahn Ranch Rd. Main Extension | Install new pipeline; provides looped distribution network. | In Design | |
| Cavitt Stallman 12" (Oak Pines to Sierra Ponds) | Install new pipeline on Cavitt Stallman between Oak Pines Lane and Sierra Ponds Lane. | In Design | |
| Cavitt Stallman 12" (Mystery Cr to Oak Pines) | Install new pipeline on Cavitt Stallman between Mystery Creek Ln and Oak Pines Ln. | In Design | |
| Woodminister Services Replacements | Replace 18 aged services. | In Design | |
| Redbud/Lupin/Meadowlark Services Replmts | Replace 43 aged services. | In Design | |
| Sandstone & Auberry to Hill Rd 8" Ext & Serv | Replace pipeline and services. | In Design | |
| 6-In Walnut Ave to Madison Abandonment | Excavate and install a restrained pipe cap as necessary to properly abandon an old pipeline. | In Design | |

| Project Title | Description | Status | Issues |
|--|--|---------------|---------------|
| Kokila (SJWD/PCWA) 12-Inch Intertie Pipeline | Interconnection with PCWA. | In Design | |
| Mooney Tank Building New Roof | Replace the existing aged roof before failure. | In Design | |
| Canyon Falls Village PRS Replacement | Rehabilitation of an existing Pressure Reducing Station (PRV) located near the intersection of Canyon Falls Drive and Santa Juanita Ave. | In Design | |
| UGB & LGB Low Flow Pumps and LGB/CP MOV | Installation of two new low flow pumps, one each at the Lower and Upper Granite Bay pump stations | In Design | |

Retail CIP - Project Specifics

- None to Report

Current Wholesale Projects

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

Wholesale CIP - Project Specifics

- None to Report

SAFETY & REGULATORY TRAINING – JULY 2018

| Training Course | Staff |
|---------------------------|--------------|
| Overhead Crane Safety | Treatment |
| Access to Medical Records | All Staff |
| | |

FINANCE/BUDGET

See attached.



San Juan Water District, CA

Wholesale Operating Income Statement

Group Summary

For Fiscal: 2018-2019 Period Ending: 07/31/2018

| Account | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|---|--------------------------|-------------------------|---------------------|---------------------|----------------------|
| Fund: 010 - WHOLESALE | | | | | |
| Revenue | | | | | |
| 41000 - Water Sales | 12,666,300.00 | 12,666,300.00 | 1,620,695.00 | 1,620,695.00 | 11,045,605.00 |
| 43000 - Rebate | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 |
| 49000 - Other Non-Operating Revenue | 151,900.00 | 151,900.00 | 0.00 | 0.00 | 151,900.00 |
| Revenue Total: | 12,819,700.00 | 12,819,700.00 | 1,620,695.00 | 1,620,695.00 | 11,199,005.00 |
| Expense | | | | | |
| 51000 - Salaries and Benefits | 3,514,900.00 | 3,514,900.00 | 254,300.19 | 254,300.19 | 3,260,599.81 |
| 52000 - Debt Service Expense | 955,000.00 | 955,000.00 | 0.00 | 0.00 | 955,000.00 |
| 53000 - Source of Supply | 2,006,800.00 | 2,006,800.00 | 210,337.66 | 210,337.66 | 1,796,462.34 |
| 54000 - Professional Services | 887,400.00 | 887,400.00 | 4,234.58 | 4,234.58 | 883,165.42 |
| 55000 - Maintenance | 450,900.00 | 450,900.00 | 22,141.76 | 22,141.76 | 428,758.24 |
| 56000 - Utilities | 90,500.00 | 90,500.00 | 1,748.00 | 1,748.00 | 88,752.00 |
| 57000 - Materials and Supplies | 478,300.00 | 478,300.00 | 36,773.25 | 36,773.25 | 441,526.75 |
| 58000 - Public Outreach | 88,500.00 | 88,500.00 | 0.00 | 0.00 | 88,500.00 |
| 59000 - Other Operating Expenses | 470,300.00 | 470,300.00 | 94,472.92 | 94,472.92 | 375,827.08 |
| 69000 - Other Non-Operating Expenses | 2,700.00 | 2,700.00 | 0.00 | 0.00 | 2,700.00 |
| 69900 - Transfers Out | 2,776,900.00 | 2,776,900.00 | 0.00 | 0.00 | 2,776,900.00 |
| Expense Total: | 11,722,200.00 | 11,722,200.00 | 624,008.36 | 624,008.36 | 11,098,191.64 |
| Fund: 010 - WHOLESALE Surplus (Deficit): | 1,097,500.00 | 1,097,500.00 | 996,686.64 | 996,686.64 | 100,813.36 |
| Total Surplus (Deficit): | 1,097,500.00 | 1,097,500.00 | 996,686.64 | 996,686.64 | 100,813.36 |

Fund Summary

| Fund | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|---------------------------------|----------------------------------|---------------------------------|---------------------|---------------------|-----------------------------|
| 010 - WHOLESAL | 1,097,500.00 | 1,097,500.00 | 996,686.64 | 996,686.64 | 100,813.36 |
| Total Surplus (Deficit): | 1,097,500.00 | 1,097,500.00 | 996,686.64 | 996,686.64 | 100,813.36 |



San Juan Water District, CA

Wholesale Capital Income Statement

Group Summary

For Fiscal: 2018-2019 Period Ending: 07/31/2018

| Account | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|--|--------------------------|-------------------------|------------------|------------------|---------------------|
| Fund: 011 - Wholesale Capital Outlay | | | | | |
| Revenue | | | | | |
| 42000 - Taxes & Assessments | 1,094,700.00 | 1,094,700.00 | 0.00 | 0.00 | 1,094,700.00 |
| 44000 - Connection Fees | 75,000.00 | 75,000.00 | 4,116.00 | 4,116.00 | 70,884.00 |
| 44500 - Capital Contributions - Revenue | 2,285,400.00 | 2,285,400.00 | 10,925.00 | 10,925.00 | 2,274,475.00 |
| 49000 - Other Non-Operating Revenue | 65,000.00 | 65,000.00 | 0.00 | 0.00 | 65,000.00 |
| 49990 - Transfer In | 2,776,900.00 | 2,776,900.00 | 0.00 | 0.00 | 2,776,900.00 |
| Revenue Total: | 6,297,000.00 | 6,297,000.00 | 15,041.00 | 15,041.00 | 6,281,959.00 |
| Expense | | | | | |
| 55000 - Maintenance | 3,101,000.00 | 3,101,000.00 | 0.00 | 0.00 | 3,101,000.00 |
| 61000 - Capital Outlay | 1,755,700.00 | 1,755,700.00 | 392.53 | 392.53 | 1,755,307.47 |
| Expense Total: | 4,856,700.00 | 4,856,700.00 | 392.53 | 392.53 | 4,856,307.47 |
| Fund: 011 - Wholesale Capital Outlay Surplus (Deficit): | 1,440,300.00 | 1,440,300.00 | 14,648.47 | 14,648.47 | 1,425,651.53 |
| Total Surplus (Deficit): | 1,440,300.00 | 1,440,300.00 | 14,648.47 | 14,648.47 | 1,425,651.53 |

Fund Summary

| Fund | Original | Current | MTD Activity | YTD Activity | Budget |
|---------------------------------|---------------------|---------------------|------------------|------------------|---------------------|
| | Total Budget | Total Budget | | | Remaining |
| 011 - Wholesale Capital Outlay | 1,440,300.00 | 1,440,300.00 | 14,648.47 | 14,648.47 | 1,425,651.53 |
| Total Surplus (Deficit): | 1,440,300.00 | 1,440,300.00 | 14,648.47 | 14,648.47 | 1,425,651.53 |



San Juan Water District, CA

Retail Operating Income Statement

Group Summary

For Fiscal: 2018-2019 Period Ending: 07/31/2018

| Account | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|--|--------------------------|-------------------------|---------------------|---------------------|----------------------|
| Fund: 050 - RETAIL | | | | | |
| Revenue | | | | | |
| 41000 - Water Sales | 11,479,700.00 | 11,479,700.00 | 1,065,939.98 | 1,065,939.98 | 10,413,760.02 |
| 45000 - Other Operating Revenue | 379,600.00 | 379,600.00 | 13,457.01 | 13,457.01 | 366,142.99 |
| 49000 - Other Non-Operating Revenue | 116,200.00 | 116,200.00 | 21,388.00 | 21,388.00 | 94,812.00 |
| Revenue Total: | 11,975,500.00 | 11,975,500.00 | 1,100,784.99 | 1,100,784.99 | 10,874,715.01 |
| Expense | | | | | |
| 51000 - Salaries and Benefits | 4,720,300.00 | 4,720,300.00 | 347,425.52 | 347,425.52 | 4,372,874.48 |
| 52000 - Debt Service Expense | 531,000.00 | 531,000.00 | 0.00 | 0.00 | 531,000.00 |
| 53000 - Source of Supply | 3,095,300.00 | 3,095,300.00 | 501,997.00 | 501,997.00 | 2,593,303.00 |
| 54000 - Professional Services | 1,213,400.00 | 1,213,400.00 | 27,323.82 | 27,323.82 | 1,186,076.18 |
| 55000 - Maintenance | 345,800.00 | 345,800.00 | 8,328.91 | 8,328.91 | 337,471.09 |
| 56000 - Utilities | 246,200.00 | 246,200.00 | 3,292.03 | 3,292.03 | 242,907.97 |
| 57000 - Materials and Supplies | 292,800.00 | 292,800.00 | 4,606.34 | 4,606.34 | 288,193.66 |
| 58000 - Public Outreach | 65,000.00 | 65,000.00 | 0.00 | 0.00 | 65,000.00 |
| 59000 - Other Operating Expenses | 577,600.00 | 577,600.00 | 56,398.50 | 56,398.50 | 521,201.50 |
| 69000 - Other Non-Operating Expenses | 2,200.00 | 2,200.00 | 0.00 | 0.00 | 2,200.00 |
| 69900 - Transfers Out | 275,300.00 | 275,300.00 | 0.00 | 0.00 | 275,300.00 |
| Expense Total: | 11,364,900.00 | 11,364,900.00 | 949,372.12 | 949,372.12 | 10,415,527.88 |
| Fund: 050 - RETAIL Surplus (Deficit): | 610,600.00 | 610,600.00 | 151,412.87 | 151,412.87 | 459,187.13 |
| Total Surplus (Deficit): | 610,600.00 | 610,600.00 | 151,412.87 | 151,412.87 | 459,187.13 |

Fund Summary

| Fund | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|---------------------------------|----------------------------------|---------------------------------|---------------------|---------------------|-----------------------------|
| 050 - RETAIL | 610,600.00 | 610,600.00 | 151,412.87 | 151,412.87 | 459,187.13 |
| Total Surplus (Deficit): | 610,600.00 | 610,600.00 | 151,412.87 | 151,412.87 | 459,187.13 |



San Juan Water District, CA

Retail Capital Income Statement

Group Summary

For Fiscal: 2018-2019 Period Ending: 07/31/2018

| Account | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|---|--------------------------|-------------------------|------------------|------------------|----------------------|
| Fund: 055 - Retail Capital Outlay | | | | | |
| Revenue | | | | | |
| 42000 - Taxes & Assessments | 1,094,700.00 | 1,094,700.00 | 0.00 | 0.00 | 1,094,700.00 |
| 44000 - Connection Fees | 100,000.00 | 100,000.00 | 0.00 | 0.00 | 100,000.00 |
| 49000 - Other Non-Operating Revenue | 65,000.00 | 65,000.00 | 0.00 | 0.00 | 65,000.00 |
| 49990 - Transfer In | 275,300.00 | 275,300.00 | 0.00 | 0.00 | 275,300.00 |
| Revenue Total: | 1,535,000.00 | 1,535,000.00 | 0.00 | 0.00 | 1,535,000.00 |
| Expense | | | | | |
| 54000 - Professional Services | 358,000.00 | 358,000.00 | 0.00 | 0.00 | 358,000.00 |
| 55000 - Maintenance | 150,800.00 | 150,800.00 | 0.00 | 0.00 | 150,800.00 |
| 61000 - Capital Outlay | 5,505,300.00 | 5,505,300.00 | 3,434.99 | 3,434.99 | 5,501,865.01 |
| Expense Total: | 6,014,100.00 | 6,014,100.00 | 3,434.99 | 3,434.99 | 6,010,665.01 |
| Fund: 055 - Retail Capital Outlay Surplus (Deficit): | -4,479,100.00 | -4,479,100.00 | -3,434.99 | -3,434.99 | -4,475,665.01 |
| Total Surplus (Deficit): | -4,479,100.00 | -4,479,100.00 | -3,434.99 | -3,434.99 | -4,475,665.01 |

Fund Summary

| Fund | Original Total Budget | Current Total Budget | MTD Activity | YTD Activity | Budget Remaining |
|---------------------------------|----------------------------------|---------------------------------|---------------------|---------------------|-----------------------------|
| 055 - Retail Capital Outlay | -4,479,100.00 | -4,479,100.00 | -3,434.99 | -3,434.99 | -4,475,665.01 |
| Total Surplus (Deficit): | -4,479,100.00 | -4,479,100.00 | -3,434.99 | -3,434.99 | -4,475,665.01 |

Summary

Project Summary

| Project Number | Project Name | Total Revenue | Total Expense | Revenue Over/ (Under) Expenses |
|------------------------|-------------------------------------|---------------|-----------------|-----------------------------------|
| 175105 | 6690-7767 Douglas Boulevard & Assoc | 0.00 | 3,434.99 | -3,434.99 |
| 181110 | Alum Feed Pumps Replacement | 0.00 | 392.53 | -392.53 |
| Project Totals: | | 0.00 | 3,827.52 | -3,827.52 |

Group Summary

| Group | Total Revenue | Total Expense | Revenue Over/ (Under) Expenses |
|----------------------|---------------|-----------------|-----------------------------------|
| CIP - Asset | 0.00 | 3,827.52 | -3,827.52 |
| Group Totals: | 0.00 | 3,827.52 | -3,827.52 |

Type Summary

| Type | Total Revenue | Total Expense | Revenue Over/ (Under) Expenses |
|-----------------------|---------------|-----------------|-----------------------------------|
| Engineering | 0.00 | 3,434.99 | -3,434.99 |
| Water Treatment Plant | 0.00 | 392.53 | -392.53 |
| Type Totals: | 0.00 | 3,827.52 | -3,827.52 |

GL Account Summary

| GL Account Number | GL Account Name | Total Revenue | Total Expense | Revenue Over/ (Under) Expenses |
|---------------------------|------------------------------------|---------------|-----------------|-----------------------------------|
| 011-700-61145 | Capital Outlay - WTP & Improv... | 0.00 | 392.53 | 392.53 |
| 055-700-61150 | Capital Outlay - Mains/Pipeline... | 0.00 | 3,434.99 | 3,434.99 |
| GL Account Totals: | | 0.00 | 3,827.52 | 3,827.52 |



| Account | 010 - WHOLESALE | 011 - Wholesale Capital Outlay | 050 - RETAIL | 055 - Retail Capital Outlay | Total |
|---|----------------------|-----------------------------------|----------------------|--------------------------------|-----------------------|
| Asset | | | | | |
| Type: 1000 - Assets | | | | | |
| 10010 - Cash and Investments | 4,686,735.01 | 7,797,013.68 | 1,418,517.03 | 6,489,887.17 | 20,392,152.89 |
| 10510 - Accounts Receivable | 1,654,570.99 | 13,406.09 | 285,615.73 | 11,111.32 | 1,964,704.13 |
| 11000 - Inventory | 0.00 | 0.00 | 125,979.30 | 0.00 | 125,979.30 |
| 12000 - Prepaid Expense | 29,920.00 | 0.00 | 29,920.00 | 0.00 | 59,840.00 |
| 14010 - Deferred Outflows | 3,755,191.14 | 0.00 | 4,309,621.23 | 0.00 | 8,064,812.37 |
| 17010 - Capital Assets - Work in Progress | 7,215,473.32 | 0.00 | 180,843.87 | 0.00 | 7,396,317.19 |
| 17150 - Capital Assets - Land Non-depreciable | 98,212.00 | 0.00 | 166,272.00 | 0.00 | 264,484.00 |
| 17160 - Capital Assets - Land Improvements | 814,105.59 | 0.00 | 75,884.80 | 0.00 | 889,990.39 |
| 17200 - Capital Assets - Pump Stations & Improvements | 7,047,178.00 | 0.00 | 5,527,475.04 | 0.00 | 12,574,653.04 |
| 17300 - Capital Assets - Buildings & Improvements | 1,296,460.92 | 0.00 | 55,440.68 | 0.00 | 1,351,901.60 |
| 17350 - Capital Assets - Water Treatment Plant & Imp | 28,346,992.84 | 0.00 | 16,000.00 | 0.00 | 28,362,992.84 |
| 17400 - Capital Assets - Mains/Pipelines & Improvements | 29,233,857.10 | 0.00 | 42,354,004.73 | 0.00 | 71,587,861.83 |
| 17500 - Capital Assets - Reservoirs & Improvements | 2,862,601.82 | 0.00 | 2,492,422.47 | 0.00 | 5,355,024.29 |
| 17700 - Capital Assets - Equipment & Furniture | 13,612,154.78 | 0.00 | 1,041,601.61 | 0.00 | 14,653,756.39 |
| 17750 - Capital Assets - Vehicles | 331,446.00 | 0.00 | 461,103.88 | 0.00 | 792,549.88 |
| 17800 - Capital Assets - Software | 434,195.88 | 0.00 | 549,200.37 | 0.00 | 983,396.25 |
| 17850 - Capital Assets - Intangible | 666,196.00 | 0.00 | 0.00 | 0.00 | 666,196.00 |
| 17900 - Less Accumulated Depreciation | -33,510,353.32 | 0.00 | -26,750,260.74 | 0.00 | -60,260,614.06 |
| 19015 - 2012 Premiums on Refunding Bonds | -552,686.28 | 0.00 | -300,093.04 | 0.00 | -852,779.32 |
| Total Type 1000 - Assets: | 68,022,251.79 | 7,810,419.77 | 32,039,548.96 | 6,500,998.49 | 114,373,219.01 |
| Total Asset: | 68,022,251.79 | 7,810,419.77 | 32,039,548.96 | 6,500,998.49 | 114,373,219.01 |
| Liability | | | | | |
| Type: 1000 - Assets | | | | | |
| 10510 - Accounts Receivable | 119,556.54 | 0.00 | 65,639.71 | 0.00 | 185,196.25 |
| Total Type 1000 - Assets: | 119,556.54 | 0.00 | 65,639.71 | 0.00 | 185,196.25 |
| Type: 2000 - Liabilities | | | | | |
| 20010 - Accounts Payable | 20,184.52 | 59.20 | 41,315.82 | 434.99 | 61,994.53 |
| 20100 - Retentions Payable | 0.00 | 0.10 | 0.00 | 54,920.96 | 54,921.06 |
| 21200 - Salaries & Benefits Payable | 31,061.94 | 0.00 | 49,377.06 | 0.00 | 80,439.00 |
| 21250 - Payroll Taxes Payable | 0.01 | 0.00 | -0.01 | 0.00 | 0.00 |
| 21300 - Compensated Absences | 261,729.13 | 0.00 | 418,831.09 | 0.00 | 680,560.22 |
| 21500 - Premium on Issuance of Bonds Series 2017 | 1,382,904.36 | 0.00 | 777,883.70 | 0.00 | 2,160,788.06 |
| 21600 - OPEB Liability | 100,396.44 | 0.00 | 127,509.04 | 0.00 | 227,905.48 |

Balance Sheet

As Of 07/31/2018

| Account | 010 - WHOLESALE | 011 - Wholesale Capital Outlay | 050 - RETAIL | 055 - Retail Capital Outlay | Total |
|---|------------------------|---|----------------------|--|-----------------------|
| 21700 - Pension Liability | 3,346,571.65 | 0.00 | 4,621,457.65 | 0.00 | 7,968,029.30 |
| 22010 - Deferred Income | 0.00 | 0.00 | 60,046.96 | 0.00 | 60,046.96 |
| 22050 - Deferred Inflows | 260,874.00 | 0.00 | 360,252.00 | 0.00 | 621,126.00 |
| 23000 - Loans Payable | 402,040.54 | 0.00 | 223,579.26 | 0.00 | 625,619.80 |
| 24200 - 2012 Bonds Payable | 6,414,133.42 | 0.00 | 3,482,693.34 | 0.00 | 9,896,826.76 |
| 24250 - Bonds Payable 2017 Refunding | 16,115,200.00 | 0.00 | 9,064,800.00 | 0.00 | 25,180,000.00 |
| Total Type 2000 - Liabilities: | 28,335,096.01 | 59.30 | 19,227,745.91 | 55,355.95 | 47,618,257.17 |
| Total Liability: | 28,454,652.55 | 59.30 | 19,293,385.62 | 55,355.95 | 47,803,453.42 |
| Equity | | | | | |
| Type: 3000 - Equity | | | | | |
| 30100 - Investment in Capital Assets | 34,085,186.41 | 0.00 | 12,608,477.99 | 0.00 | 46,693,664.40 |
| 30500 - Designated Reserves | 4,485,726.19 | 7,795,712.00 | -13,727.52 | 6,449,077.53 | 18,716,788.20 |
| Total Type 3000 - Equity: | 38,570,912.60 | 7,795,712.00 | 12,594,750.47 | 6,449,077.53 | 65,410,452.60 |
| Total Total Beginning Equity: | 38,570,912.60 | 7,795,712.00 | 12,594,750.47 | 6,449,077.53 | 65,410,452.60 |
| Total Revenue | 1,620,695.00 | 15,041.00 | 1,100,784.99 | 0.00 | 2,736,520.99 |
| Total Expense | 624,008.36 | 392.53 | 949,372.12 | 3,434.99 | 1,577,208.00 |
| Revenues Over/Under Expenses | 996,686.64 | 14,648.47 | 151,412.87 | -3,434.99 | 1,159,312.99 |
| Total Equity and Current Surplus (Deficit): | 39,567,599.24 | 7,810,360.47 | 12,746,163.34 | 6,445,642.54 | 66,569,765.59 |
| Total Liabilities, Equity and Current Surplus (Deficit): | 68,022,251.79 | 7,810,419.77 | 32,039,548.96 | 6,500,998.49 | 114,373,219.01 |



San Juan Water District, CA

Check Report

By Check Number

Date Range: 07/01/2018 - 07/31/2018

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|-------------------------------|---|--------------|--------------|-----------------|----------------|--------|
| Bank Code: APBNK-APBNK | | | | | | |
| 01041 | Afman, Todd R | 07/02/2018 | Regular | 0.00 | 443.11 | 52923 |
| 03406 | Alpha Analytical Laboratories Inc. | 07/02/2018 | Regular | 0.00 | 3.00 | 52924 |
| 01138 | AT&T Mobility II LLC | 07/02/2018 | Regular | 0.00 | 63.24 | 52925 |
| 03226 | Capitol Sand and Gravel Co. | 07/02/2018 | Regular | 0.00 | 3,681.29 | 52926 |
| 01337 | Central Valley Project Water Association | 07/02/2018 | Regular | 0.00 | 440.67 | 52927 |
| 01423 | County of Sacramento | 07/02/2018 | Regular | 0.00 | 477.75 | 52928 |
| 03641 | Double B Demolition, Inc. | 07/02/2018 | Regular | 0.00 | 6,500.00 | 52929 |
| 03350 | Firecode Safety Equipment, Inc. | 07/02/2018 | Regular | 0.00 | 1,790.53 | 52930 |
| 01068 | Glenn C. Walker | 07/02/2018 | Regular | 0.00 | 1,010.40 | 52931 |
| 03091 | Granite Bay Ace Hardware | 07/02/2018 | Regular | 0.00 | 107.85 | 52932 |
| 01706 | Graymont Western US Inc. | 07/02/2018 | Regular | 0.00 | 6,218.60 | 52933 |
| 01733 | Harris Industrial Gases | 07/02/2018 | Regular | 0.00 | 56.79 | 52934 |
| 01768 | Hopkins Technical Products, Inc. | 07/02/2018 | Regular | 0.00 | 1,056.07 | 52935 |
| 03072 | HUNT & SONS INC. | 07/02/2018 | Regular | 0.00 | 384.57 | 52936 |
| 03533 | M&C Bliss Enterprises Inc | 07/02/2018 | Regular | 0.00 | 85.79 | 52937 |
| 03360 | Nathaniel Lee Medlar | 07/02/2018 | Regular | 0.00 | 3,000.00 | 52938 |
| 02131 | Office Depot, Inc. | 07/02/2018 | Regular | 0.00 | 2,171.50 | 52939 |
| | **Void** | 07/02/2018 | Regular | 0.00 | 0.00 | 52940 |
| | **Void** | 07/02/2018 | Regular | 0.00 | 0.00 | 52941 |
| 02150 | Pace Supply Corp | 07/02/2018 | Regular | 0.00 | 221.32 | 52942 |
| 03026 | PFM Asset Management | 07/02/2018 | Regular | 0.00 | 932.54 | 52943 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 07/02/2018 | Regular | 0.00 | 14,205.16 | 52944 |
| | **Void** | 07/02/2018 | Regular | 0.00 | 0.00 | 52945 |
| 02293 | RFI Enterprises, Inc | 07/02/2018 | Regular | 0.00 | 49.86 | 52946 |
| 02328 | Rocklin Windustrial Co | 07/02/2018 | Regular | 0.00 | 7.06 | 52947 |
| 02392 | Safeguard Business Systems, Inc. | 07/02/2018 | Regular | 0.00 | 53.86 | 52948 |
| 02452 | Sierra National Construction, Inc. | 07/02/2018 | Regular | 0.00 | 8,606.55 | 52949 |
| 02464 | Signs in 1 Day, Inc | 07/02/2018 | Regular | 0.00 | 161.63 | 52950 |
| 02675 | VWR Funding, Inc | 07/02/2018 | Regular | 0.00 | 2,069.00 | 52951 |
| 01687 | W. W. Grainger, Inc. | 07/02/2018 | Regular | 0.00 | 455.25 | 52952 |
| 03406 | Alpha Analytical Laboratories Inc. | 07/09/2018 | Regular | 0.00 | 1,023.00 | 52953 |
| 01073 | Amarjeet Singh Garcha | 07/09/2018 | Regular | 0.00 | 1,560.00 | 52954 |
| 01027 | Association of California Water Agencies | 07/09/2018 | Regular | 0.00 | 2,000.00 | 52955 |
| 03594 | Borges & Mahoney, Inc. | 07/09/2018 | Regular | 0.00 | 1,596.27 | 52956 |
| 03649 | Caggiano General Engineering, Inc. | 07/09/2018 | Regular | 0.00 | 57,950.00 | 52957 |
| 01554 | Electrical Equipment Co | 07/09/2018 | Regular | 0.00 | 1,779.80 | 52958 |
| 01630 | FM Graphics, Inc. | 07/09/2018 | Regular | 0.00 | 754.83 | 52959 |
| 03091 | Granite Bay Ace Hardware | 07/09/2018 | Regular | 0.00 | 80.01 | 52960 |
| 03650 | Kapahi, Raman | 07/09/2018 | Regular | 0.00 | 3,700.00 | 52961 |
| 02093 | NDS Solutions, Inc | 07/09/2018 | Regular | 0.00 | 2,198.77 | 52962 |
| 03402 | Normac, Inc | 07/09/2018 | Regular | 0.00 | 173.53 | 52963 |
| 02131 | Office Depot, Inc. | 07/09/2018 | Regular | 0.00 | 565.20 | 52964 |
| 02150 | Pace Supply Corp | 07/09/2018 | Regular | 0.00 | 394.68 | 52965 |
| 02281 | Ray A Morgan Company Inc | 07/09/2018 | Regular | 0.00 | 441.75 | 52966 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 07/09/2018 | Regular | 0.00 | 1,284.59 | 52967 |
| 02292 | Rexel, Inc. | 07/09/2018 | Regular | 0.00 | 4,387.48 | 52968 |
| 02328 | Rocklin Windustrial Co | 07/09/2018 | Regular | 0.00 | 1,960.53 | 52969 |
| 02464 | Signs in 1 Day, Inc | 07/09/2018 | Regular | 0.00 | 96.98 | 52970 |
| 02514 | State Water Resources Control Board - SWRCB | 07/09/2018 | Regular | 0.00 | 105.00 | 52971 |
| 01687 | W. W. Grainger, Inc. | 07/09/2018 | Regular | 0.00 | 149.27 | 52972 |
| 03445 | Zlotnick, Greg | 07/09/2018 | Regular | 0.00 | 140.63 | 52973 |
| 03406 | Alpha Analytical Laboratories Inc. | 07/16/2018 | Regular | 0.00 | 188.00 | 52974 |
| 01073 | Amarjeet Singh Garcha | 07/16/2018 | Regular | 0.00 | 1,700.00 | 52975 |
| 03534 | Barrett, Devon | 07/16/2018 | Regular | 0.00 | 301.69 | 52976 |

Check Report

Date Range: 07/01/2018 - 07/31/2018

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------|--|--------------|--------------|-----------------|----------------|--------|
| 01182 | Bartkiewicz, Kronick & Shanahan | 07/16/2018 | Regular | 0.00 | 20,063.00 | 52977 |
| 01370 | Citrus Heights Chamber of Commerce | 07/16/2018 | Regular | 0.00 | 695.00 | 52978 |
| 01372 | City of Folsom | 07/16/2018 | Regular | 0.00 | 42,233.34 | 52979 |
| 01372 | City of Folsom | 07/16/2018 | Regular | 0.00 | 32.48 | 52980 |
| 01378 | Clark Pest Control of Stockton | 07/16/2018 | Regular | 0.00 | 150.00 | 52981 |
| 02613 | Clark, Tom | 07/16/2018 | Regular | 0.00 | 60.00 | 52982 |
| 02214 | County of Placer Engineering & Surveying | 07/16/2018 | Regular | 0.00 | 204.00 | 52983 |
| 01494 | Dewey Services Inc. | 07/16/2018 | Regular | 0.00 | 85.00 | 52984 |
| 01554 | Electrical Equipment Co | 07/16/2018 | Regular | 0.00 | 112.70 | 52985 |
| 01575 | Engineering Supply Company, Inc | 07/16/2018 | Regular | 0.00 | 12,410.87 | 52986 |
| 03089 | Fulton, Jonathan | 07/16/2018 | Regular | 0.00 | 28.39 | 52987 |
| 01733 | Harris Industrial Gases | 07/16/2018 | Regular | 0.00 | 56.79 | 52988 |
| 03652 | Kastner, Donald | 07/16/2018 | Regular | 0.00 | 75.07 | 52989 |
| 02024 | MCI WORLDCOM | 07/16/2018 | Regular | 0.00 | 103.28 | 52990 |
| 03522 | Moss, Jeffrey | 07/16/2018 | Regular | 0.00 | 297.95 | 52991 |
| 02649 | MUFG Union Bank, N.A. | 07/16/2018 | Regular | 0.00 | 1,530.85 | 52992 |
| 02146 | PG&E | 07/16/2018 | Regular | 0.00 | 2,515.03 | 52993 |
| | **Void** | 07/16/2018 | Regular | 0.00 | 0.00 | 52994 |
| 02210 | Placer County Water Agency | 07/16/2018 | Regular | 0.00 | 65,437.50 | 52995 |
| 02283 | Recology Auburn Placer | 07/16/2018 | Regular | 0.00 | 724.49 | 52996 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 07/16/2018 | Regular | 0.00 | 1,396.09 | 52997 |
| 02293 | RFI Enterprises, Inc | 07/16/2018 | Regular | 0.00 | 49.86 | 52998 |
| 02328 | Rocklin Windustrial Co | 07/16/2018 | Regular | 0.00 | 70.28 | 52999 |
| 02357 | Sacramento Municipal Utility District (SMUD) | 07/16/2018 | Regular | 0.00 | 18,840.29 | 53000 |
| 01411 | SureWest Telephone | 07/16/2018 | Regular | 0.00 | 1,617.77 | 53001 |
| 02540 | Sutter Medical Foundation | 07/16/2018 | Regular | 0.00 | 142.00 | 53002 |
| 02638 | Tyler Technologies, Inc. | 07/16/2018 | Regular | 0.00 | 3,762.70 | 53003 |
| 02651 | United Parcel Service Inc | 07/16/2018 | Regular | 0.00 | 92.03 | 53004 |
| 02690 | Verizon Wireless | 07/16/2018 | Regular | 0.00 | 1,086.66 | 53005 |
| 02700 | Viking Shred LLC | 07/16/2018 | Regular | 0.00 | 50.00 | 53006 |
| 02667 | US Bank Corporate Payments Sys (CalCard) | 07/18/2018 | Regular | 0.00 | 10,093.40 | 53007 |
| | **Void** | 07/18/2018 | Regular | 0.00 | 0.00 | 53008 |
| | **Void** | 07/18/2018 | Regular | 0.00 | 0.00 | 53009 |
| | **Void** | 07/18/2018 | Regular | 0.00 | 0.00 | 53010 |
| | **Void** | 07/18/2018 | Regular | 0.00 | 0.00 | 53011 |
| | **Void** | 07/18/2018 | Regular | 0.00 | 0.00 | 53012 |
| | **Void** | 07/18/2018 | Regular | 0.00 | 0.00 | 53013 |
| | **Void** | 07/18/2018 | Regular | 0.00 | 0.00 | 53014 |
| 03406 | Alpha Analytical Laboratories Inc. | 07/23/2018 | Regular | 0.00 | 448.00 | 53015 |
| 01027 | Association of California Water Agencies | 07/23/2018 | Regular | 0.00 | 10,000.00 | 53016 |
| 01165 | Backflow Technologies | 07/23/2018 | Regular | 0.00 | 7,280.00 | 53017 |
| 01189 | Bay Area Coating Consultants, Inc. | 07/23/2018 | Regular | 0.00 | 7,528.40 | 53018 |
| 01375 | City of Sacramento | 07/23/2018 | Regular | 0.00 | 3,654.69 | 53019 |
| 03091 | Granite Bay Ace Hardware | 07/23/2018 | Regular | 0.00 | 138.76 | 53020 |
| 01741 | HDR Engineering, Inc. | 07/23/2018 | Regular | 0.00 | 1,960.28 | 53021 |
| 03651 | National Analytical Laboratories, Inc. | 07/23/2018 | Regular | 0.00 | 1,500.00 | 53022 |
| 02131 | Office Depot, Inc. | 07/23/2018 | Regular | 0.00 | 818.11 | 53023 |
| 02150 | Pace Supply Corp | 07/23/2018 | Regular | 0.00 | 193.05 | 53024 |
| 03178 | Paul, Scott | 07/23/2018 | Regular | 0.00 | 4.84 | 53025 |
| 02146 | PG&E | 07/23/2018 | Regular | 0.00 | 10.00 | 53026 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 07/23/2018 | Regular | 0.00 | 898.81 | 53027 |
| 01391 | Sinnock, Cody | 07/23/2018 | Regular | 0.00 | 199.99 | 53028 |
| 02580 | The Eidam Corporation | 07/23/2018 | Regular | 0.00 | 9,378.75 | 53029 |
| 02463 | The New AnswerNet | 07/23/2018 | Regular | 0.00 | 275.00 | 53030 |
| 03644 | Tully & Young, Inc. | 07/23/2018 | Regular | 0.00 | 4,840.00 | 53031 |
| 02638 | Tyler Technologies, Inc. | 07/23/2018 | Regular | 0.00 | 3,000.00 | 53032 |
| 02651 | United Parcel Service Inc | 07/23/2018 | Regular | 0.00 | 28.26 | 53033 |
| 01687 | W. W. Grainger, Inc. | 07/23/2018 | Regular | 0.00 | 112.55 | 53034 |
| 02717 | Water Research Foundation | 07/23/2018 | Regular | 0.00 | 26,896.00 | 53035 |
| 03406 | Alpha Analytical Laboratories Inc. | 07/30/2018 | Regular | 0.00 | 516.00 | 53040 |
| 01026 | American River Ace Hardware, Inc. | 07/30/2018 | Regular | 0.00 | 65.48 | 53041 |

Check Report

Date Range: 07/01/2018 - 07/31/2018

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------|---|--------------|--------------|-----------------|----------------|--------|
| 01090 | American Water Works Association | 07/30/2018 | Regular | 0.00 | 105.00 | 53042 |
| 01138 | AT&T Mobility II LLC | 07/30/2018 | Regular | 0.00 | 63.24 | 53043 |
| 03653 | Baird, Kelly | 07/30/2018 | Regular | 0.00 | 26.18 | 53044 |
| 03594 | Borges & Mahoney, Inc. | 07/30/2018 | Regular | 0.00 | 581.93 | 53045 |
| 01234 | Bryce Consulting, Inc. | 07/30/2018 | Regular | 0.00 | 800.00 | 53046 |
| 01423 | County of Sacramento | 07/30/2018 | Regular | 0.00 | 224.00 | 53047 |
| 03548 | Digital Deployment, Inc. | 07/30/2018 | Regular | 0.00 | 400.00 | 53048 |
| 02516 | Ehnat, Stephen | 07/30/2018 | Regular | 0.00 | 80.00 | 53049 |
| 01554 | Electrical Equipment Co | 07/30/2018 | Regular | 0.00 | 6,004.64 | 53050 |
| 01068 | Glenn C. Walker | 07/30/2018 | Regular | 0.00 | 1,010.40 | 53051 |
| 03091 | Granite Bay Ace Hardware | 07/30/2018 | Regular | 0.00 | 92.82 | 53052 |
| 02131 | Office Depot, Inc. | 07/30/2018 | Regular | 0.00 | 2,120.09 | 53053 |
| 03150 | Professional Id Cards Inc | 07/30/2018 | Regular | 0.00 | 12.50 | 53054 |
| 02223 | Rexel Inc (Platt - Rancho Cordova) | 07/30/2018 | Regular | 0.00 | 1,462.30 | 53055 |
| 02293 | RFI Enterprises, Inc | 07/30/2018 | Regular | 0.00 | 382.08 | 53056 |
| 02302 | Riebes Auto Parts, LLC | 07/30/2018 | Regular | 0.00 | 8.92 | 53057 |
| 02395 | SAFETY KLEEN SYSTEMS INC. | 07/30/2018 | Regular | 0.00 | 890.01 | 53058 |
| 03656 | Skillsoft Corporation | 07/30/2018 | Regular | 0.00 | 3,940.00 | 53059 |
| 03309 | Sorum, Mark | 07/30/2018 | Regular | 0.00 | 3,000.00 | 53060 |
| 03221 | Chemtrade Chemicals Corporation | 07/02/2018 | EFT | 0.00 | 8,047.99 | 405487 |
| 03237 | GM Construction & Developers, Inc | 07/02/2018 | EFT | 0.00 | 6,268.48 | 405488 |
| 01721 | Hach Company | 07/02/2018 | EFT | 0.00 | 261.75 | 405489 |
| 03553 | Mallory Safety and Supply LLC | 07/02/2018 | EFT | 0.00 | 388.67 | 405490 |
| 03535 | McLaughlin, Stacey | 07/02/2018 | EFT | 0.00 | 1,975.00 | 405491 |
| 02027 | Mcmaster-Carr Supply Company | 07/02/2018 | EFT | 0.00 | 781.80 | 405492 |
| 01472 | Mel Dawson, Inc. | 07/02/2018 | EFT | 0.00 | 81.41 | 405493 |
| 02275 | Ramos Oil Recyclers, Inc. | 07/02/2018 | EFT | 0.00 | 420.60 | 405494 |
| 02674 | Utility Services Associates, LLC | 07/02/2018 | EFT | 0.00 | 2,662.80 | 405495 |
| 02710 | WageWorks, Inc | 07/02/2018 | EFT | 0.00 | 172.00 | 405496 |
| 03387 | WageWorks, Inc | 07/02/2018 | EFT | 0.00 | 351.15 | 405497 |
| 03221 | Chemtrade Chemicals Corporation | 07/09/2018 | EFT | 0.00 | 11,955.38 | 405498 |
| 01365 | Cisco Air Systems, Inc. | 07/09/2018 | EFT | 0.00 | 377.09 | 405499 |
| 01721 | Hach Company | 07/09/2018 | EFT | 0.00 | 727.76 | 405500 |
| 03593 | Hanneman, Martin W | 07/09/2018 | EFT | 0.00 | 10.90 | 405501 |
| 02027 | Mcmaster-Carr Supply Company | 07/09/2018 | EFT | 0.00 | 1,135.84 | 405502 |
| 01472 | Mel Dawson, Inc. | 07/09/2018 | EFT | 0.00 | 6,579.74 | 405503 |
| 03385 | S.J. Electro Systems, Inc | 07/09/2018 | EFT | 0.00 | 7,230.00 | 405504 |
| 02572 | Thatcher Company of California, Inc. | 07/09/2018 | EFT | 0.00 | 4,104.00 | 405505 |
| 02162 | Tobin, Pamela | 07/09/2018 | EFT | 0.00 | 55.59 | 405506 |
| 03298 | United Rentals (North America), Inc. | 07/09/2018 | EFT | 0.00 | 3,240.64 | 405507 |
| 01898 | Association of California Water Agencies / JPIA | 07/16/2018 | EFT | 0.00 | 23,447.13 | 405508 |
| | **Void** | 07/16/2018 | EFT | 0.00 | 0.00 | 405509 |
| 01232 | Brower Mechanical, Inc. | 07/16/2018 | EFT | 0.00 | 1,183.50 | 405510 |
| 03221 | Chemtrade Chemicals Corporation | 07/16/2018 | EFT | 0.00 | 11,938.47 | 405511 |
| 01521 | DataProse, LLC | 07/16/2018 | EFT | 0.00 | 28,173.62 | 405512 |
| 01486 | Department of Energy | 07/16/2018 | EFT | 0.00 | 902.17 | 405513 |
| 03097 | E.S West Coast, LLC. | 07/16/2018 | EFT | 0.00 | 2,002.53 | 405514 |
| 01574 | Endress + Huaser, Inc. | 07/16/2018 | EFT | 0.00 | 713.28 | 405515 |
| 01589 | Eurofins Eaton Analytical, Inc | 07/16/2018 | EFT | 0.00 | 100.00 | 405516 |
| 02027 | Mcmaster-Carr Supply Company | 07/16/2018 | EFT | 0.00 | 490.99 | 405517 |
| 01472 | Mel Dawson, Inc. | 07/16/2018 | EFT | 0.00 | 2,346.58 | 405518 |
| 02286 | Regional Water Authority | 07/16/2018 | EFT | 0.00 | 72,256.00 | 405519 |
| 02286 | Regional Water Authority | 07/16/2018 | EFT | 0.00 | 15,246.00 | 405520 |
| 02308 | River City Staffing, Inc. | 07/16/2018 | EFT | 0.00 | 917.20 | 405521 |
| 02376 | Sacramento Ground Water Authority | 07/16/2018 | EFT | 0.00 | 10,100.00 | 405522 |
| 02572 | Thatcher Company of California, Inc. | 07/16/2018 | EFT | 0.00 | 4,104.00 | 405523 |
| 03387 | WageWorks, Inc | 07/16/2018 | EFT | 0.00 | 351.15 | 405524 |
| 02752 | WIN-911 Software | 07/16/2018 | EFT | 0.00 | 495.00 | 405525 |
| 01232 | Brower Mechanical, Inc. | 07/23/2018 | EFT | 0.00 | 895.00 | 405526 |
| 03628 | Lees Automotive Repair Inc. | 07/23/2018 | EFT | 0.00 | 918.89 | 405527 |
| 02367 | McClatchy Newspapers, Inc. | 07/23/2018 | EFT | 0.00 | 331.38 | 405528 |

Check Report

Date Range: 07/01/2018 - 07/31/2018

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------|--|--------------|--------------|-----------------|----------------|----------------|
| 02158 | Pacific Storage Company | 07/23/2018 | EFT | 0.00 | 53.28 | 405529 |
| 02308 | River City Staffing, Inc. | 07/23/2018 | EFT | 0.00 | 1,559.24 | 405530 |
| 02572 | Thatcher Company of California, Inc. | 07/23/2018 | EFT | 0.00 | 4,104.00 | 405531 |
| 01328 | Association of California Water Agencies / Joint P | 07/30/2018 | EFT | 0.00 | 7,480.13 | 405532 |
| | **Void** | 07/30/2018 | EFT | 0.00 | 0.00 | 405533 |
| 03514 | Beckman Coulter, Inc. | 07/30/2018 | EFT | 0.00 | 416.27 | 405534 |
| 03221 | Chemtrade Chemicals Corporation | 07/30/2018 | EFT | 0.00 | 12,256.21 | 405535 |
| 01611 | Ferguson Enterprises, Inc | 07/30/2018 | EFT | 0.00 | 470.83 | 405536 |
| 03237 | GM Construction & Developers, Inc | 07/30/2018 | EFT | 0.00 | 6,005.85 | 405537 |
| 02027 | Mcmaster-Carr Supply Company | 07/30/2018 | EFT | 0.00 | 564.94 | 405538 |
| 02091 | Navajo Pipelines, Inc. | 07/30/2018 | EFT | 0.00 | 19,678.68 | 405539 |
| 02308 | River City Staffing, Inc. | 07/30/2018 | EFT | 0.00 | 917.20 | 405540 |
| 03220 | Solenis LLP | 07/30/2018 | EFT | 0.00 | 7,508.47 | 405541 |
| 01958 | Stommel Inc | 07/30/2018 | EFT | 0.00 | 331.37 | 405542 |
| 02572 | Thatcher Company of California, Inc. | 07/30/2018 | EFT | 0.00 | 4,104.00 | 405543 |
| 02643 | Underground Service Alert of Northern California | 07/30/2018 | EFT | 0.00 | 3,059.58 | 405544 |
| 02710 | WageWorks, Inc | 07/30/2018 | EFT | 0.00 | 86.00 | 405545 |
| 03077 | VALIC | 07/13/2018 | Bank Draft | 0.00 | 4,735.67 | 0007507846 |
| 03077 | VALIC | 07/27/2018 | Bank Draft | 0.00 | 4,737.81 | 0007519003 |
| 01641 | Sun Life Assurance Company of Canada | 07/02/2018 | Bank Draft | 0.00 | 9,712.47 | 100426393 |
| 03078 | CalPERS Health | 07/06/2018 | Bank Draft | 0.00 | 37,256.43 | 1001111688 |
| 03078 | CalPERS Health | 07/06/2018 | Bank Draft | 0.00 | 39,341.95 | 1001111688 |
| 03078 | CalPERS Health | 07/06/2018 | Bank Draft | 0.00 | 125.58 | 1001111688 |
| 03078 | CalPERS Health | 07/06/2018 | Bank Draft | 0.00 | 39,341.95 | 1001111688 |
| 03078 | CalPERS Health | 07/06/2018 | Bank Draft | 0.00 | 259.66 | 1001111688 |
| 03078 | CalPERS Health | 07/06/2018 | Bank Draft | 0.00 | 191.55 | 1001111688 |
| 03078 | CalPERS Health | 07/06/2018 | Bank Draft | 0.00 | -0.20 | 1001111688 |
| 03078 | CalPERS Health | 07/06/2018 | Bank Draft | 0.00 | -191.55 | 1001111688 |
| 03130 | CalPERS Retirement | 07/12/2018 | Bank Draft | 0.00 | 631.00 | 1001115269 |
| 03130 | CalPERS Retirement | 07/12/2018 | Bank Draft | 0.00 | 3,531.00 | 1001115270 |
| 03130 | CalPERS Retirement | 07/12/2018 | Bank Draft | 0.00 | 134,193.00 | 1001115271 |
| 03130 | CalPERS Retirement | 07/16/2018 | Bank Draft | 0.00 | 32,292.51 | 1001118807 |
| 01366 | Citistreet/CalPERS 457 | 07/16/2018 | Bank Draft | 0.00 | 2,771.63 | 1001118831 |
| 03130 | CalPERS Retirement | 07/27/2018 | Bank Draft | 0.00 | 33,960.98 | 1001128943 |
| 01366 | Citistreet/CalPERS 457 | 07/27/2018 | Bank Draft | 0.00 | 2,828.51 | 1001128947 |
| 03080 | California State Disbursement Unit | 07/27/2018 | Bank Draft | 0.00 | 750.92 | 7HWD0BF6657 |
| 03080 | California State Disbursement Unit | 07/12/2018 | Bank Draft | 0.00 | 750.92 | XW03C926658 |
| 03130 | CalPERS Retirement | 07/16/2018 | Bank Draft | 0.00 | 1,080.11 | 1001118807 B |
| 03163 | Economic Development Department | 07/30/2018 | Bank Draft | 0.00 | 8,258.10 | 0-352-258-368 |
| 03163 | Economic Development Department | 07/30/2018 | Bank Draft | 0.00 | 28.77 | 0-352-258-368 |
| 03163 | Economic Development Department | 07/02/2018 | Bank Draft | 0.00 | 7,928.78 | 1-209-884-224 |
| 03163 | Economic Development Department | 07/02/2018 | Bank Draft | 0.00 | 7.90 | 1-209-884-224 |
| 03163 | Economic Development Department | 07/02/2018 | Bank Draft | 0.00 | 280.70 | 1-209-884-224 |
| 03163 | Economic Development Department | 07/13/2018 | Bank Draft | 0.00 | 3,824.51 | 1-398-980-928 |
| 03163 | Economic Development Department | 07/13/2018 | Bank Draft | 0.00 | 7,923.11 | 1-398-980-928 |
| 01039 | American Family Life Assurance Company of Colu | 07/27/2018 | Bank Draft | 0.00 | 567.84 | Q3869 07-27-18 |
| 01039 | American Family Life Assurance Company of Colu | 07/27/2018 | Bank Draft | 0.00 | 567.84 | Q3869 07-27-18 |
| 03164 | Internal Revenue Service | 07/02/2018 | Bank Draft | 0.00 | 161.28 | 2708583230810 |
| 03164 | Internal Revenue Service | 07/02/2018 | Bank Draft | 0.00 | 1,114.77 | 2708583230810 |
| 03164 | Internal Revenue Service | 07/02/2018 | Bank Draft | 0.00 | 46,180.25 | 2708583230810 |
| 03164 | Internal Revenue Service | 07/13/2018 | Bank Draft | 0.00 | 46,451.68 | 2708594220584 |
| 03164 | Internal Revenue Service | 07/13/2018 | Bank Draft | 0.00 | 17,626.24 | 2708594220584 |
| 03164 | Internal Revenue Service | 07/30/2018 | Bank Draft | 0.00 | 135.03 | 2708611533110 |
| 03164 | Internal Revenue Service | 07/30/2018 | Bank Draft | 0.00 | 47,312.74 | 2708611533110 |
| 03164 | Internal Revenue Service | 07/30/2018 | Bank Draft | 0.00 | 135.04 | 2708611533110 |

Check Report

Date Range: 07/01/2018 - 07/31/2018

| | | | | | | |
|----------------------|--------------------------|---------------------|---------------------|------------------------|-----------------------|---------------|
| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
| 03164 | Internal Revenue Service | 07/30/2018 | Bank Draft | 0.00 | 467.68 | 2708611533110 |

Bank Code APBNK Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|---------------------|----------------------|----------------------|-----------------|---------------------|
| Regular Checks | 203 | 123 | 0.00 | 423,753.30 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 11 | 0.00 | 0.00 |
| Bank Drafts | 39 | 39 | 0.00 | 537,274.16 |
| EFT's | 99 | 59 | 0.00 | 302,337.53 |
| | 341 | 232 | 0.00 | 1,263,364.99 |

All Bank Codes Check Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|---------------------|
| Regular Checks | 203 | 123 | 0.00 | 423,753.30 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 11 | 0.00 | 0.00 |
| Bank Drafts | 39 | 39 | 0.00 | 537,274.16 |
| EFT's | 99 | 59 | 0.00 | 302,337.53 |
| | 341 | 232 | 0.00 | 1,263,364.99 |

Fund Summary

| Fund | Name | Period | Amount |
|------|--------------|--------|---------------------|
| 999 | INTERCOMPANY | 7/2018 | 1,263,364.99 |
| | | | 1,263,364.99 |



San Juan Water District, CA

Vendor History Report

By Vendor Name

Posting Date Range 07/01/2018 - 07/31/2018

Payment Date Range -

| Payable Number | Description | Post Date | 1099 | Payment Number | Payment Date | Amount | Shipping | Tax | Discount | Net | Payment |
|---|---|-----------|--------|----------------|---------------------------------------|---------------|-------------|-------------|-------------|---------------|---------------|
| Item Description | Units | Price | Amount | Account Number | Account Name | Dist Amount | | | | | |
| Vendor Set: 01 - Vendor Set 01 | | | | | | | | | | | |
| 02162 - Tobin, Pamela | | | | | | | | | | | |
| Exp Reimb 07-2018 | Mileage Exp Reimb-Various Meetings& ACW/7/30/2018 | | | 405547 | 8/7/2018 | 105.75 | 0.00 | 0.00 | 0.00 | 105.75 | 105.75 |
| Mileage Exp Reimb-Vario | 0.00 | 0.00 | 105.75 | 010-010-52110 | Training - Meetings, Education & Trai | 52.88 | | | | | |
| | | | | 050-010-52110 | Training - Meetings, Education & Trai | 52.87 | | | | | |
| Vendors: (1) Total 01 - Vendor Set 01: | | | | | | 105.75 | 0.00 | 0.00 | 0.00 | 105.75 | 105.75 |
| Vendors: (1) Report Total: | | | | | | 105.75 | 0.00 | 0.00 | 0.00 | 105.75 | 105.75 |



Payroll Set: 01-San Juan Water District

| <u>Employee Number</u> | <u>Employee Name</u> | <u>Pay Code</u> | <u># of Payments</u> | <u>Units</u> | <u>Pay Amount</u> |
|------------------------|----------------------|---------------------|-------------------------------|--------------|-------------------|
| 0690 | Costa, Ted | Reg - Regular Hours | 1 | 3.00 | 375.00 |
| | | | 0690 - Costa Total: | 3.00 | 375.00 |
| 1028 | Hanneman, Martin | Reg - Regular Hours | 1 | 5.00 | 625.00 |
| | | | 1028 - Hanneman Total: | 5.00 | 625.00 |
| 0670 | Miller, Ken | Reg - Regular Hours | 1 | 3.00 | 375.00 |
| | | | 0670 - Miller Total: | 3.00 | 375.00 |
| 1003 | Rich, Daniel | Reg - Regular Hours | 1 | 2.00 | 250.00 |
| | | | 1003 - Rich Total: | 2.00 | 250.00 |
| 0650 | Tobin, Pamela | Reg - Regular Hours | 1 | 4.00 | 500.00 |
| | | | 0650 - Tobin Total: | 4.00 | 500.00 |
| | | | Report Total: | 17.00 | 2,125.00 |



Payroll Set: 01-San Juan Water District

| <u>Account</u> | <u>Account Description</u> | <u>Units</u> | <u>Pay Amount</u> |
|-------------------------------|-------------------------------|--------------|-------------------|
| 010-010-58110 | Director - Stipend | 8.50 | 1,062.50 |
| | 010 - WHOLESALE Total: | 8.50 | 1,062.50 |
| 050-010-58110 | Director - Stipend | 8.50 | 1,062.50 |
| | 050 - RETAIL Total: | 8.50 | 1,062.50 |
| | Report Total: | 17.00 | 2,125.00 |



Pay Code Report

Pay Code Summary

7/1/2018 - 7/31/2018

Payroll Set: 01-San Juan Water District

| <u>Pay Code</u> | <u>Description</u> | <u># of Payments</u> | <u>Units</u> | <u>Pay Amount</u> |
|-----------------|--------------------|----------------------|--------------|-------------------|
| Reg | Regular Hours | 5 | 17.00 | 2,125.00 |
| | | Report Total: | 17.00 | 2,125.00 |

2018/19 Actual Deliveries and Revenue - By Wholesale Customer Agency

| July 2018 | | | | | | | | |
|-------------------------------|---------------------|---------------------|-------------------|---------------------|-------------------|---------------|---------------------|---------------|
| | Budgeted Deliveries | Budgeted Revenue | Actual Deliveries | Actual Revenue | Delivery Variance | | Revenue Variance | |
| San Juan Retail | 1,863.14 | \$ 315,630 | 1,824.91 | \$ 312,529 | (38.23) | -2.1% | \$ (3,102) | -1.0% |
| Citrus Heights Water District | 1,515.99 | \$ 295,183 | 1,367.09 | \$ 283,101 | (148.90) | -9.8% | \$ (12,082) | -4.1% |
| Fair Oaks Water District | 1,073.68 | \$ 211,065 | 758.61 | \$ 185,500 | (315.07) | -29.3% | \$ (25,565) | -12.1% |
| Orange Vale Water Co. | 590.54 | \$ 103,988 | 612.02 | \$ 105,731 | 21.48 | 3.6% | \$ 1,743 | 1.7% |
| City of Folsom | 160.70 | \$ 29,294 | 161.51 | \$ 29,359 | 0.81 | 0.5% | \$ 66 | 0.2% |
| Granite Bay Golf Course | 68.47 | \$ 2,960 | 61.60 | \$ 2,663 | (6.87) | -10.0% | \$ (297) | -10.0% |
| Sac Suburban Water District | 2,250.00 | \$ 397,103 | 2,256.58 | \$ 398,264 | 6.58 | 0.3% | \$ 1,161 | 0.3% |
| Water Transfer | 1,280.00 | \$ 512,000 | 833.02 | \$ 333,208 | (446.98) | -34.9% | \$ (178,792) | -34.9% |
| TOTAL | 8,802.52 | \$ 1,867,222 | 7,875.34 | \$ 1,650,354 | (927.18) | -10.5% | \$ (216,868) | -11.6% |

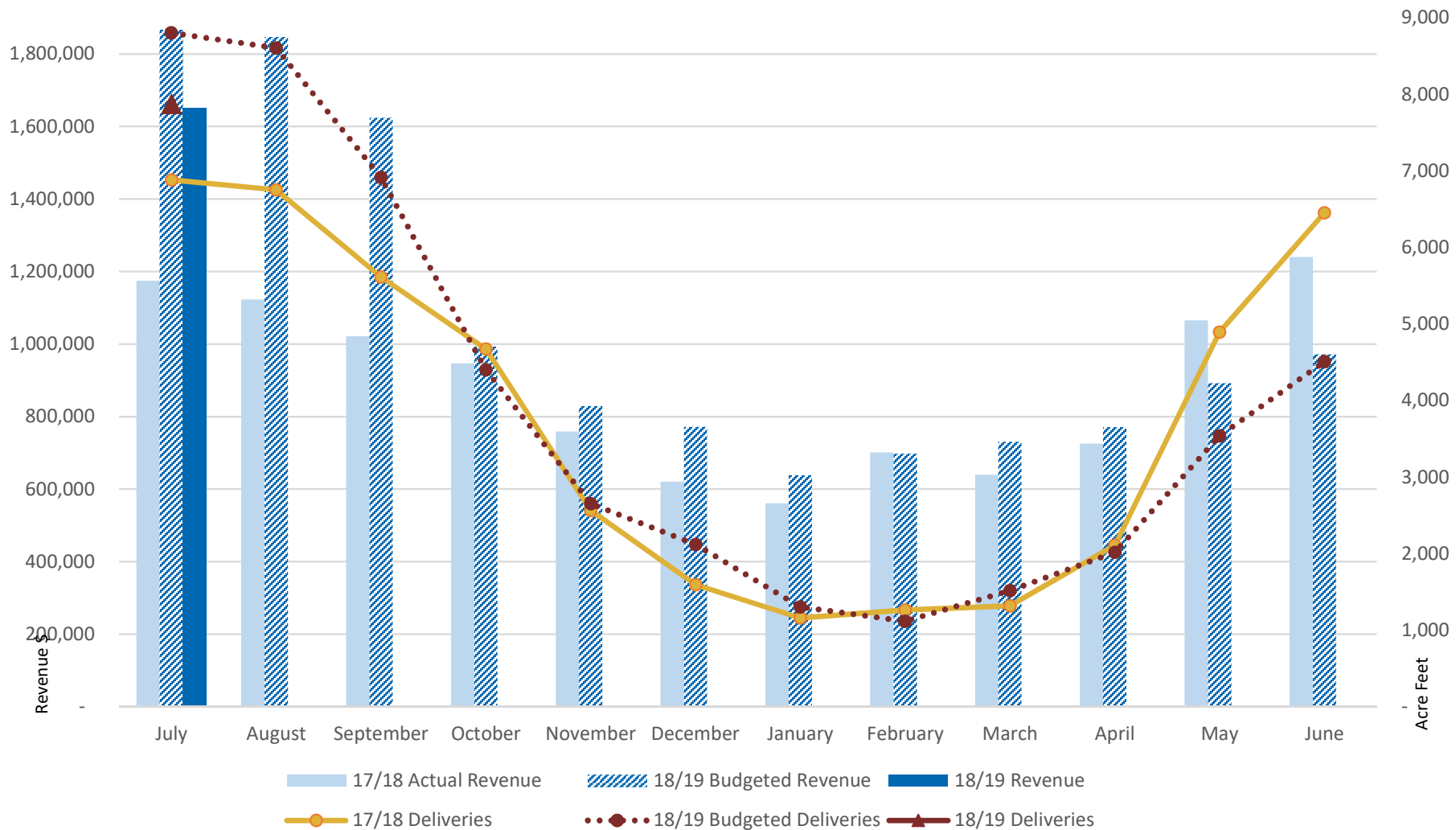
| | |
|---------------------|-----------------|
| Budgeted Deliveries | 8,802.52 |
| Actual Deliveries | <u>7,875.34</u> |
| Difference | (927.18) |
| | -11% |

| | |
|-----------------------------|--------------|
| Budgeted Water Sale Revenue | \$ 1,867,222 |
| Actual Water Sale Revenue | \$ 1,650,354 |
| Difference | \$ (216,868) |
| | -11.6% |

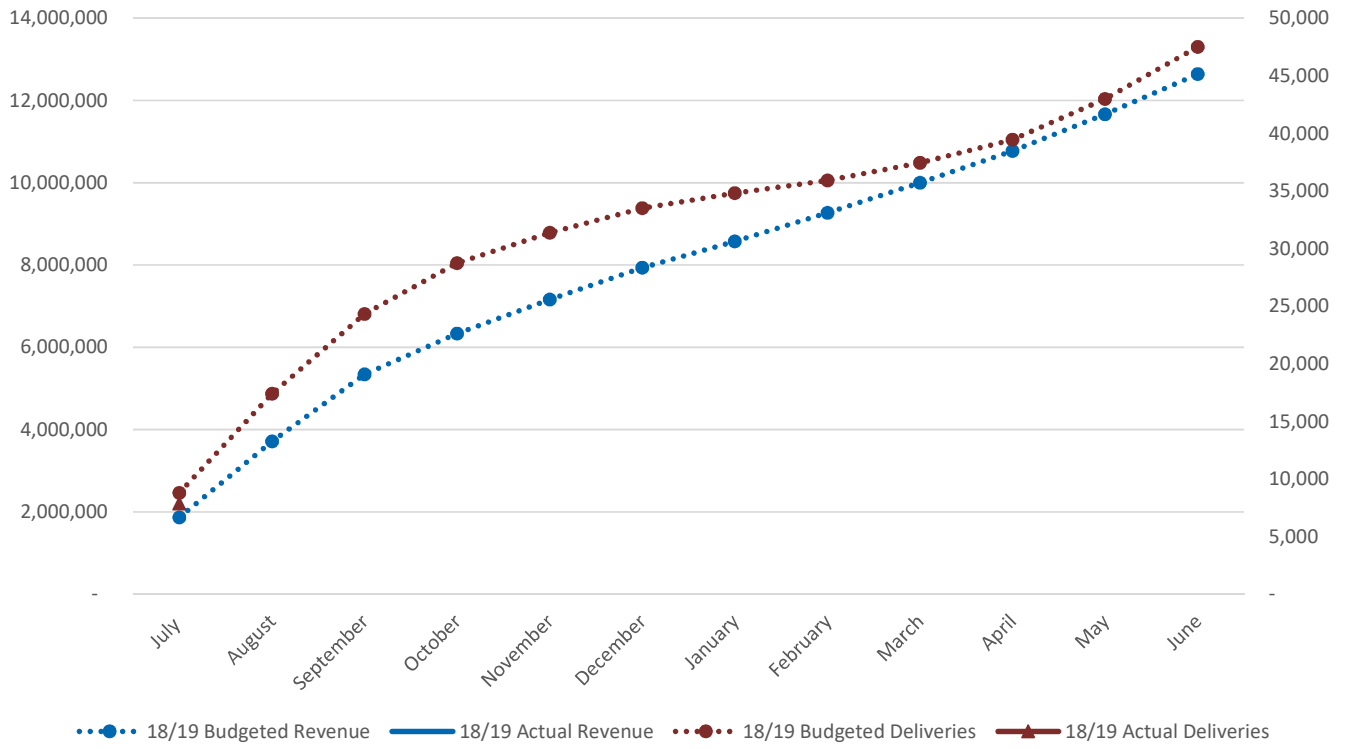
Conclusion:

Citrus Heights Fair Oaks took less water in July than anticipated in the budget, even after accounting for the water transfer. Due to issues with wells, both Citrus Heights and Fair Oaks were unable to pump the expected amount of groundwater in July, resulting in less surface water being transferred. There will be a corresponding decrease in expenses for groundwater reimbursement. Water deliveries to the Retail Service Area, Orange Vale, City of Folsom and SSWD tracked fairly close to the budget.

Comparison of Fiscal Year 2017/2018 Actual to 2018/2019 Projections of Deliveries and Revenue



Cumulative Water Deliveries and Revenues FY 2017-18



**Engineering Committee Meeting Minutes
San Juan Water District
August 13, 2018
3:30 p.m.**

Committee Members: Dan Rich, Chair
Ted Costa, Director

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

Topics: Fair Oaks 40-Inch Pipeline Relining Project, Quincy Engineering Contract Amendment No. 2 (W & R)
ADA Transition Plan & Option B Predesign Proposal Update (W & R)
Douglas Main Replacement Project Status Update (R)
Other Engineering Matters
Public Comment

1. Fair Oaks 40-Inch Pipeline Relining Project, Quincy Engineering Contract Amendment No. 2 (W & R)

Mr. Barela provided the committee with a staff report which will be attached to the meeting minutes. He explained that Quincy is currently under contract for the design of the FO-40" Pipeline Relining Project. Quincy completed their contractual obligations related to design and bidding services in July 2018. Under this proposed amendment, Quincy will provide engineering services during construction, including submittal, RFI and Change Order review and specialty inspection. Mr. Barela explained that this portion of the scope of work was purposely left out of the design contract; he does not expect any other change orders related to this contract at this time.

The Engineering Committee recommends consideration of a motion to approve the Contract Amendment No. 2 for Quincy Engineering, Inc. related to Engineering Services during Construction in the amount of \$49,068 for a total authorized budget of \$243,100

2. ADA Transition Plan & Option B Predesign Proposal Update (W & R)

Mr. Barela informed the committee that after the facility needs assessment was performed, the Board directed staff to move forward with an ADA Transition Plan and the Option B Predesign for facility needs. He explained that two firms attended the pre-bid conference and only one firm submitted a proposal. The proposal was \$48,000 over the anticipated budget; therefore, he is reviewing the proposal with the contractor to see if reductions can be identified. He will report back to the committee once the discussions are completed.

Mr. Helliker informed the committee that the purpose of the predesign is to give the District choices for addressing facility needs and any recommendations to the Board would not be put into action until the next five-year financial plan is developed.

For information only; no action requested.

3. Douglas Main Replacement Project Status Update (R)

Mr. Watson provided an update of the Douglas Main Replacement Project and informed the committee that the contractor is finishing up Phase 2 of the project. He explained that staff has been researching the most cost-effective option for addressing the issues found during construction for Phase 1 of the project. The options being considered: re-connecting the old pipeline and leave this section for later; open trench construction across the intersection; or implementing another type of trenchless technology.

Mr. Watson reported that, after internal inspection of the pipeline via camera, two bends (one 10° and one 15° bend) were discovered, along with corrosion in the old pipeline section under the intersection. He reported that a test will be performed using a 10-foot section of PVC pipe to see if this type of pipe material can be inserted into the old pipe through the two bends.

Mr. Watson reported that the apparent cost-effective option at this point, should the testing work, will be to insert (slipline) a new 6" PVC pipe through the old pipeline under the roadway intersection that will then connect to the new 10" replacement pipeline on either side of the intersection. He explained that the roadway on the east side of Auburn Folsom Road at Douglas might need to be opened with a small pit excavation to connect the pipelines where one of the angles is located. If this excavation is required then repaving that section to match the existing paving per the County standards will be needed, and that this plan has been presented to the County for their review.

Mr. Watson explained that reducing the pipe size for the relatively short segment across the roadway intersection is anticipated to result in a pressure loss of about 6 psi; however, this is a relatively short pipe length in the overall pipeline length, and the discharge pressure at the pump station can be set higher to compensate. Therefore, installation of this smaller pipeline section across the intersection should not affect customers. This solution option for resolving the Phase I constructability issues will also not result in a major impact on traffic through this busy intersection, nor significantly restrict the public access to nearby businesses.

For information only; no action requested.

4. Other Engineering Matters

Mr. Barela reported that July had the highest number of distribution leaks in the last four years with 16 leaks in the retail service area. He informed the committee that

staff is working to track the leaks and input the age of the service lines throughout the District in CMMS.

Mr. Barela informed the committee that the FO-40 project contractor is now under contract with the District and construction is expected to begin in early October with Andrew Pierson overseeing the project for the District.

The committee scheduled the next committee meeting for Tuesday, September 18th at 4:00 pm.

5. Public Comment

There were no public comments.

The meeting was adjourned at 4:10 p.m.

**Public Information Committee Meeting Minutes
San Juan Water District
August 14, 2018
10:00 a.m.**

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

District Staff & Consultants: Paul Helliker, General Manager
Lisa Brown, Customer Service Manager
Teri Grant, Board Secretary/Administrative Assistant
Lucy Eidam-Crocker, Crocker & Crocker
Curt Below, FM3 Research

Topics: Customer Satisfaction Survey Results (R)
Water Utility Open House 2018 Update (W & R)
Other Public Information Matters
Public Comment

1. Customer Satisfaction Survey Results (R)

Mr. Helliker informed the committee that the presentation today would be longer than the presentation to the Board next week. He introduced Mr. Curt Below from FM3 Research who conducted the presentation on the Retail Customer Survey. Mr. Below informed the committee that there were some key takeaways which included: 88% satisfied with the overall services provided by the San Juan Water District; 89% satisfied with their customer service interactions; 75% feel well-informed about capital improvement projects; and 45% do not feel the amount they pay for their water service is "reasonable".

Mr. Below reviewed the methodology and findings with the committee, which included: General Perceptions of the District; Specific Service Elements; Satisfaction with Billing; Perceptions of the Water Quality; Experiences with Customer Service; and Communications and Messengers. Two areas tracked below the trend with regard to satisfaction and importance, which were Good Value and Justification for Rate Increases. In addition, the study showed that customers are more likely to prioritize efficient water use over conservation.

Mr. Below reported that customers are widely familiar with the San Juan Water District and view it favorably. In addition, customers point to the reliable water and customer service as sources of satisfaction. He reported that the survey results suggest a strong positive perception in the community, with room for growth in communicating rate changes, and their justification, to the public. Mr. Helliker will work with Mr. Below to condense the presentation for the Board.

2. Water Utility Open House 2018 Update (W & R)

Ms. Grant informed the committee that the Water Utility Open House 2018 will be held in the WEL Garden on Saturday, October 6th from 11am to 3pm. She informed the committee that there will be six water agencies participating in the event – Citrus Heights Water District, Fair Oaks Water District, Orange Vale Water Company, City of Folsom, Sacramento Suburban Water District, and San Juan Retail. She explained that there are currently five exhibitors from the region confirmed and there are another 10-11 exhibitors that she is following up on.

Ms. Grant informed the committee that the Open House will include exhibitor booths located throughout the WEL Garden, mini-workshops on the deck, demonstrations, an area for kids' activities, a Welcome Table, and refreshments. The event will be communicated to the public via each agencies' websites, social media accounts, e-blasts, flyers to area businesses, billing inserts, and two banner locations outside the District office – one at the main gate and one on Auburn Folsom Road by the old entrance gate. In addition, staff will be inviting the media to the event and will work with Crocker & Crocker to provide press releases and contact the media.

3. Other Public Information Matters

Mr. Helliker provided the committee with information from the monthly RWA report regarding water production in the region. He informed the committee that this report was started during the drought period and he will be suggesting to John Woodling and Amy Talbot of the RWA that this report needs to either be discontinued or changed to reflect a more accurate view of water usage in the area. He explained that the current report uses residential gallons per capita per day which does not take into account the outdoor watering for larger lot areas such as Granite Bay.

Director Hanneman inquired if there would be any announcement of the savings that the District will incur as a result of not having an election this year. Mr. Helliker will include the information with the other items of savings that will be communicated to customers.

Ms. Eidam-Crocker informed the committee that ACWA featured Donna Silva, SJWD Finance Director, in their Faces of Water section of their newsletter last month.

4. Public Comment

There was no public comment.

The meeting adjourned at 11:14 am.