

**SAN JUAN SUBURBAN WATER DISTRICT FINANCING CORPORATION  
ANNUAL MEETING AGENDA AND  
SAN JUAN WATER DISTRICT BOARD MEETING AGENDA**

**9935 Auburn Folsom Road  
Granite Bay, CA 95746**

**December 13, 2017  
6:00 p.m.**

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.***

**SAN JUAN SUBURBAN WATER DISTRICT FINANCING CORPORATION  
ANNUAL MEETING AGENDA**

**I. CALL TO ORDER**

**II. PUBLIC COMMENT**

**III. ACTION ITEMS**

1. Approve minutes of San Juan Water District Financing Corporation meeting of December 14, 2016
2. Other Business

**IV. FUTURE MEETING DATE - November 14, 2018**

**V. ADJOURN**

## SAN JUAN WATER DISTRICT BOARD MEETING AGENDA

### I. 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.

### II. 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, November 8, 2017 (W & R)

*Recommendation: Approve draft minutes*

2. Water Resources Specialist Job Title & Description (W & R)

*Recommendation: Change the title of Water Resources Specialist to Water Resources Manager, change the job description, and change the salary range to \$100,000 - \$124,000*

### III. NEW BUSINESS

1. Pension Update (W & R)

*Discussion*

2. Water Supply Agreements (W)

*Consider creation of Ad Hoc Committee to discuss modifications to wholesale water supply contracts*

3. Water Use Prohibition Regulations (R)

*Discussion*

### IV. INFORMATION ITEMS

1. General Manager's Report

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

*Staff Report on District Operations*

- 1.2 Miscellaneous District Issues and Correspondence

2. Director of Finance's Report

- 2.1 Miscellaneous District Issues and Correspondence

3. Operation Manager's Report

- 3.1 Miscellaneous District Issues and Correspondence

4. Legal Counsel's Report

- 4.1 Legal Matters

**V. 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
  - 5.1 2018 Board Officers  
**Action: Elect Board Officers**
  - 5.2 2018 Board Meeting Schedule  
*Discussion*

**VI. COMMITTEE MEETINGS**

1. Personnel Committee – November 17, 2017
2. Finance Committee – December 11, 2017

**VII. UPCOMING EVENTS**

1. SJWD Employee Awards  
December 12, 2017  
Folsom, CA

**President Miller to call for Closed Session**

**VIII. CLOSED SESSION**

1. Public employee performance evaluation involving the General Manager; Government Code sections 54954.5(e) and 54957.

**IX. OPEN SESSION**

**X. ADJOURN**

**UPCOMING MEETING DATES**

January 10, 2018

January 24, 2018

I declare under penalty of perjury that the foregoing agenda for the December 13, 2017 annual meeting of the Board of Directors of San Juan Suburban Water District Financing Corporation and regular meeting of the Board of Directors of San Juan Water District was posted by December 8, 2017, on the outdoor bulletin boards at the District Office Building, 9935 Auburn Folsom Road, Granite Bay, California, and was freely accessible to the public.

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Teri Grant, Board Secretary

**SAN JUAN SUBURBAN WATER DISTRICT**

**FINANCING CORPORATION  
ANNUAL MEETING**

MINUTES OF

December 14, 2016

The annual meeting of the Board of Directors of the San Juan Suburban Water District Financing Corporation was duly noticed as provided by law to be held at 5:45 p.m. on December 14, 2016, at the office of the San Juan Water District, 9935 Auburn Folsom Road, Granite Bay, California.

The following Directors were present:

Dan Rich	San Juan Water District
Pam Tobin	San Juan Water District
Bob Walters	San Juan Water District

The following Directors were absent:

Ted Costa	San Juan Water District
Ken Miller	San Juan Water District

**I. CALL TO ORDER**

President Tobin called the meeting of the San Juan Suburban Water District Financing Corporation to order at 5:58 p.m.

**II. PUBLIC COMMENT**

There were no public comments.

**III. ACTION ITEMS**

**a. Approve minutes of San Juan Suburban Water District Financing Corporation Meeting of December 9, 2015**

*President Tobin moved to approve the minutes of the San Juan Suburban Water District Financing Corporation Meeting of December 9, 2015. Director Walters seconded the motion and it carried with 3 Aye votes (Directors Costa and Miller absent).*

**b. Other Business**

There were no other matters discussed.

**IV. FINANCIAL REPORT**

Ms. Silva presented the staff report regarding the financial activity for the San Juan Suburban Water District Financing Corporation. Ms. Silva informed the Board that a correction to the staff report was needed to change the second paragraph to reflect “no changes to the Corporation’s debt structure for Fiscal Year 2015-2016.” A copy of the revised staff report will be attached to the meeting minutes.

**V. ADJOURN**

There being no further business to come before the Financing Corporation, the meeting was adjourned at 6:00 p.m.

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TERI GRANT  
Board Secretary

## **SAN JUAN WATER DISTRICT**

Board of Director's Meeting Minutes

November 8, 2017 – 6:00 p.m.

### **BOARD OF DIRECTORS**

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

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

Paul Helliker	General Manager
Donna Silva	Director of Finance
Tony Barela	Operations Manager
George Machado	Field Services Manager
Greg Zlotnick	Water Resources Specialist
Teri Grant	Board Secretary/Administrative Assistant
Joshua Horowitz	Legal Counsel

### **OTHER ATTENDEES**

None

### **AGENDA ITEMS**

- I. Public Forum**
- II. Consent Calendar**
- III. Old Business**
- IV. New Business**
- V. Information Items**
- VI. Directors' Reports**
- VII. Committee Meetings**
- VIII. Upcoming Events**
- IX. Adjourn**

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

#### **I. PUBLIC FORUM**

There were no public comments.

#### **II. 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, October 25, 2017 (W & R)**  
*Recommendation: Approve draft minutes*
2. **Treasurer's Report – Quarter Ending September 30, 2017 (W & R)**  
*Recommendation: Receive and file*

***Director Hanneman moved to approve the Consent Calendar. Director Tobin seconded the motion and it carried with 5 Aye votes.***

### **III. OLD BUSINESS**

#### **1. RWA Compensation Survey and Proposed Salary Schedule (W & R)**

Mr. Helliker informed the Board that RWA is meeting on November 9<sup>th</sup> and will be discussing the Compensation Survey and the proposed salary schedule. He provided the Board with a staff report which will be attached to the meeting minutes. The Board directed Pam Tobin and Mr. Helliker to take the following actions at the RWA Board meeting: accept the compensation survey, approve the new salary schedule and propose policies to have local agencies used first in future compensation surveys and make specific decisions during compensation surveys about what level, if any, above market mean to set RWA maximum salaries.

#### **2. Wholesale Customer Agency Rate Increases (W)**

Mr. Helliker referred the Board to his written staff report which will be attached to the meeting minutes. He explained that CHWD and FOWD will be increasing their water rates. He informed the Board that CHWD presented information to their customers which shows a variety of elements associated with their 3% rate increase, while FOWD only shows their increase of 10% being associated with the District's wholesale cost increases. Mr. Helliker informed the Board that the FOWD budget shows wholesale water costs to be about 17% of their budget; therefore, by his calculations the full 10% increase in rates should not be attributed to the wholesale cost increase. He informed the Board that he plans to attend the FOWD November 13<sup>th</sup> workshop and the December 18<sup>th</sup> rate hearing and has offered to supply information regarding the wholesale cost increase and the main drivers for the increase.

Director Costa complimented President Miller for his communication efforts at the FOWD Board meeting and requested that Ms. Silva look at the FOWD groundwater costs stated in the FOWD budget as compared to the costs in the groundwater reimbursement agreement for future use in determining groundwater pumping costs. In response to President Miller's question, FOWD issued the Prop. 218 notice and there were no changes in the final version as compared to the one that the Board saw a few weeks ago.

## IV. NEW BUSINESS

### 1. Hinkle & Kokila Reservoirs Cover Cleaning and Repairs Project (W & R)

Mr. Helliker referred to the written staff report provided by Mr. Rob Watson and a copy will be attached to the meeting minutes. Mr. Helliker explained that the reservoir covers need to be cleaned and the project is in the budget. Mr. Barela commented that staff contacted Layfield Group to confirm that their bid was correct since it was quite a bit lower than the other bid and they confirmed that there were no errors in their bid.

***Director Hanneman moved to award a construction contract to Layfield Group for the Hinkle & Kokila Reservoirs Cover Cleaning and Repairs Project for the amount of \$66,969.39 with a construction contingency of \$6,697.00 (10%) for an authorized total construction budget of \$73,666.39. Director Rich seconded the motion and it carried with 5 Aye votes.***

### 2. ACWA Bylaws Proposed Amendments, Voting Delegate & Election of President/Vice President (W & R)

Mr. Helliker informed the Board that the general membership session at the ACWA Fall Conference will include the election of the President and Vice President, along with voting on the proposed ACWA bylaws amendments. Mr. Greg Zlotnick informed the Board that the major change in the bylaws is that they are creating an Agriculture Committee. President Miller commented that the Board also needs to assign a voting delegate to represent the District which would be Pam Tobin.

***Director Tobin moved to vote for Brett Hastey for ACWA President and Steven La Mar for ACWA Vice President, to vote for approval of proposed ACWA bylaws amendments, and to appoint Pam Tobin as the voting delegate for SJWD at the ACWA Fall Conference. Director Hanneman seconded the motion and it carried with 5 Aye votes.***

## V. INFORMATION ITEMS

### 1. GENERAL MANAGER'S REPORT

#### 1.1 Miscellaneous District Issues and Correspondence

Mr. Helliker reported that Folsom Reservoir is 109% of normal and 55% full and other reservoirs across California are looking good at the start of the new water year. He reviewed the forecasted temperatures for the next three months which showed a higher than normal temperature range and the precipitation forecast showed an equal chance of being above or below normal through January.

Mr. Helliker informed the Board that staff has discussed water transfers with SSWD and will be discussing the Safety/Regulatory Compliance position with SSWD next week.



Mr. Greg Zlotnick informed the Board that he and Mr. Josh Horowitz met with DWR legal counsel, State Board legal counsel and Reclamation legal counsel, as well as several other participants, to discuss conserved water transfers. He and Mr. Horowitz provided a comprehensive overview to the Board regarding the status of deliberations on water transfers with DWR and Reclamation, and the next steps to resolve our disagreement over quantifying and implementing conserved water transfers. Another meeting is scheduled in December, and he expects to provide an update at the next Board meeting.

Mr. Horowitz informed the Board that conserved water transfers were discussed with DWR in 2015 and at that time DWR and Reclamation were in agreement with the District; however, they have now switched their position and are not in agreement with the District. He stated that DWR legal counsel will provide a written legal analysis to provide a basis for their position. However, he will recommend that this issue be escalated to the policy makers, if needed, after the next meeting with DWR.

Mr. Helliker informed the Board that the WaterFix Phase 1 closing brief was submitted. Mr. Horowitz reported that the brief argues that the projects haven't carried their burden of evidence that they will not injure the District and there is evidence that they will draw down storage in Folsom Reservoir. Mr. Helliker reported that Phase 2 start up soon with testimony in January.

Mr. Helliker provided the Board with a handout, which will be attached to the meeting minutes, regarding water quality control plan negotiations. He explained that a voluntary settlement agreement for the region is being worked on and is expected by December 15<sup>th</sup>. In addition, comments on Phase 2 of the water quality control plan will be going out November 9<sup>th</sup>.

Mr. Helliker informed the Board that the next meeting agenda will include an update on pensions, the process for the General Manager's performance evaluation, the Financing Corporation meeting, and the new Board officer selection. Then in January, the Board will be reviewing the Strategic Plan and planning for the upcoming trips to Washington, D.C.

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

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

No report.

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

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

No report.

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

##### **4.1 Legal Matters**

No report.

#### **VI. DIRECTORS' REPORTS**

##### **1.1 SGA**

No report

##### **1.2 RWA**

Director Tobin reported that RWA meets on November 9, 2017.

##### **1.3 ACWA**

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

Director Tobin provided a written report which will be attached to the meeting minutes. She explained that ACWA Federal Affairs Committee provided information on the Clean Water Rule, Western Water and the Wildfire Bills passed. In addition, ACWA Region 4 meeting was held on November 2, 2017.

###### **1.3.2 JPIA - Pam Tobin**

No report.

###### **1.3.3 Energy Committee - Ted Costa**

No report.

##### **1.4 CVP Water Users Association**

No report.

##### **1.5 Other Reports, Correspondence and Comments**

Mr. Helliker inquired if the Board wanted to meet for dinner at the ACWA Fall Conference. The Board will let Mr. Helliker know later and they agreed that Tuesday night would be best.

#### **VII. COMMITTEE MEETINGS**

##### **1. Finance Committee – November 7, 2017**

The committee meeting minutes will be attached to the original board minutes. Director Costa informed the Board that the committee discussed the CalPERS unfunded liability and Ms. Silva will present information at the next Board meeting.

#### **VIII. UPCOMING EVENTS**

1. ACWA Fall Conference  
November 28 - December 1  
Anaheim, CA

**IX. ADJOURN**

**The meeting was adjourned at 7:16 p.m.**

ATTEST:

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KENNETH MILLER, President  
Board of Directors  
San Juan Water District

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TERI GRANT, Board Secretary

## STAFF REPORT

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: December 13, 2017  
Subject: Water Resources Specialist Position

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### **RECOMMENDED ACTION**

Staff recommends that the job description and salary range for the Water Resources Specialist be updated. The Personnel Committee considered this item on November 17 and voted unanimously for the Board to consider approval.

### **BACKGROUND**

The position description for the Water Resources Specialist was revised in 2013, to reduce the level of the responsibilities that the position had had when it was defined previously as the Water Resources Analyst. Since then, the previous incumbent in the position left the District and Greg Zlotnick was hired. Greg has brought greater skills and experience to the position than the District had had prior to his arrival, and he has been successful in many projects that have benefited the District, such as securing agreement on revisions to water supply contracts to save the District money, bringing the District into compliance with water rights regulatory reporting, finding potential buyers of transferred water and developing a plan for transfers generally, and more.

To reflect this new higher level of activity and responsibility that Greg has brought to the job, we are proposing to revise the job description accordingly. The proposed revision is attached in both marked-up and in clean formats, for review and approval by the Committee and the Board.

With respect to salary, the position was most recently reviewed in the 2015 compensation survey. The job description that was compared was the Water Resources Specialist version, and it was compared to water conservation coordinator and water management coordinator types of positions. The salary level range that was adopted at the time had a top salary of \$100,308, which, with subsequent COLAs is now the current range that became effective on July 1, which is \$88,701 - \$106,446.

The new job description adds a higher level of responsibility, including managing the District's water resources portfolio and regulatory compliance, managing water resources planning and reporting (Urban Water Management Plans and other plans) and managing the District's legislative and lobbying work. The position's responsibilities also include representing the District in Regional, State and National organizations. These new responsibilities will need to be analyzed in the compensation study planned for 2019, but in the meantime, they clearly merit a salary range higher than that associated with the Specialist job description. The proposed salary range of \$100,000 - \$124,000 is bracketed by the salary ranges of the Information Technology Administrator and the Customer Services Manager, and is the level recommended for this position.



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

## Manager, Water Resources Policy Specialist Position Description

**Status:** Exempt  
**Supervisor:** General Manager  
**Effective Date:** ~~May 11, 2016~~ December 13, 2017

### **Supervision Received and Exercised**

Receives general direction from the General Manager.

### **Primary Function**

~~To~~ Coordinate, organize and implement a variety of water resources related functions including: engaging in and shaping external coalition and organizational relationships (e.g., CVP, SWP, ACWA, RWA, NWRA, etc.) to enhance, promote and secure District interests; monitoring state and federal water policy and regulatory developments pertinent to the District; overseeing state and federal legislative review, engagement and advocacy; water rights administration; supporting managing water resources planning efforts (including UWMP, and CVP WMP preparation); managing maintaining awareness of grant opportunities; in conjunction with RWA legislation review and the recommendation of modifications and/or District position, grant applications and administration; and ~~to~~ provide highly responsible and complex administrative and policy support to the Assistant General Manager and General Manager.

### **Essential Duties** - *Duties may include, but are not limited to, the following:*

- Represents the District in collaborating with local, statewide and national partners and advises and makes recommendations to the General Manager and the Board on a variety of critical issues which could have an impact on the District's water supply and its customers.
- At the direction of and in collaboration with the General Manager, undertakes strategic engagement and develops solutions related to various District water supply and supply reliability issues involving highly visible interagency and coalition coordination.
- Provide leadership within the water resource management industry at the local, statewide and national levels through active participation in the committees, management, or conferences of coalitions and associations of which the District is a member or engages with to support and promote the District's interests.
- Engagement in the state and federal legislative processes; maintaining awareness of pertinent legislation; undertaking review and providing input to the process through Reviews and develops District positions on pertinent state and federal legislation, policy and regulations. Manages the District's lobbyists or association forums, e.g. ACWA, NWRA. Work with General Manager and, when appropriate, the management team to develop position and/or amendment recommendations; and, advocates for/defend the District's

positions as required.

~~Researches and reviews approved and pending legislation; determines impact on District functions and programs; prepares findings and recommendations to the Assistant General Manager and General Manager; defend the District's position as required.~~

- ~~• Manages water resources rights administration for the District, including the timely submittal of required annual reports to the State and Federal agencies SWRCB, including urban water management plans and water management plans. Develops and implements a water transfer program. Collects, compiles, and analyzes operational data; prepares and submits a variety of technical reports including those submitted to State and Federal agencies.~~
- ~~• Applies for and administers grants from various programs relevant to assigned duties, including budgets and reports. Works with federal lobbyist to identify potential opportunities for the District to secure grants, and collaborates with RWA on regional grant opportunities. Applies for and administers grants associated with assigned functions and programs; submits reimbursement requests; prepares required reports; and monitors and tracks program budgets.~~
- ~~• Works with the management team to develop an annual water use strategy to protect water rights while optimizing District water supply reliability and, when appropriate, water transfer capability. Reviews water sources and recommends use; coordinates with legal counsel as needed.~~
- ~~• Proactively establishes, coordinates, delegates, and maintains working relationships and communication processes to ensure effective outreach and coordination with other departments, water industry groups, and public agencies engaged in efforts to promote water rights, and related issues; participates in and sponsors research, workshops and other activities to increase community awareness and program support;~~

~~Actively participates on regional and state wide water committees; provides technical assistance.~~

- ~~• Working with the management team, coordinates preparation of internal and externally mandated water supply planning documents, e.g. UWMP and CVP WMP.~~

- ~~• As necessary, mMakes presentations to community groups and other interested audiences to promote and explain District programs and goals; may respond to inquiries from the news media, other agencies, and community groups on water resources issues when requested.~~
- ~~• Organizes, prepares and presents reports to the General Manager and the Board of Directors regarding significant and complex water resources issue, pending legislation and related program activities; prepares, ~~or~~ oversees or provides input to the publication of educational and promotional materials ~~about~~ related to water resources management.~~
- ~~• Manages the preparation and makes presentations of study reports, relevant studies, recommendations, and other materials for consideration at Board of Directors' meetings regarding the District's water supplies; leads, coordinates, or participates in the development and evaluation of alternative policy recommendations on a broad range of issues with other staff.~~
- ~~• Leads diverse, interdisciplinary work teams from multiple departments in completing sensitive projects involving broad public and community group interests; advises the~~

~~General Manager and the Board on a variety of critical issues which could have an impact on the District water supply and its customers; negotiates strategies and solutions on water rights, public affairs and other District issues involving highly visible interagency and community coordination.~~

- ~~• Manages the District's program to provide leadership within the water resource management industry at both a statewide and national level by sponsoring changes in California and federal law, policy, and practices in these areas.~~

~~Manages the review and analysis of proposed legislation affecting District operations and policies; advises the General Manager, Board, and department managers of the probable impact; recommends strategies to ensure protection of District interests; advocates for the District position at local, state and federal levels.~~

- Performs administrative duties including budget formulation and invoice sign-off, as appropriate.
- ~~• Coordinates the development, communication, implementation, and monitoring of new programs and processes with other department managers.~~
- ~~Must be willing to periodically~~ Periodic travel to represent the District at meetings, workshops, conferences and other events.
- Other duties as assigned

### **Minimum Qualifications**

#### *Knowledge of:*

- Principles and practices of water resource management and conservation;
- Principles and practices of program management and administration;
- Pertinent local, State and Federal laws, ordinances and rules;
- Roles of public agency representatives and government officials associated water planning and water rights;
- Practices of water rights analysis and legislative reform;
- ~~Technical report~~ Policy report and Board agenda memo writing;
- ~~• Practices of grant administration;~~
- Principles and practices of budget administration.

#### *Ability to:*

- Plan, organize, implement and coordinate water resource and related programs involving coordination with multiple stakeholders;
- Exercise independent judgment in administering and interpreting policies and regulations;
- Communicate effectively orally in a variety of situations including outreach presentations, Board presentations, advisory committee meetings, workshops and conferences;
- Interpret and explain District policies and procedures;
- Research, analyze and interpret State and Federal legislation and the impacts on District operations and programs;
- Compile, analyze and evaluate technical data and complex regulations relating to assigned programs.
- Analyzinge complex administrative, management, and organizational effectiveness issues; planning, organizing and conducting complex studies to improve policies, processes,

productivity, communications, and teamwork; persuading and negotiating with individuals and groups; making verbal presentations and preparing clear, complete and concise reports, correspondence, and technical documents.

- Coordinate diverse interests and talents of interdisciplinary teams assigned to a particular program or project; work cooperatively with, and successfully influence, the media, general public, community groups, representatives of local and regional governments, and state and federal legislators to enhance and protect District interests.

*Experience and Education:*

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Completion of four years of college resulting in graduation with major course work in business or public administration, engineering or related field and five years of professional experience, preferably in water resource management.

*License or Certificate:*

Possession of, or the ability to obtain and maintain, a California Driver’s License with a satisfactory driving record. Individuals who do not meet this requirement due to a physical disability will be considered on a case-by-case basis.

**Physical Capabilities:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform functions.

<i>Physical Requirements</i>	<i>Rarely (0-12%)</i>	<i>Occasionally (12-33%)</i>	<i>Frequently (34-66%)</i>	<i>Regularly (67-100%)</i>
Seeing				√
Hearing				√
Standing/Walking			√	
Climbing/Stooping/Kneeling	√			
Lifting/Pulling/Pushing	√			
Approximate Maximum Weight to Lift		20 Pounds		
Fingering/Grasping/Feeling				√
Describe Working Conditions	90 Percent Indoors and 10 Percent Outdoors			





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## Manager, Water Resources Position Description

**Status:** Exempt  
**Supervisor:** General Manager  
**Effective Date:** December 13, 2017

### **Supervision Received and Exercised**

Receives general direction from the General Manager.

### **Primary Function**

Coordinate, organize and implement a variety of water resources related functions including: engaging in and shaping external coalition and organizational relationships (e.g., CVP, SWP, ACWA, RWA, NWRA, etc.) to enhance, promote and secure District interests; monitoring state and federal water policy and regulatory developments pertinent to the District; overseeing state and federal legislative review, engagement and advocacy; water rights administration; managing water resources planning efforts (including UWMP, and CVP WMP preparation); managing grant opportunities; and providing highly responsible and complex administrative and policy support to the General Manager.

### **Essential Duties** - *Duties may include, but are not limited to, the following:*

- Represents the District in collaborating with local, statewide and national partners and advises and makes recommendations to the General Manager and the Board on a variety of critical issues which could have an impact on the District's water supply and its customers.
- Provide leadership within the water resource management industry at the local, statewide and national levels through active participation in the committees, management, or conferences of coalitions and associations of which the District is a member or engages with to support and promote the District's interests.
- Reviews and develops District positions on pertinent state and federal legislation, policy and regulations. Manages the District's lobbyists and advocates for the District's positions as required.
- Manages water resources administration for the District, including the timely submittal of reports to the State and Federal agencies, including urban water management plans and water management plans. Develops and implements a water transfer program. Applies for and administers grants from various programs relevant to assigned duties, including budgets and reports. Works with federal lobbyist to identify potential opportunities for the District to secure grants, and collaborates with RWA on regional grant opportunities.

- As necessary, makes presentations to community groups and other interested audiences to promote and explain District programs and goals; may respond to inquiries from the news media, other agencies, and community groups on water resources issues when requested.
- Organizes, prepares and presents reports to the General Manager and the Board of Directors regarding significant and complex water resources issue, pending legislation and related program activities; prepares, oversees or provides input to the publication of educational and promotional materials related to water resources management.
- Manages the preparation and makes presentations of relevant studies, recommendations, and other materials for consideration at Board of Directors' meetings regarding the District's water supplies; leads, coordinates, or participates in the development and evaluation of alternative policy recommendations on a broad range of issues with other staff.
- Performs administrative duties including budget formulation and invoice sign-off, as appropriate.
- Periodic travel to represent the District at meetings, workshops, conferences and other events.
- Other duties as assigned

### **Minimum Qualifications**

#### *Knowledge of:*

- Principles and practices of water resource management and conservation;
- Principles and practices of program management and administration;
- Pertinent local, State and Federal laws, ordinances and rules;
- Roles of public agency representatives and government officials associated water planning and water rights;
- Practices of water rights analysis and legislative reform;
- Policy report and Board agenda memo writing;
- Principles and practices of budget administration.

#### *Ability to:*

- Plan, organize, implement and coordinate water resource and related programs involving coordination with multiple stakeholders;
- Exercise independent judgment in administering and interpreting policies and regulations;
- Communicate effectively orally in a variety of situations including outreach presentations, Board presentations, advisory committee meetings, workshops and conferences;
- Interpret and explain District policies and procedures;
- Research, analyze and interpret State and Federal legislation and the impacts on District operations and programs;
- Compile, analyze and evaluate technical data and complex regulations relating to assigned programs.
- Analyze complex administrative, management, and organizational effectiveness issues; planning, organizing and conducting complex studies to improve policies, processes, productivity, communications, and teamwork; persuading and negotiating with individuals and groups; making verbal presentations and preparing clear, complete and concise reports, correspondence, and technical documents.

- Coordinate diverse interests and talents of interdisciplinary teams assigned to a particular program or project; work cooperatively with, and successfully influence, the media, general public, community groups, representatives of local and regional governments, and state and federal legislators to enhance and protect District interests.

*Experience and Education:*

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Completion of four years of college resulting in graduation with major course work in business or public administration, engineering or related field and five years of professional experience, preferably in water resource management.

*License or Certificate:*

Possession of, or the ability to obtain and maintain, a California Driver’s License with a satisfactory driving record. Individuals who do not meet this requirement due to a physical disability will be considered on a case-by-case basis.

**Physical Capabilities:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform functions.

<i>Physical Requirements</i>	<i>Rarely (0-12%)</i>	<i>Occasionally (12-33%)</i>	<i>Frequently (34-66%)</i>	<i>Regularly (67-100%)</i>
Seeing				√
Hearing				√
Standing/Walking			√	
Climbing/Stooping/Kneeling	√			
Lifting/Pulling/Pushing	√			
Approximate Maximum Weight to Lift		20 Pounds		
Fingering/Grasping/Feeling				√
Describe Working Conditions	90 Percent Indoors and 10 Percent Outdoors			

# AGENDA ITEM III-1

## Pension Update

November 7, 2017

1. Unfunded Liability Over Time
2. Salary Increases Over Time
3. Can we exit the PERS system?

## Components of the Unfunded Liability

2013- to present

Original Unfunded Liability 6/30/2013	\$3,324,843
Investment Losses	3,643,722
Interest Charges	1,796,368
Change in Mortality Rate Assumption	1,312,862
Lowering of Discount Rate to 7.375%	528,593
Non-Asset Gains	-497,559
Payments Made	-4,928,441
Balance Unfunded Liability 6/30/2017*	\$5,180,388

\* Ending balance excludes 16/17 investment gain, non-asset gain or loss and the increase that will be coming from the next lowering of the discount rate to 7.25%.

## Salaries Over Time

	COLA	Average Merit Raise	Average Total Increase*
FY 2012-13	1.00%	1.45%	2.36%
FY 2013-14	2.00%	1.69%	3.52%
FY 2014-15	1.40%	2.37%	3.66%
FY 2015-16	1.00%	3.34%	5.35%
FY 2016-17	2.50%	2.97%	5.33%

\* Does not sum across due to number of employees on board at time of each award.

## Can We Exit CalPERS?

Yes. But.....

1. Have to offer an equivalent benefit
  - Difficult to find equivalent plans at affordable cost
  - Defined contribution (401k) would be difficult to claim as an equivalent plan
  - VERY costly. Termination cost is currently apx. \$69 million



The "Unfunded" Pension Liability

	Tier 1	Tier 2	Tier 3	Total
6/30/2013 Our share of Pre-2013 Unfunded Liability	3,287,837	93,788	(216)	3,381,409
6/30/2013 Investment Loss	2,537,231	-	-	2,537,231
6/30/2013 Non-Asset (Gain)/Loss	(161,908)	-	-	(161,908)
Unfunded Liability at 6/30/2013	5,663,160	93,788	(216)	5,756,732
6/30/2014 Interest on Prior Year Unfunded Liability	419,973	5,710	(16)	425,667
6/30/2014 Investment Gain	(2,114,624)	(57,934)	(2,430)	(2,174,988)
6/30/2014 Non-Asset (Gain)/Loss	2,329	56	2	2,387
6/30/2014 Assumption Change - Mortality Rate	1,311,665	31,560	1,197	1,344,422
6/30/2014 Payments Made by SJWD	(129,361)	(35,958)	-	(165,319)
Unfunded Liability at 6/30/2014	5,153,142	37,222	(1,463)	5,188,901
6/30/2015 Interest on Prior Year Unfunded Liability	380,364	1,129	(51)	381,442
6/30/2015 Investment Loss	1,339,179	56,057	4,963	1,400,199
6/30/2015 Non-Asset (Gain)/Loss	(109,837)	(3,781)	(337)	(113,955)
6/30/2015 Payments Made by SJWD	(166,228)	(45,129)	1,596	(209,761)
Unfunded Liability at 6/30/2015	6,596,620	45,498	4,708	6,646,826
6/30/2016 Interest on Prior Year Unfunded Liability	484,423	3,535	414	488,372
6/30/2016 Investment Loss	1,712,256	99,118	11,972	1,823,346
6/30/2016 Non-Asset (Gain)/Loss	(212,692)	(10,111)	(1,224)	(224,027)
Assumption Change - Discount Rate				
6/30/2016 from 7.5% to 7.375%	501,849	23,856	2,888	528,593
6/30/2016 Payments Made by SJWD	(280,362)	3,282	1,644	(275,436)
Unfunded Liability at 6/30/2016	8,802,094	165,178	20,402	8,987,674
6/30/2017 Interest on Prior Year Unfunded Liability	492,586	12,406	1,605	506,597
6/30/2017 Investment Gain - \$ amount unknown	-	-	-	-
6/30/2017 Non-Asset (Gain)/Loss - unknown	-	-	-	-
Assumption Change - Discount Rate				
6/30/2017 from 7.375% to 7.25%	-	-	-	-
6/30/2017 Payments Made by SJWD	(4,322,835)	6,171	2,781	(4,313,883)
	<u>\$ 4,971,845.00</u>	<u>\$ 183,755.00</u>	<u>\$ 24,788.00</u>	<u>\$ 5,180,388.00</u>

Original Unfunded Liability	\$ 3,381,409
Net Investment Loss	3,585,788
Net Non-Asset Gain	(497,503)
Interest on Unfunded Liability	1,802,078
Assumption Changes	1,873,015
Payments Made	<u>(4,964,399)</u>
Total	<u><u>\$ 5,180,388</u></u>

Original Unfunded Liability	\$ 3,381,409
Investment Losses	3,585,788
Assumption Changes	1,873,015
Interest	1,802,078
Non-Asset Gains	(497,503)
Payments Made	<u>(4,964,399)</u>
Balance Unfunded Liability	<u><u>\$ 5,180,388</u></u>

**San Juan Water District**  
**Historical COLA and Merit Increase Data**

(does not include temp. employees)

(excludes promotions)

Employee Name	Dept	Hire Date	Separation Date	FY 12 - 13			FY 13 - 14			FY 14 - 15			FY 15 - 16			FY 16 - 17			FY 17-18	6 Year Merit Average		
				1% COLA	Merit Increase	Total Pay Increase FY 12-13	2% COLA	Merit Increase	Total Increase FY 13-14	1.4% COLA	Merit Increase	Total Increase FY 14-15	1% COLA	Rate Study Adjustment	Merit Increase	Total Increase FY 15-16	2.5% COLA	Merit Increase	Other Adj.		Total Increase FY 16-17	2.5% COLA
<b>Executive Department:</b>																						
Lorance, Shauna	020	3/15/1996	12/14/2016	1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	5.00%	6.40%	1.00%	0.00%	0.00%	1.00%	2.50%			2.50%		
Durkin, Keith B	020	3/15/2004	5/12/2017	1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	4.60%	6.00%	1.00%	0.00%	4.60%	5.60%	2.50%	4.00%		6.50%		
Grant, Teri L (Hart)	020	6/15/2009		1.00%	6.72%	7.72%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	4.01%	5.01%	2.50%	3.99%	0.00%	6.49%	2.50%	
Sacksteder, Victoria L	020	6/29/2009	5/2/2016	1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	0.00%	1.00%						
Zlotnick, Gregory A	020	9/12/2016															0.00%	0.00%	0.00%	0.00%	2.50%	
Helliker, Paul	020	3/6/2017																0.00%	0.00%	0.00%	0.00%	
<b>Average</b>				<b>1.00%</b>	<b>1.68%</b>	<b>2.68%</b>	<b>2.00%</b>	<b>0.00%</b>	<b>2.00%</b>	<b>1.40%</b>	<b>0.00%</b>	<b>1.40%</b>	<b>1.00%</b>	<b>0.00%</b>	<b>2.15%</b>	<b>3.15%</b>	<b>2.50%</b>	<b>2.66%</b>	<b>0.00%</b>	<b>3.10%</b>	<b>2.50%</b>	<b>1.30%</b>
<b>Finance/HR/IT/Purchasing:</b>																						
Bullock, Gretchen	040	4/7/1997	4/11/2013	1.00%	0.00%	1.00%																
Morris, Mary	040	7/1/2002	2/7/2014	1.00%	0.00%	1.00%	2.00%															
Darr, Toni L	040	4/12/2005		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	1.99%	2.99%	2.50%	0.00%	0.00%	2.50%	2.50%	
Amentler, Susan	040	7/3/2006	10/8/2014	1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%										
Max, Jennifer	040	4/8/2013	1/2/2014				0.00%	0.00%	0.00%													
Stemple, Michael A	040	6/10/2013			0.00%	0.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	8.42%	0.06%	9.49%	2.50%	0.00%	0.00%	2.50%	2.50%	
Naatz, April A	040	12/16/2013					0.00%	0.00%	0.00%	1.40%	11.77%	13.17%	1.00%	0.00%	5.00%	6.00%	2.50%	5.00%	0.00%	7.50%	2.50%	
Motonaga, Kathryn	040	3/17/2014	10/2/2015				0.00%	0.00%	0.00%	1.40%	10.00%	11.40%	0.00%	0.00%	29.62%	29.62%						
Paulson, Rachael M	040	7/6/2015											1.00%	4.16%	0.00%	5.16%	2.50%	5.01%	0.00%	7.51%	2.50%	
Silva, Donna B	040	8/10/2015											0.00%	0.00%	2.99%	2.99%	2.50%	2.16%	0.00%	4.66%	2.50%	
Von Collenberg, Chris M	070	6/18/2007		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	4.99%	5.99%	2.50%	4.00%	0.00%	6.50%	2.50%	
<b>Average</b>				<b>1.00%</b>	<b>0.00%</b>	<b>1.00%</b>	<b>2.00%</b>	<b>0.00%</b>	<b>1.60%</b>	<b>1.40%</b>	<b>3.63%</b>	<b>5.03%</b>	<b>1.00%</b>	<b>1.80%</b>	<b>6.38%</b>	<b>8.89%</b>	<b>2.50%</b>	<b>2.31%</b>	<b>0.00%</b>	<b>4.45%</b>	<b>2.14%</b>	<b>2.46%</b>
<b>Operations Manager:</b>																						
Hydrick, Rick	200	8/8/2005	12/30/2013	1.00%	0.00%	1.00%	2.00%															
Barela, Tony D	200	5/29/2009		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	6.99%	8.39%	1.00%	0.00%	4.00%	5.00%	2.50%	4.36%	0.00%	6.86%	2.50%	
<b>Average</b>				<b>1.00%</b>	<b>0.00%</b>	<b>1.00%</b>	<b>2.00%</b>	<b>0.00%</b>	<b>2.00%</b>	<b>1.40%</b>	<b>6.99%</b>	<b>8.39%</b>	<b>1.00%</b>	<b>0.00%</b>	<b>4.00%</b>	<b>5.00%</b>	<b>2.50%</b>	<b>4.36%</b>	<b>0.00%</b>	<b>6.86%</b>	<b>2.50%</b>	<b>3.07%</b>
<b>Field Services:</b>																						
Martinez, Michael J	210	3/1/1982	12/30/2016	1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	1.03%	2.03%	2.50%			2.50%		
McClure, George T	210	1/1/1986	6/3/2016	1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	0.00%	1.00%						
Calafiore, Joseph	210	1/1/1988	8/26/2014	1.00%	2.18%	3.18%																
Mayer, Christopher R	210	1/16/1992		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	5.01%	6.41%	1.00%	0.00%	1.80%	2.80%	2.50%	0.00%	0.00%	2.50%	2.50%	
Machado, George C	210	7/1/1994		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	3.00%	4.00%	2.50%	3.50%	0.00%	6.00%	2.50%	
Nush, Robert J	210	4/1/1996		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	1.56%	2.56%	2.50%	0.00%	0.00%	2.50%	2.50%	
Orr, Shay M	210	10/28/1998		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	0.00%	1.00%	2.50%	0.00%	0.00%	2.50%	2.50%	
Mayorga, Jason R	210	6/26/1999		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	1.56%	2.56%	2.50%	0.00%	0.00%	2.50%	2.50%	
Potter, Randall L	210	11/30/2002		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	3.01%	4.01%	2.50%	3.49%	0.00%	5.99%	2.50%	
Desjardin, Scott A	210	11/17/2003		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	1.56%	2.56%	2.50%	0.00%	0.00%	2.50%	2.50%	
Griego, Daniel J	210	10/19/2005		1.00%	3.00%	4.00%	2.00%	3.70%	5.70%	1.40%	0.00%	1.40%	1.00%	0.00%	4.00%	5.00%	2.50%	3.99%	0.00%	6.49%	2.50%	
Larsen, Adam W	210	1/17/2006		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	4.10%	5.10%	2.50%	2.41%	0.00%	4.91%	2.50%	
Clark, Thomas M	210	8/25/2008		1.00%	4.07%	5.07%	2.00%	5.00%	7.00%	1.40%	4.75%	6.15%	1.00%	0.00%	1.56%	2.56%	2.48%	0.00%	0.00%	2.48%	2.50%	
Heasley, Michael A	210	11/7/2011		1.00%	3.85%	4.85%	2.00%	4.99%	6.99%	1.40%	4.81%	6.21%	1.00%	0.00%	3.00%	4.00%	2.50%	4.00%	0.00%	6.50%	2.50%	
Cater, Justen D	210	12/1/2014								0.00%	0.00%	0.00%	1.00%	3.62%	2.00%	6.62%	2.50%	0.00%	0.00%	2.50%	2.50%	
Smith, Kendall H	210	8/8/2016															0.00%	4.01%	0.00%	4.01%	2.50%	
Morgan, Robert J	210	5/15/2017																	0.00%	0.00%	2.50%	
<b>Average</b>				<b>1.00%</b>	<b>0.94%</b>	<b>1.94%</b>	<b>2.00%</b>	<b>1.05%</b>	<b>3.05%</b>	<b>1.40%</b>	<b>1.04%</b>	<b>2.34%</b>	<b>1.00%</b>	<b>0.26%</b>	<b>2.01%</b>	<b>3.27%</b>	<b>2.50%</b>	<b>1.65%</b>	<b>0.00%</b>	<b>3.43%</b>	<b>2.50%</b>	<b>1.34%</b>



Employee Name	Dept	Hire Date	Separation Date	1% COLA	Merit Increase	Total Pay Increase FY 12-13	2% COLA	Merit Increase	Total Increase FY 13-14	1.4% COLA	Merit Increase	Total Increase FY 14-15	1% COLA	Rate Study Adjustment	Merit Increase	Total Increase FY 15-16	2.5% COLA	Merit Increase	Other Adj.	Total Increase FY 16-17	2.5% COLA	6 Year Merit Average
<b>Treatment Plant:</b>																						
Johnson, Gayne	220	1/16/1992	9/19/2014	1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%										
Turner, Gregory P	220	5/26/1998		1.00%	0.00%	1.00%	2.00%	6.99%	8.99%	1.40%	5.01%	6.41%	1.00%	0.00%	5.00%	6.00%	2.50%	4.00%	0.00%	6.50%	2.50%	
Davis, Kevin	220	10/30/2000	6/30/2015	1.00%	0.00%	0.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%										
Spencer, Michael C	220	2/21/2009		1.00%	10.00%	11.00%	2.00%	6.14%	8.14%	1.40%	7.34%	8.74%	1.00%	0.00%	5.01%	6.01%	2.50%	5.00%	0.00%	7.50%	2.50%	
Cosens, Eric B	220	4/30/2012		1.00%	9.99%	10.99%	2.00%	5.00%	7.00%	1.40%	3.89%	5.29%	1.00%	0.00%	5.01%	6.01%	2.50%	3.27%	0.00%	5.77%	2.50%	
Mills, Ronald	220	4/30/2012	10/9/2014	1.00%	10.02%	11.02%	2.00%	10.02%	12.02%	1.40%		1.40%										
Benson, Mark	220	7/9/2012	3/4/2016	1.00%	8.71%	9.71%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	0.00%	1.00%						
Thorne, Jedediah L	220	2/11/2013			0.00%	0.00%	2.00%	15.46%	17.46%	1.40%	0.00%	1.40%	1.00%	0.00%	2.51%	3.51%	2.50%	3.50%	3.20%	9.20%	2.50%	
Sinnock, Cody Michael	220	7/15/2013					0.00%	7.92%	7.92%	1.40%	20.05%	21.45%	1.00%	8.95%	3.99%	13.94%	2.50%	3.51%	0.00%	6.01%	2.50%	
Hoffman, Jason	220	2/10/2014	12/30/2016					0.00%	0.00%		4.99%	6.39%	1.00%	8.32%	2.00%	11.33%	2.50%					
Davis, Aaron N	220	12/15/2014								0.00%	0.00%	0.00%	1.00%	0.00%	5.00%	6.00%	2.50%	4.99%	3.21%	10.70%	2.50%	
Foley, Jacqueline M	220	3/9/2015								0.00%	0.00%	0.00%	1.00%	10.62%	3.98%	15.60%	2.50%	2.99%	3.46%	8.95%	2.50%	
Lefohn, Joel M	220	9/21/2015											0.00%	0.00%	2.00%	2.00%	2.50%	4.00%	3.21%	9.71%	2.50%	
Cessna, Christopher E	220	2/29/2016													0.00%	0.00%	2.50%	8.00%	0.00%	10.50%	2.50%	
Johnson, Jeff A	220	4/24/2017																	0.00%	0.00%	2.50%	
Phillips, Nicholas L	220	8/7/2017																	0.00%	0.00%	2.50%	
<b>Average</b>				<b>1.00%</b>	<b>4.84%</b>	<b>5.59%</b>	<b>2.00%</b>	<b>5.72%</b>	<b>7.50%</b>	<b>1.40%</b>	<b>4.13%</b>	<b>4.61%</b>	<b>1.00%</b>	<b>2.79%</b>	<b>3.45%</b>	<b>6.54%</b>	<b>2.50%</b>	<b>4.36%</b>	<b>3.27%</b>	<b>8.32%</b>	<b>2.50%</b>	<b>4.50%</b>
<b>Customer Service:</b>																						
Johnson, Judy	230	10/1/1990	12/11/2015	1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%									
Spencer, Geraldine A	230	6/11/1999	9/30/2016	1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	4.99%	5.99%	2.50%					
Paul, Scott D	230	3/8/2007		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	3.00%	4.00%	2.50%	2.52%	0.00%	5.02%	2.50%	
Mentesh, Aylin	230	8/1/2011	6/18/2014	1.00%	2.50%	3.50%	2.00%	4.62%	6.62%													
Brown, Lisa M	230	6/15/2015											0.00%	0.00%	2.01%	2.01%	2.50%	1.40%	0.00%	3.90%	2.50%	
Sorensen, Elishia R	230	7/27/2015												0.00%	2.12%	2.12%	2.50%	3.02%	0.00%	5.52%	2.50%	
Barrett, Devon M	230	5/31/2016													0.00%	0.00%	2.50%	3.02%	0.00%	5.52%	2.50%	
<b>Average</b>				<b>1.00%</b>	<b>0.62%</b>	<b>1.62%</b>	<b>2.00%</b>	<b>1.16%</b>	<b>3.16%</b>	<b>1.40%</b>	<b>0.00%</b>	<b>1.40%</b>	<b>1.00%</b>	<b>0.00%</b>	<b>3.03%</b>	<b>3.53%</b>	<b>2.50%</b>	<b>2.49%</b>	<b>0.00%</b>	<b>4.99%</b>	<b>2.50%</b>	<b>1.46%</b>
<b>Conservation:</b>																						
Leathan, Barbara	240	2/16/1996	5/27/2014	1.00%	0.00%	1.00%	2.00%	0.00%	2.00%													
Strohmaier, Rosemary	240	10/21/2002		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	3.51%	4.51%	2.50%	0.84%	0.00%	3.34%	2.50%	
Kirkland, Kenneth S	240	1/27/2003		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	3.01%	4.41%	1.00%	0.00%	3.01%	4.01%	2.50%	1.06%	0.00%	3.56%	2.50%	
Van Dusen, Darren C	240	9/2/2014								0.00%	0.00%	0.00%	1.00%	0.00%	3.01%	4.01%	2.50%	3.99%	0.00%	6.49%	2.50%	
<b>Average</b>				<b>1.00%</b>	<b>0.00%</b>	<b>1.00%</b>	<b>2.00%</b>	<b>0.00%</b>	<b>2.00%</b>	<b>1.40%</b>	<b>1.00%</b>	<b>1.94%</b>	<b>1.00%</b>	<b>0.00%</b>	<b>3.18%</b>	<b>4.18%</b>	<b>2.50%</b>	<b>1.96%</b>	<b>0.00%</b>	<b>4.46%</b>	<b>2.50%</b>	<b>1.23%</b>
<b>Engineering:</b>																						
Watson, Rob	300	3/13/2006		1.00%	0.00%	1.00%	2.00%	0.00%	2.00%	1.40%	0.00%	1.40%	1.00%	0.00%	1.99%	2.99%	2.50%	0.00%	0.00%	2.50%	2.50%	
Ehnat, Stephen T	300	5/14/2013			0.00%	0.00%	2.00%	1.98%	3.98%	1.40%	5.01%	6.41%	1.00%	7.55%	2.99%	11.54%	2.50%	4.00%	0.00%	6.50%	2.50%	
Fulton, Jonathan	300	9/9/2013						0.00%	0.00%	1.40%	5.00%	6.40%	1.00%	0.00%	3.50%	4.50%	2.50%	4.50%	0.00%	7.00%	2.50%	
Pierson, Andrew C	300	8/4/2014								0.00%	2.84%	2.84%	1.00%	0.00%	3.00%	4.00%	2.50%	4.00%	0.00%	6.50%	2.50%	
<b>Average</b>				<b>1.00%</b>	<b>0.00%</b>	<b>1.00%</b>	<b>2.00%</b>	<b>0.66%</b>	<b>1.99%</b>	<b>1.40%</b>	<b>3.21%</b>	<b>4.26%</b>	<b>1.00%</b>	<b>1.89%</b>	<b>2.87%</b>	<b>5.76%</b>	<b>2.50%</b>	<b>3.12%</b>	<b>0.00%</b>	<b>5.62%</b>	<b>2.50%</b>	<b>1.97%</b>
<b>All Departments Yearly Average</b>				<b>1.00%</b>	<b>1.45%</b>	<b>2.4%</b>	<b>2.00%</b>	<b>1.69%</b>	<b>3.52%</b>	<b>1.40%</b>	<b>2.37%</b>	<b>3.66%</b>	<b>1.00%</b>	<b>1.06%</b>	<b>3.34%</b>	<b>5.35%</b>	<b>2.50%</b>	<b>2.66%</b>	<b>0.31%</b>	<b>5.41%</b>	<b>2.50%</b>	

## STAFF REPORT

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: December 13, 2017  
Subject: Wholesale Water Supply Agreements

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### RECOMMENDED ACTION

Appoint an ad hoc committee of the Board to address policy issues associated with potential revisions of Wholesale Water Supply Agreements.

### BACKGROUND

Fair Oaks Water District and Citrus Heights Water District have both expressed an interest in revising the Wholesale Water Supply Agreement. This agreement (which is generally the same for each of the wholesale customer agencies) was last revised in 2008, although the agreement with FOWD was amended in 2011, to specify a payment mechanism for costs associated with renovating the Fair Oaks 40" pipeline.

One issue that was not explicitly covered in the agreement is the process for FOWD and CHWD to provide water supplies from their groundwater wells to their customers and potentially other customers in San Juan's wholesale service area, and the mechanism for compensating them for these supplies. This issue is addressed to some extent in the Surface Water Supply and Water Shortage Management Plan, which was prepared in 2008, and was included in the 2008 agreements. This plan is referenced in the agreements, and itself should be reviewed and revised as appropriate.

Another topic that relates to the agreement, and which need to be addressed, are the provisions of water transfers in which San Juan and its member agencies would participate. For FOWD and CHWD, these would primarily be groundwater substitution or banked groundwater transfers.

Attached are the June, 2017 letter from FOWD that describes some issues that they would like to address in these deliberations, and our response. We also understand that CHWD is working on some specific suggestions for changes to the agreement, although they do not expect to provide us with any documentation until early 2018.

FOWD has requested that a "2x2" committee be formed, composed of two members from the FOWD and two from the San Juan Boards of Directors. As we conduct the process of defining and negotiating changes to the agreements with the member agencies, it would be beneficial to have one or two Board members from each organization develop detailed understanding of the agreement and the proposed changes, and address any policy issues that arise in the discussions. We anticipate that this deliberation should be able to be conducted in less than a year, and that 2-3 meetings of this ad hoc committee might be necessary during that time.



June 29, 2017

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

**Re: Concepts for Consideration and Possible Action**

Dear Mr. Helliker:

It is my understanding that San Juan Water District (SJWD) took action on approving the 2017-18 Wholesale Budget last night. The Fair Oaks Water District (FOWD) Board of Directors continues to have concerns relative to wholesale rates included in the recently adopted five year financial plan and related policies that the 2017-18 Wholesale Budget was based on. FOWD staff does not believe that SJWD and FOWD can effectively work together without clear communication however, and therefore would like to list some of the FOWD Board's concerns:

1. The FOWD Board is opposed to the SJWD financial plan requiring wholesale rate increases every year for the next five years.
  - a. Please consider not having a rate increase, or reducing the rate increase, when year-end net cash projections are above financial plan projections; such as 2017-18.
2. The FOWD Board requests that SJWD consider the impacts that the wholesale rate structure has on Member Agencies incentive to pump groundwater.
  - a. Placing a majority of the rate into the fixed cost places a financial disincentive on the pumping of groundwater by Member Agencies; thereby placing future investment in this existing groundwater supply, that benefits both SJWD and FOWD, at risk.
3. The FOWD Board requests that SJWD consider the fact that the current SJWD service area is only projected to use 37,230 AF of water in the 2017-2018 budget year and only complete future wholesale improvements that are required for existing service area water demands;

unless others contribute financially or a business plan is provided that indicates positive return on the investment.

Ultimately the goal of the FOWD Board of Directors is to let go of all past issues and work together on policy and projects that provide positive opportunities for both SJWD and FOWD. In an effort to move forward towards achievement of this goal, the FOWD Board has directed me to work on the following items with you; some of which may have an impact on the current SJWD budget or future SJWD budgets.

1. Work to develop and execute a written agreement for the future payment and use of the FO-40 pipeline that addresses the needs of SJWD, OVWC and FOWD.
  - a. SJWD has done this with the CTP and Pump Back projects.
2. Work on an agreement for SJWD Member Agencies to collaborate on a surface water banking program within the existing SJWD-W service area. This agreement would be consistent with established goals included in the SGA Groundwater Management Plan dated December 2014 and adopted by all SGA Member Agencies. Intended outcome of this agreement would be the ability to bank surface water by collaborating with existing SJWD Member Agencies.
3. Work on completing an analysis of combining all SJWD Member Agencies water supply relative to regional water reliability opportunities that have mutual benefit for SJWD Member Agencies.
4. Work on immediately updating all Wholesale Water Supply Agreements between SJWD and Member Agencies; the FOWD Board requests that SJWD Board make this a top priority of SJWD.
  - a. SJWD and FOWD are Parties to a Wholesale Water Supply Agreement (originally entered into May 14, 2008 and amended January 1, 2011). As a condition of a lawsuit settlement agreement dated October 24, 2012, the Parties agreed to accelerate the five-year review process called for in that agreement and begin discussions regarding potential amendments promptly. It is now June 29, 2017 and both SJWD and FOWD have yet to “promptly” act on updating the agreement.

- b. In an attempt to immediately begin the process of updating of the existing Wholesale Water Supply Agreements, I have attached a document titled "FOWD Recommended Updates to the Current Wholesale Water Supply Agreement Entered Into In 2008".
- c. Understanding the need for SJWD to have revenue certainty, in addition to the need for Member Agencies to recover groundwater investment costs, amend all Wholesale Water Supply Agreements to "take or pay".
  - i. This would clearly define water supply under control of SJWD that may be available to others.
  - ii. This would allow SJWD to utilize its uncommitted water supplies, or diversion and treatment plant capacity, to generate financial benefits that could offset future costs of the wholesale agencies water supplies.
  - iii. Provides Member Agencies financial incentive to use surface water purchased; thereby aiding in the protection of SJWD-W surface water rights.

Please respond with comments and a list of projects you agree that we should immediately work on to the benefit of both SJWD and FOWD. I am looking forward to future positive and dynamic discussions, with real world results, that benefit both SJWD and the Member Agencies.

Sincerely,



Tom R. Gray  
General Manager  
Fair Oaks Water District

c: FOWD Board of Directors

Attachments: "FOWD Recommended Updates to the Current Wholesale Water Supply Agreement Entered Into In 2008"



## FOWD Recommended Updates to the Current Wholesale Water Supply Agreement Entered Into In 2008

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June 27, 2017

1. Defined responsibility of SJWD as a wholesale water supplier
2. Defined responsibility of Wholesale Customer Agencies (WCA's) relative to water supply
3. Requirement for separate individual agreements between benefiting agencies, that include cost allocations, for all SJWD capital projects "downstream of Hinkle Reservoir"; with additional requirement that agreements be in place prior to the start of project design
4. Legally assured priority to existing pre-1914 water rights for existing SJWD customers over any new customers in an expanded wholesale service area
5. Defined and predictable annual surface water allocations and cost assurances for existing WCA's; thereby allowing for proper planning and investments in supplemental water assets by the existing WCA's
6. Protection from rate increases for SJWD water supplies attributable expansion of the wholesale service area; legal assurance that any and all debt from a wholesale service area expansion will never be paid by existing WCA's
7. Defined "buy-in" requirements for customers of any expansion of wholesale service area - to obtain access to treated surface water supplies through rights, contracts, facilities and infrastructure that have been invested in over decades by the existing SJWD wholesale customers
8. Define normal, shortage and emergency water supply conditions and the related allocation of available surface water supply from SJWD.

## FOWD Recommended Updates to the Current Wholesale Water Supply Agreement Entered Into In 2008

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June 27, 2017

9. Incorporate language that addresses water transfers and conjunctive use between the WCA's and others outside of the existing SJWD service area.
10. Incorporate language stating that agreement will remain in effect and override any and all mergers, service area amendments, water transfers or agreements with others unless required by law.



Directors

Edward J. "Ted" Costa  
Kenneth H. Miller  
Dan Rich  
Pamela Tobin  
Bob Walters

General Manager  
Paul Helliker

August 3, 2017

Mr. Tom Gray  
General Manager  
Fair Oaks Water District  
10326 Fair Oaks Blvd.  
Fair Oaks, CA 95628

Dear Mr. Gray:

Thank you for your letter of June 29, 2017. I appreciate the detailed comments from you and your Board of Directors about various topics of mutual interest, and the recommendations you offer for actions by San Juan Water District (SJWD) and its Wholesale Customer Agencies (WCAs.)

In response, let me first note our goals at SJWD, which I believe that we share with the Fair Oaks Water District (FOWD.) Our top priorities are to provide reliable, high-quality drinking water to our customers, at the most reasonable and equitable price possible. In fact, these goals form the core of our mission statement. We also strive to optimize the use of our infrastructure and water supply resources. In carrying out this mission, we are committed to working cooperatively with FOWD, our other WCAs, and with the population that we all jointly serve.

In developing our plans to manage, repair and renovate our water collection, treatment and distribution system, and the financial plans and budgets that support these activities, we do our best to include FOWD and the other WCAs in these efforts, to ensure that we all make the best decisions possible. Input such as you provided in your June 29 letter is essential to this process.

I can assure you that we will regularly evaluate our revenues and expenses, to verify that the information that formed the basis of the SJWD wholesale and retail financial plans that were developed in 2016 continues to be accurate. Consistent with your first recommendation, the SJWD Board of Directors has committed to review SJWD's wholesale and retail water rates on an annual basis, and determine what changes, if any, would be appropriate. If revenues and expenses during any fiscal year result in a balance that is above that projected in the financial plans, the Board will consider not only potential reductions in water rates, but also potential reductions in future expenditures, such as reducing planned debt issuances for capital projects or paying off a portion of unfunded pension liabilities.

Your other recommendations about providing incentives for making use of groundwater resources when needed, ensuring that infrastructure repair and replacement is optimized, and collaboration on water banking and conjunctive use are all timely and useful. We would like to work with you and the other WCAs to pursue these recommendations, and to consider changes to the Wholesale Water Supply Agreements that would improve our joint operations. I know that my predecessors worked with you



and other WCA representatives in 2015 and 2016 to discuss and develop changes to the Agreements, and we should build on that foundation.

Thanks again, and I look forward to working with you on the topics you suggest.

Sincerely,

A handwritten signature in blue ink that reads "Paul Helliker". The signature is written in a cursive, slightly slanted style.

Paul Helliker  
General Manager

# STAFF REPORT

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: December 13, 2017  
Subject: Water Use Prohibitions Regulations

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## RECOMMENDED ACTION

Discussion

## BACKGROUND

On November 1, the State Water Resources Control Board issued a notice of proposed rulemaking, to begin the process of establishing regulations that would prohibit certain water uses in California. The notice, which includes a summary of the regulations, as well as the hydrologic and economic impact analysis, is located at this link:

[https://www.waterboards.ca.gov/water\\_issues/programs/conservation\\_portal/regs/docs/revised\\_oal\\_notice\\_proposed\\_reg\\_action\\_water\\_conservation.pdf](https://www.waterboards.ca.gov/water_issues/programs/conservation_portal/regs/docs/revised_oal_notice_proposed_reg_action_water_conservation.pdf)

This proposal results from a directive in Governor Brown's April 7, 2017 Executive Order to develop permanent regulations implementing these prohibitions. The Water Board is citing as authority for this action Section 1058 of the Water Code (which states that they can adopt regulations to implement authority provided to them via legislation) and the "waste and unreasonable use" provisions of Article X, Section 2 of the California constitution. We and other water agencies do not agree that the Board has the ability to adopt these regulations under this authority, but because they are not imposing the burden on local water agencies to enforce these regulations, we are not proposing to challenge them on this issue at this time.

The regulations propose to include the following prohibitions:

1. Apply water to outdoor landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures.
2. Use a hose that dispenses water to wash a motor vehicle, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use.
3. Apply potable water directly to driveways and sidewalks.
4. Use potable water in an ornamental fountain or other decorative water feature, except where the water is part of a recirculating system.

5. Apply water to irrigate turf and ornamental landscapes during and within 48 hours after measurable rainfall of at least one-tenth of one inch of rain.
6. Serve drinking water other than upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased.
7. Irrigate turf on public street medians or publicly owned or maintained landscaped areas between the street and sidewalk, except where the turf serves a community or neighborhood function.

Our water conservation regulations include items 1, 2, and 4 in stage 1 rules, and item 6 in stage 3. Item 3 is included in stage 1, with the caveat that water can be used in this manner as necessary to meet health, esthetic or sanitary purposes. Items 5 and 7 are not included in our rules.

Item 3 has generated comments from a number of water agencies that it fails to address the need to wash such surfaces with water for reasons included in our caveats. Item 7 has also generated a lot of comments about the impact that this rule had in 2015 on trees and other vegetation (which provide not only esthetic benefit, but also cooling and carbon capture benefits.) There have also been comments about the general minimal water savings that would accrue from these regulations.

# STAFF REPORT

To: Board of Directors  
 From: Paul Helliker, General Manager  
 Date: December 13, 2017  
 Subject: General Manager's Monthly Report

## RECOMMENDED ACTION

For information only, no action requested.

## TREATMENT PLANT OPERATIONS

### *Water Production for October*

Item	2017	2016	Difference
Monthly Production AF	4,806.28	3,056.87	57.2%
Daily Average MG	50.52	32.13	57.2%
Annual Production AF	42,903.53	40,497.32	5.9%

### *Water Turbidity*

Item	October 2017	September 2017	Difference
Raw Water Turbidity NTU	2.50	1.32	89%
Treated Water Turbidity NTU	0.022	0.020	10%
Monthly Turbidity Percentage Reduction	99.13%	98.48%	

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

Item	2017	2016	Difference
Lake Volume AF	659,165	353,554	86%

AF – Acre Feet  
 MG – Million Gallons  
 NTU – Nephelometric Turbidity Unit  
 \* Total Reservoir Capacity: 977,000 AF

### *Other Items of Interest:*

- In-house maintenance project completions
  - Turbidimeter Controls Replacement (6 in all) – start replacement schedule to update controls and displays to unsupported out dated electronics
  - Hinkle Underdrain Pumps – replacement of end of life pumps and electrical equipment, panels and controls
  - Installation of Sample Pump Cords Disconnects – conversion of all sample pump cords from hard wired connections to plug in disconnects for safer and rapid replacement of pumps
- Confined Space Equipment Recertification (Annual)

**SYSTEM OPERATIONS**

*Distribution Operations:*

Item	October 2017	September 2017	Difference
Leaks and Repairs	7	8	-1
Mains Flushed	27	63	-36
Valves Exercised	43	58	-15
Back Flows Tested	6	27	-21
Customer Service Calls	43	55	-12

*Distribution System Water Quality:*

Water Quality Samples Taken	# Failed Samples	Supporting Information
40 Lab	0	No additional information at this time.
11 In-House	0	

*Other Items of Interest:*

- None to report

**CUSTOMER SERVICE ACTIVITIES**

*Billing Information for Month of October*

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
4978	803	211	14

*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)
4	49	5	32/18

*Other Activities*

- 5 participants attended the tree health workshop held on Saturday, October 21<sup>st</sup>.
- Preparation has begun for the customer information system conversion that begins November 1<sup>st</sup>. Current policies and practices are being evaluated and some may change.

**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	In Design Review	
Chula Acres	4-Lot Minor Subdivision	In Design Review	
Colina Estates	10-Lot Subdivision	In Design Review	

<b>Project Title</b>	<b>Description</b>	<b>Status</b>	<b>Issues</b>
Eureka at GB	28 Condominium Units	In Design Review	
GB Memory Care	Commercial Business	In Design Review	
Granite Rock Estates	16-Lot Subdivision	In Design Review	Annexation from PCWA in Progress
Greyhawk III	44 high-density, and 28 single family Lots	In Design Review	
Ovation Senior Living	Commercial Business (114-Unit 2-story Assisted Living Facility)	In Design Review	
Placer County Retirement Residence	Commercial Business (145-Unit Multi-story Assisted Living Facility)	In Design Review	
Pond View	Commercial Business	Approved for Construction	
Quarry Ridge Prof. Office Park	Commercial Business (4 parcels to develop four general/medical office buildings)	In Design Review	
Rancho Del Oro	89 Lot Subdivision	Approved for Construction	On hold pending County Approvals
Rolling Greens	9 Lot Subdivision	Construction is complete	
Self Parcel Split (3600 & 3630 Allison Ave)	4 Lot Minor Subdivision (Laura Lane, off Allison Dr.)	In Construction	Waiting for contract and submittals.
The Park at Granite Bay	56 lot Subdivision	In Design Review	West side distribution system tie-in needed
The Residences at GB	4-Lot Minor Subdivision	In Design Review	
Ventura of GB	33-Lot Subdivision	In Design Review	
Whitehawk I	24-Lot Subdivision	In Design Review	
Whitehawk II	56-Lot Subdivision	In Design Review	

**ENGINEERING - CAPITAL PROJECTS**

*Current Retail Projects*

<b>Project Title</b>	<b>Description</b>	<b>Status</b>	<b>Issues</b>
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 Design	None
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 Design	None
Main Ave Main Replacement	Replacement of ±900-LF and on Main Ave between Lake Natoma Dr and Twin Lakes Ave. The new 12-in pipe will be sliplined into the old existing 20-in and 16-in pipe.	In Construction (nearly complete)	None
Oak Ave Main Replacement	Replacement of ±1,465-LF of aged steel pipeline with new 12-in C900 pipeline between Filbert Ave and address 9219 Oak Ave. The new 12-in pipe will be sliplined into the old existing 24-in pipe.	Construction complete	None
ARC North/South PRS	Construction of a new Pressure Reducing Station (PRV) located at the intersection of American River Canyon Dr. and Oak Ave.	In Construction (nearly complete)	None
Cavitt Stallman PRS	Construction of a new Pressure Reducing Station (PRV) located, on Cavitt Stallman Rd west of Hidden Valley Place.	In Construction	None
Olive Ranch PRS	Construction of a new Pressure Reducing Station (PRV) located near the intersection of Ramsgate Dr. and Olive Ranch Rd.	In Construction	None

*Retail CIP - Project Specifics*

- None to Report

*Current Wholesale Projects*

<b>Project Title</b>	<b>Description</b>	<b>Status (% Complete)</b>	<b>Issues</b>
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	Performance of the Flocculation equipment remains to be proof tested prior to SJWD acceptance.
FO-40 T-Main Relining	Relining of the existing ±11,000 foot long steel pipeline.	In design phase	Project postponed to next year.
Hinkle Res. Cleaning & Repairs	Cleaning, maintenance, and repairs of the covers on the Hinkle and Kokila Reservoirs.	Contractor is under contract. Work to begin in Dec 2017.	None.
Alum Feed Pumps Replacement	Replace the alum feed system pumping equipment and install VFD's on the pumps to enhance control.	In Design	None
Lime System Improvements	Improvements for the WTP's lime system control and feeder system.	In Design	None
Hinkle Res. Monitoring Level Probes	Installation of level probes into the monitoring wells to provide consistent monitoring data for DSOD reporting.	In Design	None

*Wholesale CIP - Project Specifics*

- None to Report

**SAFETY & REGULATORY TRAINING – OCTOBER 2017**

<b>Training Course</b>	<b>Staff</b>
Silica Exposure Prevention Control Plan	Field/Maint./Conservation/WTP
Respiratory Protection Plan	Field/Maint./Conservation/WTP
CPR Training	10 Staff

**FINANCE/BUDGET**

*See attached.*





San Juan Water District, CA

# Wholesale Operating Income Statement

## Group Summary

For Fiscal: 2017-2018 Period Ending: 10/31/2017

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 010 - WHOLESALE</b>					
<b>Revenue</b>					
41000 - Water Sales	10,385,100.00	10,385,100.00	1,310,995.98	4,622,893.56	5,762,206.44
43000 - Rebate	1,100.00	1,100.00	0.00	249.87	850.13
45000 - Other Operating Revenue	0.00	0.00	1,589.48	4,398.51	-4,398.51
49000 - Other Non-Operating Revenue	149,400.00	149,400.00	673.20	12,937.45	136,462.55
<b>Revenue Total:</b>	<b>10,535,600.00</b>	<b>10,535,600.00</b>	<b>1,313,258.66</b>	<b>4,640,479.39</b>	<b>5,895,120.61</b>
<b>Expense</b>					
51000 - Salaries and Benefits	4,615,900.00	4,615,900.00	235,634.88	936,727.12	3,679,172.88
52000 - Debt Service Expense	939,800.00	939,800.00	0.00	84,898.84	854,901.16
53000 - Source of Supply	1,296,300.00	1,296,300.00	252,642.98	612,883.50	683,416.50
54000 - Professional Services	638,400.00	638,400.00	25,245.59	194,924.36	443,475.64
55000 - Maintenance	508,500.00	508,500.00	18,869.33	121,039.01	387,460.99
56000 - Utilities	79,400.00	79,400.00	74,107.14	80,077.09	-677.09
57000 - Materials and Supplies	569,500.00	569,500.00	37,706.47	186,691.28	382,808.72
58000 - Public Outreach	38,900.00	38,900.00	1,905.00	3,525.04	35,374.96
59000 - Other Operating Expenses	385,000.00	385,000.00	70,038.52	159,313.15	225,686.85
69000 - Other Non-Operating Expenses	2,800.00	2,800.00	0.00	387.20	2,412.80
69900 - Transfers Out	169,300.00	169,300.00	0.00	0.00	169,300.00
<b>Expense Total:</b>	<b>9,243,800.00</b>	<b>9,243,800.00</b>	<b>716,149.91</b>	<b>2,380,466.59</b>	<b>6,863,333.41</b>
<b>Fund: 010 - WHOLESALE Surplus (Deficit):</b>	<b>1,291,800.00</b>	<b>1,291,800.00</b>	<b>597,108.75</b>	<b>2,260,012.80</b>	<b>-968,212.80</b>
<b>Total Surplus (Deficit):</b>	<b>1,291,800.00</b>	<b>1,291,800.00</b>	<b>597,108.75</b>	<b>2,260,012.80</b>	<b>-968,212.80</b>

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESAL	1,291,800.00	1,291,800.00	597,108.75	2,260,012.80	-968,212.80
<b>Total Surplus (Deficit):</b>	<b>1,291,800.00</b>	<b>1,291,800.00</b>	<b>597,108.75</b>	<b>2,260,012.80</b>	<b>-822,524.52</b>



San Juan Water District, CA

# Wholesale Capital Income Statement

## Group Summary

For Fiscal: 2017-2018 Period Ending: 10/31/2017

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 011 - Wholesale Capital Outlay</b>					
<b>Revenue</b>					
42000 - Taxes & Assessments	1,090,000.00	1,090,000.00	0.00	146.14	1,089,853.86
44000 - Connection Fees	35,000.00	35,000.00	81,309.29	114,562.29	-79,562.29
44500 - Capital Contributions - Revenue	2,172,400.00	2,172,400.00	179,426.00	358,852.00	1,813,548.00
49000 - Other Non-Operating Revenue	60,000.00	60,000.00	0.00	6,148.12	53,851.88
49990 - Transfer In	169,300.00	169,300.00	0.00	0.00	169,300.00
<b>Revenue Total:</b>	<b>3,526,700.00</b>	<b>3,526,700.00</b>	<b>260,735.29</b>	<b>479,708.55</b>	<b>3,046,991.45</b>
<b>Expense</b>					
55000 - Maintenance	2,253,500.00	2,253,500.00	0.00	62,294.56	2,191,205.44
61000 - Capital Outlay	1,018,600.00	1,018,600.00	21,063.64	44,046.07	974,553.93
<b>Expense Total:</b>	<b>3,272,100.00</b>	<b>3,272,100.00</b>	<b>21,063.64</b>	<b>106,340.63</b>	<b>3,165,759.37</b>
<b>Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):</b>	<b>254,600.00</b>	<b>254,600.00</b>	<b>239,671.65</b>	<b>373,367.92</b>	<b>-118,767.92</b>
<b>Total Surplus (Deficit):</b>	<b>254,600.00</b>	<b>254,600.00</b>	<b>239,671.65</b>	<b>373,367.92</b>	<b>-118,767.92</b>

**Fund Summary**

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	Total Budget	Total Budget			Remaining
011 - Wholesale Capital Outlay	254,600.00	254,600.00	239,671.65	373,367.92	-118,767.92
<b>Total Surplus (Deficit):</b>	<b>254,600.00</b>	<b>254,600.00</b>	<b>239,671.65</b>	<b>373,367.92</b>	<b>207,579.63</b>



Project Number	Project Name	Group	Type	Status
<a href="#">161100</a>	Floc-Sed Basins & Settle Water Ch...	CIP - Asset	Administration	Active
<b>Expenses</b>				
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Total Activity</b>	
<a href="#">1611004000</a>	Capital	Capital 4000	4,354.00	
	<b>GL Account Number</b>	<b>GL Account Name</b>	<b>Activity</b>	
	<a href="#">011-700-61145</a>	Capital Outlay - WTP & Improvements	4,354.00	
		<b>Total Expenses:</b>	4,354.00	
		<b>161100 Total:</b>	<b>4,354.00</b>	
<a href="#">161502</a>	ARC Flash Assessment and Improv...	CIP - Expense	Engineering	Complete
<b>Expenses</b>				
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Total Activity</b>	
<a href="#">1615025500</a>	Services/Supplies	Services and Supplies - Non Capital 5500	126.00	
	<b>GL Account Number</b>	<b>GL Account Name</b>	<b>Activity</b>	
	<a href="#">011-700-57120</a>	Maintenance - Facility	126.00	
		<b>Total Expenses:</b>	126.00	
		<b>161502 Total:</b>	<b>126.00</b>	
<a href="#">171101</a>	In-Plant Pump Station Improve...	CIP - Expense	Water Treatment Pl...	Active
<b>Expenses</b>				
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Total Activity</b>	
<a href="#">1711014000</a>	Capital	Capital 4000	232.98	
	<b>GL Account Number</b>	<b>GL Account Name</b>	<b>Activity</b>	
	<a href="#">011-700-57120</a>	Maintenance - Facility	456.72	
	<a href="#">011-700-61145</a>	Capital Outlay - WTP & Improvements	-223.74	
		<b>Total Expenses:</b>	232.98	
		<b>171101 Total:</b>	<b>232.98</b>	
<a href="#">171105</a>	Baldwin Reservoir Raw Water Sup...	Unplanned CIP	Water Treatment Pl...	Active
<b>Expenses</b>				
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Total Activity</b>	
<a href="#">1711054000</a>	Capital	Capital 4000	7,222.16	
	<b>GL Account Number</b>	<b>GL Account Name</b>	<b>Activity</b>	
	<a href="#">011-700-61150</a>	Capital Outlay - Mains/Pipelines & Improve	7,222.16	
		<b>Total Expenses:</b>	7,222.16	
		<b>171105 Total:</b>	<b>7,222.16</b>	
<a href="#">171107</a>	FO 40 Transmission Pipeline Re-Lin..	CIP - Expense	Water Treatment Pl...	Active
<b>Expenses</b>				
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Total Activity</b>	
<a href="#">1711074000</a>	Capital	Capital 4000	37,326.25	
	<b>GL Account Number</b>	<b>GL Account Name</b>	<b>Activity</b>	
	<a href="#">011-700-57120</a>	Maintenance - Facility	37,326.25	
		<b>Total Expenses:</b>	37,326.25	
		<b>171107 Total:</b>	<b>37,326.25</b>	
<a href="#">181105</a>	Lime System Control & Feeder Sys...	CIP - Asset	Water Treatment Pl...	Active
<b>Expenses</b>				
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Total Activity</b>	
<a href="#">1811054000</a>	Capital	Capital 4000	89.51	
	<b>GL Account Number</b>	<b>GL Account Name</b>	<b>Activity</b>	

**Project Activity Report**

**Report Dates: 07/01/2017 - 10/31/2017**

Project Number	Project Name	Group	Type	Status
		<a href="#">011-700-61145</a>	Capital Outlay - WTP & Improvements	89.51
			<b>Total Expenses:</b>	89.51
			<b>181105 Total:</b>	<b>89.51</b>
<a href="#">181110</a>	Alum Feed Pumps Replacement	CIP - Asset	Water Treatment Pl...	Active
	<b>Expenses</b>			
	<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Total Activity</b>
	<a href="#">1811104000</a>	Capital	Capital 4000	15,059.88
		<b>GL Account Number</b>	<b>GL Account Name</b>	<b>Activity</b>
		<a href="#">011-700-61145</a>	Capital Outlay - WTP & Improvements	15,059.88
			<b>Total Expenses:</b>	15,059.88
			<b>181110 Total:</b>	<b>15,059.88</b>
<a href="#">181115</a>	Flocculator Mix Motor Disconnect	CIP - Asset	Water Treatment Pl...	Active
	<b>Expenses</b>			
	<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Total Activity</b>
	<a href="#">1811154000</a>	Capital	Capital 4000	7,248.74
		<b>GL Account Number</b>	<b>GL Account Name</b>	<b>Activity</b>
		<a href="#">011-700-61145</a>	Capital Outlay - WTP & Improvements	7,248.74
			<b>Total Expenses:</b>	7,248.74
			<b>181115 Total:</b>	<b>7,248.74</b>
<a href="#">181120</a>	Lime Grit Containment - Curbing ...	CIP - Asset	Water Treatment Pl...	Active
	<b>Expenses</b>			
	<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Total Activity</b>
	<a href="#">1811204000</a>	Capital	Capital 4000	1,936.02
		<b>GL Account Number</b>	<b>GL Account Name</b>	<b>Activity</b>
		<a href="#">011-700-61145</a>	Capital Outlay - WTP & Improvements	1,936.02
			<b>Total Expenses:</b>	1,936.02
			<b>181120 Total:</b>	<b>1,936.02</b>

## Summary

## Project Summary

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<a href="#">161100</a>	Floc-Sed Basins & Settle Water Chann	0.00	4,354.00	-4,354.00
<a href="#">161502</a>	ARC Flash Assessment and Improveme	0.00	126.00	-126.00
<a href="#">171101</a>	In-Plant Pump Station Improvements	0.00	232.98	-232.98
<a href="#">171105</a>	Baldwin Reservoir Raw Water Supply f	0.00	7,222.16	-7,222.16
<a href="#">171107</a>	FO 40 Transmission Pipeline Re-Lining	0.00	37,326.25	-37,326.25
<a href="#">181105</a>	Lime System Control & Feeder System	0.00	89.51	-89.51
<a href="#">181110</a>	Alum Feed Pumps Replacement	0.00	15,059.88	-15,059.88
<a href="#">181115</a>	Flocculator Mix Motor Disconnect	0.00	7,248.74	-7,248.74
<a href="#">181120</a>	Lime Grit Containment - Curbing and C	0.00	1,936.02	-1,936.02
<b>Project Totals:</b>		<b>0.00</b>	<b>73,595.54</b>	<b>-73,595.54</b>

## Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	28,688.15	-28,688.15
CIP - Expense	0.00	37,685.23	-37,685.23
Unplanned CIP	0.00	7,222.16	-7,222.16
<b>Group Totals:</b>	<b>0.00</b>	<b>73,595.54</b>	<b>-73,595.54</b>

## Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Administration	0.00	4,354.00	-4,354.00
Engineering	0.00	126.00	-126.00
Water Treatment Plant	0.00	69,115.54	-69,115.54
<b>Type Totals:</b>	<b>0.00</b>	<b>73,595.54</b>	<b>-73,595.54</b>

## GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-57120	Maintenance - Facility	0.00	37,908.97	37,908.97
011-700-61145	Capital Outlay - WTP & Improv...	0.00	28,464.41	28,464.41
011-700-61150	Capital Outlay - Mains/Pipeline...	0.00	7,222.16	7,222.16
<b>GL Account Totals:</b>		<b>0.00</b>	<b>73,595.54</b>	<b>73,595.54</b>



San Juan Water District, CA

# Project Activity Report

## By Project Number

Report Dates: 07/01/2017 - 10/31/2017

<b>Project Number</b> <a href="#">171109</a>	<b>Project Name</b> GIS Assessment and Implementati...	<b>Group</b> CIP - Asset	<b>Type</b> Engineering	<b>Status</b> Active	
	<b>Expenses</b>				
<b>Account Key</b> <a href="#">1711094000</a>	<b>Account Name</b> Capital	<b>GL Account Number</b> <a href="#">011-700-61180</a>	<b>Category</b> Capital 4000		<b>Total Activity</b> 5,330.00
		<a href="#">055-700-61180</a>	<b>GL Account Name</b> Capital Outlay - Software		<b>Activity</b> 2,132.00
			Capital Outlay - Software		3,198.00
				<b>Total Expenses:</b>	5,330.00
				<b>171109 Total:</b>	<b>5,330.00</b>



**Summary**

**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<a href="#">171109</a>	GIS Assessment and Implementation	0.00	5,330.00	-5,330.00
<b>Project Totals:</b>		<b>0.00</b>	<b>5,330.00</b>	<b>-5,330.00</b>

**Group Summary**

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	5,330.00	-5,330.00
<b>Group Totals:</b>	<b>0.00</b>	<b>5,330.00</b>	<b>-5,330.00</b>

**Type Summary**

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	0.00	5,330.00	-5,330.00
<b>Type Totals:</b>	<b>0.00</b>	<b>5,330.00</b>	<b>-5,330.00</b>

**GL Account Summary**

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-61180	Capital Outlay - Software	0.00	2,132.00	2,132.00
055-700-61180	Capital Outlay - Software	0.00	3,198.00	3,198.00
<b>GL Account Totals:</b>		<b>0.00</b>	<b>5,330.00</b>	<b>5,330.00</b>



San Juan Water District, CA

# Retail Operating Income Statement

## Group Summary

For Fiscal: 2017-2018 Period Ending: 10/31/2017

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 050 - RETAIL</b>					
<b>Revenue</b>					
41000 - Water Sales	10,716,800.00	10,716,800.00	231.84	1,368,298.56	9,348,501.44
44000 - Connection Fees	0.00	0.00	0.00	12,512.00	-12,512.00
45000 - Other Operating Revenue	427,100.00	427,100.00	30,023.65	73,637.17	353,462.83
49000 - Other Non-Operating Revenue	112,300.00	112,300.00	22,111.20	44,825.65	67,474.35
49990 - Transfer In	1,394,700.00	1,394,700.00	0.00	0.00	1,394,700.00
<b>Revenue Total:</b>	<b>12,650,900.00</b>	<b>12,650,900.00</b>	<b>52,366.69</b>	<b>1,499,273.38</b>	<b>11,151,626.62</b>
<b>Expense</b>					
51000 - Salaries and Benefits	6,021,200.00	6,021,200.00	337,965.72	1,286,436.40	4,734,763.60
52000 - Debt Service Expense	522,300.00	522,300.00	0.00	47,219.82	475,080.18
53000 - Source of Supply	3,080,600.00	3,080,600.00	538,764.00	1,508,006.53	1,572,593.47
54000 - Professional Services	717,800.00	717,800.00	32,861.81	194,814.70	522,985.30
55000 - Maintenance	255,100.00	255,100.00	5,477.94	48,041.22	207,058.78
56000 - Utilities	254,200.00	254,200.00	35,781.40	133,807.49	120,392.51
57000 - Materials and Supplies	279,300.00	279,300.00	14,972.59	79,313.54	199,986.46
58000 - Public Outreach	163,100.00	163,100.00	3,317.50	19,139.52	143,960.48
59000 - Other Operating Expenses	535,800.00	535,800.00	85,269.66	183,511.41	352,288.59
69000 - Other Non-Operating Expenses	3,400.00	3,400.00	0.00	217.80	3,182.20
<b>Expense Total:</b>	<b>11,832,800.00</b>	<b>11,832,800.00</b>	<b>1,054,410.62</b>	<b>3,500,508.43</b>	<b>8,332,291.57</b>
<b>Fund: 050 - RETAIL Surplus (Deficit):</b>	<b>818,100.00</b>	<b>818,100.00</b>	<b>-1,002,043.93</b>	<b>-2,001,235.05</b>	<b>2,819,335.05</b>
<b>Total Surplus (Deficit):</b>	<b>818,100.00</b>	<b>818,100.00</b>	<b>-1,002,043.93</b>	<b>-2,001,235.05</b>	<b>2,819,335.05</b>

**Fund Summary**

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>Budget Remaining</b>
050 - RETAIL	818,100.00	818,100.00	-1,002,043.93	-2,001,235.05	2,819,335.05
<b>Total Surplus (Deficit):</b>	<b>818,100.00</b>	<b>818,100.00</b>	<b>-1,002,043.93</b>	<b>-2,001,235.05</b>	<b>3,090,822.52</b>



San Juan Water District, CA

# Retail Capital Income Statement

## Group Summary

For Fiscal: 2017-2018 Period Ending: 10/31/2017

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 055 - Retail Capital Outlay</b>					
<b>Revenue</b>					
42000 - Taxes & Assessments	1,090,000.00	1,090,000.00	0.00	146.14	1,089,853.86
44000 - Connection Fees	450,000.00	450,000.00	19,222.00	80,234.00	369,766.00
44500 - Capital Contributions - Revenue	0.00	0.00	0.00	-3,750.00	3,750.00
49000 - Other Non-Operating Revenue	60,000.00	60,000.00	0.00	21,319.31	38,680.69
<b>Revenue Total:</b>	<b>1,600,000.00</b>	<b>1,600,000.00</b>	<b>19,222.00</b>	<b>97,949.45</b>	<b>1,502,050.55</b>
<b>Expense</b>					
54000 - Professional Services	66,000.00	66,000.00	0.00	0.00	66,000.00
55000 - Maintenance	155,000.00	155,000.00	0.00	9,875.54	145,124.46
61000 - Capital Outlay	5,428,000.00	5,428,000.00	7,412.61	430,183.62	4,997,816.38
69900 - Transfers Out	1,394,700.00	1,394,700.00	0.00	0.00	1,394,700.00
<b>Expense Total:</b>	<b>7,043,700.00</b>	<b>7,043,700.00</b>	<b>7,412.61</b>	<b>440,059.16</b>	<b>6,603,640.84</b>
<b>Fund: 055 - Retail Capital Outlay Surplus (Deficit):</b>	<b>-5,443,700.00</b>	<b>-5,443,700.00</b>	<b>11,809.39</b>	<b>-342,109.71</b>	<b>-5,101,590.29</b>
<b>Total Surplus (Deficit):</b>	<b>-5,443,700.00</b>	<b>-5,443,700.00</b>	<b>11,809.39</b>	<b>-342,109.71</b>	<b>-5,101,590.29</b>

**Fund Summary**

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>Budget Remaining</b>
055 - Retail Capital Outlay	-5,443,700.00	-5,443,700.00	11,809.39	-342,109.71	-5,101,590.29
<b>Total Surplus (Deficit):</b>	<b>-5,443,700.00</b>	<b>-5,443,700.00</b>	<b>11,809.39</b>	<b>-342,109.71</b>	<b>-5,438,992.13</b>



San Juan Water District, CA

# Project Activity Report

## By Project Number

Report Dates: 07/01/2017 - 10/31/2017

Project Number	Project Name	Group	Type	Status
<a href="#">165508</a>	Los Lagos Tank Recoating	CIP - Asset	Engineering	Complete
	<b>Expenses</b>			
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>		<b>Total Activity</b>
<a href="#">1655086000</a>	Retention - CAP	Retention - Capital 6000		17,811.40
	<b>GL Account Number</b>	<b>GL Account Name</b>		<b>Activity</b>
	<a href="#">055-20030</a>	Retentions Payable		17,811.40
		<b>Total Expenses:</b>		17,811.40
		<b>165508 Total:</b>		<b>17,811.40</b>
<a href="#">175107</a>	5700-5708 & 5640-5682 Main Av...	CIP - Asset	Engineering	Active
	<b>Expenses</b>			
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>		<b>Total Activity</b>
<a href="#">1751074000</a>	Capital	Capital 4000		66,669.90
	<b>GL Account Number</b>	<b>GL Account Name</b>		<b>Activity</b>
	<a href="#">055-700-61150</a>	Capital Outlay - Mains/Pipelines & Improveme		66,669.90
<a href="#">1751076000</a>	Retention - CAP	Retention - Capital 6000		-3,233.04
	<b>GL Account Number</b>	<b>GL Account Name</b>		<b>Activity</b>
	<a href="#">055-20030</a>	Retentions Payable		-3,233.04
		<b>Total Expenses:</b>		63,436.86
		<b>175107 Total:</b>		<b>63,436.86</b>
<a href="#">175109</a>	9151-9219 Oak Avenue Main Repl...	CIP - Asset	Engineering	Active
	<b>Expenses</b>			
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>		<b>Total Activity</b>
<a href="#">1751094000</a>	Capital	Capital 4000		286,350.71
	<b>GL Account Number</b>	<b>GL Account Name</b>		<b>Activity</b>
	<a href="#">055-700-61150</a>	Capital Outlay - Mains/Pipelines & Improveme		286,350.71
<a href="#">1751096000</a>	Retention - CAP	Retention - Capital 6000		-14,227.15
	<b>GL Account Number</b>	<b>GL Account Name</b>		<b>Activity</b>
	<a href="#">055-20030</a>	Retentions Payable		-14,227.15
		<b>Total Expenses:</b>		272,123.56
		<b>175109 Total:</b>		<b>272,123.56</b>
<a href="#">175111</a>	Orangevale Avenue Bridge	CIP - Asset	Engineering	Active
	<b>Expenses</b>			
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>		<b>Total Activity</b>
<a href="#">1751114000</a>	Capital	Capital 4000		-45,400.00
	<b>GL Account Number</b>	<b>GL Account Name</b>		<b>Activity</b>
	<a href="#">055-700-61150</a>	Capital Outlay - Mains/Pipelines & Improveme		-45,400.00
		<b>Total Expenses:</b>		-45,400.00
		<b>175111 Total:</b>		<b>-45,400.00</b>
<a href="#">175115</a>	Bacon Pump Station Intrusion Ala...	CIP - Asset	Field Services	Active
	<b>Expenses</b>			
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>		<b>Total Activity</b>
<a href="#">1751154000</a>	Capital	Capital 4000		208.14
	<b>GL Account Number</b>	<b>GL Account Name</b>		<b>Activity</b>
	<a href="#">055-700-61135</a>	Capital Outlay - Pump Stations & Improvemen		208.14
		<b>Total Expenses:</b>		208.14
		<b>175115 Total:</b>		<b>208.14</b>

**Project Activity Report**

**Report Dates: 07/01/2017 - 10/31/2017**

**Project Number**

[185150](#)

**Project Name**

Utility Billing Software Replaceme... CIP - Asset

**Group**

**Expenses**

**Account Key**

[1851504000](#)

**Account Name**

Capital

**GL Account Number**

[055-700-61180](#)

**Type**

Information Techno... Active

**Status**

**Category**

Capital 4000

**GL Account Name**

Capital Outlay - Software

**Total Activity**

36,020.75

**Activity**

36,020.75

**Total Expenses:**

36,020.75

**185150 Total:**

**36,020.75**

## Summary

## Project Summary

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<a href="#">165508</a>	Los Lagos Tank Recoating	0.00	17,811.40	-17,811.40
<a href="#">175107</a>	5700-5708 & 5640-5682 Main Avenue	0.00	63,436.86	-63,436.86
<a href="#">175109</a>	9151-9219 Oak Avenue Main Replacer	0.00	272,123.56	-272,123.56
<a href="#">175111</a>	Orangevale Avenue Bridge	0.00	-45,400.00	45,400.00
<a href="#">175115</a>	Bacon Pump Station Intrusion Alarm	0.00	208.14	-208.14
<a href="#">185150</a>	Utility Billing Software Replacement	0.00	36,020.75	-36,020.75
<b>Project Totals:</b>		<b>0.00</b>	<b>344,200.71</b>	<b>-344,200.71</b>

## Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	344,200.71	-344,200.71
<b>Group Totals:</b>	<b>0.00</b>	<b>344,200.71</b>	<b>-344,200.71</b>

## Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	0.00	307,971.82	-307,971.82
Field Services	0.00	208.14	-208.14
Information Technology	0.00	36,020.75	-36,020.75
<b>Type Totals:</b>	<b>0.00</b>	<b>344,200.71</b>	<b>-344,200.71</b>

## GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
055-20030	Retentions Payable	0.00	351.21	351.21
055-700-61135	Capital Outlay - Pump Stations...	0.00	208.14	208.14
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	307,620.61	307,620.61
055-700-61180	Capital Outlay - Software	0.00	36,020.75	36,020.75
<b>GL Account Totals:</b>		<b>0.00</b>	<b>344,200.71</b>	<b>344,200.71</b>





San Juan Water District, CA

# Project Activity Report

## By Project Number

Report Dates: 07/01/2017 - 10/31/2017

**Project Number**  
[171109](#)

**Project Name**  
 GIS Assessment and Implementati... CIP - Asset

**Type**  
 Engineering

**Status**  
 Active

**Expenses**

**Account Key**  
[1711094000](#)

**Account Name**  
 Capital  
**GL Account Number**  
[011-700-61180](#)  
[055-700-61180](#)

**Category**  
 Capital 4000  
**GL Account Name**  
 Capital Outlay - Software  
 Capital Outlay - Software

**Total Activity**  
 5,330.00  
**Activity**  
 2,132.00  
 3,198.00

**Total Expenses:** 5,330.00  
**171109 Total:** **5,330.00**

**Summary**

**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<a href="#">171109</a>	GIS Assessment and Implementation	0.00	5,330.00	-5,330.00
<b>Project Totals:</b>		<b>0.00</b>	<b>5,330.00</b>	<b>-5,330.00</b>

**Group Summary**

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	5,330.00	-5,330.00
<b>Group Totals:</b>	<b>0.00</b>	<b>5,330.00</b>	<b>-5,330.00</b>

**Type Summary**

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	0.00	5,330.00	-5,330.00
<b>Type Totals:</b>	<b>0.00</b>	<b>5,330.00</b>	<b>-5,330.00</b>

**GL Account Summary**

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-61180	Capital Outlay - Software	0.00	2,132.00	2,132.00
055-700-61180	Capital Outlay - Software	0.00	3,198.00	3,198.00
<b>GL Account Totals:</b>		<b>0.00</b>	<b>5,330.00</b>	<b>5,330.00</b>



San Juan Water District, CA

# Balance Sheet

## Account Summary

As Of 10/31/2017

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
<b>Asset</b>					
<b>Type: 1000 - Assets</b>					
10010 - Cash and Investments	3,122,394.64	7,326,193.77	2,833,779.03	6,134,278.30	19,416,645.74
10510 - Accounts Receivable	3,532,612.18	72,761.85	-830,734.77	0.05	2,774,639.31
11000 - Inventory	0.00	0.00	116,174.48	0.00	116,174.48
12000 - Prepaid Expense	29,920.00	0.00	29,920.00	0.00	59,840.00
14010 - Deferred Outflows	4,044,162.53	0.00	4,695,891.96	0.00	8,740,054.49
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	2,862,601.39	0.00	2,492,421.90	0.00	5,355,023.29
17700 - Capital Assets - Equipment & Furniture	13,612,154.78	0.00	1,041,601.61	0.00	14,653,756.39
17750 - Capital Assets - Vehicles	331,446.00	0.00	461,103.88	0.00	792,549.88
17800 - Capital Assets - Software	434,195.88	0.00	549,200.37	0.00	983,396.25
17850 - Capital Assets - Intangible	666,196.00	0.00	0.00	0.00	666,196.00
17900 - Less Accumulated Depreciation	-33,510,353.32	0.00	-26,750,260.74	0.00	-60,260,614.06
19015 - 2012 Premiums on Refunding Bonds	-617,056.22	0.00	-335,044.10	0.00	-952,100.32
<b>Total Type 1000 - Assets:</b>	<b>68,560,553.63</b>	<b>7,398,955.62</b>	<b>32,679,974.74</b>	<b>6,134,278.35</b>	<b>114,773,762.34</b>
<b>Total Asset:</b>	<b>68,560,553.63</b>	<b>7,398,955.62</b>	<b>32,679,974.74</b>	<b>6,134,278.35</b>	<b>114,773,762.34</b>
<b>Liability</b>					
<b>Type: 1000 - Assets</b>					
10510 - Accounts Receivable	1,302,489.44	0.00	0.00	0.00	1,302,489.44
<b>Total Type 1000 - Assets:</b>	<b>1,302,489.44</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,302,489.44</b>
<b>Type: 2000 - Liabilities</b>					
20010 - Accounts Payable	67,328.94	16,058.63	91,966.36	10,777.50	186,131.43
20100 - Retentions Payable	0.00	301,175.75	0.00	21,358.30	322,534.05
21200 - Salaries & Benefits Payable	28,694.99	0.00	47,894.84	0.00	76,589.83
21300 - Compensated Absences	261,729.13	0.00	418,831.09	0.00	680,560.22
21500 - Premium on Issuance of Bonds Series 2017	1,450,091.81	0.00	815,676.64	0.00	2,265,768.45
21600 - OPEB Liability	100,396.44	0.00	127,509.04	0.00	227,905.48
21700 - Pension Liability	3,285,971.73	0.00	4,682,055.27	0.00	7,968,027.00

**Balance Sheet**

**As Of 10/31/2017**

<b>Account</b>	<b>010 - WHOLESALE</b>	<b>011 - Wholesale Capital Outlay</b>	<b>050 - RETAIL</b>	<b>055 - Retail Capital Outlay</b>	<b>Total</b>
22010 - Deferred Income	0.00	0.00	62,294.14	0.00	62,294.14
22050 - Deferred Inflows	500,903.00	0.00	723,000.00	0.00	1,223,903.00
24000 - Current Bonds Payables	301,366.50	0.00	163,633.50	0.00	465,000.00
24200 - 2012 Bonds Payable	6,397,287.73	0.00	3,473,546.61	0.00	9,870,834.34
24250 - Bonds Payable 2017 Refunding	16,720,000.00	0.00	9,405,000.00	0.00	26,125,000.00
<b>Total Type 2000 - Liabilities:</b>	<b>29,113,770.27</b>	<b>317,234.38</b>	<b>20,011,407.49</b>	<b>32,135.80</b>	<b>49,474,547.94</b>
<b>Total Liability:</b>	<b>30,416,259.71</b>	<b>317,234.38</b>	<b>20,011,407.49</b>	<b>32,135.80</b>	<b>50,777,037.38</b>
<b>Equity</b>					
<b>Type: 3000 - Equity</b>					
30100 - Investment in Capital Assets	34,085,186.41	0.00	12,608,477.99	0.00	46,693,664.40
30500 - Designated Reserves	1,799,094.71	6,708,353.32	2,061,324.31	6,444,252.26	17,013,024.60
<b>Total Type 3000 - Equity:</b>	<b>35,884,281.12</b>	<b>6,708,353.32</b>	<b>14,669,802.30</b>	<b>6,444,252.26</b>	<b>63,706,689.00</b>
<b>Total Total Beginning Equity:</b>	<b>35,884,281.12</b>	<b>6,708,353.32</b>	<b>14,669,802.30</b>	<b>6,444,252.26</b>	<b>63,706,689.00</b>
Total Revenue	4,640,479.39	479,708.55	1,499,273.38	97,949.45	6,717,410.77
Total Expense	2,380,466.59	106,340.63	3,500,508.43	440,059.16	6,427,374.81
<b>Revenues Over/Under Expenses</b>	<b>2,260,012.80</b>	<b>373,367.92</b>	<b>-2,001,235.05</b>	<b>-342,109.71</b>	<b>290,035.96</b>
<b>Total Equity and Current Surplus (Deficit):</b>	<b>38,144,293.92</b>	<b>7,081,721.24</b>	<b>12,668,567.25</b>	<b>6,102,142.55</b>	<b>63,996,724.96</b>
<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b>68,560,553.63</b>	<b>7,398,955.62</b>	<b>32,679,974.74</b>	<b>6,134,278.35</b>	<b>114,773,762.34</b>



San Juan Water District, CA

# Check Report

By Check Number

Date Range: 10/01/2017 - 10/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK-APBNK</b>						
03531	Rangel Janitorial, Inc.	10/03/2017	Regular	0.00	1,731.00	51789
01112	ACS (US), Inc.	10/03/2017	Regular	0.00	7,251.00	51790
01073	Amarjeet Singh Garcha	10/03/2017	Regular	0.00	960.00	51791
01138	AT&T Mobility II LLC	10/03/2017	Regular	0.00	62.01	51792
01165	Backflow Technologies	10/03/2017	Regular	0.00	6,240.00	51793
01437	California Utilities Emergency Association	10/03/2017	Regular	0.00	500.00	51794
03104	Capital Datacorp	10/03/2017	Regular	0.00	419.95	51795
03226	Capitol Sand and Gravel Co.	10/03/2017	Regular	0.00	746.46	51796
01375	City of Sacramento	10/03/2017	Regular	0.00	3,623.50	51797
02613	Clark, Tom	10/03/2017	Regular	0.00	243.46	51798
01423	County of Sacramento	10/03/2017	Regular	0.00	982.50	51799
03505	Daly, John R.	10/03/2017	Regular	0.00	1,631.20	51800
03548	Digital Deployment, Inc.	10/03/2017	Regular	0.00	400.00	51801
03576	EJ Ventures LLC	10/03/2017	Regular	0.00	45.38	51802
01068	Glenn C. Walker	10/03/2017	Regular	0.00	993.00	51803
03091	Granite Bay Ace Hardware	10/03/2017	Regular	0.00	58.42	51804
03577	Kaye, Janet	10/03/2017	Regular	0.00	62.98	51805
03533	M&C Bliss Enterprises Inc	10/03/2017	Regular	0.00	82.34	51806
03578	Maldonado, Ray	10/03/2017	Regular	0.00	64.60	51807
02131	Office Depot, Inc.	10/03/2017	Regular	0.00	776.32	51808
02150	Pace Supply Corp	10/03/2017	Regular	0.00	1,327.76	51809
03026	PFM Asset Management	10/03/2017	Regular	0.00	923.36	51810
02219	Placer County Tax Collector	10/03/2017	Regular	0.00	100.84	51811
02210	Placer County Water Agency	10/03/2017	Regular	0.00	3,750.00	51812
03532	Quincy Engineering Inc	10/03/2017	Regular	0.00	36,936.25	51813
02281	Ray A Morgan Company Inc	10/03/2017	Regular	0.00	235.03	51814
02223	Rexel Inc (Platt - Rancho Cordova)	10/03/2017	Regular	0.00	440.76	51815
02293	RFI Enterprises, Inc	10/03/2017	Regular	0.00	34,261.13	51816
	**Void**	10/03/2017	Regular	0.00	0.00	51817
02452	Sierra National Construction, Inc.	10/03/2017	Regular	0.00	38,911.15	51818
03579	Smith, Michael A	10/03/2017	Regular	0.00	14.27	51819
03554	Strategy Driver, Inc.	10/03/2017	Regular	0.00	6,777.50	51820
02497	SWC Incorporated	10/03/2017	Regular	0.00	750.00	51821
02651	United Parcel Service Inc	10/03/2017	Regular	0.00	285.38	51822
02700	Viking Shred LLC	10/03/2017	Regular	0.00	50.00	51823
01687	W. W. Grainger, Inc.	10/03/2017	Regular	0.00	182.01	51824
01112	ACS (US), Inc.	10/10/2017	Regular	0.00	940.00	51825
01041	Afman, Todd R	10/10/2017	Regular	0.00	278.21	51826
01073	Amarjeet Singh Garcha	10/10/2017	Regular	0.00	1,500.00	51827
01373	City of Roseville	10/10/2017	Regular	0.00	3,020.94	51828
01634	Folsom Lake Ford, Inc.	10/10/2017	Regular	0.00	1,855.38	51829
01681	Golden State Flow Measurements, Inc.	10/10/2017	Regular	0.00	747.26	51830
03091	Granite Bay Ace Hardware	10/10/2017	Regular	0.00	170.26	51831
03581	Granite Estates Professional Center, LLC	10/10/2017	Regular	0.00	4,224.97	51832
01706	Graymont Western US Inc.	10/10/2017	Regular	0.00	6,159.60	51833
01733	Harris Industrial Gases	10/10/2017	Regular	0.00	2,181.48	51834
01763	Holt of California	10/10/2017	Regular	0.00	3,244.36	51835
02093	NDS Solutions, Inc	10/10/2017	Regular	0.00	2,083.13	51836
02131	Office Depot, Inc.	10/10/2017	Regular	0.00	484.00	51837
03567	Osborn, Susan	10/10/2017	Regular	0.00	270.00	51838
02150	Pace Supply Corp	10/10/2017	Regular	0.00	259.97	51839
02146	PG&E	10/10/2017	Regular	0.00	2,764.05	51840
02223	Rexel Inc (Platt - Rancho Cordova)	10/10/2017	Regular	0.00	8,848.35	51841
02328	Rocklin Windustrial Co	10/10/2017	Regular	0.00	714.60	51842

## Check Report

Date Range: 10/01/2017 - 10/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03554	Strategy Driver, Inc.	10/10/2017	Regular	0.00	5,551.25	51843
01411	SureWest Telephone	10/10/2017	Regular	0.00	1,608.31	51844
02580	The Eidam Corporation	10/10/2017	Regular	0.00	10,456.10	51845
03079	Van Dusen, Darren	10/10/2017	Regular	0.00	199.80	51846
01687	W. W. Grainger, Inc.	10/10/2017	Regular	0.00	972.84	51847
03445	Zlotnick, Greg	10/10/2017	Regular	0.00	178.16	51848
03582	Alcott, Graham J	10/17/2017	Regular	0.00	-147.00	51849
03582	Alcott, Graham J	10/17/2017	Regular	0.00	147.00	51849
01090	American Water Works Association	10/17/2017	Regular	0.00	767.00	51850
01182	Bartkiewicz, Kronick & Shanahan	10/17/2017	Regular	0.00	17,867.28	51851
03513	Bockrath, Paul J.	10/17/2017	Regular	0.00	4,000.00	51852
01372	City of Folsom	10/17/2017	Regular	0.00	29.12	51853
01373	City of Roseville	10/17/2017	Regular	0.00	3,030.00	51854
01494	Dewey Services Inc.	10/17/2017	Regular	0.00	85.00	51855
03549	Foothill Fire Protection, Inc.	10/17/2017	Regular	0.00	410.00	51856
01681	Golden State Flow Measurements, Inc.	10/17/2017	Regular	0.00	1,542.61	51857
03091	Granite Bay Ace Hardware	10/17/2017	Regular	0.00	68.38	51858
01706	Graymont Western US Inc.	10/17/2017	Regular	0.00	6,225.68	51859
01763	Holt of California	10/17/2017	Regular	0.00	3,311.16	51860
03555	Instrument Technology Corporation	10/17/2017	Regular	0.00	3,661.14	51861
03533	M&C Bliss Enterprises Inc	10/17/2017	Regular	0.00	428.99	51862
02024	MCI WORLDCOM	10/17/2017	Regular	0.00	96.42	51863
02150	Pace Supply Corp	10/17/2017	Regular	0.00	1,837.90	51864
02210	Placer County Water Agency	10/17/2017	Regular	0.00	124,625.00	51865
02283	Recology Auburn Placer	10/17/2017	Regular	0.00	640.70	51866
02293	RFI Enterprises, Inc	10/17/2017	Regular	0.00	48.40	51867
02302	Riebes Auto Parts, LLC	10/17/2017	Regular	0.00	48.96	51868
02308	River City Staffing, Inc.	10/17/2017	Regular	0.00	342.30	51869
02357	Sacramento Municipal Utility District (SMUD)	10/17/2017	Regular	0.00	28,077.78	51870
02446	Sierra Chemical Co	10/17/2017	Regular	0.00	12,520.00	51871
03086	Sierra Saw Power Equipment Center	10/17/2017	Regular	0.00	41.92	51872
02540	Sutter Medical Foundation	10/17/2017	Regular	0.00	1,080.00	51873
02690	Verizon Wireless	10/17/2017	Regular	0.00	723.55	51874
01687	W. W. Grainger, Inc.	10/17/2017	Regular	0.00	73.41	51875
01112	ACS (US), Inc.	10/20/2017	Regular	0.00	10,457.50	51876
01039	AFLAC	10/20/2017	Regular	0.00	970.54	51877
01041	Afman, Todd R	10/20/2017	Regular	0.00	282.31	51878
03571	Bearing Engineering Company	10/20/2017	Regular	0.00	2,303.55	51879
01219	Borges & Mahoney Inc	10/20/2017	Regular	0.00	9,462.94	51880
	**Void**	10/20/2017	Regular	0.00	0.00	51881
01378	Clark Pest Control of Stockton	10/20/2017	Regular	0.00	150.00	51882
03585	Cox, Gregory OR Bridget	10/20/2017	Regular	0.00	244.60	51883
01433	Crusader Fence Co., Inc.	10/20/2017	Regular	0.00	3,865.25	51884
03376	Del Paso Pipe & Steel Inc.	10/20/2017	Regular	0.00	89.51	51885
03389	Georgia Western, Inc.	10/20/2017	Regular	0.00	6,053.21	51886
03091	Granite Bay Ace Hardware	10/20/2017	Regular	0.00	103.48	51887
01733	Harris Industrial Gases	10/20/2017	Regular	0.00	583.36	51888
01796	Insomniac Productions Inc.	10/20/2017	Regular	0.00	32.18	51889
03588	L&H Construction Inc	10/20/2017	Regular	0.00	1,341.20	51890
02131	Office Depot, Inc.	10/20/2017	Regular	0.00	772.18	51891
02223	Rexel Inc (Platt - Rancho Cordova)	10/20/2017	Regular	0.00	3,223.39	51892
02292	Rexel, Inc.	10/20/2017	Regular	0.00	415.46	51893
02580	The Eidam Corporation	10/20/2017	Regular	0.00	6,398.92	51894
02463	The New AnswerNet	10/20/2017	Regular	0.00	260.00	51895
03586	Thomas/Suni Varghese, Alice	10/20/2017	Regular	0.00	5.00	51896
03587	Tse, Glenn OR Andrea	10/20/2017	Regular	0.00	140.90	51897
02638	Tyler Technologies, Inc.	10/20/2017	Regular	0.00	26,897.00	51898
02651	United Parcel Service Inc	10/20/2017	Regular	0.00	40.83	51899
01687	W. W. Grainger, Inc.	10/20/2017	Regular	0.00	255.91	51900
	**Void**	10/30/2017	Regular	0.00	0.00	51901
01026	American River Ace Hardware, Inc.	10/30/2017	Regular	0.00	71.72	51902

Check Report

Date Range: 10/01/2017 - 10/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01090	American Water Works Association	10/30/2017	Regular	0.00	420.00	51903
01111	Applied Best Practices, LLC	10/30/2017	Regular	0.00	1,419.50	51904
01027	Association of California Water Agencies	10/30/2017	Regular	0.00	20,558.60	51905
01219	Borges & Mahoney Inc	10/30/2017	Regular	0.00	5,477.34	51906
	**Void**	10/30/2017	Regular	0.00	0.00	51907
03226	Capitol Sand and Gravel Co.	10/30/2017	Regular	0.00	1,775.83	51908
01337	Central Valley Project Water Association	10/30/2017	Regular	0.00	198.70	51909
01378	Clark Pest Control of Stockton	10/30/2017	Regular	0.00	150.00	51910
02410	Desjardin, Scott	10/30/2017	Regular	0.00	219.97	51911
03548	Digital Deployment, Inc.	10/30/2017	Regular	0.00	400.00	51912
	**Void**	10/30/2017	Regular	0.00	0.00	51913
	**Void**	10/30/2017	Regular	0.00	0.00	51914
	**Void**	10/30/2017	Regular	0.00	0.00	51915
	**Void**	10/30/2017	Regular	0.00	0.00	51916
	**Void**	10/30/2017	Regular	0.00	0.00	51917
	**Void**	10/30/2017	Regular	0.00	0.00	51918
	**Void**	10/30/2017	Regular	0.00	0.00	51919
	**Void**	10/30/2017	Regular	0.00	0.00	51920
	**Void**	10/30/2017	Regular	0.00	0.00	51921
	**Void**	10/30/2017	Regular	0.00	0.00	51922
	**Void**	10/30/2017	Regular	0.00	0.00	51923
	**Void**	10/30/2017	Regular	0.00	0.00	51924
	**Void**	10/30/2017	Regular	0.00	0.00	51925
	**Void**	10/30/2017	Regular	0.00	0.00	51926
	**Void**	10/30/2017	Regular	0.00	0.00	51927
	**Void**	10/30/2017	Regular	0.00	0.00	51928
	**Void**	10/30/2017	Regular	0.00	0.00	51929
	**Void**	10/30/2017	Regular	0.00	0.00	51930
	**Void**	10/30/2017	Regular	0.00	0.00	51931
	**Void**	10/30/2017	Regular	0.00	0.00	51932
	**Void**	10/30/2017	Regular	0.00	0.00	51933
	**Void**	10/30/2017	Regular	0.00	0.00	51934
	**Void**	10/30/2017	Regular	0.00	0.00	51935
	**Void**	10/30/2017	Regular	0.00	0.00	51936
	**Void**	10/30/2017	Regular	0.00	0.00	51937
	**Void**	10/30/2017	Regular	0.00	0.00	51938
	**Void**	10/30/2017	Regular	0.00	0.00	51939
	**Void**	10/30/2017	Regular	0.00	0.00	51940
	**Void**	10/30/2017	Regular	0.00	0.00	51941
	**Void**	10/30/2017	Regular	0.00	0.00	51942
01073	Amarjeet Singh Garcha	10/30/2017	Regular	0.00	180.00	51943
03091	Granite Bay Ace Hardware	10/30/2017	Regular	0.00	21.37	51944
01733	Harris Industrial Gases	10/30/2017	Regular	0.00	567.86	51945
02047	Heasley, Mike	10/30/2017	Regular	0.00	232.48	51946
03072	HUNT & SONS INC.	10/30/2017	Regular	0.00	798.59	51947
03347	Kensington Homes, Inc.	10/30/2017	Regular	0.00	1,243.94	51948
02022	Morgan, Daren P.	10/30/2017	Regular	0.00	403.58	51949
02121	Northern Tool & Equipment Co. Inc.	10/30/2017	Regular	0.00	67.77	51950
02131	Office Depot, Inc.	10/30/2017	Regular	0.00	159.33	51951
02150	Pace Supply Corp	10/30/2017	Regular	0.00	1,029.35	51952
02158	Pacific Storage Company	10/30/2017	Regular	0.00	324.75	51953
02146	PG&E	10/30/2017	Regular	0.00	10.00	51954
03150	Professional Id Cards Inc	10/30/2017	Regular	0.00	18.40	51955
02223	Rexel Inc (Platt - Rancho Cordova)	10/30/2017	Regular	0.00	2,449.96	51956
02302	Riebes Auto Parts, LLC	10/30/2017	Regular	0.00	140.44	51957
02369	Sacramento County	10/30/2017	Regular	0.00	12.22	51958
02381	Sacramento Metropolitan Air Quality Managemer	10/30/2017	Regular	0.00	5,916.00	51959
02667	US Bank Corporate Payments Sys (CalCard)	10/30/2017	Regular	0.00	23,364.06	51960
	**Void**	10/30/2017	Regular	0.00	0.00	51961
	**Void**	10/30/2017	Regular	0.00	0.00	51962
	**Void**	10/30/2017	Regular	0.00	0.00	51963

## Check Report

Date Range: 10/01/2017 - 10/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	**Void**	10/30/2017	Regular	0.00	0.00	51964
	**Void**	10/30/2017	Regular	0.00	0.00	51965
	**Void**	10/30/2017	Regular	0.00	0.00	51966
	**Void**	10/30/2017	Regular	0.00	0.00	51967
	**Void**	10/30/2017	Regular	0.00	0.00	51968
	**Void**	10/30/2017	Regular	0.00	0.00	51969
03284	Vavrinek, Trine, Day & Co, LLP	10/30/2017	Regular	0.00	5,035.00	51970
02700	Viking Shred LLC	10/30/2017	Regular	0.00	50.00	51971
01687	W. W. Grainger, Inc.	10/30/2017	Regular	0.00	113.16	51972
03529	Werner, Evelyn	10/30/2017	Regular	0.00	65.36	51973
01232	Brower Mechanical, Inc.	10/03/2017	EFT	0.00	1,016.00	405086
01486	Department of Energy	10/03/2017	EFT	0.00	1,164.88	405087
03523	Eckersall, Scott V.	10/03/2017	EFT	0.00	1,765.00	405088
01589	Eurofins Eaton Analytical, Inc	10/03/2017	EFT	0.00	195.00	405089
01611	Ferguson Enterprises, Inc	10/03/2017	EFT	0.00	237.81	405090
03237	GM Construction & Developers, Inc	10/03/2017	EFT	0.00	14,617.50	405091
02367	McClatchy Newspapers, Inc.	10/03/2017	EFT	0.00	1,777.45	405092
02091	Navajo Pipelines, Inc.	10/03/2017	EFT	0.00	130,881.03	405093
02504	Starr Consulting	10/03/2017	EFT	0.00	1,680.00	405094
01898	Association of California Water Agencies / JPIA	10/10/2017	EFT	0.00	106,407.00	405095
03523	Eckersall, Scott V.	10/10/2017	EFT	0.00	705.00	405096
01589	Eurofins Eaton Analytical, Inc	10/10/2017	EFT	0.00	231.00	405097
01604	Fastenal Company	10/10/2017	EFT	0.00	147.90	405098
01721	Hach Company	10/10/2017	EFT	0.00	8,209.48	405099
01917	Kennedy/Jenks Consultants, Inc.	10/10/2017	EFT	0.00	484.00	405100
02027	Mcmaster-Carr Supply Company	10/10/2017	EFT	0.00	258.84	405101
02365	Sacramento Tree Foundation	10/10/2017	EFT	0.00	150.00	405102
03220	Solenis LLP	10/10/2017	EFT	0.00	2,340.73	405103
03387	WageWorks, Inc	10/10/2017	EFT	0.00	290.00	405104
03133	Applied Industrial Technologies - CA, LLC	10/17/2017	EFT	0.00	2,332.75	405105
01898	Association of California Water Agencies / JPIA	10/17/2017	EFT	0.00	20,582.83	405106
	**Void**	10/17/2017	EFT	0.00	0.00	405107
03221	Chemtrade Chemicals Corporation	10/17/2017	EFT	0.00	12,009.47	405108
01521	DataProse, LLC	10/17/2017	EFT	0.00	10,166.93	405109
01486	Department of Energy	10/17/2017	EFT	0.00	9,892.29	405110
01589	Eurofins Eaton Analytical, Inc	10/17/2017	EFT	0.00	402.00	405111
03543	Mailroom Finance, Inc.	10/17/2017	EFT	0.00	2,000.00	405112
02367	McClatchy Newspapers, Inc.	10/17/2017	EFT	0.00	302.56	405113
01472	Mel Dawson, Inc.	10/17/2017	EFT	0.00	3,540.17	405114
02091	Navajo Pipelines, Inc.	10/17/2017	EFT	0.00	56,192.50	405115
03220	Solenis LLP	10/17/2017	EFT	0.00	1,404.44	405116
01328	Association of California Water Agencies / Joint Pr	10/20/2017	EFT	0.00	7,276.78	405117
01290	California Surveying & Drafting Supply Inc	10/20/2017	EFT	0.00	219.91	405118
01589	Eurofins Eaton Analytical, Inc	10/20/2017	EFT	0.00	167.00	405119
01604	Fastenal Company	10/20/2017	EFT	0.00	546.91	405120
01935	Konecranes, Inc	10/20/2017	EFT	0.00	8,154.01	405121
02027	Mcmaster-Carr Supply Company	10/20/2017	EFT	0.00	598.04	405122
02308	River City Staffing, Inc.	10/20/2017	EFT	0.00	855.75	405123
02564	Telstar Instruments	10/20/2017	EFT	0.00	8,378.03	405124
02162	Tobin, Pamela	10/20/2017	EFT	0.00	100.55	405125
03387	WageWorks, Inc	10/20/2017	EFT	0.00	290.00	405126
03221	Chemtrade Chemicals Corporation	10/30/2017	EFT	0.00	8,159.54	405127
01589	Eurofins Eaton Analytical, Inc	10/30/2017	EFT	0.00	195.00	405128
01611	Ferguson Enterprises, Inc	10/30/2017	EFT	0.00	291.31	405129
03237	GM Construction & Developers, Inc	10/30/2017	EFT	0.00	4,571.50	405130
01938	Kyle Yates, Inc.	10/30/2017	EFT	0.00	200.00	405131
03188	Pacific Material Handling Systems	10/30/2017	EFT	0.00	630.12	405132
02308	River City Staffing, Inc.	10/30/2017	EFT	0.00	684.60	405133
03220	Solenis LLP	10/30/2017	EFT	0.00	3,745.17	405134
02730	Western Area Power Admin	10/30/2017	EFT	0.00	3,003.10	405135
03077	VALIC	10/03/2017	Bank Draft	0.00	125.00	0007234125



Check Report

Date Range: 10/01/2017 - 10/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03077	VALIC	10/06/2017	Bank Draft	0.00	4,233.60	0007236814
03077	VALIC	10/20/2017	Bank Draft	0.00	4,233.96	0007250484
01641	Assurant Employee Benefits	10/04/2017	Bank Draft	0.00	9,659.22	100424325
03077	VALIC	10/08/2017	Bank Draft	0.00	41.51	0007234125 A
01366	Citistreet/CalPERS 457	10/06/2017	Bank Draft	0.00	2,793.30	1000941465
03078	CalPERS Health	10/06/2017	Bank Draft	0.00	38,830.67	1000941800
03078	CalPERS Health	10/06/2017	Bank Draft	0.00	38,592.18	1000941800
03078	CalPERS Health	10/06/2017	Bank Draft	0.00	38,830.67	1000941800
01366	Citistreet/CalPERS 457	10/20/2017	Bank Draft	0.00	2,368.56	1000949458
03080	California State Disbursement Unit	10/05/2017	Bank Draft	0.00	750.92	9JJ1NCY6660
03080	California State Disbursement Unit	10/19/2017	Bank Draft	0.00	750.92	AIK73H96658
03130	CalPERS Retirement	10/06/2017	Bank Draft	0.00	30,597.21	1000941467 A
03130	CalPERS Retirement	10/06/2017	Bank Draft	0.00	93.97	1000941467 B
03130	CalPERS Retirement	10/20/2017	Bank Draft	0.00	30,531.65	1000949454 A
03130	CalPERS Retirement	10/20/2017	Bank Draft	0.00	8.63	1000949454 B
03163	Economic Development Department	10/16/2017	Bank Draft	0.00	4.33	0-118-358-080
03163	Economic Development Department	10/20/2017	Bank Draft	0.00	7,519.98	0-146-874-432
03163	Economic Development Department	10/06/2017	Bank Draft	0.00	314.05	0-827-662-208
03163	Economic Development Department	10/06/2017	Bank Draft	0.00	7,802.13	0-827-662-208
03163	Economic Development Department	10/05/2017	Bank Draft	0.00	2,760.37	1-801-035-648
03164	Internal Revenue Service	10/04/2017	Bank Draft	0.00	11,813.24	2707677613789
03164	Internal Revenue Service	10/04/2017	Bank Draft	0.00	73.36	2707677613789
03164	Internal Revenue Service	10/06/2017	Bank Draft	0.00	46,987.99	2707679813705
03164	Internal Revenue Service	10/06/2017	Bank Draft	0.00	1,297.23	2707679813705
03164	Internal Revenue Service	10/16/2017	Bank Draft	0.00	26.56	2707689043470
03164	Internal Revenue Service	10/20/2017	Bank Draft	0.00	45,875.91	2707693055630

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	231	142	0.00	569,506.78
Manual Checks	0	0	0.00	0.00
Voided Checks	0	44	0.00	-147.00
Bank Drafts	27	27	0.00	326,917.12
EFT's	85	50	0.00	439,451.88
	<b>343</b>	<b>263</b>	<b>0.00</b>	<b>1,335,728.78</b>

### Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	10/2017	1,335,728.78
			<u>1,335,728.78</u>



# Detail vs Budget Report

## Account Detail

Date Range: 07/01/2017 - 10/31/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>010 - WHOLESALE</b>								
<b>Expense</b>								
<a href="#">010-010-50310</a>								
	Payroll Taxes - Government and Deductions	0.00	2,400.00	0.00	399.29	399.29	2,000.71	83.36 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - MC Payrol...			-4.99	
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - SS Payroll...			-21.32	
07/14/2017	PYPKT00565	PYPKT00565 - 2017-07-14...		PYPKT00565 - 2017-07-07 Payroll Process - ...			52.61	
07/28/2017	PYPKT00573	PYPKT00573 - 2017-07-28...		PYPKT00573 - 2017-07-21 Payroll Process - ...			52.60	
08/11/2017	PYPKT00582	PYPKT00582 - 2017-08-11...		PYPKT00582 - 2017-08-04 Payroll Process - ...			43.04	
08/25/2017	PYPKT00586	PYPKT00586 - 2017-08-25...		PYPKT00586 - 2017-08-18 Payroll Process - ...			23.91	
09/08/2017	PYPKT00594	PYPKT00594 - 2017-09-08...		PYPKT00594 - 2017-09-01 Payroll Process - ...			71.73	
09/22/2017	PYPKT00599	PYPKT00599 - 2017-09-22...		PYPKT00599 - 2017-09-15 Payroll Process - ...			23.91	
10/20/2017	PYPKT00614	PYPKT00614 - 2017-10-20...		PYPKT00614 - 2017-10-13 Payroll Process - ...			157.80	
<a href="#">010-010-50440</a>								
	Workers Compensation	0.00	200.00	0.00	21.28	21.28	178.72	89.36 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/30/2017	APPKT01673	07-01-17 to 09-30-17	405106	Workers Comp Program 07-01-17 to 09-30-17	01898 - Association of California Water Agencies..		21.28	
<a href="#">010-010-52050</a>								
	Materials and Supplies - Office and Printing	0.00	200.00	0.00	10.02	10.02	189.98	94.99 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/22/2017	APPKT01667	09-22-2017	51960	Calendar- K.Miller-Acco Brands Direct - 4563...	02667 - US Bank Corporate Payments Sys (CalCa...		10.02	
<a href="#">010-010-52110</a>								
	Training - Meetings, Education & Training	0.00	12,300.00	0.00	871.19	871.19	11,428.81	92.92 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
07/17/2017	APPKT01567	Exp Reimb 07-2017	51593	Exp Reimb 07-2017-Supplies for P. Tobin B-D...	03303 - Paulson, Rachael		10.09	
07/31/2017	APPKT01626	Mileage & Parking 07-2017	405072	Mileage&Prkng07-2017-CapitolHearingRubi...	02162 - Tobin, Pamela		20.66	
08/22/2017	APPKT01627	08-22-2017	51747	Refund B.Walters-Southwest - Grant 4563	02667 - US Bank Corporate Payments Sys (CalCa...		-140.98	
08/22/2017	APPKT01627	08-22-2017	51747	Region 3&4 Mtng P. Tobin-AssocOfCalif-Gran...	02667 - US Bank Corporate Payments Sys (CalCa...		30.00	
08/23/2017	GLPKT03411	JN03375		Clear Dave Peterson Vendor #01466 EFT Pa...			-9.80	
08/23/2017	GLPKT03514	JN03461		Clear Dave Peterson Vendor #01466 EFT Pa...			9.80	
08/31/2017	APPKT01626	Exp Reimb 08-2017	405072	Exp Reimb 08-2017-Lunch w/M. Hanneman ...	02162 - Tobin, Pamela		27.52	
09/13/2017	CLPKT00302	R160635		Ted Costa Payment for P. Tobin birthday cak...			-10.00	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Conf.-K. Miller-Assoc Of Calif-4563 Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		349.50	
09/22/2017	APPKT01667	09-22-2017	51960	Refreshments-Board Wrksp-Raley's-4563 Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		8.62	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Air Fare&EarlyChk -D.RichSouthwest-...	02667 - US Bank Corporate Payments Sys (CalCa...		148.98	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Conf.-P. Tobin-Assoc Of Calif-4563 Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		349.50	

**Detail vs Budget Report**

Date Range: 07/01/2017 - 10/31/2017

Account		Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<a href="#">010-010-52110</a>		Training - Meetings, Education & Training - Continued	0.00	12,300.00	0.00	871.19	871.19	11,428.81	92.92 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
09/30/2017	APPKT01679	Exp Reimb 09-2017	405125	Mileage&Meal Reimbursement 09-2017	02162 - Tobin, Pamela		50.28		
10/30/2017	APPKT01694	Mileage Reimb 10-2017	405144	Mileage-M. Emerson Mtng& RWA	02162 - Tobin, Pamela		22.74		
10/31/2017	APPKT01707	Exp Reimb 10-2017	405151	Mileage-RWA Meeting	03593 - Hanneman, Martin W		4.28		
<a href="#">010-010-53210</a>		Public Notices	0.00	0.00	0.00	834.92	834.92	-834.92	0.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
08/27/2017	APPKT01650	339375 08-27-17	405092	Notice of Vacancy-Board Application Req 8/...	02367 - McClatchy Newspapers, Inc.		683.64		
08/29/2017	APPKT01674	339375 08-29-17	405113	Public Notice-Ordinance No2100&4100 Purc...	02367 - McClatchy Newspapers, Inc.		151.28		
<a href="#">010-010-54120</a>		Professional Services - Other	1,335.62	12,500.00	0.00	6,164.38	6,164.38	5,000.00	40.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
08/31/2017	POPKT01936	414	51820	Strategic Planning for District August	03554 - Strategy Driver, Inc.		3,388.75		
09/30/2017	POPKT01948	418	51843	Strategic Planning for District-September	03554 - Strategy Driver, Inc.		2,775.63		
<a href="#">010-010-58110</a>		Director - Stipend	0.00	31,300.00	0.00	4,658.25	4,658.25	26,641.75	85.12 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - PYEXP Sal...			-343.75		
07/14/2017	PYPKT00565	PYPKT00565 - 2017-07-14...		PYPKT00565 - 2017-07-07 Payroll Process - ...			687.50		
07/28/2017	PYPKT00573	PYPKT00573 - 2017-07-28...		PYPKT00573 - 2017-07-21 Payroll Process - ...			687.50		
08/11/2017	PYPKT00582	PYPKT00582 - 2017-08-11...		PYPKT00582 - 2017-08-04 Payroll Process - ...			562.50		
08/23/2017	GLPKT03411	JN03375		Clear Dave Peterson Vendor #01466 EFT Pa...			-560.50		
08/23/2017	GLPKT03514	JN03461		Clear Dave Peterson Vendor #01466 EFT Pa...			560.50		
08/23/2017	GLPKT03514	JN03462		Clear Dave Peterson Vendor #01466 EFT Pa...			-560.50		
08/25/2017	PYPKT00586	PYPKT00586 - 2017-08-25...		PYPKT00586 - 2017-08-18 Payroll Process - ...			312.50		
09/08/2017	PYPKT00594	PYPKT00594 - 2017-09-08...		PYPKT00594 - 2017-09-01 Payroll Process - ...			937.50		
09/22/2017	PYPKT00599	PYPKT00599 - 2017-09-22...		PYPKT00599 - 2017-09-15 Payroll Process - ...			312.50		
10/20/2017	PYPKT00614	PYPKT00614 - 2017-10-20...		PYPKT00614 - 2017-10-13 Payroll Process - ...			2,062.50		
<b>Expense Totals:</b>			<b>1,335.62</b>	<b>58,900.00</b>	<b>0.00</b>	<b>12,959.33</b>	<b>12,959.33</b>	<b>44,605.05</b>	<b>75.73 %</b>
<b>010 - WHOLESALE Totals:</b>			<b>1,335.62</b>	<b>58,900.00</b>	<b>0.00</b>	<b>12,959.33</b>	<b>12,959.33</b>	<b>44,605.05</b>	<b>75.73 %</b>
<b>050 - RETAIL</b>									
<b>Expense</b>									
<a href="#">050-010-50310</a>		Payroll Taxes - Government and Deductions	0.00	2,400.00	0.00	399.18	399.18	2,000.82	83.37 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - SS Payroll...			-21.31		
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - MC Payrol...			-4.98		
07/14/2017	PYPKT00565	PYPKT00565 - 2017-07-14...		PYPKT00565 - 2017-07-07 Payroll Process - ...			52.58		
07/28/2017	PYPKT00573	PYPKT00573 - 2017-07-28...		PYPKT00573 - 2017-07-21 Payroll Process - ...			52.59		
08/11/2017	PYPKT00582	PYPKT00582 - 2017-08-11...		PYPKT00582 - 2017-08-04 Payroll Process - ...			43.02		

**Detail vs Budget Report**

Date Range: 07/01/2017 - 10/31/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<a href="#">050-010-50310</a>	Payroll Taxes - Government and Deductions - Contin...	0.00	2,400.00	0.00	399.18	399.18	2,000.82	83.37 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/25/2017	PYPKT00586	PYPKT00586 - 2017-08-25...		PYPKT00586 - 2017-08-18 Payroll Process - ...			23.90	
09/08/2017	PYPKT00594	PYPKT00594 - 2017-09-08...		PYPKT00594 - 2017-09-01 Payroll Process - ...			71.71	
09/22/2017	PYPKT00599	PYPKT00599 - 2017-09-22...		PYPKT00599 - 2017-09-15 Payroll Process - ...			23.90	
10/20/2017	PYPKT00614	PYPKT00614 - 2017-10-20...		PYPKT00614 - 2017-10-13 Payroll Process - ...			157.77	
<a href="#">050-010-50440</a>	Workers Compensation	0.00	200.00	0.00	21.28	21.28	178.72	89.36 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/30/2017	APPKT01673	07-01-17 to 09-30-17	405106	Workers Comp Program 07-01-17 to 09-30-17	01898 - Association of California Water Agencies..		21.28	
<a href="#">050-010-52050</a>	Materials and Supplies - Office and Printing	0.00	200.00	0.00	10.01	10.01	189.99	95.00 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/22/2017	APPKT01667	09-22-2017	51960	Calendar- K.Miller-Acco Brands Direct - 4563...	02667 - US Bank Corporate Payments Sys (CalCa...		10.01	
<a href="#">050-010-52110</a>	Training - Meetings, Education & Training	0.00	12,300.00	0.00	871.17	871.17	11,428.83	92.92 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
07/17/2017	APPKT01567	Exp Reimb 07-2017	51593	Exp Reimb 07-2017-Supplies for P. Tobin B-D...	03303 - Paulson, Rachael		10.09	
07/31/2017	APPKT01626	Mileage & Parking 07-2017	405072	Mileage&Prkng07-2017-CapitolHearingRubi...	02162 - Tobin, Pamela		20.65	
08/22/2017	APPKT01627	08-22-2017	51747	Refund B.Walters-Southwest - Grant 4563	02667 - US Bank Corporate Payments Sys (CalCa...		-140.98	
08/22/2017	APPKT01627	08-22-2017	51747	Region 3&4 Mtng P. Tobin-AssocOfCalif-Gran..	02667 - US Bank Corporate Payments Sys (CalCa...		30.00	
08/23/2017	GLPKT03411	JN03375		Clear Dave Peterson Vendor #01466 EFT Pa...			-9.80	
08/23/2017	GLPKT03514	JN03461		Clear Dave Peterson Vendor #01466 EFT Pa...			9.80	
08/31/2017	APPKT01626	Exp Reimb 08-2017	405072	Exp Reimb 08-2017-Lunch w/M. Hanneman ...	02162 - Tobin, Pamela		27.52	
09/13/2017	CLPKT00302	R160635		Ted Costa Payment for P. Tobin birthday cak...			-10.00	
09/22/2017	APPKT01667	09-22-2017	51960	Refreshments-Board Wrksp-Raley's-4563 Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		8.63	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Conf.-K. Miller-Assoc Of Calif-4563 Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		349.50	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Conf.-P. Tobin-Assoc Of Calif-4563 Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		349.50	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Air Fare&EarlyChk -D.RichSouthwest-...	02667 - US Bank Corporate Payments Sys (CalCa...		148.97	
09/30/2017	APPKT01679	Exp Reimb 09-2017	405125	Mileage&Meal Reimbursement 09-2017	02162 - Tobin, Pamela		50.27	
10/30/2017	APPKT01694	Mileage Reimb 10-2017	405144	Mileage-M. Emerson Mtng& RWA	02162 - Tobin, Pamela		22.74	
10/31/2017	APPKT01707	Exp Reimb 10-2017	405151	Mileage-RWA Meeting	03593 - Hanneman, Martin W		4.28	
<a href="#">050-010-53210</a>	Public Notices	0.00	0.00	0.00	834.92	834.92	-834.92	0.00 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/27/2017	APPKT01650	339375 08-27-17	405092	Notice of Vacancy-Board Application Req 8/...	02367 - McClatchy Newspapers, Inc.		683.64	
08/29/2017	APPKT01674	339375 08-29-17	405113	Public Notice-Ordinance No2100&4100 Purc...	02367 - McClatchy Newspapers, Inc.		151.28	
<a href="#">050-010-54120</a>	Professional Services - Other	1,335.63	12,500.00	0.00	6,164.37	6,164.37	5,000.00	40.00 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
08/31/2017	POPKT01936	414	51820	Strategic Planning for District August	03554 - Strategy Driver, Inc.		3,388.75	

**Detail vs Budget Report**

Date Range: 07/01/2017 - 10/31/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<a href="#">050-010-54120</a>	Professional Services - Other - Continued	1,335.63	12,500.00	0.00	6,164.37	6,164.37	5,000.00	40.00 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
09/30/2017	POPKT01948	418	51843	Strategic Planning for District-September	03554 - Strategy Driver, Inc.		2,775.62	
<a href="#">050-010-58110</a>	Director - Stipend	0.00	31,300.00	0.00	4,658.25	4,658.25	26,641.75	85.12 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - PYEXP Sal...			-343.75	
07/14/2017	PYPKT00565	PYPKT00565 - 2017-07-14...		PYPKT00565 - 2017-07-07 Payroll Process - ...			687.50	
07/28/2017	PYPKT00573	PYPKT00573 - 2017-07-28...		PYPKT00573 - 2017-07-21 Payroll Process - ...			687.50	
08/11/2017	PYPKT00582	PYPKT00582 - 2017-08-11...		PYPKT00582 - 2017-08-04 Payroll Process - ...			562.50	
08/23/2017	GLPKT03411	JN03375		Clear Dave Peterson Vendor #01466 EFT Pa...			-560.50	
08/23/2017	GLPKT03514	JN03461		Clear Dave Peterson Vendor #01466 EFT Pa...			560.50	
08/23/2017	GLPKT03514	JN03462		Clear Dave Peterson Vendor #01466 EFT Pa...			-560.50	
08/25/2017	PYPKT00586	PYPKT00586 - 2017-08-25...		PYPKT00586 - 2017-08-18 Payroll Process - ...			312.50	
09/08/2017	PYPKT00594	PYPKT00594 - 2017-09-08...		PYPKT00594 - 2017-09-01 Payroll Process - ...			937.50	
09/22/2017	PYPKT00599	PYPKT00599 - 2017-09-22...		PYPKT00599 - 2017-09-15 Payroll Process - ...			312.50	
10/20/2017	PYPKT00614	PYPKT00614 - 2017-10-20...		PYPKT00614 - 2017-10-13 Payroll Process - ...			2,062.50	
<b>Expense Totals:</b>		<b>1,335.63</b>	<b>58,900.00</b>	<b>0.00</b>	<b>12,959.18</b>	<b>12,959.18</b>	<b>44,605.19</b>	<b>75.73 %</b>
<b>050 - RETAIL Totals:</b>		<b>1,335.63</b>	<b>58,900.00</b>	<b>0.00</b>	<b>12,959.18</b>	<b>12,959.18</b>	<b>44,605.19</b>	<b>75.73 %</b>
<b>Report Total:</b>		<b>2,671.25</b>	<b>117,800.00</b>	<b>0.00</b>	<b>25,918.51</b>	<b>25,918.51</b>	<b>89,210.24</b>	<b>75.73 %</b>

### Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010 - WHOLESALE	1,335.62	58,900.00	0.00	12,959.33	12,959.33	44,605.05	75.73 %
050 - RETAIL	1,335.63	58,900.00	0.00	12,959.18	12,959.18	44,605.19	75.73 %
<b>Report Total:</b>	<b>2,671.25</b>	<b>117,800.00</b>	<b>0.00</b>	<b>25,918.51</b>	<b>25,918.51</b>	<b>89,210.24</b>	<b>75.73 %</b>



San Juan Water District, CA

# Vendor History Report

By Vendor Name

Posting Date Range 07/01/2017 - 10/31/2017

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						
<b>Vendor Set: 01 - Vendor Set 01</b>												
<b>02162 - Tobin, Pamela</b>												
Exp Reimb 08-2017	Exp Reimb 08-2017-Lunch w/M. Hanneman	8/31/2017		405072	9/14/2017	55.04	0.00	0.00	0.00	55.04	55.04	
Exp Reimb 08-2017-Lunch			0.00	0.00	55.04	010-010-52110	Training - Meetings, Education & Trai	27.52				
						050-010-52110	Training - Meetings, Education & Trai	27.52				
Exp Reimb 09-2017	Mileage&Meal Reimbursement 09-2017	9/30/2017		405125	10/20/2017	100.55	0.00	0.00	0.00	100.55	100.55	
Mileage&Meal Reimburs			0.00	0.00	100.55	010-010-52110	Training - Meetings, Education & Trai	50.28				
						050-010-52110	Training - Meetings, Education & Trai	50.27				
Mileage & Parking 07-2017	Mileage&Prkng07-2017-CapitolHearingRubio	7/31/2017		405072	9/14/2017	41.31	0.00	0.00	0.00	41.31	41.31	
Mileage&Prkng07-2017-C			0.00	0.00	41.31	010-010-52110	Training - Meetings, Education & Trai	20.66				
						050-010-52110	Training - Meetings, Education & Trai	20.65				
Mileage Reimb 10-2017	Mileage Reimbursement 10-2017	10/30/2017		405144	11/6/2017	45.48	0.00	0.00	0.00	45.48	45.48	
Mileage-M. Emerson Mtr			0.00	0.00	45.48	010-010-52110	Training - Meetings, Education & Trai	22.74				
						050-010-52110	Training - Meetings, Education & Trai	22.74				
<b>Vendors: (1)</b>						<b>Total 01 - Vendor Set 01:</b>	<b>242.38</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>242.38</b>	<b>242.38</b>
<b>Vendors: (1)</b>						<b>Report Total:</b>	<b>242.38</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>242.38</b>	<b>242.38</b>





Payroll Set: 01-San Juan Water District

<u>Employee Number</u>	<u>Employee Name</u>	<u>Pay Code</u>	<u># of Payments</u>	<u>Units</u>	<u>Pay Amount</u>
<a href="#">0690</a>	Costa,Ted	Reg - Regular Hours	4	21.00	2,625.00
			<b>0690 - Costa Total:</b>	<b>21.00</b>	<b>2,625.00</b>
<a href="#">0670</a>	Miller,Ken	Reg - Regular Hours	4	24.00	3,000.00
			<b>0670 - Miller Total:</b>	<b>24.00</b>	<b>3,000.00</b>
<a href="#">1003</a>	Rich,Daniel T	Reg - Regular Hours	2	14.00	1,750.00
			<b>1003 - Rich Total:</b>	<b>14.00</b>	<b>1,750.00</b>
<a href="#">0650</a>	Tobin,Pamela	Reg - Regular Hours	4	30.00	3,750.00
			<b>0650 - Tobin Total:</b>	<b>30.00</b>	<b>3,750.00</b>
			<b>Report Total:</b>	<b>89.00</b>	<b>11,125.00</b>



Payroll Set: 01-San Juan Water District

<u>Account</u>	<u>Account Description</u>	<u>Units</u>	<u>Pay Amount</u>
<a href="#">010-010-58110</a>	Director - Stipend	44.50	5,562.50
	<b>010 - WHOLESALE Total:</b>	<b>44.50</b>	<b>5,562.50</b>
<a href="#">050-010-58110</a>	Director - Stipend	44.50	5,562.50
	<b>050 - RETAIL Total:</b>	<b>44.50</b>	<b>5,562.50</b>
	<b>Report Total:</b>	<b>89.00</b>	<b>11,125.00</b>



# Pay Code Report

Pay Code Summary

7/1/2017 - 10/31/2017

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	14	89.00	11,125.00
		<b>Report Total:</b>	<b>89.00</b>	<b>11,125.00</b>

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

July - October 2017								
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance		Revenue Variance	
San Juan Retail	6,942.68	1,139,461	6,485.43	\$ 1,102,360	(457.25)	<b>-6.6%</b>	\$ (37,102)	-3.3%
Citrus Heights Water District	5,323.36	\$ 1,036,962	5,625.10	\$ 1,061,445	301.74	5.7%	\$ 24,483	2.4%
Fair Oaks Water District	4,709.88	\$ 815,251	3,134.49	\$ 687,425	(1,575.39)	<b>-33.4%</b>	\$ (127,827)	-15.7%
Orange Vale Water Co.	2,157.40	\$ 370,451	2,071.37	\$ 363,471	(86.03)	<b>-4.0%</b>	\$ (6,980)	-1.9%
City of Folsom	535.77	\$ 100,162	594.36	\$ 104,916	58.59	10.9%	\$ 4,754	4.7%
Granite Bay Golf Course	214.06	\$ 8,423	215.55	\$ 8,482	1.49	<b>0.7%</b>	\$ 59	0.7%
Sac Suburban Water District	4,850.00	\$ 863,785	5,795.35	\$ 938,383	945.35	19.5%	\$ 74,598	8.6%
<b>TOTAL</b>	<b>24,733.16</b>	<b>\$ 4,334,496</b>	<b>23,921.65</b>	<b>\$ 4,266,481</b>	<b>(811.51)</b>	<b>-3.3%</b>	<b>\$ (68,015)</b>	<b>-1.6%</b>

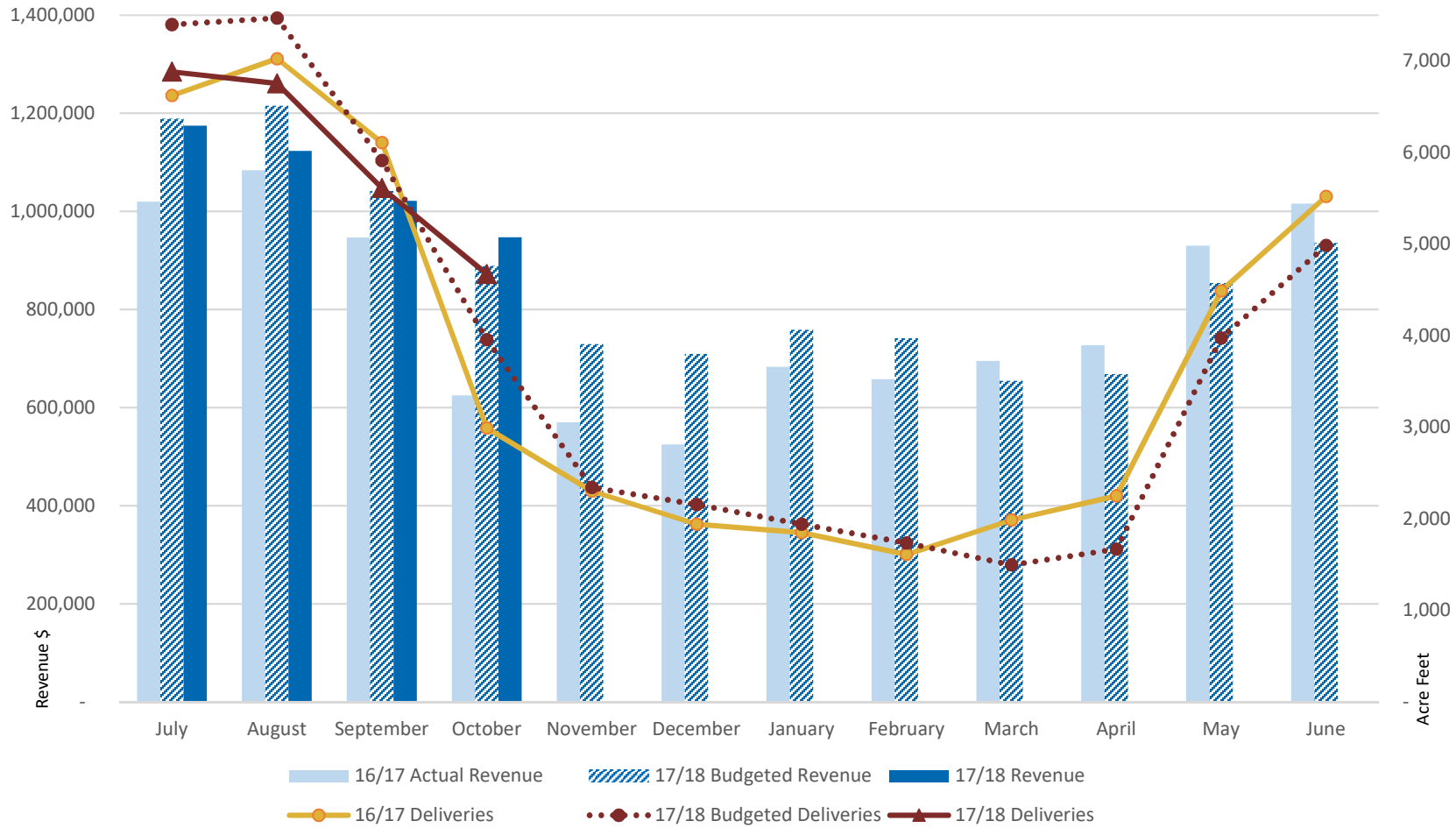
Budgeted Deliveries	24,733.16
Actual Deliveries	23,921.65
Difference	(811.51)
	-3.3%

Budgeted Water Sale Revenue	\$4,334,496
Actual Water Sale Revenue	\$4,266,481
Difference	\$ (68,015)
	-1.6%

**Conclusion:**

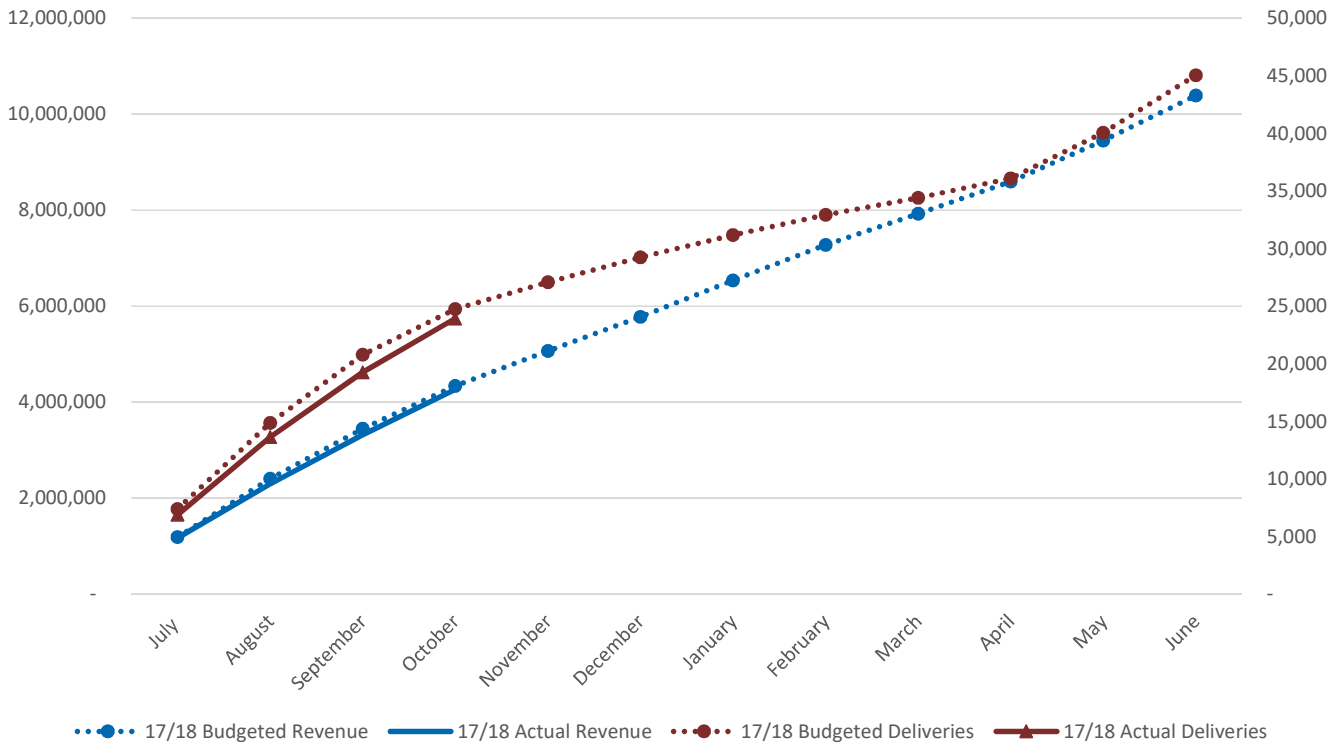
Total deliveries over the first four months of the fiscal year were below expectations by 811.51 acre feet, or -3.3%, resulting in a revenue shortfall of \$68,015. The variance is due to lower than budgeted deliveries for the Retail Service Area and The Fair Oaks Water District. Due to the change in the rate structure, the 3.3% decline in deliveries produces revenues that are just 1.6% lower than the budget for the period. While these numbers are discouraging, gains were made in September and October. The July-August deliveries were 8.3% below budget. September deliveries improved this to 7.4% below budget and October deliveries improved this to 3.3% below budget.

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



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

### Cumulative Water Deliveries and Revenues FY 2017-18



# AGENDA ITEM VI-1 DRAFT

**Personnel Committee Meeting  
San Juan Water District  
November 17, 2017  
3:00 p.m.**

**Committee Members:** Ken Miller, Chair  
Dan Rich, Director

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

**Members of the Public:** Kim Silvers, Silvers HR, LLC

**Topics:** Water Resources Specialist Job Title & Description (W & R)  
General Manager Evaluation Process (W & R)  
Other Personnel Matters  
Public Comment

## **1. Water Resources Specialist Job Title & Description (W & R)**

Mr. Paul Helliker informed the committee that he reviewed the Water Resources Specialist position job description and would like to revise the job description, the job title and the salary range to more accurately reflect the job duties that are being performed. A copy of the staff report will be attached to the meeting minutes.

Mr. Helliker explained that the Water Resources Specialist performs duties that are more closely related to that of a program manager and not a specialist. He recommends that the title be changed to Water Resources Manager, revisions be made to the job description as indicated in the attachment to the staff report, and that the salary range be increased from a range of \$88,701 - \$106,446 to a range of \$100,000 - \$124,000, which would fall between the Information Technology Administrator and the Customer Service Manager salary ranges. In addition, Mr. Helliker explained that the Water Resources Specialist has been instrumental in the negotiations to revise the water supply contracts with PCWA and the City of Roseville which will result in a substantial annual savings.

The committee discussed staff's recommendation. Director Miller inquired about a special recognition award that the District has had in the past. Ms. Silva was able to locate the award policy and will forward the information to the committee.

*The Personnel Committee recommends the change in the title of Water Resources Specialist to Water Resources Manager, the changes proposed in the job description and the proposed revisions to the salary range to be increased to \$100,000 to \$124,000.*

**2. General Manager Evaluation Process (W & R)**

Mr. Helliker informed the committee that he reviewed the evaluation form which was used in the past and incorporated his priority list into the document for his annual performance review. The committee reviewed and discussed the revisions to the evaluation form and directed Mr. Helliker to work with Ms. Silvers to update the form and make the necessary revisions.

The committee discussed the evaluation process and would like Ms. Silvers to attend the December 13<sup>th</sup> Board meeting and present the evaluation process, the revised form, and the schedule to the Board.

**3. Other Personnel Matters**

There were no other items discussed

**4. Public Comment**

There was no public comment.

The meeting was adjourned at 3:53 p.m.